RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS) (MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 & THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014

SUBJECT OF DECISION Authority to provide free car parking promotion on Sunday13th December 2026 in Harefield Road MSCP Nuneaton and Sunday 29th November 2026 in Spitalfields surface car park Bedworth	
DECISION REFERENCE DO/60/2026 (JW)	SOURCE OF AUTHORITY AND REFERENCE (i.e. Committee/ Constitution/Minute No. etc. Scheme of Delegation, 3E.4 – Specific Delegations – Assistant Director 35. In Consultation with the relevant Portfolio Holder, waive car park charges from time to time.
DATE OF DECISION 16/11/2026	DECISION MAKER (Name and Job Title) Jonathan White – Assistant Director Economy & Regeneration 

RECORD OF THE DECISION

a) The issue: The Portfolio holder for Town Centres Business and Business Development requested a free car parking promotion to support the town centre businesses, and events on the lead up to the Christmas trading period.

The dates proposed and supported this year by the Portfolio holder are:

Sunday 13th December: Nuneaton BID' Lantern Parade event.

Sunday 29th November: Bedworth indoor market: Teenage market and the indoor skating rink.

In support of the additional events, the Portfolio Holder has requested that free car parking be made available in Harefield Road Car Park Nuneaton and Spitalfields Car Park Bedworth on these days between the trading hours of 9.30am – 6.00pm..

b) The Decision

To approve the waiver of car parking charges at Harefield Road Multi-Storey Car Park, Nuneaton, on Sunday 13 December 2026 and at Spitalfields Surface Car Park, Bedworth, on Sunday 29 November 2026, between 9.30am and 6.00pm on each respective date. The promotion is intended to encourage attendance at the Nuneaton BID Lantern Parade and the Bedworth Teenage Market and indoor skating rink, supporting town centre businesses and increased footfall during the Christmas trading period.

REASON FOR THE DECISION

Opportunity to promote both the events and the teenage market over the Christmas period and increase footfall in both town centres.

Please not that Harefield Road is normally closed on a Sunday so does not contribute to any potential loss of revenue and parking fees at Spitalfields on a Sunday are charged £1.00 for the day so will represent a minimal loss of revenue estimated at £100.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

The options to provide free car parking in support of the additional market and events was considered on the basis of cost v benefit, given that Harefield Road MSCP would normally be closed on a Sunday and Spitalfields would be at a low Sunday rate the cost of providing free car parking when balanced against the benefits to the businesses is considered negligible and therefore the proposal was approved.

WARD RELEVANCE

St. Marys
Bede

FINANCIAL AND BUDGET IMPLICATIONS

The estimated loss of car parking income arising from the promotion is £100, attributable to the waiver of Sunday charges at Spitalfields Surface Car Park, Bedworth. Harefield Road Multi-Storey Car Park, Nuneaton, is normally closed on Sundays and therefore opening it free of charge for the event will not result in any loss of normal parking income. The parking team already works on Sundays as part of its standard staffing arrangements, enabling the promotion to be supported within existing staffing resources without additional staffing costs.

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

Portfolio Holder

BiB Believe in Bedworth

Nuneaton BID

AD Finance

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED
N/A

IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE (Note if the decision is a non-executive decision, no dispensation can be given).

N/A

EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)

N/A

HUMAN RESOURCES IMPLICATIONS

The promotion will be delivered through existing staffing arrangements, with no changes to staffing establishments or terms and conditions.

FINANCIAL IMPLICATIONS

Please refer to the Financial and Budget Implications section above for the estimated income forgone, any implementation costs and the arrangements for managing the financial impact.

HEALTH EQUALITIES IMPLICATIONS

N/A

SECTION 17 CRIME & DISORDER IMPLICATIONS

N/A

RISK MANAGEMENT IMPLICATIONS

Potential risks include loss of parking income and confusion about the car parks, dates or hours covered by the promotion. Proposed mitigation includes clear advance publicity and on-site signage, confirmation of payment-system arrangements and coordination between Parking Services and event organisers.

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

The promotion is intended to support local shops, hospitality businesses and other town centre enterprises by encouraging attendance and additional footfall during the Christmas trading period. Any increase in customer spending is an anticipated benefit rather than a guaranteed outcome.

ENVIRONMENTAL IMPLICATIONS

Free parking may encourage additional car journeys, with potential implications for traffic congestion, emissions and local air quality. Publicity should also promote walking, cycling and public transport where practicable.

LEGAL IMPLICATIONS

The decision relies on the authority recorded in the form: Scheme of Delegation, paragraph 3E.4, Specific Delegations—Assistant Director, item 35, allowing car

park charges to be waived from time to time in consultation with the relevant Portfolio Holder.
ANY OTHER COMMENTS N/A

PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER