

## **Report to Cabinet Member for Highways and Infrastructure**

**October 2020**

### **On-Street Parking Charges Review 2020/21**

**Report by Director of Highways, Transport and Planning**

**All Electoral Divisions**

---

#### **Summary**

As Highway Authority, the County Council is responsible for managing on-street parking in West Sussex. This includes setting on-street parking charges at appropriate levels to deliver the County Council's objectives for parking management, as set out in the Draft Integrated Parking Strategy 2020-2025.

The on-street parking charges review for 2020/21 includes all on-street parking charges, including all types of parking permits, dispensation notices, suspensions, pay and display and off-street charges in Crawley Library car park.

The proposals adjust the parking charges to make improvements to the administration of the Residents' Parking Schemes, to correct any imbalance that exists between the on and off-street charges in some towns, to take account of inflation and to help facilitate future improvements in service provision.

#### **Recommendations**

That the Cabinet Member for Highways and Infrastructure:

1. Approves the changes to on-street parking charges set out at paragraph 2 and detailed in Appendix A; and
2. Authorises the Director of Law and Assurance to take all necessary action to bring the changes to on-street charges into effect from January 2021.

#### **Proposal**

##### **1 Background and context**

- 1.1 The last wholesale review of on-street parking charges in West Sussex approved in July 2019 was implemented in September 2019 with a small scale supplementary review implemented in April 2020.
- 1.2 For 2020/21, all on-street parking permits, dispensation notices, suspensions, pay and display and off-street charges in Crawley Library car park are included in a single decision report.

- 1.3 The general objectives of the 2020/21 review of on-street parking charges are to:
- a. increase parking charges to cover inflation and increases in operational costs;
  - b. manage parking demand, thereby freeing up on-street parking spaces for those who have the greatest need;
  - c. encourage on-street parking events of short duration, thereby maximising the available parking capacity, reducing the amount of circulating traffic and increasing accessibility; and
  - d. discourage unnecessary use of private cars in town centres and to encourage more sustainable transport choices.
- 1.4 The COVID-19 pandemic has also had, and will continue to have an impact upon parking behaviours in West Sussex and this is reflected in the 2020/21 review proposals – see 2.1 b and c.
- 1.5 The proposals align with the Prosperous Place policy in that providing parking in a well-managed way helps to support local businesses and communities.
- 1.6 The income and expenditure for on-street parking is required by law to be contained within the On-Street Parking Account. The purpose for which any surplus might be utilised, should one be generated, is ring-fenced by Section 55 of the Road Traffic Regulation Act 1984. In summary, these are to:
- a. repay any funds for parking measures that have been borrowed from the general rate fund
  - b. contribute towards the provision or maintenance of parking facilities
  - c. contribute towards improvements to passenger transport services or infrastructure
  - d. contribute towards other highway improvements.
- 1.7 Accordingly, the 2020/21 proposal is policy and objective driven and is designed to make its contribution towards the aims and objectives of the draft Integrated Parking Strategy.

## **2 Proposal details**

- 2.1 The following key measures are contained within the proposal:
- a. Retail Price Index linked increases to all variations of resident permits, all variations of non-resident permits, countywide permits, dispensation notices and parking bay suspensions in non-pay and display bays as well as pay and display charges.
  - b. No increases to resident visitor permits, healthcare permits, carer permits, trader permits, doctor permits, hotel permits and Crawley Library car park charges.
  - c. No higher charge for six month healthcare permits, carer permits, countywide permits, trader permits and doctor permits,
  - d. A new, more consistent charge for dispensation notices and parking bay suspensions in pay and display bays
- 2.2 An inflationary uplift of 2.4% has been applied in line with the Retail Price Index increase implemented as part of the County Council's wider Fees and Charges

Review for 2020/21. Finally, some of the charges have been rounded up to the nearest pound or, in the case of some residents permits, slightly higher in order to ensure that second permits are double the cost of the first. For Pay and Display, the final figure is rounded up to the nearest ten pence.

- 2.3 The intention behind keeping charges the same for certain permits is to assist in the provision of domiciliary care to enable visits to be undertaken as well as promote economic activity. The proposed charges for dispensation notices and parking bay suspensions in pay and display bays are designed to be more consistent and easier for administering authorities and the public to understand.
- 2.4 The full list of the 2020/21 proposals is detailed in Appendix A.

### **3 Other options considered (and reasons for not proposing)**

Consideration has been given to a proposal that applies traffic management based increases across the board but this has been discounted on the grounds that it would not be appropriate given the current and expected specific parking demands which have informed the policy review.

### **4 Consultation and engagement**

- 4.1 The District and Borough Councils operate Civil Parking Enforcement in West Sussex and manage Residents' Parking Schemes, under agency agreements, on behalf of the County Council. Officers from all authorities meet regularly to monitor parking charges and the operation of the parking schemes and to discuss any issues that arise. There is also frequent dialogue between officers and stakeholders that identify specific parking related issues.
- 4.2 The Notices of Variation will be advertised in November 2020 and the implementation of the new on-street charges are to take place in early 2021.

### **5 Finance**

- 5.1 The proposal generates estimated additional income of at least £179,000 which will be utilised towards eligible areas such as covering inflationary cost increases and improving on-street parking provision across the county. A detailed breakdown is provided in Appendix B.
- 5.2 The impact upon the on-street parking budget is shown below.

	Current Year 2020/21 £m	Year 2 2021/22 £m	Year 3 2022/23 £m	Year 4 2023/24 £m
Revenue Income Budget	-5.567	-5.612	-5.746	-5.746
Additional Income Generated	-0.045	-0.134	0.000	0.000
Total Income Budget	-5.612	-5.746	-5.746	-5.746

- 5.3 It should be noted that estimating the additional income that any increase in parking charges will generate is inherently difficult, because of the possibility, especially in the short-term, that there will be displacement to off-street car parks or other changes to parking behaviour and journey choices. This may of course vary between areas and over time.
- 5.4 The costs of implementing the proposal will be approximately £30,000 and will be met from within existing budgets. These costs include advertising and amending the traffic regulation orders, making the necessary alterations to the back office stationery and carrying out the necessary modifications to the pay and display equipment.

## 6 Risk implications and mitigations

Risk	Mitigating Action (in place or planned)
The proposal might have an impact upon some individuals' ability to park and may also result in displacement into residential areas.	<p>The draft Integrated Parking Strategy provides the framework within which competing and conflicting parking needs are identified, assessed and prioritised. It also sets out the criteria for reviewing and setting levels of parking charges.</p> <p>Regular monitoring takes place in each of the town centres where parking charges apply and this informs officers if the parking charges are not set at an appropriate level and are failing to meet the objectives of the Integrated Parking Strategy.</p>

## 7 Policy alignment and other matters taken into account

- 7.1 The advertisement of the Traffic Regulation Order (to bring effect to the changes) will be undertaken in accordance with statutory procedures.
- 7.2 There are no equality, human rights, climate change, crime and disorder, public health or social value implications in addition to those that have been addressed in the draft integrated parking strategy or will be in specific Traffic Regulation Order procedures.

Matt Davey – Director of Highways, Transport and Planning

Miles Davy – Parking Manager, Transport and Network Operations  
0330 2226688 [miles.davy@westsussex.gov.uk](mailto:miles.davy@westsussex.gov.uk)

## Appendices

- Appendix A – Detail of Proposal  
Appendix B – Estimated changes in overall income