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Subject

Policy on car park use

Incident Reference # 200504-000086

Member with Interest: **Alan Reid**
Assigned: No Value
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Note By (Road and Infrastructure Services) (26/05/2020 02.04 PM)

Dear Councillor Reid,

Broadly, the Parking Policy Framework provides detail on what is allowed and how that's managed, The Policy doesn't cover every eventuality however.

Very briefly, the Policy does allow events to take place within a Council car park. If the car park is a free car park or a pay & display car park and the event organiser is willing pay the full potential income for the period they wish to hold the event, then the approval is delegated to the Executive Director or HoS in consultation with Chair & Vice Chair of the Area Committee. If it's a pay & display car park and the organiser wishes for the charge to be reduced or waived then this request would be referred to the Policy & Resources Committee or full Council for approval.

Notwithstanding the above, consideration must also be given to the wider impact of the event; for example the wider impact of displaced vehicles within a town due to the closure of a car park. Consideration must also be given to the impact of a closure on our warden resource. Where the event is a commercial one, the Council may wish to charge for occupation of a car park even where the car park is not pay & display.

Where an event is permitted, the normal process of should be followed, including completion of an Event Pack (which includes Public Liability Insurance etc.). There may also be a requirement for the organiser to apply for other licences, e.g. entertainment/trading/alcohol.

Kind Regards,

Amy Bruce

Note By (Alan Reid) (04/05/2020 02.31 PM)

The Forum asks what the Council's policy is regarding the use of council car parks for events.

