

DATE:
MY REF:
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30 September 2024
Scrutiny Commission

Democratic Services
0116 272 7640
committees@blaby.gov.uk

To Members of the Scrutiny Commission

Cllr. Nick Brown (Chairman - Scrutiny Commissioner)
Cllr. Neil Wright (Vice-Chairman - Scrutiny Commissioner)

Cllr. Royston Bayliss
Cllr. Adrian Clifford
Cllr. Luke Cousin

Cllr. Roy Denney
Cllr. Susan Findlay
Cllr. Janet Forey

Cllr. Antony Moseley
Cllr. Tracey Shepherd
Cllr. Matt Tomeo

Dear Councillor,

A meeting of the **SCRUTINY COMMISSION** will be held in the Council Chamber on **TUESDAY, 8 OCTOBER 2024 at 5.30 p.m.** for the transaction of the following business and your attendance is requested.

Yours faithfully



Gemma Dennis
Corporate Services Group Manager & Monitoring Officer



AGENDA

1. Apologies for absence.
2. Disclosures of Interests from Members
To receive disclosures of interests from Members (ie. The existence and the nature of those interests in respect of items on this agenda).
3. Minutes (Pages 3 - 8)
To approve and sign the minutes of the meeting held on 11 September 2024 (enclosed).
4. Call-in of Blaby District Council (Off-Street Parking Places) Order 2024 (Pages 9 - 56)
To consider the report of the Senior Democratic Services & Scrutiny Officer (enclosed).
5. Further Actions for Scrutiny arising from Meeting

SCRUTINY COMMISSION

Minutes of a meeting held at the Council Offices, Narborough

WEDNESDAY, 11 SEPTEMBER 2024

Present:-

Cllr. Nick Brown (Chairman - Scrutiny Commissioner)

Cllr. Adrian Clifford
Cllr. Luke Cousin

Cllr. Roy Denney
Cllr. Janet Forey

Cllr. Antony Moseley
Cllr. Tracey Shepherd

Officers present:-

Julia Smith	- Chief Executive
Caroline Harbour	- Environmental Health, Housing & Community Services Group Manager
Katie Brooman	- Elections and Governance Manager
Ian Jones	- Housing Services Manager
Sandeep Tienza	- Senior Democratic Services & Scrutiny Officer
Nicole Cramp	- Democratic & Scrutiny Services Officer
Isaac Thomas	- Democracy Support Officer

Invitees:-

Councillor Les Phillimore, Housing, Community Safety and Environmental Services Portfolio Holder

Councillor Terry Richardson, Leader of the Council (and Cabinet Executive)

Apologies:-

Cllr. Neil Wright, Cllr. Royston Bayliss, Cllr. Susan Findlay and Cllr. Matt Tomeo

72. MINUTES SILENCE IN REMEMBRANCE OF MR BHIM KOHLI

The Chairman, Cllr. Nick Brown invited Members and Officers to join him in a minutes silence in remembrance of Mr Bhim Kohli who had sadly died following a tragic event in Braunstone.

73. DISCLOSURES OF INTERESTS FROM MEMBERS

No disclosures were received.

74. MINUTES

The minutes of the meeting held on 17 July 2024 as circulated, were approved and signed as a correct record.

75. STATE OF THE BLABY DISTRICT

The Chairman, Cllr. Nick Brown welcomed the Leader of the Council Cllr. Terry Richardson and the Chief Executive to the meeting.

The Leader and the Chief Executive provided an update on the following topics:

- Homelessness figures in the District.
- The latest update on HNRFI and an invitation to the Deputy Prime Minister to visit Blaby District.
- Ensuring that the new ICT project is fit for purpose and secure.
- Emergency planning response during the recent storms, gas outages and contaminated land areas.
- New housing figures released for District, but this may include unmet targets too.
- Future funding challenges – the Council may receive 2 year funding plan, and the UKSPF is not expected to continue. The Council awaits further news on any devolution plans.

Members questioned the Leader and Chief Executive on the following:

- Updated Blaby District Plan following the General Election and revisiting any priorities.
- Flooding response.
- Green initiatives, including support towards solar panels
- Support for residents regarding winter fuel allowance.

DECISION

That the State of the Blaby District update provided by the Leader, Cllr. Terry Richardson be accepted.

Reason:

Part 3, Section 6, Sub-Section 15 of the Constitution requires the Leader of the Council to present to the first meeting of Scrutiny Commission, 'State of the Blaby District', the Cabinet Executive's priorities for the coming year and its performance in the previous year.

76. **CORPORATE PARENTING RESPONSIBILITIES**

The Chairman, Cllr. Nick Brown welcomed the Environmental Health, Housing & Community Services Group Manager (EHHCSGM) and Cllr. Les Phillimore (Housing, Community Safety and Environmental Services Portfolio Holder) to the meeting.

The EHHCSGM presented the following points:

- Summary of Corporate Parenting Responsibilities under the Children and Social Work Act 2017 and guiding principles.
- Summary of the 2019 Leicestershire Partner Commitment & Promise.
- The Blaby Offer (free leisure membership, local connection to anywhere across Leicestershire, no Council Tax until they are 25, appointed Care Champion roles in key departments, protected characteristic status 2024).

Members questioned the EHHCSGM and the Portfolio Holder on the following:

- Levels of contact the Council has with people in care and how it is monitored.
- The Blaby Offer – Members commented that the Council tax initiative and the leisure offer provided was excellent.

DECISION

That the Corporate Parenting Responsibilities update be accepted.

Reason:

The item was highlighted to be considered in the 2024/25 Scrutiny Work Programme.

77. HOMELESSNESS & SOCIAL HOUSING PRESENTATION

The Chairman, Cllr. Nick Brown welcomed the Environmental Health, Housing & Community Services Group Manager (EHHCSGM), the Housing Services Manager (HSM) and Cllr. Les Phillimore (Housing, Community Safety and Environmental Services Portfolio Holder) to the meeting.

Members considered the current homelessness caseload in comparison to data from September 2023, Members noted that there was an increase in both open homelessness cases and officer caseload. Members were concerned to learn that there had been an increase in homelessness due to domestic violence and requested further information from the HSM on this.

Members questioned the officers on the increasing number of families in temporary accommodation, they requested the latest figures of individuals and children currently homeless. Members were pleased to learn that properties purchased by the Council to support families in need were having a positive impact.

Members requested that the costs associated with temporary accommodation to the Council be provided to Scrutiny.

Members discussed the current increasing caseload of officers and reaching trigger points whereby the team would require extra support. It was requested that should the trigger point be reached that Scrutiny be notified.

The Chairman thanked the Housing Services Manager and Portfolio Holder for their analysis and update.

78. SCRUTINY WORK PROGRAMME

The Chairman, Cllr. Nick Brown presented the latest update to the Work Programme which included the addition of the Blaby District Growth Plan on 15 October 2024 and RIPA Policy being considered by Scrutiny Commission at its next meeting on 13 November 2024.

Members accepted the items on the Scrutiny Work Programme 2024-25 and no additional actions were proposed.

79. CONSIDERATION OF FORWARD PLAN ITEMS

No items were raised for further information or examination.

80. FURTHER ACTIONS FOR SCRUTINY ARISING FROM MEETING

There were no further actions arising from the meeting.

THE MEETING CONCLUDED AT 7.13 P.M.

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Blaby District Council Scrutiny Commission

Date of Meeting	8 October 2024
Title of Report	Call-in of Blaby District Council (Off-Street Parking Places) Order 2024
Report Author	Senior Democratic Services & Scrutiny Officer

1. What is this report about?

- 1.1 The Blaby District Council (Off-Street Parking Places) Order 2024 report and decisions that were made by Cabinet Executive on Monday 16 September 2024 have been called in.
- 1.2 The required written justification as set out in the Council's Constitution, was provided and supported by three non-Executive Members of the Council. The written justification was considered and supported by the Scrutiny Commissioners at their meeting on Monday 23 September 2024.

2. Recommendation(s) to Scrutiny Commission

- 2.1 The Call-in procedure, (as detailed at Part 4, Section 5 of the Constitution) sets out the following options available for Scrutiny Commission to consider:
 1. The decision of the Cabinet Executive is appropriate and therefore the decision becomes effective immediately.
 2. Commission considers that the decision should be referred back to Cabinet with written details of the Scrutiny Commission's concerns. Cabinet will then re-consider the issue and either amend it in the light of those concerns or decide that the original decision stands. The decision then becomes effective immediately. It is not subject to further call-in.
 3. Commission Members consider that the decision should be referred to Council for consideration. Such referrals can only take place in respect of Cabinet decisions which are considered to be contrary to the policy framework or budget.

3. Reason for Decision(s) Recommended

- 3.1 Call-in is a matter reserved under the Constitution for consideration by Scrutiny Commission.

4. Matters to consider

4.1 Background

The Blaby District Council (Off-Street Parking Places) Order 2024 report was considered by Cabinet Executive at its meeting on Monday 16 September 2024.

The proposed recommendations as set out in the report were:

2.1 To approve The District of Blaby (Off-Street Parking Places) Order 2024.

2.2 To delegate authority to the Environmental Health, Housing & Community Services Group Manager, in consultation with the Portfolio Holder, to make minor amendments to the District of Blaby (Off-Street Parking Places) Order 2024 prior to implementation.

