

Report to Councillor Joy Dennis, Cabinet Member for Highways and Transport

June 2022

Review of On-Street Parking Charges 2022/23

Report by Matt Davey, Assistant Director (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 2022-2027](#).

The on-street parking charges review for 2022/23 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 proposal being put forward for consideration adjusts the parking charges to make improvements to the administration of the Controlled Parking Zones, to correct any imbalance that exists between the on and off-street charges in some towns, to take account of inflation, to manage demand and to help facilitate future improvements in service provision.

Recommendations

That the Cabinet Member for Highways and Transport:

1. Approves the changes to on-street parking charges, as set out in Appendix A (Option 1), for reasons of consistency, demand management and to cover operational running costs.
2. Authorises the Director of Law and Assurance to take all necessary action to bring the proposed changes to on-street parking charges, as set out in Appendix A (Option 1), into effect from 1 October 2022.

Proposal

1 Background and context

- 1.1 The last review of on-street parking charges in West Sussex was delayed due to the Covid-19 pandemic during much of 2020, with the proposed changes being advertised in December 2020 and subsequently implemented on 4th January 2021.

The 2022/23 review includes all on-street parking permits, dispensation notices, suspensions, pay and display and off-street charges in Crawley Library

car park. Subject to approval, the intended date for implementation is the 1st of October 2022.

- 1.2 The general objectives for the 2022/23 review of on-street parking charges are to:
 - a. increase parking charges to account for inflation and increases in operational running 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.
- 1.3 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.
- 1.4 Accordingly, the 2022/23 proposal is policy and objective driven. Its impact must therefore be viewed in the context of its contribution towards the aims and objectives of the draft Integrated Parking Strategy.

2 Proposal details

- 2.1 The 2022/23 proposal is comprised of two options, the first being based on an increase of 9% in line with the Retail Price Index at March 2022 (see Appendix A) and the second being based on a combination of Retail Price Index and Traffic Management increases (see Appendix B). In both cases charges are rounded to the nearest appropriate pricing point.
- 2.2 Appendix C provides additional clarification of elements within each option.
- 2.3 The recommendation of officers is for Option 1 (Appendix A) to be implemented. This is because it is necessary for the council to recover its costs for operating the parking service so that a long term sustainable operation can be maintained. However, the prevailing economic conditions also require the council to be mindful when applying increases. Post pandemic changes in working / living patterns mean that traffic management increases due to changes in parking demand are not considered appropriate for this review.

3 Other options considered

- 3.1 Consideration could be given to implementing a 'hybrid' proposal that applies many of the RPI based increases forming part of Option 1 but also applies some of the traffic management changes from Option 2. A further alternative option

would be to retain charges at their current level. However, these options are not pursued in accordance with para 2.3

4 Consultation and engagement

- 4.1 The District and Borough Councils operate Civil Parking Enforcement in West Sussex and manage the Controlled Parking Zones, under agency agreements, on behalf of the County Council. Officers from all authorities meet regularly to monitor parking charges and the operation of the 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 August/September 2022 and the implementation of the new on-street charges could take place on 1st October 2022.

5 Finance

- 5.1 The preferred proposal (Option 1, Appendix A) is expected to generate additional income of at least £215,000 per annum which will be utilised towards covering inflationary cost increases and improving on-street parking provision across the county. A detailed breakdown is provided in Appendix D.
- 5.2 The overall impact upon the on-street parking budget is shown below.

	Current Year 2022/23 £m	Year 2 2023/24 £m	Year 3 2024/25 £m	Year 4 2025/26 £m
Revenue Income Budget	-4.822	-4.929	-5.037	-5.037
Additional Income Generated	-0.107	-0.108	0.000	0.000
Total Income Budget	-4.929	-5.037	-5.037	-5.037

- 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 preferred proposal might have an impact upon some individuals'	The draft Integrated Parking Strategy provides the framework within which

Risk	Mitigating Action (in place or planned)
<p>ability to park and may also result in displacement into residential areas. Road users who do not park in compliance with parking regulations will also be at risk of receiving a Penalty Charge Notice (PCN), issued by Civil Enforcement Officers employed by the local authority.</p>	<p>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 proposals align with the Sustainable and Prosperous Economy priority within the Council Plan 2021 – 2025, in that providing parking in a well-managed way helps to support local businesses and communities.
- 7.2 The advertisement of the Traffic Regulation Order (to bring effect to the changes) will be undertaken in accordance with statutory procedures.
- 7.3 There are no equality, human rights, climate change, crime and disorder, public health or social value implications.

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Appendices

- Appendix A – Proposed Option 1
- Appendix B – Proposed Option 2
- Appendix C – Established principles and points of clarification
- Appendix D – Summary of all calculations