

**Teignbridge District Council**  
**Full Council**  
**29 October 2024**  
**Part i**

**Constitution Amendment to Delegate authority to Head of Assets to waive car parking fees and charges.**

**Purpose of Report**

To seek authority for the Head of Assets to waive car parking fees and charges.

**Recommendation**

The Council RESOLVES :

1. To grant delegated authority to the Head of Assets "To approve requests for concessionary car parking on the proviso that such shall be for no more than £100 per day and shall not be for a period in excess of five consecutive days per concession".
2. That the Constitution be amended accordingly and as appropriate.

**Financial Implications**

The opportunity cost to the Council is capped by the wording such that there are sufficient restrictions to prevent material loss. See also 3.1.

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**Legal Implications**

There are no Legal Implications arising out of this report.

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**Risk Assessment**

The intention of the delegated authority is to enable charitable organisations to temporarily use the Council's car parks without having to pay. Provided this is adhered to there is limited risk to the Council. Conversely there is reputational risk of not being able to grant such uses which provide social value. The risk of such requests scaling up to have a material impact is considered minimal and should be appropriately monitored by the Head of Assets.

There is also risk of such request preventing full use of the car parks and the Head of Assets should be mindful of peak usage in granting any such requests. Other

considerations should be made on a case-by-case basis having due regard to operational car park requirements, including Health and Safety matters.

Thomas E Phillips  
Head of Assets  
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## **Environmental / Climate Change Implications**

By helping to enable charitable community uses on Council car parks this may result in reduced journey times / necessity to travel for certain provisions such as health scans.

Report Author to comment on the Environmental/Climate Change Implications  
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## **Report Author**

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## **Executive Member**

Councillor Palethorpe Deputy Leader  
Executive Member for Assets, Parking, Economic Development,  
FHSF and Communication

## **Appendices/Background Papers**

### **1. Introduction/Background**

1.1 Requests for officers to waive car parking fees is a common occurrence.

1.2 At present the Council's constitution has Section 6 Schedule 5 Place and Community Services as the only reference to parking dispensations:

5C1 "To approve requests for concessionary car parking at Christmas subject to prior consultation with the Leader and Deputy Leader"

1.3 In instances where waiving car parking fee is deemed socially desirable to offer, for example NHS Breast Screening mobile units, it is not possible to grant such requests under the current constitution wording.

### **2. Proposed Amended Wording**

2.1 It is proposed that additional wording is included within Section 6 Schedule 5 of the Constitution, as follows:

Head of Assets is authorised to approve requests for concessionary car parking on the proviso that such shall be for no more than £100 per day and shall not be for a period in excess of 5 consecutive days per concession.

### **3. Implications, Risk Management and Climate Change Impact**

#### **3.1 Financial**

The delegated authority has financials caps meaning the impact of the change will not have a material financial impact

#### **3.2 Risks**

- 3.2.1 The intention of the delegated authority is to enable charitable organisations to temporarily use the Council's car parks without having to pay.
- 3.2.2 Provided this is adhered to there is limited risk to the Council.
- 3.2.3 Conversely there is reputational risk of not being able to grant such uses which provide social value.
- 3.2.4 The risk of such requests scaling up to have a material impact is considered minimal and should be appropriately monitored by the Head of Assets.
- 3.2.5 There is also risk of such request preventing full use of the car parks and the Head of Assets should be mindful of peak usage in granting any such requests.
- 3.2.6 Other considerations should be made on a case-by-case basis having due regard to operational car park requirements, including Health and Safety matters.

#### **3.3 Environmental/Climate Change Impact**

- 3.3.1 By helping enable these facilities to be offered, particularly in remote areas, it is hoped that there will be a reduction in journeys made or a meaningful decrease in the length of journeys taken.

#### **4. Alternative Options**

4.1 Do Nothing - not changing the constitution is an option, however, there is a wider public benefit in helping facilitate certain uses of our car parks.

4.2 Such offers would not cost the Council considerably and are deemed worthwhile compared to the negative publicity of being perceived to not support good causes.

#### **5. Conclusion**

5.1 Enabling the Head of Assets to waive parking charges will allow quick decision making to permit charitable, not for profit and volunteer uses of our car parks.

5.2 It is recommended that a change in constitution is approved to enable a Council that can approve matters that come at a small opportunity cost to the Council but of significant benefit to the Community.