Reasons:

3.1 There is a statutory process to be followed to introduce any changes to the way in which the Council regulates its car parks.

3.2 To allow for any small changes to be made to the car parking Order after the statutory consultation periods have taken place.

The Housing, Community Safety and Environmental Services Portfolio Holder, Cllr. Les Phillimore proposed an amendment to recommendation 2.2 of the report: 'Following the consultation the final decision is to return to Cabinet Executive to make minor amendments to the District of Blaby (Off-Street Parking Places) Order prior to implementation.'

The amendment was supported and agreed at the meeting. The report and associated appendix have been attached as Appendix A to this report.

A call-in request was received by Cllr. Antony Moseley and supported by Cllr. Luke Cousin and Cllr. Hannah Gill. The reasons for the call-in are set out below:

The amendment does not change the need to call the proposal in. Whilst the council continues to see itself in challenging financial position, introducing charges to plug the gap should not be in consideration. The proposed charges do not align with the Visit element of the newly adopted Blaby District Plan. Blaby District is able to still make the statement - All of our parks are free to use, and everyone is welcome - and should endeavour to maintain this.

The report outlines that

Once it reopens, we are proposing to introduce car parking charges to help contribute towards the cost of maintaining and enhancing the park.

Clarity is needed on what additional maintenance costs would be needed compared to the existing amount in the budget.

Clarity is needed on additional enhancement are planned.

The Scrutiny Chairman, Cllr. Nick Brown and Vice-Chairman, Cllr. Neil Wright met at their Scrutiny Commissioners meeting and supported the call-in, and requested the following additional information from the Portfolio Holder:

- 1. Clarity on the purpose of the amendment to Recommendation 2.2- it is unclear what the amendment was proposed to achieve, what was the intention?*
- 2. Financial implications- Forecast of income generated from levying charges on Bouskell Park and the cost of enforcement.*

As the reasons set out above relate to both the Off-Street Parking Places Order and the Parks and Open Strategy, Cllr Les Phillimore (as relevant Portfolio Holder) and Cllr Nigel Grundy as the Portfolio Holder for Parks and Open Spaces have been invited to the Scrutiny Commission meeting.

4.2 Proposal(s)

That Scrutiny Commission consider the call-in and decide which of the following three decisions to take:

1. The Scrutiny Commission meets and considers that the decision is appropriate - the decision will then become effective immediately.
2. The Scrutiny Commission considers that the decision should be referred back to Cabinet with written details of the Scrutiny Commission's concerns. Cabinet will then re-consider the issue and either amend it in the light of those concerns or decide that the original decision stands. The decision then becomes effective immediately. It is not subject to further call-in.
3. The Scrutiny Commission considered that the decision should be referred to Council for consideration. Such a referral can only take place in respect of Cabinet Executive decisions which are considered to be contrary to the policy framework or budget. An Extraordinary Council Meeting will need to be convened as soon as possible for consideration of the item, with Council then having the option of referring the decision back for further consideration by the decision-maker.

4.3 Relevant Consultations

- Cllr. Terry Richardson – Leader of the Council.
- Cllr. Les Phillimore – Housing, Community Safety and Environmental Services Portfolio Holder.
- Cllr. Nigel Grundy - Neighbourhood Services & Assets Portfolio Holder.
- Cllr. Nick Brown – Chairman of Scrutiny Commission.

- Cllr. Neil Wright – Vice-Chairman of Scrutiny Commission.
- Cllr. Antony Moseley, Cllr. Luke Cousin, Cllr. Hannah Gill.
- Executive Director – Communities.
- Environmental Health, Housing & Community Services Group Manager.
- Neighbourhood Services & Assets Group Manager.

4.4 Significant Issues

None

4.5 In preparing this report, the author has considered issues related to Human Rights, Legal Matters, Human Resources, Equalities, Public Health Inequalities and there are no areas of concern.

5. Environmental impact

5.1 No Net Zero and Climate Impact Assessment (NZCIA) is required for this report.

6. What will it cost and are there opportunities for savings?

6.1 None in the context of this report.

7. What are the risks and how can they be reduced?

7.1 None.

8. Other options considered

8.1 No other options were considered.

9. Appendix

9.1 Appendix A – Blaby District Council (Off-Street Parking Places) Order 2024 report and appendix.

9.2 Appendix B – Minutes of the Cabinet Executive meeting (16 September 2024)

9.3 Appendix C – Schedule of Executive Decisions Notice

10. Background paper(s)

10.1 [Parks and Open Spaces Strategy \(Approved 15 January 2024\)](#)

11. Report author's contact details

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Blaby District Council

Cabinet Executive

Date of Meeting	16 September 2024
Title of Report	The Blaby District Council (Off-Street Parking Places) Order 2024 This is a Key Decision and is on the Forward Plan.
Lead Member	Cllr. Les Phillimore - Housing, Community Safety and Environmental Services
Report Author	Environmental Services Manager
Strategic Themes	All Themes: Enabling communities and supporting vulnerable residents; Enhancing and maintaining our natural and built environment; Growing and supporting our economy; Keeping you safe and healthy; Ambitious and well managed Council, valuing our people

1. What is this report about?

- 1.1 To seek approval for The District of Blaby (Off-Street Parking Places) Order 2024.

2. Type of Recommendation (please select)

- 2.1 To approve The District of Blaby (Off-Street Parking Places) Order 2024.
- 2.2 To delegate authority to the Environmental Health, Housing & Community Services Group Manager, in consultation with the Portfolio Holder, to make minor amendments to the District of Blaby (Off-Street Parking Places) Order 2024 prior to implementation.

3. Reason for Decisions Recommended

- 3.1 There is a statutory process to be followed to introduce any changes to the way in which the Council regulates its car parks.
- 3.2 To allow for any small changes to be made to the car parking Order after the statutory consultation periods have taken place.

4. Matters to consider

4.1 Background

To allow the Council the legal ability to charge for parking under the Road Traffic Regulation Act 1984 and Traffic Management Act 2004, an Order is required. An Order is a legal document which sets out the parking restrictions and charges and allows the lawful enforcement for off-street parking.

Introducing an Off-Street Parking Order is a lengthy process which requires two periods of statutory advertising in a local newspaper:

- Notice of Proposal (21 days of statutory advertising) – this outlines the proposed changes to the car park restrictions and allows for a 21-day consultation period.
- Notice of Making (14 days of statutory consultation) – this follows after any comments on the Notice of Proposal have been considered. It announces the intention to implement the proposed changes and allows for a 14-day consultation period.

Experimental Orders are a different type of traffic regulation that allow for temporary additions or changes to the existing off-street Parking Order, for a maximum period of 18 months. They allow for changes to the existing Order to be trialled without the costly and time-consuming process. Blaby District Council currently has two Experimental Orders in force in the car parks.

The two Experimental Orders currently in force allow the Council to enforce on the Ticket Office Car Park at Narborough Station and allow parking permits to be issued to the Northfield Medical Centre at the Enderby Road Car Park in Blaby. The Experimental Order in force at the Narborough Station Ticket Office Car Park currently expires on 27th December 2024. A new Parking Order is therefore required before this date, to allow the Council to continue enforcing at this car park.

Bouskell Park Car Park

In January 2024, Cabinet approved the Parks and Open Spaces Strategy 2024 - 2034. The Strategy sets out the objectives for the direction and future of the Council owned parks and open spaces. These objectives have been set with the aim to ensure the parks are sustainable, high quality, accessible and continue to provide value to people, place and nature.

Objective 9 of the Strategy is to ensure the parks are financially self-sustaining and this objective listed the implementation of parking fees as a method that could support this aim. This is also reflected in the adopted Car Parking Strategy 2022 - 2027.

Alongside the introduction of charges, improvement works are proposed at the car park to enlarge the parking space and improve the facility. These

changes are to be funded by UKSPF. A business case to complete the proposed improvements and introduce a charging regime was approved by Informal Cabinet in June 2024.

It has been determined that the Bouskell Park Car Park will offer both PayByPhone and a parking machine for card payment options, to ensure all users are able to pay for our services.

It is proposed that chargeable hours will also apply on Sundays at Bouskell Park Car Park due to its different use as a leisure car park and better reflects the hours of use.

4.2 Proposal(s)

The table below lists the main changes and reasons for the proposals within the 2024 Order compared to the current Order. These changes are proposed to come into force from 18th December 2024.

Proposal	Reason(s)
To incorporate EV charging bay restrictions at Enderby Leisure Centre and Huncote Leisure Centre.	To allow for appropriate enforcement of EV charging bays at Enderby Leisure Centre and Huncote Leisure Centre, should the Council introduce EV charging in the future.
To introduce Season Tickets at Weavers Court Car Park and Enderby Road and Johns Court Car Parks.	To align the listed car parks with the Narborough Station Car Park and to increase the parking options available to car park users in the district.
To introduce NHS Parking Permits at Enderby Road Car Park.	To formalise the current Experimental Order to charge for Permits issued to Northfield Medical Centre to support both the Medical Centre and local community.
To include the Narborough Station Ticket Office Car Park.	To formalise the current Experimental Order and allow for effective management and prevent misuse of the car park.
To introduce a charging regime at Bouskell Park Car Park.	To contribute to the strategic objective of making the Council owned car parks and open spaces financially self-sustaining.
To remove the car parks which have been gifted to Parish Councils.	To remove assets from the Order that the Council no longer owns.

