

Appendix A

Officer decision record: Use of the Chief Executive's Urgency Powers

"Where, in the opinion of the Chief Executive, by reason of limitation of time or urgency, a decision is required on any matter, after such consultation as they consider necessary (or as is required by the Council's Budget and Policy Framework Procedure Rules in Part 4 of this Constitution), they shall have power to make a decision provided that any such decision shall be reported to the next meeting of the Cabinet, appropriate Committee or Council unless there is a need for confidentiality, in which case the reporting of the decision may be deferred until the need for confidentiality expires"

The decision that is being made:	
Suspension of car parking charges in West Suffolk. This is a temporary suspension of our charges and we will keep it under constant review.	
Background information / context	Temporarily suspending parking charges (on street and off street) so residents can park for free as part of West Suffolk Councils' work to tackle COVID-19.
Reasons as to why this decision is being taken urgently	<p>Car parking demand has diminished due to Government guidelines during the COVID-19 pandemic.</p> <p>Given the current unprecedented times, this decision needs to be taken as it:</p> <ul style="list-style-type: none"> • supports key workers who are working long and unusual hours and need to park, either for work, or to get essential shopping (as per the British Car Parking Association guidance) • This will help our army of volunteers who will, in the next weeks, be delivering food and medicine for the most vulnerable in our communities. • Assists with people who must work from home having difficulty parking in some streets (especially Bury St

	<p>Edmunds) as well as resident's parking zones home. This means these roads can be congested and difficult to get down. This move will mean residents can use the car parks and make sure emergency and public vehicles can get through, such as fire, ambulance, police and bin lorries.</p> <ul style="list-style-type: none"> • This decision will also free up council resources to further support our communities and businesses.
<p>If not stated above, alternative options that have been considered</p>	<p>Maintaining existing car parking enforcement</p> <p>Wait for Government to enforce suspension of car parking charges</p>
<p>Other information considered, including any implications (legal / financial / personnel / data processing / equalities / community impact)</p> <p>Where necessary please refer to attachments / appendices</p>	<p>Financial implications considered.</p> <p>Car parking income has dropped significantly – estimated at just under £1,000 on 25 March 2020 compared to £12,000 for 26 February 2020 (both Wednesdays and normally busiest midweek day in Bury). Expected to continue to drop. Resources currently allocated to enforce car parks and empty cash machines are more valuable at this current time through redeployed to essential services supporting our communities and businesses.</p>
<p>Parties consulted before the decision has been taken and any representation received</p>	<p>Implementation of decision agreed on 27 March 2020</p> <p>Support from:</p> <p>Cllr Peter Stevens (Operations PH), Cllr David Nettleton (Chair of O&S Committee), Cllr Hind (Labour Group Leader), Cllr John Griffiths (Leader of WS)</p> <p>Cllr Ian Shipp (Independent Group Leader) emailed – was not contactable via phone when decision needed to be taken.</p> <p>On 28 March 2020, Cllr Shipp contacted Chief Executive and agreed with the decision on car parking charges.</p>

Confirmation of any conflicts of interests identified by consultees and whether the Chief Executive is satisfied that such conflicts are acceptable	None
Decision Authorised by the Chief Executive	
Date	27 March 2020