

# POLICY AND RESOURCES COMMITTEE MEETING

Date: Wednesday 19 January 2022  
Time: 6.30 pm  
Venue: Town Hall, High Street, Maidstone

## Membership:

Councillors Mrs Blackmore, Brice, Burton (Chairman), Cooke, Cox, English, Harper, Khadka, Kimmance, Munford, Parfitt-Reid, Perry (Vice-Chairman), Mrs Ring, Round and de Wiggondene-Sheppard

*The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.*

---

## AGENDA

Page No.

1. Apologies for Absence
2. Notification of Substitute Members
3. Urgent Items
4. Notification of Visiting Members
5. Disclosures by Members and Officers
6. Disclosures of Lobbying
7. To consider whether any items should be taken in private because of the possible disclosure of exempt information.
8. Presentation of Petitions (if any)  
Notice has been given pursuant to Council Procedure Rule 13 of the intention to present a petition in the following terms:  
  
*"We call for Park and Ride services to remain a core part of Maidstone Borough Council's plan to improve air quality in the urban area and help us to meet its Net Zero targets.*  
  
*While this valued service has been severely impacted by lockdown, we ask Maidstone Borough Council to support the operator by providing funding to meet the breakeven shortfall while the service recovers"*
9. Park & Ride Service - Call-In

1 - 5

---

**Issued on Tuesday 11 January 2022**

**Continued Over/:**

*Alison Broom*

**Alison Broom, Chief Executive**

10. Questions and answer session for members of the public (if any)
11. Questions from Members to the Chairman (if any)

## **PART II**

**To move that the public be excluded for the items set out in Part II of the Agenda because of the likely disclosure of exempt information for the reasons specified having applied the Public Interest Test.**

### **Head of Schedule 12 A and Brief Description**

12. Exempt Appendices (A-D) to Item 11 - Park & Ride Service - Call-In	Paragraph 3 – Information relating to the financial or business affairs of an individual (including the authority holding that information)	6 - 19
Exempt Appendix B – Also subject to:	Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	

## **INFORMATION FOR THE PUBLIC**

In order to ask a question at this meeting, please call **01622 602899** or email [committee@maidstone.gov.uk](mailto:committee@maidstone.gov.uk) by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on Monday 17 January 2022). You will need to provide the full text in writing.

**Please note** that as this is an extraordinary meeting of the Committee, any questions must relate to a matter to be discussed at the meeting. If your question is accepted, you will be provided with instructions as to how you can access the meeting.

In order to make a statement in relation to an item on the agenda, **01622 602899** or email [committee@maidstone.gov.uk](mailto:committee@maidstone.gov.uk) by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on Monday 17 January 2022). You will need to tell us which agenda item you wish to speak on.

If you require this information in an alternative format please contact us, call **01622 602899** or email [committee@maidstone.gov.uk](mailto:committee@maidstone.gov.uk).

To find out more about the work of the Committee, please visit [www.maidstone.gov.uk](http://www.maidstone.gov.uk).

## POLICY & RESOURCES COMMITTEE

**19 January 2022**

### Park & Ride Service

<b>Final Decision-Maker</b>	Policy & Resources Committee
<b>Lead Head of Service</b>	William Cornall, Director of Regeneration & Place
<b>Lead Officer and Report Author</b>	Jeff Kitson, Parking Services Manager
<b>Classification</b>	<p>Public Report with Exempt Appendices:</p> <ul style="list-style-type: none"> <li>• Exempt Appendix A: The reasons for the decision referral.</li> <li>• Exempt Appendix B: Commercially sensitive information in addition to the report.</li> <li>• Exempt Appendix C: The DRAFT Minutes (Part II) of the Strategic Planning and Infrastructure Committee Meeting held on 7 December 2021.</li> <li>• Exempt Appendix D: The Part 2 report considered by Strategic Planning and Infrastructure Committee on 7 December 2021.</li> </ul> <p>The information contained within the four Exempt Appendices is considered exempt under the following paragraph of Part 1 of Schedule 12A to the Local Government Act 1972: - Paragraph 3 – Information relating to the financial or business affairs of any particular person.</p> <p>Exempt Appendix B is additionally subject to Part 1 of Schedule 12A to the Local Government Act 1972: - Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</p>
<b>Wards affected</b>	All

### Executive Summary

The Covid-19 pandemic has had an impact on the Park and Ride commercial service, with low patronage and reduced income recorded since bus services resumed after the second national pandemic lockdown.

Arriva have confirmed that that they are unable to sustain the current situation, as the long-term position is uncertain and heavily dependent on passenger recovery and the future levels of financial support from the Department for Transport which has led to serious concerns over viability of Park & Ride services.

As a result, Arriva have formally given notice under the terms of the commercial agreement to terminate Park and Ride services from both Willington Street and London Road from Saturday 19 February 2022.

Arriva have approached the Council to fund any income shortfall up to the financial break-even point to enable Park and Ride services to continue beyond 19 February 2022.

Proposals were considered by the Strategic Planning and Infrastructure Committee on 7<sup>th</sup> December 2021 after which the decision was called-in for referral to the Policy and Resources Committee.

### **Purpose of Report**

Decision

### **This report makes the following recommendations to this Committee:**

That the Committee consider the matter and decide whether to:

1. Endorse the original Committee decision; or
2. Substitute a different decision in place of the decision of the Strategic Planning and Infrastructure Committee.