4.3 Relevant Consultations

A statutory 21-day consultation period will be conducted as part of the legal process to introduce an Order. This consultation period will start on 1st October once a Notice of Proposal has been advertised. These comments will be considered before progressing with the Notice of Making and introducing the Order.

4.4 Significant Issues

No significant issues have been identified relating to Human Rights, Human Resources, Equalities or Public Health Inequalities. Legal implications regarding the making of an Order are contained within the report.

The introduction of EV chargers and Season Tickets will have a positive impact on climate change and residents by providing more options for people to pay in the car parks and providing EV charger options.

5. What will it cost and are there opportunities for savings?

5.1 There are costs associated with the statutory process of introducing a new Parking Order and introducing charging within a new Car Park:

- Order advertising - £10,000
- New machine - £3,000
- Signage - £3,000

These upfront costs will be covered from existing budgets and external funding sources.

6. What are the risks and how can they be reduced?

6.1

Current Risk	Actions to reduce the risks
The District of Blaby (Off-Street Parking Places) Order 2024 is not implemented.	Approve the Order to allow for the proposed changes to be legally implemented and car park enforcement to be delivered across the Council owned car parks.

7. Other options considered

7.1 This is a legal requirement to allow changes on how the Council enforces in the car parks. With the expiry of the Experimental Orders, introduction of EV charging at Enderby Leisure Centre and the decision to charge at Bouskell Park, introducing a new Parking Order is the only option.

8. Environmental impact

- 8.1 The installation of EV chargers at Enderby Leisure Centre would encourage the use of greener vehicles, having a positive impact on both Net Zero targets and local air quality. Offering Season Tickets as a parking option in more of our car parks may reduce the number of daily parking tickets some people buy. This will reduce waste from the car parks by decreasing the number of paper tickets issued.

9. Other significant issues

- 9.1 In preparing this report, the author has considered issues related to Human Rights, Legal Matters, Human Resources, Equalities, Public Health Inequalities, and Climate Local and there are no areas of concern.

10. Appendix

- 10.1 Appendix A – The District of Blaby (Off-Street Parking Places) Order 2024

11. Background paper(s)

- 11.1 There are no relevant background papers for this report.

12. Report author's contact details

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Appendix A

THE DISTRICT OF BLABY (OFF-STREET PARKING PLACES) ORDER 2024

BLABY DISTRICT COUNCIL

THE DISTRICT OF BLABY (OFF-STREET PARKING PLACES) ORDER 2024

Blaby District Council (hereinafter referred to as “the Council”) in exercise of its powers under Sections 32, 33, 35, 35a and 38 of the Road Traffic Regulation Act 1984 and Parts I, III, IV, V and VI of Schedule 9 to the Act, the Traffic Management Act 2004 (“the 2004 Act”), all regulations and Orders conferred by the 2004 Act and of all other enabling powers, with the consent of the Leicestershire County Council in accordance with Section 39(3) of the Act and after consulting the Chief Officer of Police in accordance with Part III of Schedule 9 of the 1984 Act and the Area Traffic Commissioner under Part V of Schedule 9 of the 1994, hereby makes the following Order:-

PART 1 – GENERAL

Title and Date of Operation

1. This Order shall come into operation on 18th December 2024 and may be cited as “The District of Blaby (Off-Street Parking Places) Order 2024”.

Revocations

2. The following Orders are hereby revoked: The District of Blaby (Off-Street Parking Places) Order 2022 and all previous amendment Orders to that Order and all other Off-Street Parking Places Orders issued by Blaby District Council.

Interpretation

3. The Interpretation Act 1978 shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament.
4. The headings in this Order are inserted for convenience only and shall not affect its construction or interpretation.
5. In this Order, except where the context otherwise requires, the following expressions have the meanings hereby assigned to them:

“the Act of 1984” means the Road Traffic Regulation Act 1984;

“the 2000 Regulations” means The Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000 (SI No. 682); as amended by SI 2000/1507;

“the 2004 Act” means the Traffic Management Act 2004;

“authorised officer” means a Civil Enforcement Officer or any person as defined by the relevant legislation duly authorised by or on behalf of the Council to supervise and enforce the operation of the car park or any part thereof;

“bicycle” means a non-powered vehicle normally with two wheels (but up to four) attached to a frame, to include, but not exclusively a tricycle;

“car park” means the area or areas of land, specified by name in Schedules 1 and 2, defined by the plans included in those Schedules;

“car park notice” means the notice that is displayed in each car park and describes the conditions contained in Schedules 1 and 2 of this Order under which a motor vehicle may be left in the car park;

“causes” includes permits;

“CEO” means a Civil Enforcement Officer or any person duly authorised by or on behalf of the Council to supervise and enforce the operation of the car park or any part thereof;

“charging hours” means any period for which a charge is specified in Schedule 1;

“coach” means a chartered bus constructed to carry more than eight seated passengers in addition to the driver;

“controlled hours” means the hours during which enforcement may be carried out;

“convenience charge” means an additional charge for a service in addition to the basic fee;

“Council” means Blaby District Council;

“credit card” means a card or similar thing issued by any person, use of which enables the holder to defer the payment by him of the charge for parking a vehicle;

“debit card” means a card or similar thing issued by any person, use of which enables the holder to causes the charge for parking a vehicle to be paid by the electronic transfer of funds from any current account of his at a bank or other institution providing banking services;

“designated limited waiting area” means any area within the boundary of any car park that is signed indicating a restricted waiting time;

“disabled person's badge” means, a badge and time clock issued by a local authority in the form prescribed by Regulation 11 in the 2000 Regulations, or as prescribed in any subsequent Regulations in force from time to time, for display on a motor vehicle driven by a disabled person, or used for the carriage of a disabled person, and includes a replacement badge issued in accordance with Regulation 7 of those Regulations and is valid;

“dispensation” means an authorisation, in writing, issued by the Council that entitles a specified motor vehicle to park in a car park which had been closed pursuant to Article 45 of this Order for a defined time;

“driver” means the registered keeper of the vehicle registered with the DVLA at the time that the contravention was committed, unless it is proved to the Council’s satisfaction that the vehicle at the time of the contravention was in the charge of a person other than the registered keeper;

“electric vehicle” means a vehicle as identified in this order;

“electric vehicle charging point” means the location at which an electric vehicle charging post is situated for the purpose of the charging of electric vehicles;

“electric vehicle charging post” means an apparatus which supplies electricity for the charging of electric vehicles;

“electric vehicle parking bay” means an area of a parking place as indicated by marking on the surface of the parking place and is provided for the leaving of vehicle as shown on the schedule;

“goods vehicle” a vehicle which is constructed or adapted for use for the carriage of goods or burden of any description, the overall height of which does not exceed 2 metres and the unladen weight of which does not exceed 2540 kilograms and is not drawing a trailer;

“higher level contraventions” are as defined in The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 or any amendment or re-enactment thereof;

“loading and unloading” when a vehicle is parked wholly in a Parking Place or bay marked for that purpose of delivering or collecting goods or merchandise or loading or unloading the vehicle at the premises adjacent to the Parking Place or bay and the vehicle does not park for more than forty minutes or such longer period as duly authorised officer of the Council may authorise;

“lower level contraventions” means all parking contraventions which are not defined as higher level contraventions;

“motor car” means a mechanically propelled vehicle as defined in Section 136(2) of the Act of 1984 and not exceeding 2 metres in height, 5 metres in length or 2 metres wide;

“motor cycle” means a mechanically propelled vehicle as defined in Section 136(4) of the Act of 1984 but having no more than two wheels;

“motor vehicle” means an independent powered vehicle including but not limited to motor cars and motor cycles as defined and a motor vehicle constructed or adapted for use for the conveyance of goods or burden the unladen weight of which does not exceed 3050kg;

“owner” means the legally responsible person or organisation;

“parking contravention” means an offence as specified in paragraph 4 of Schedule 7 of the Traffic Management Act 2004;

“parking permit” means a permit issued by the Council in accordance with the Council’s conditions for issuing parking permits for the time being in force which entitles a vehicle to park in a car park without displaying a parking ticket or purchasing a virtual ticket;

“parking space” means a space in the car park, marked on the surface of the car park by lines or indicated by signs, which is provided for the parking of motor vehicles;

“parking ticket” means the ticket, either physical or virtual, issued by means of the ticket machine indicating its period of validity;

“Pay by phone” means the Telephone Payment System provided by the Council or service provider;

“PCN” means a Penalty Charge Notice;

“Penalty Charge” means a charge payable in respect of a vehicle which has committed a parking contravention;

“Penalty Charge Notice” means a Penalty Charge Notice as defined in The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022;

“processing authority” means the authority or organisation that processes the Penalty Charge Notices;

“public holiday” means Bank Holidays and all present and future public holidays as defined by the Cambridge dictionary;

“public service vehicle” means a vehicle suitable for carrying nine or more passengers and doing so for hire or reward;

