




RECORD OF OFFICER DELEGATED DECISIONS

TITLE:	Suspension of Car Parking Charges in the Council's OFF STREET Car Parks only for the periods set out in this Decision.
DECISION:	<p>To suspend parking charges in the Council's OFF STREET car parks only for the following periods:</p> <ul style="list-style-type: none">• From 08:00 hrs on Friday 28 November 2025 to 18:00hrs on Sunday 30 November 2025;• All day Saturday 6 December 2025;• All day Saturday 13 December 2025; and• All day Saturday 20 December 2025. <p>Suspending parking charges in relation to this decision means providing 'FREE PARKING' for the periods prescribed above in the Council's OFF STREET car parks only in order to benefit local businesses and shoppers and to support the local economy and residents.</p> <p>Enforcement for non-payment of advertised fees will be suspended for the periods prescribed in this decision but ALL other parking contraventions, eg not parking within a designated bay, will continue to be enforced in accordance with the Council's Parking Order.</p> <p>For the avoidance of doubt, NO ticket will need to be obtained from any OFF STREET parking machine in the Council's OFF STREET car parks to qualify for 'free parking' during the prescribed periods.</p> <p>The OFF STREET car parks covered by this decision are:</p> <ul style="list-style-type: none">• Bargate Green• Custom House Quay• Cattle Market• Botolph Street• Doughty Quay• West End• St George's Road• Artillery Row• Maud Street• Buoy Yard• Victoria Place• Staniland• George Street• Spayne Road• Tunnard Street <p><u>ON STREET Parking charges will remain at Pump Square, Market Place, South Square, Station Approach and Wide Bargate.</u></p> <p>No refunds of any tickets purchased during the prescribed periods, or App payments made will be eligible nor will there be any partial refund of any season ticket or other payments.</p>

DECISION MADE BY:	Deputy Chief Executive, Programme Delivery and Assistant Director, General Fund Assets.	
DATE DECISION MADE:	22 October 2025	
REASON FOR DECISION:	Cabinet, as confirmed by the Leader, wish to see the suspension of parking charges in the Council's OFF STREET car parks for the periods prescribed in this decision in order to support local businesses, shoppers and the local economy in the lead up to Christmas 2025.	
DETAILS OF ANY ALTERNATIVE OPTIONS CONSIDERED:	Not to offer free parking for the period.	
AUTHORITY FOR DECISION:	<p>The authority for this decision is set out within the Council's Corporate Charging Policy 2020/21 adopted by Council on Monday 2 March 2020. Bullet 17 sets out:</p> <ul style="list-style-type: none"> <i>In accordance with business need fees and charges can be amended as agreed by the respective Portfolio Holder, Corporate Management Team member, Head of Service and the Section 151 Officer (or Deputy Section 151 Officer) in exceptional circumstances and reported to Cabinet retrospectively.</i> <p>This Officer Delegated Decision to suspend parking charges to support local businesses, shoppers and the local economy in the lead up to Christmas 2025 has been properly made following political steer of the Cabinet and has been agreed by the s151 Officer.</p>	
SUPPORTING PAPERS:	NA	
OFFICER/COUNCILLOR INTERESTS DECLARED:	None.	
CONTACT PERSON:	Andy Fisher	Telephone number: 01205 314200
SIGNATURE		Date: 22 October 2025

Notes: When the decision has been made the relevant officer should complete the report within 14 days and send it to Democratic Services for publication on the Council's website in accordance with the Openness of Local Government Regulations 2014.