### **Timetable**

<b>Meeting</b>	<b>Date</b>
Policy & Resources Committee	19 January 2022

# Park & Ride Service

## 1. CROSS-CUTTING ISSUES AND IMPLICATIONS

<b>Issue</b>	<b>Implications</b>	<b>Sign-off</b>
<b>Impact on Corporate Priorities</b>	Impacts on the council's priorities of: <ul style="list-style-type: none"> <li>Embracing Growth and Enabling Infrastructure</li> </ul>	Jeff Kitson Parking Services Manager
<b>Cross Cutting Objectives</b>	The Local Plan commits to delivering modal choice through managing demand on the transport network, through enhanced public transport and the continued Park and Ride services and walking and cycling improvements. The report recommendation supports the Local Plan and Integrated Transport Strategy objectives.	Jeff Kitson Parking Services Manager
<b>Risk Management</b>	Refer to paragraph 5.1 of the report.	Jeff Kitson Parking Services Manager
<b>Financial</b>	Exempt Appendix B – 1.7 & 1.8	Section 151 Officer
<b>Staffing</b>	If Park and Ride services were to cease, Parking Services will be required to review staffing levels to ensure that maximum efficiency is maintained.	Jeff Kitson Parking Services Manager
<b>Legal</b>	Exempt Appendix B – 1.4, 1.5 & 1.6	Team Leader, Contracts and Commissioning
<b>Privacy and Data Protection</b>	None identified.	Policy and Information Team
<b>Equalities</b>	An EqIA is not required but if service delivery changes in the future an EqIA should be considered.	Equalities and Communities Officer
<b>Public Health</b>	We recognise that the report will not negatively impact on population health or that of individuals.	Healthy Lifestyles Officer
<b>Crime and Disorder</b>	There are no crime and disorder implications.	Jeff Kitson Parking Services Manager
<b>Procurement</b>	Exempt Appendix B – 1.4, 1.5 & 1.6	Director of Regeneration

		and Place & Section 151 Officer
<b>Biodiversity and Climate Change</b>	There are no direct implications on biodiversity and climate change.	Biodiversity and Climate Change Manager

## 2. INTRODUCTION AND BACKGROUND

- 2.1 In accordance with Council procedure rule 33 which requires a minimum of three Councillors to call-in a decision of a Service Committee, 3 Councillors have called in the decisions of the Strategic Planning and Infrastructure Committee on 7<sup>th</sup> December 2021 in relation to the Park & Ride Service detailed in 1.1 of Exempt Appendix B.
- 2.2 The reasons for the decision referral are attached at Exempt Appendix A.

### Decision Referral Process

- 2.3 The constitution outlines the process for the referral of a Service Committee's decision to Policy and Resources Committee.
- 2.4 The Councillors who have referred the decision shall have the opportunity to present their reasons for referral. They are then able to participate in the discussion and debate.
- 2.5 The DRAFT Minutes (Part II) of the Strategic Planning and Infrastructure Committee Meeting held on 7 December 2021 are attached at Appendix C. The Part 2 report considered by Strategic Planning and Infrastructure Committee is also included in Appendix D.
- 2.6 The report considered by the Strategic Planning and Infrastructure Committee was taken in Part 2 with the exclusion of the press and public as it contained commercially sensitive information relating both to the financial affairs of a third party, in this case, Arriva.
- 2.7 Under Section 100A(4) Local Government Act 1972 the public can be excluded from a meeting where it is likely that, in view of the nature of the business to be transacted or the nature of the proceedings if members of the public are present there will be disclosed to them exempt information as defined in one or more of the following paragraphs of Part (1) Schedule (12A) Local Government Act 1972, in this case namely Paragraph 3; Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 2.8 The Council endeavours to be as transparent as possible and applies a public interest test when considering the justification for exemption. The Appendices of this report have been provided in Part 2 to protect commercially sensitive information.

### **3. AVAILABLE OPTIONS**

- 3.1 In accordance with Procedure Rule 33 The Policy and Resources Committee shall consider the matter; decide to endorse the original Committee decision; or may substitute a different decision in place of the decision of the Committee. The decision of the Policy and Resources Committee on the matter shall be final.
- 

### **4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

- 4.1 Not applicable.
- 

### **5. RISK**

- 5.1 Risks related to this matter were detailed in the Park and Ride Alternatives report which was presented to the Strategic Planning and Infrastructure Committee on 6 November 2018. Since that report the risks identified have not significantly changed.

### **6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

- 6.1 Previous Committee feedback can be found in Exempt Appendix C of this report.
- 

### **7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION**

- 7.1 Parking Services will continue to update Park and Ride customers using the sites at both Willington Street and London Road.
- 

### **8. REPORT APPENDICES**

- Exempt Appendix A: The reasons for the decision referral.
  - Exempt Appendix B: Commercially sensitive information in addition to the report.
  - Exempt Appendix C: The DRAFT Minutes (Part II) of the Strategic Planning and Infrastructure Committee Meeting held on 7 December 2021.
  - Exempt Appendix D: The Part 2 report considered by Strategic Planning and Infrastructure Committee on 7 December 2021.
- 

### **9. BACKGROUND PAPERS**

None.

# Agenda Item 12

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted



Document is Restricted

Document is Restricted

Document is Restricted