“relevant legislation” means the Road Traffic Regulation Act 1984, the Road Traffic Act 1991, the Traffic Management Act 2004, any enactments and any Regulations made thereunder;

“relevant position” means exhibited on the dashboard or fascia of the motor vehicle, in a conspicuous position on the motor vehicle, so that the front is clearly legible from the outside of the motor vehicle. Parking tickets valid for trailers must be displayed in the relevant position of the attached or accompanying motor vehicle or on the trailer if not attached or accompanied by a motor vehicle;

“season ticket” means a season ticket issued by the Council in accordance with the Council’s conditions for issuing season tickets for the time being in force which entitles a vehicle to park in a car park without displaying a parking ticket or purchasing a virtual ticket;

“serve” in respect of a Penalty Charge Notice means the forms of service specified in The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022, including the service of PCNs by post or any amendment or re-enactment thereof;

“staff parking permit” means a permit issued to a person employed by the Council for the parking of a specified vehicle in a specified parking place or places;

“ticket machine” means any apparatus operated by the insertion of coins, bank notes, tokens, credit or debit cards and that issues parking tickets, either physical or virtual, indicating the payment of a charge, the date and time at which that charge was paid and the time by which the motor vehicle must leave the car park;

“trailer” means an independent non powered towable apparatus not exceeding 2 metres in height, 5 metres in length or 2 metres wide;

“trailer unit” means a trailer remaining attached to a motor vehicle whilst parked;

“transaction surcharge” means an additional charge for a service in addition to the basic fee;

PART 2 – REGULATIONS

Use of land and car park

6. The Environmental Health, Housing & Community Services Group Manager or other authorised officer of the Council as designated by the Chief Executive of the Council may from time to time designate spaces in a parking place as being reserved for the official use of the Council.
7. Each area of land specified by name in Schedules 1 and 2 may be used at all times subject to the following provisions of this Order as a car park for motor vehicles on such days and for such periods as are specified in Schedules 1 and 2. No person shall unless authorised in writing by the Council use any car park for any other purpose.
8. In so far as a motor vehicle is parked in a car park during the charging hours the driver thereof shall pay such charge or charges as are specified in the provisions of this Order and on the relevant car park notice and shall purchase a parking ticket or season ticket or resident ticket or permit paying such charge or charges as specified by the provisions of this Order.
9. The driver of the vehicle shall:
 - (a) display the physical parking ticket, season ticket or resident permit issued on payment of the charge in the relevant position on the vehicle in respect of which it was issued ensuring that the ticket or permit is clearly visible in the front of the vehicle and clearly shows the validity of the ticket or permit; and
 - (b) ensure that the parking ticket, season ticket or resident ticket or permit is purchased and displayed to cover the entire period that the vehicle is parked in the parking space.
 - (c) for disabled person's badge holders, the badge and time clock must be displayed in the relevant position in accordance with the Blue Badge Scheme: rights and responsibilities in England documents provided at the time of issue of the blue badge. Parking is free for the first 3 hours for blue badge holders, for parking over 3 hours a pay and display ticket must be purchased by a blue badge holder and this ticket must be displayed in the relevant position.
 - (d) ensure that where a physical parking ticket, season ticket or resident permit is not displayed a payment shall be made for a virtual parking ticket or by using the pay by phone payment service to cover the entire period that the vehicle is parked in the parking space.
10. If at any time while a vehicle is left in a car park and no parking ticket is displayed on that vehicle in the relevant position, it shall be deemed that the

charge has not been paid and will be subject to the penalty provisions within this Order, unless the vehicle is displaying the following:-

- (a) any other permit or residents ticket or season ticket that may be issued by the Council from time to time; or
- (b) a valid disabled person's badge and time clock; or
- (c) a payment made for a virtual parking ticket or visible on the pay by phone payment service.

11. A parking ticket is valid only in the car park in which it was issued, for the time displayed on the ticket, as defined by the car park name on the ticket.
12. If at the time when a vehicle is left during the charging hours in a parking space on the nearest parking machine in that car park there is a notice placed by any person duly authorised by the Council, indicating that the parking machine is out of order, then a parking ticket shall be obtained from another machine within that car park (where provided) or by using the pay by phone service.
13. Where no valid parking ticket can be obtained as a result of the parking machine or pay by phone service being designated as out of order in accordance with Article 12 any displayed vehicles may be left in a car park but may not be left for longer than the charging period for that day.
14. Pay by phone information signs and the relevant location identification number signs shall be located in each parking place where pay by phone is in operation and will provide information in relation to the operation and use of pay by phone.
 - (a) The payment of the parking charge using pay by phone will relate only to the Parking Places as indicated by the Location Identification Number displayed on the Location Identification Number sign situated in the Parking Place.
 - (b) Where a vehicle has been left in a Parking Place operating pay by phone, an indication that the relevant parking charge has been made in respect of that vehicle using pay by phone together with an indication of the parking periods for which payment has been made shall appear on the Hand Held Device.
 - (c) Without prejudice to the provisions of the Articles within this Order if at any time whilst a vehicle is left in a Parking Place referred to in the appropriate schedule(s) of this Order no indication appears on the Hand Held Device that payment of the relevant charge has been made using pay by phone or a Hand Held Device indicates that the payment period for which payment was made using pay by phone has expired it shall be presumed that either:

- I. The relevant parking charge has not been duly paid in respect of that vehicle in accordance with the provisions contained within this Order; or
- II. The parking period for which payment was made using pay by phone has expired.

And in either case, a Civil Enforcement Officer may serve a Penalty Charge Notice.

15. Where a vehicle has been left in a Parking Place operating virtual permits, an indication that the relevant parking charge has been made in respect of that vehicle together with an indication of the parking period for which payment has been made shall appear on the Hand Held Device.
16. Without prejudice to the provisions of the Articles within this Order if at any time whilst a vehicle is left in a Parking Place referred to in the appropriate schedule(s) of this Order no indication appears on the Hand Held Device that payment of the relevant charge has been made for a virtual permit or a Hand Held Device indicates that the payment period for which payment was made for a virtual permit has expired it shall be presumed that:
- (a) The relevant parking charge has not been duly paid in respect of that vehicle in accordance with the provisions contained within this Order.
 - (b) The parking period for which payment was made for a virtual permit has expired.

And in either case, a Civil Enforcement Officer may serve a Penalty Charge Notice.

17. No motor vehicle or bicycle shall be driven at a speed exceeding 5 mph whilst within the boundaries of any car park.
18. No motor vehicle shall remain within the boundaries of any car park for a period longer than 3 weeks unless displaying a valid form of display to cover the entirety of that parking period or with written permission from the Council. Any motor vehicle overstaying this period and not meeting one of the aforementioned conditions will be deemed abandoned and therefore subject to Articles 19 and 20 of this Order.
19. No motor vehicle shall enter or remain within the boundaries of any car park if it does not have a valid motor vehicle road fund licence applicable for that motor vehicle at that time. Any motor vehicle found not to have a valid motor vehicle road fund licence may be removed from the car park and stored off site for a period of 7 days after which time it will be sold and any monies received put towards costs incurred in its removal and storage. Any costs associated with

the removal and storage of motor vehicles will be payable by the registered keeper of the motor vehicle. Any surplus remaining after deductions for removal and storage costs will be used by Blaby District Council as it sees fit.

20. Any motor vehicle deemed unroadworthy by virtue of not having a current Ministry of Transport (MOT) motor vehicle roadworthy certificate valid for that motor vehicle at that time, may be removed from the car park and stored off site for a period of 7 days after which time it will be sold and any monies received put towards costs incurred in its removal and storage. Any costs associated with the removal and storage of motor vehicles will be payable by the registered keeper of the motor vehicle. Any surplus remaining after deductions for removal and storage costs will be used by Blaby District Council as it sees fit.
21. Any object other than a motor vehicle placed within the boundaries of any car park without prior permission will be removed and stored off site at the owners expense for a period of 7 days after which time it will be sold and any monies received put towards costs incurred in removal and storage. Any surplus remaining after deductions for removal and storage costs will be used by Blaby District Council as it sees fit.
22. Save as provided below, no person shall, except upon the direction or with the permission of the Council, cause any motor vehicle to wait in any car park, unless it is displaying, in the relevant position, a parking ticket, season ticket or resident ticket or permit valid for that car park at that time or a valid disabled person's badge and time clock or payment made for a virtual parking ticket or using pay by phone.
23. No vehicle, other than an electric vehicle which is connected via a connecting lead to an electric vehicle charging point and is being charged shall be left in any electric vehicle parking bay during the hours outlined in Schedule 1. An electric vehicle shall only be left in an electric vehicle parking bay for a maximum period of three hours during the hours outlined in Schedule 1. When using an electric vehicle parking bay in a car park that also has chargeable hours, the vehicle owner must purchase a pay and display ticket, pay by phone parking session, display a valid permit or season ticket when using any electric vehicle parking bay. Where a vehicle is left in such bays and in contravention of the restrictions a Civil Enforcement Officer may serve a Penalty Charge Notice.
24. No vehicle other than a coach as defined in this Order shall be left in any coach or minibus bay during the hours outlined in Schedule 1. Where a vehicle is left in such bays and in contravention of the restrictions a Civil Enforcement Officer may serve a Penalty Charge Notice.

- (a) Any such permitted vehicle using these bays under the definition shall be exempt from the maximum dimensions as specified on information boards.

Maximum Length of Stay for Motor Vehicles Using Car Parks

25. During the controlled times no motor vehicle shall be allowed to remain in a car park for longer than the maximum time permitted for that car park, nor may a motor vehicle return to that car park until after the expiry after departure of three hours, or such time stipulated in Schedules 1 and 2 attached, except for drivers holding a permit for that car park.
26. Motor vehicles correctly displaying a disabled person's badge and time clock may park without payment, for a period not exceeding 3 hours duration within any marked disabled parking space or other parking space in the limit of the car park with the exception of any designated limited waiting areas including but not limited to 20 minute short stay bays.
27. Motor cycles may park in any designated motor cycle bay without payment.
28. No motor vehicle may remain in a designated limited waiting area, for longer than the time specified for that designated limited waiting area.
29. Without the prior written agreement of the Council, no person shall within a parking place:
- (a) reserve a parking bay;
 - (b) distribute or affix or cause to be distributed or affixed to any motor vehicle left in a parking place any literature or leaflet of any nature;
 - (c) leave a vehicle carrying dangerous substances as defined in the Carriage of Goods by Road Regulations 1996;
 - (d) play or take part in any ball game or other game;
 - (e) consume alcohol or drugs.

Restrictions on Use of Parking Spaces

30. No person shall use a motor vehicle, while it is in a car park, in connection with the sale of any article to persons in or near the car park or in connection with the selling or offering for hire of his or her skills or services, except with the written consent of the Council.
31. No person shall use any part of a car park or any motor vehicle parked in a parking space:-
- (a) for sleeping or camping or cooking; or
 - (b) for the purpose of carrying on any business or trade unless with the express permission of the Council in writing; or
 - (c) for the purpose of servicing or washing any vehicle or part thereof other than is reasonably necessary to enable that vehicle to depart from the car park; or
 - (d) for any indecent, improper, offensive or obscene behaviour which may cause harassment, alarm or distress.

32. A motor vehicle shall not be permitted to wait in a car park other than in a parking space. Under no circumstances is parking permitted on single or double yellow lines. Except with the permission of the Council, every part of the motor vehicle must be within the limits of the parking space and not more than one motor vehicle shall occupy any one such parking space.
33. Except with the permission of the Council, every part of a trailer must be parked within the limits of one parking space. A trailer unit must occupy no more than two parking spaces. Separate parking tickets must be purchased for both the motor vehicle and trailer and must be displayed in the relevant position(s).
34. Where within the car park there is a sign or surface marking that indicates a parking space is available only for use by disabled persons, no motor vehicle shall be permitted to stand or wait in the parking space unless it is correctly displaying a valid disabled person's badge and time clock in the relevant position.
35. Where within the car park there is a sign or surface marking that indicates a parking space is available only for use by visitors, council officials, season ticket holders, resident ticket holders, permit holders or other such class of persons as specified in the car park no vehicle shall be permitted to stand or wait in the parking space unless they are of that class and are displaying a valid season ticket, ticket or appropriate permit in the relevant position.
36. No motor vehicle may be parked in such a manner that it obstructs any other motor vehicle.
37. Where in the car park or any part thereof, signs are erected or surface markings are laid for the purpose of:-
- (a) indicating an entrance to or exit from the car park or any part thereof; or
 - (b) indicating that a motor vehicle using the car park or any part thereof shall process in a specific direction within the car park or any part thereof.
38. No person shall drive or permit to be driven any motor vehicle;
- (a) so that it enters the car park or any part thereof, otherwise than by the entrance, or leaves the car park or any part thereof, otherwise than by the exit, so indicated, or;
 - (b) in a direction other than so specified.
39. No motor vehicle shall display a parking ticket that had been previously displayed on another motor vehicle.
40. No motor vehicle shall display any parking ticket, season ticket, resident ticket or permit which has been altered, defaced, mutilated or added to, or upon which the figures or particulars have become illegible.
41. If an authorised officer has reasonable cause to believe that a document or article carried on a motor vehicle, or by the driver or person in charge of a motor vehicle, is a ticket or permit to which this Article applies, or is a document designed to resemble a ticket or permit, he may detain that ticket or permit, and

may for that purpose require the driver or person in charge of the motor vehicle to deliver up the document or article.

Exemptions from Payment

42. Any vehicle left in a parking place that is displaying a disabled person's badge and time clock in the relevant position shall be exempt from payment of any charge specified in Schedule 1 or Schedule 2 to this Order for the first three hours only.

Suspension of Charges

43. Nothing shall restrict the power of the Council to enter into agreements for the letting of such numbers of parking bays or to allow such other vehicles to use the Parking Place as the Council considers appropriate reserves the right to suspend the parking charges within this agreement on a temporary basis as and when it considers appropriate.
44. The Council has the power to suspend charges at Christmas or other nominated dates throughout the year, either in full or for part of the charging period.
45. Any person may apply to the Council for a waiver for a Parking Place provided that:
- (a) the application is made prior to the vehicle being parked;
 - (b) the waiver is granted prior to the vehicle is parked;
 - (c) the appropriate fee is paid;
 - (d) the waiver is displayed in the front of the vehicle waiver is to be exhibited inside the windscreen of the vehicle so that the date and other particulars shown are clearly visible from the outside of the vehicle at all times.

Penalty Charge for Use of Car Parks

46. A Penalty Charge will be payable by the driver of a motor vehicle left in contravention or non-compliance of any Article or Articles of this Order.
47. If a motor vehicle is left in a parking place in contravention of, or non-compliance with this Order, a penalty charge shall be payable by the driver of the vehicle.
48. The penalty charge or reduced penalty charge shall be the sum of the following amounts:-
- (a) The penalty charge for higher level contraventions as set out in The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 (as amended or superseded from time to time) subject to payment being received within 28 days beginning with the date of issue of the Penalty Charge Notice.

- (b) All other contraventions of the Order not so defined as higher level contraventions in accordance with The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 or re-enactment thereof, will be set at the lower level penalty charge as defined in those regulations.
 - (c) The reduced penalty charge – a fifty percent reduction of the penalty charge is subject to the payment being received within 14 days beginning with the date of issue of the Penalty Charge Notice.
 - (d) If no payment is made within 28 days of the serving of the Penalty Charge Notice the processing authority will issue a Notice to Owner advising of the unpaid charge.
 - (e) If no payment is made within 28 days of serving the Notice to Owner the processing authority may issue a Charge Certificate in accordance with the provisions of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 (as amended or superseded from time to time). This will result in the penalty charge being increased by fifty percent.
49. Service of the Penalty Charge Notice, Notice to Owner or Charge Certificate by post is deemed effective on the second working day after the date of posting.
50. Where a contravention has occurred a Civil Enforcement Officer or any authorised officer may attach to the vehicle in a conspicuous position or hand to the driver a Penalty Charge Notice which shall comply with the requirements of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 (as amended or superseded from time to time).
51. Where a penalty charge has been incurred, a Penalty Charge Notice may be issued by post by the enforcement authority if the owner of the motor vehicle drives the motor vehicle away before the Civil Enforcement Officer has issued a Penalty Charge Notice or the Civil Enforcement Officer has been prevented from issuing a Penalty Charge Notice, such a Penalty Charge Notice shall comply with the requirements of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 (as amended or superseded from time to time).
52. The particulars given in the Penalty Charge Notice attached to the motor vehicle in accordance with this Article shall be treated as evidence in any proceedings relating to failure to pay such penalty charge.

53. In the event of the driver failing to pay a penalty charge within the period stipulated in this Order the processing authority may give notice in writing to the owner of the motor vehicle in respect of which the penalty charge was incurred requiring the owner to supply the identity of the driver.
54. When a notice has been attached to a motor vehicle in accordance with any of the foregoing provisions of this Order no person other than a person authorised by the Council in that behalf or the driver or a person authorised by the driver in that behalf shall remove the notice from the motor vehicle.
55. The Council reserves the right to utilise any CCTV present for enforcement purposes. Evidence may be used for the determination of Penalty Charge Notice appeals.

Motor Vehicle Removal

56. If a motor vehicle is parked in a car park in contravention of any of the foregoing provisions of this Order the Council may remove the motor vehicle from that car park or arrange for such removal.
57. Any person removing, or causing the removal of, a motor vehicle by virtue of this Article, may do so by towing or driving the motor vehicle or in such other manner as he may think reasonably necessary to enable the motor vehicle to be removed.
58. Any person removing a motor vehicle by virtue of this Article shall make such arrangements as he considers to be reasonably necessary for the safety of the vehicle in the place to which it is removed.
59. A motor vehicle will be stored for a period of 7 days after which time it will be sold and any monies received put towards costs incurred in its removal and storage. Any surplus remaining after deductions for removal and storage costs will be used by Blaby District Council as it sees fit.
60. Any costs associated with the removal and storage of motor vehicles will be payable by the driver of the motor vehicle and if not paid will be recoverable as a civil debt.

Power of the Council to Close Car Parks

61. Nothing in this Order shall restrict the power of the Council by notice, to suspend the operation of the car park or any part thereof and when the operation of the car park or part thereof is suspended, the Council shall display a notice or notices to that effect at the car park and at the ticket machines.
62. When the operation of the car park is suspended pursuant to Article 61, no person shall cause any motor vehicle to enter, stand, wait or be left in the car park or any part thereof, for the duration of the suspension without the written authorisation of the Council, except for an ambulance or any motor vehicle

being used in the service of a fire brigade or police force, or any motor vehicle with the permission of a police constable in uniform or when displaying a valid dispensation.

63. If at any time the Council shall require a car park or part thereof for any purpose whatsoever (including its use as a private car park in connection with a particular event) then the right of any person to park any motor vehicle thereon shall immediately terminate until the Council shall no longer require the car park or part thereof.

Right to Refuse Entry to a Parking Place

64. The Council or its Civil Enforcement Officers may refuse entry to any Parking Place, to any person or to any vehicle.
65. No persons shall in a parking place destroy, damage, interfere with or deface any property belonging to the Council, and in addition to liability for any penalty imposed for breach of this provision of this Order, any person doing so shall be liable for and shall pay the Council the full cost of repair of the damage.
66. No persons shall in a parking place use any threatening, insulting or abusive language gesture or conduct with intent to put any person in fear or so as to occasion a breach of the peace or whereby a breach of the peace is likely to be occasioned.
67. A person who is not in a parking place for the purpose of parking or retrieval of a vehicle or a purpose connected therewith on being requested to leave the parking place by an Officer of the Council, Civil Enforcement Officer or any Police Constable shall do so forthwith.
68. No person shall within a parking place without good reason or excuse deposit or leave any goods, builders materials, items of furniture, vehicle parts or rubbish of any description. Items of litter may only be deposited in the bins provided for this purpose.

Liability of the Council

69. The Council shall not be liable in respect of loss or damage to any vehicle or the fittings or contents of any vehicle waiting or moving in or entering or otherwise using a parking place unless at the fault of Council employees.
70. The Council shall not be held accountable for any damages to a person or property using a parking place nor shall it be obligated to provide footage for such incidents. CCTV is only for the purposes outlined in Article 55 of this Order.

IN WITNESS whereof the Blaby District Council have caused the Common Seal to be hereunto affixed the day of 2024.

THE COMMON SEAL of the BLABY)
DISTRICT COUNCIL was hereunto)
affixed the day and year first before)
written)

SCHEDULE OF CHARGES (SCHEDULE 1)

Name of Car Park	Controlled Hours	Charged Hours	Scale of Charges during Charged Hours
1	2	3	4
Station Road Car Park, Narborough	All days	8am to 6pm Monday – Saturday (inclusive) Including Bank Holidays	All day – £6.00 Up to 20 minutes – FREE in designated short stay red parking bay Minibus bays – FREE parking with valid permit maximum stay 3 hours Season Tickets – £500 per annum Residents Permits – not available Return prohibited within 3 hours Maximum 3 hours stay within designated green electric vehicle charging bays during charging hours Charges apply for electricity
Narborough Station Ticket Office Car Park	All days	All times	Permit Holders Only in blue hatched area Free parking in Disabled bays with valid Disabled badge & clock 2 free 20 minute only bays

Weavers Court Car Park, Narborough	All Days	8am to 6pm Monday – Saturday (inclusive) Including Bank Holidays	Up to 1 hour – £0.70 Up to 2 hours – £1.00 Up to 3 hours – £1.50 Up to 4 hours – £3.00 Over 4 hours – £6.00 Season Tickets – £500 per annum Residents Permits – £85 per annum subject to residence qualifications Return prohibited within 3 hours Maximum 3 hours stay within designated green electric vehicle charging bays during charging hours Charges apply for electricity
Enderby Road & Johns Court Car Park, Blaby	All days	8am to 6pm Monday – Saturday (inclusive) Including Bank Holidays	Up to 1 hour – £0.70 Up to 2 hours – £1.00 Up to 3 hours – £1.50 Up to 4 hours – £3.00 Over 4 hours – £6.00 Season Tickets – £500 per annum Residents Permits – £85 per annum subject to residence qualifications NHS Permits – £350 per annum Return prohibited within 3 hours Maximum 3 hours stay within designated green electric vehicle charging bays during charging hours Charges apply for electricity

Leicester Road Car Park, Narborough	All days	8am to 6pm Monday – Saturday (inclusive) Including Bank Holidays	Up to 1 hour – £0.70 Up to 2 hours – £1.00 Up to 3 hours – £1.50 Up to 20 minutes – FREE in designated short stay red parking bays Season Tickets – not available Residents Permits – £85 per annum subject to residence qualifications Return prohibited within 3 hours Maximum 3 hours stay within designated green electric vehicle charging bays during charging hours Charges apply for electricity
Bouskell Park Car Park, Blaby	All Days	8am to 6pm Monday – Sunday (inclusive) Including Bank Holidays	Up to 1 hour – £0.70 Up to 2 hours – £1.00 Up to 3 hours – £1.50 Up to 4 hours – £3.00 Over 4 hours – £6.00 Season Tickets – not available Residents Permits – not available Return prohibited within 3 hours

PERMITTED WAITING PERIODS (SCHEDULE 2)

Name of Car Park	Controlled Hours	Date and Time of Operation	Maximum Waiting Time
1	2	3	4
Enderby Leisure Centre & Golf Course Car Parks, Enderby	All days	8am to 6pm Monday – Saturday (inclusive) Including Bank Holidays	6 hours – return prohibited within 3 hours Maximum 3 hours stay within designated green electric vehicle charging bays during charging hours Charges apply for electricity
Huncote Leisure Centre Car Park, Huncote	All days	8am to 6pm Monday – Saturday (inclusive) Including Bank Holidays	6 hours – return prohibited within 3 hours Maximum 3 hours stay within designated green electric vehicle charging bays during charging hours Charges apply for electricity
Jubilee Park Car Park, Enderby	All days	All times	In line with seasonal opening times
Fosse Meadows Car Park, Sharnford	All days	All times	In line with seasonal opening times

No Season Tickets or Residents Permits are permitted in the above car parks.

Name of Car Park	Controlled Hours	Date and Time of Operation	Maximum Waiting Time
1	2	3	4
Blaby District Council Staff Car Park, Narborough	All days	All times	Staff permits only – subject to qualifications
Blaby District Council Visitors Car Park, Narborough	All days	All times	2 hours – return prohibited within 3 hours
The Grange Car Park, Narborough	All days	All times	Residents Permits only – £55 per annum subject to residence qualifications

SCHEDULE 3

The penalty charge for higher level contraventions will be set as defined in the provisions of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 or any amendment or re-enactment thereof.

All other contraventions of the Order not so defined as higher level contraventions in accordance with The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 or any amendment or re-enactment thereof, will be set at the lower level penalty charge as defined in those Regulations.

If no payment is made within 28 days of the serving of a Penalty Charge Notice the processing authority may issue a Charge Certificate in accordance with the provisions of The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022.

STATION ROAD CAR PARK, NARBOROUGH



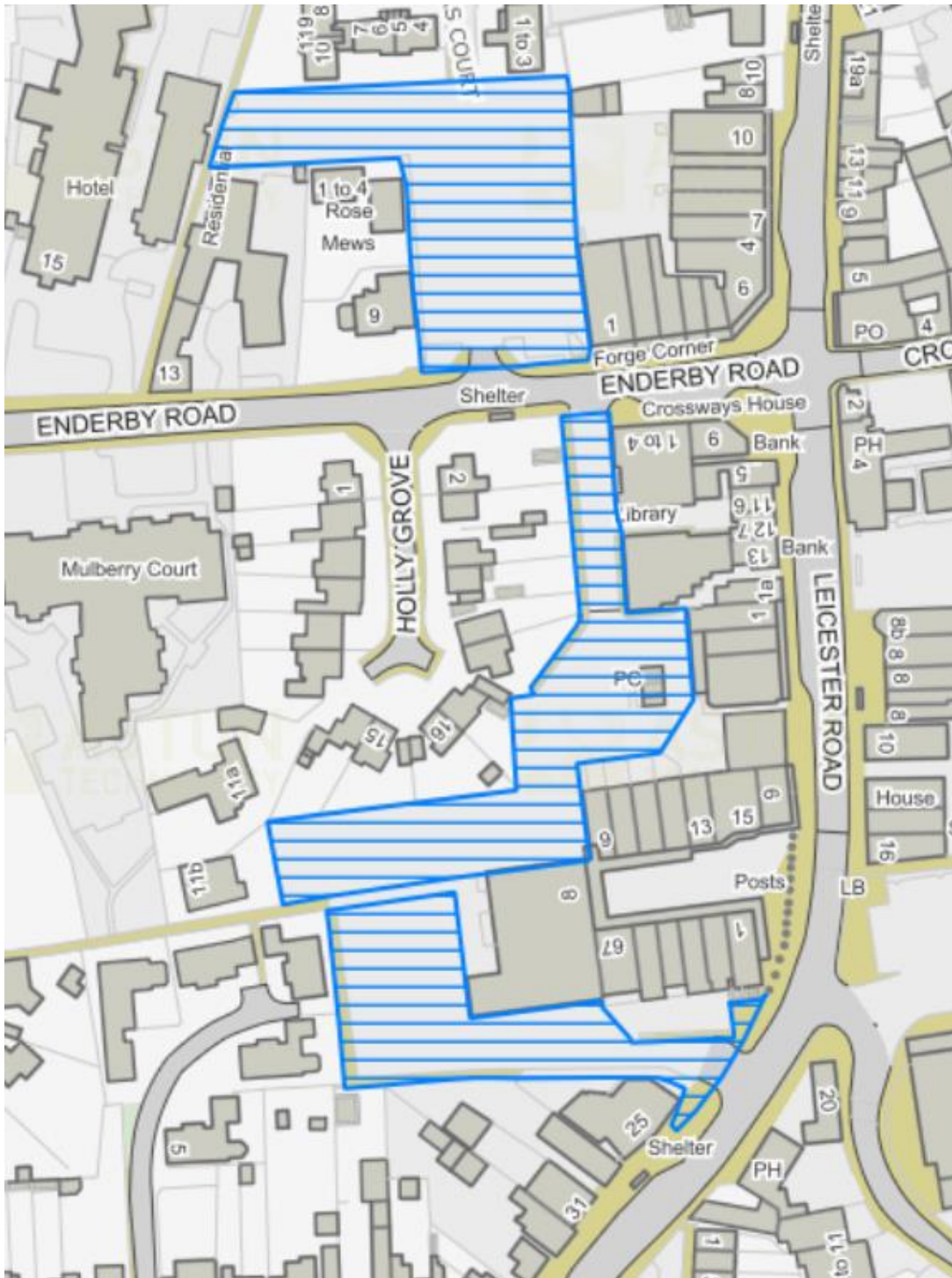
NARBOROUGH STATION TICKET OFFICE CAR PARK, NARBOROUGH



WEAVERS COURT CAR PARK, NARBOROUGH



ENDERBY ROAD & JOHNS COURT CAR PARK, BLABY



LEICESTER ROAD CAR PARK, NARBOROUGH



BOUSKELL PARK CAR PARK, BLABY



ENDERBY LEISURE CENTRE & GOLF COURSE CAR PARKS, ENDERBY



HUNCOTE LEISURE CENTRE CAR PARK, HUNCOTE



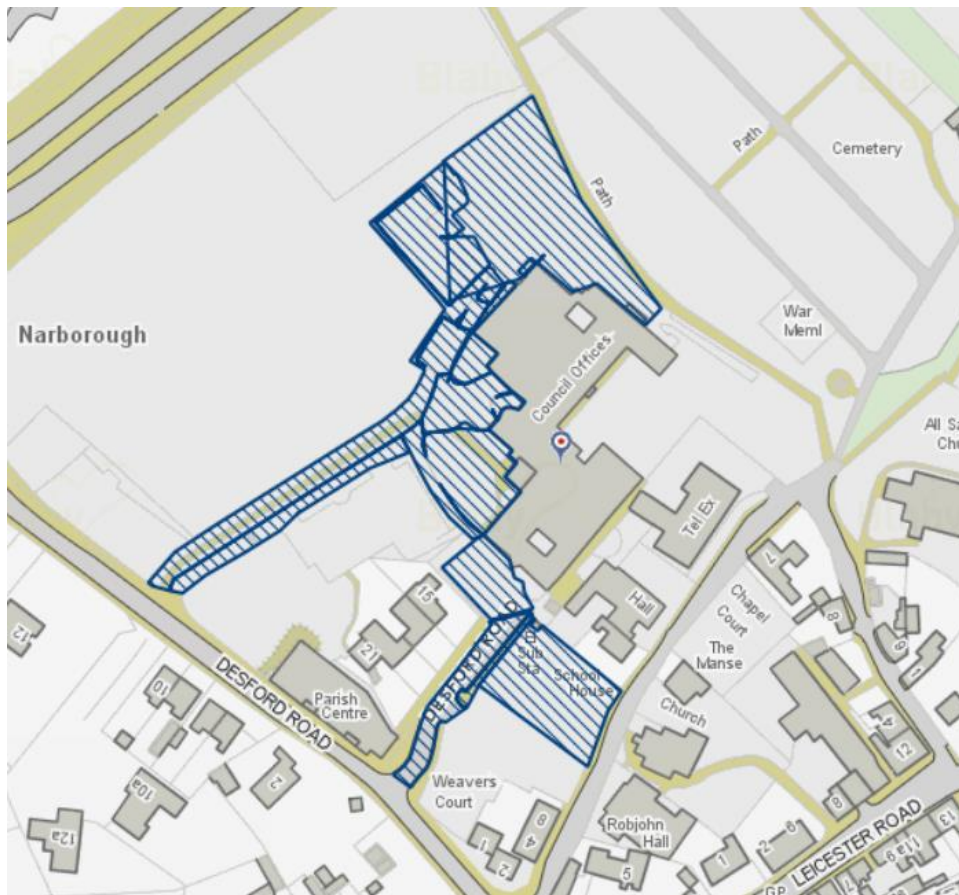
JUBILEE PARK CAR PARK, ENDERBY



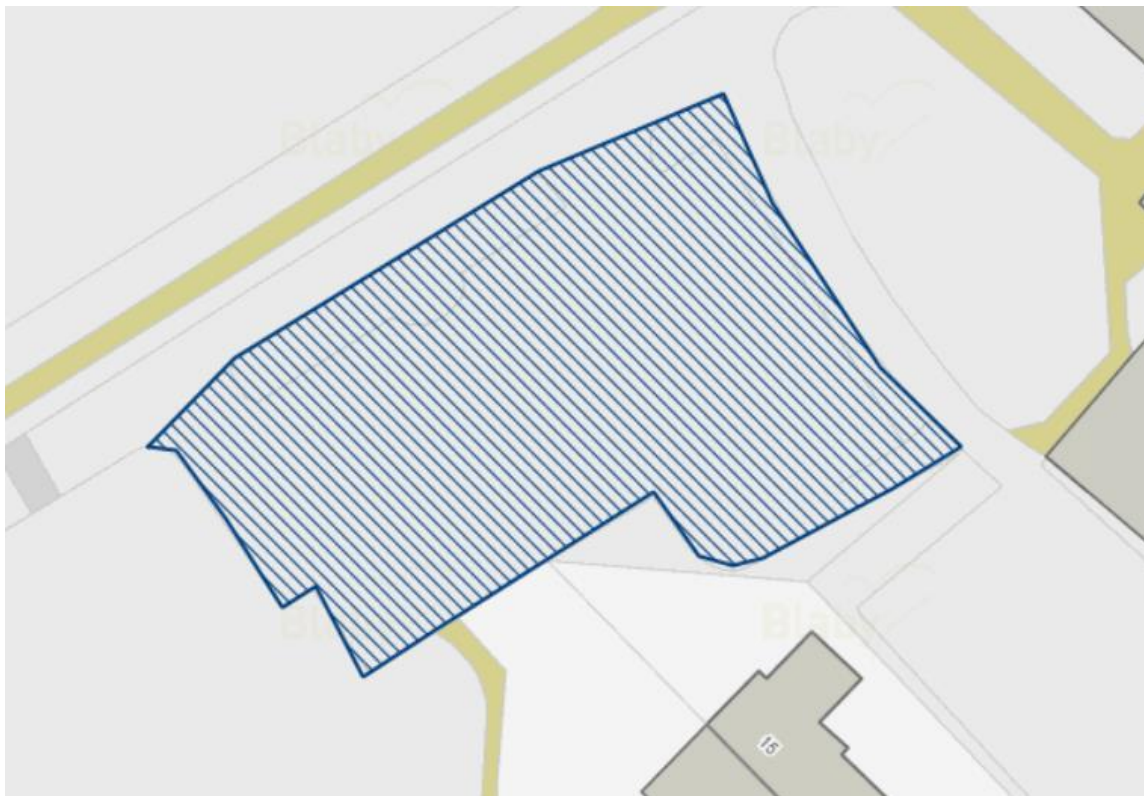
FOSSE MEADOWS CAR PARK, SHARNFORD



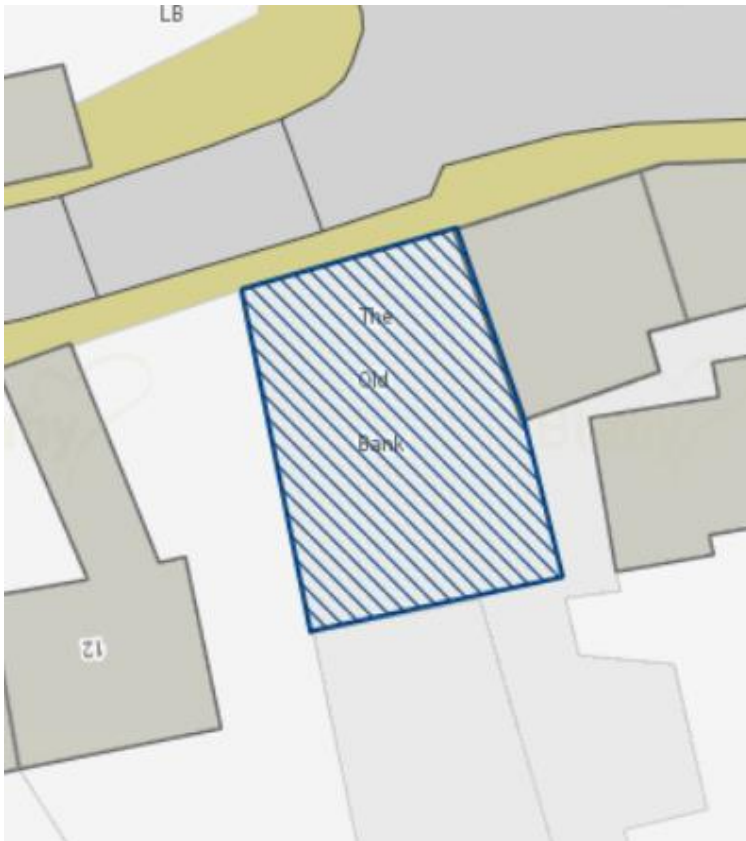
BLABY DISTRICT COUNCIL STAFF CAR PARK, NARBOROUGH



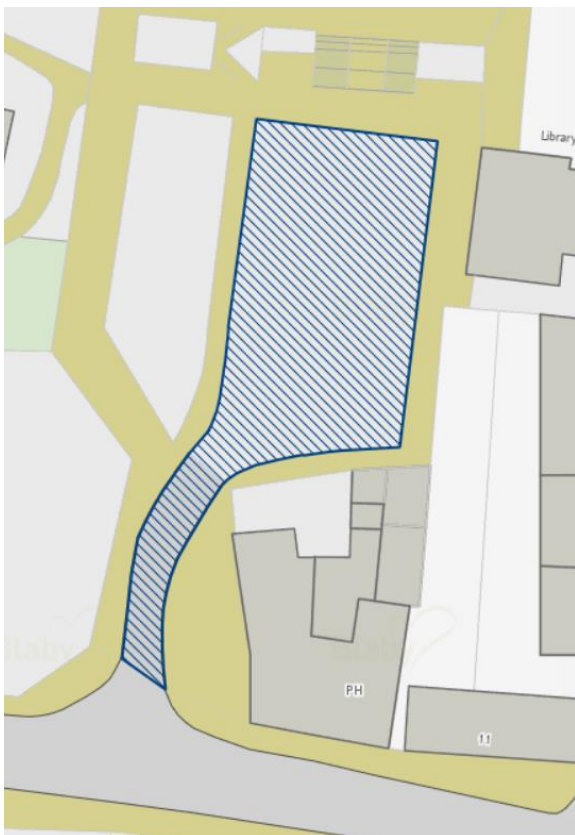
BLABY DISTRICT COUNCIL VISITORS CAR PARK, NARBOROUGH



THE GRANGE CAR PARK, NARBOROUGH



ST MICHAELS COURT CAR PARK, STONEY STANTON (REMOVAL FROM ORDER)



LONG STREET CAR PARK, STONEY STANTON (REMOVAL FROM ORDER)



CENTRAL STREET CAR PARK, COUNTSTHORPE (REMOVAL FROM ORDER)



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CABINET EXECUTIVE

Minutes of a meeting held in the Council Chamber, Council Offices, Narborough

MONDAY, 16 SEPTEMBER 2024

Present:

Councillor Terry Richardson (Leader of the Council) (Leader)
Councillor Maggie Wright (Finance, People & Performance Portfolio Holder) (Deputy Leader)

- | | |
|-----------------------|---|
| Cllr. Cheryl Cashmore | - Health, Leisure, Climate and Economic Development Portfolio Holder |
| Cllr. Nigel Grundy | - Neighbourhood Services & Assets Portfolio Holder |
| Cllr. Les Phillimore | - Housing, Community Safety and Environmental Services Portfolio Holder |
| Cllr. Ben Taylor | - Planning, Transformation and ICT Portfolio Holder |

Also in attendance as Observers:

Cllr. Nick Brown (Scrutiny Commissioner)

Officers present:-

- | | |
|------------------|--|
| Julia Smith | - Chief Executive |
| Sarah Pennelli | - Executive Director - S.151 Officer |
| Louisa Horton | - Executive Director - Communities and Monitoring Officer |
| Marc Greenwood | - Executive Director - Place |
| Caroline Harbour | - Environmental Health, Housing & Community Services Group Manager |
| Gary Morris | - Interim Finance Group Manager |
| Katie Hollis | - Accountancy Services Manager |
| Anna Farish | - Environmental Services Manager |
| Katie Brooman | - Elections and Governance Manager |
| Nicole Cramp | - Democratic & Scrutiny Services Officer |
| Isaac Thomas | - Democracy Support Officer |

81. DISCLOSURE OF INTERESTS FROM MEMBERS

No disclosures were received.

82. MINUTES

The minutes of the meeting held on 24 June 2024, as circulated, were approved and signed as a correct record.

83. PUBLIC SPEAKING PROTOCOL

No requests were received.

84. QUARTER 1 BUDGET REVIEW 2024/25

Considered – Report of the Accountancy Services Manager.

Other options considered:

None.

DECISIONS

1. That the financial performance against the budget for the quarter ending 31st June 2024 be accepted.
2. That the additional budget expenditure of £53,122, and the forecast contribution of £516,978 from General Fund balances be approved.
3. That the Local Plan Earmarked Reserve be increased by £221,070 from the General Fund Balance and that delegated authority be given to the Executive Director (S151 Officer) in consultation with the Finance, People & Performance Portfolio holder to draw down from the Local Plan Reserve when necessary.

Reasons:

1. It is good practice that Members have oversight of the Council's financial performance at regular points during the financial year.
2. To recognise movements in the call on reserves and balances to date, along with potential variances in establishment costs and key income streams that may arise between now and the end of the financial year.

85. QUARTER 1 TREASURY MANAGEMENT UPDATE 2024/25

Considered – Report of the Finance Group Manager.

Other options considered:

None, this report is a requirement of the 2023/24 Prudential Code.

DECISION

That the latest position in respect of treasury activities, and the prudential indicators, be accepted.

Reason:

The 2023/24 edition of the Prudential Code added a requirement for quarterly reporting of treasury management activities and prudential indicators. Whilst quarters 1 and 3 do not need to be formally reported to full Council, there is an implicit understanding that they should be adequately scrutinised by Cabinet Executive.

86. QUARTER 1 CAPITAL PROGRAMME REVIEW 2024/25

Considered – Report of the Accountancy Services Manager.

Other options considered:

None.

RECOMMENDATIONS TO COUNCIL

1. That the report be accepted.
2. That the latest Capital Programme for 2024/25, totalling £8,362,558, be accepted.

Reasons:

1. To ensure that the Council has adequate resources in place to meet its capital expenditure commitments.
2. To reflect additions or other changes to the Capital Programme since it was approved by Council on 27th February 2024, including the carry forward of unspent budget from 2023/24.

87. THE BLABY DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2024

Considered – Report of the Environmental Services Manager.

The Housing, Community Safety and Environmental Services Portfolio Holder, Cllr. Les Phillimore proposed an amendment to recommendation 2.2 of the report as follows 'Following the consultation the final decision is to return to Cabinet Executive to make minor amendments to the District of Blaby (Off-Street Parking Places) Order prior to implementation.'

Other options considered:

This is a legal requirement to allow changes on how the Council enforces in the car parks. With the expiry of the Experimental Orders, introduction of EV charging at Enderby Leisure Centre and the decision to charge at Bouskell Park, introducing a new Parking Order is the only option.

DECISIONS

1. That the District of Blaby (Off-Street Parking Places) Order 2024 be approved.
2. Following the consultation the final decision is to return to Cabinet Executive to make minor amendments to the District of Blaby (Off-Street Parking Places) Order prior to implementation.

Reasons:

1. There is a statutory process to be followed to introduce any changes to the way in which the Council regulates its car parks.
2. To allow for any small changes to be made to the car parking Order after the statutory consultation periods have taken place.

THE MEETING CONCLUDED AT 5.52 P.M.

Notice – Schedule of Executive Decisions

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
Date of Decision or Recommendation to Council	Decision Maker	Report Title	Decision (those set out below in bold) / Recommendation to Council (those set out below not in bold)	Last date for Call-in	Date of Enactment	Call-in applicable ?	Called-In?
16 September 2024	Cabinet Executive	The Blaby District Council (Off-Street Parking Places) Order 2024	<p>1. That the District of Blaby (Off-Street Parking Places) Order 2024 be approved.</p> <p>2. Following the consultation the final decision is to return to Cabinet Executive to make minor amendments to the District of Blaby (Off-Street Parking Places) Order prior to implementation.</p> <p>Reasons:</p> <p>1. There is a statutory process to be followed to introduce any changes to the way in which the Council regulates its car parks.</p> <p>2. To allow for any small changes to be made to the car parking Order after the statutory consultation periods have taken place.</p> <p>Other options considered:</p> <p>This is a legal requirement to allow changes on how the Council enforces in the car parks. With the expiry of the Experimental Orders, introduction of EV charging at Enderby Leisure Centre and the decision to charge at Bouskell Park, introducing a new Parking Order is the only option.</p>	23/09/24 23/09/24	24/09/24 24/09/24	Yes Yes	Yes Yes

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