

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

September 2022

West Sussex Integrated Parking Strategy Review 2022 - 2027

Report by Assistant Director (Highways, Transport and Planning)

Electoral Division(s): All

Summary

As the Highway Authority for West Sussex, the County Council has an Integrated Parking Strategy (IPS) that sets out its approach to managing parking. This mainly includes the management and enforcement of on-street parking controls and regulations but it also sets out the County Council's view and role in off-street parking provision, primarily provided by district and borough councils, as well as how its approach to parking management relates to other policies and strategies.

The IPS was last updated in 2014 and this latest review, covering the period from 2022 to 2027, seeks to ensure that the County Council's approach to managing parking remains appropriate and effective at meeting the needs of local communities as well as its other objectives.

Recommendations

That the Cabinet Member for Highways and Transport -

- (1) approves the Integrated Parking Strategy, attached as Appendix A to the report; and
- (2) delegates authority to the Assistant Director (Highways, Transport and Planning) to review the Integrated Parking Strategy Action Plan, attached as Appendix B, annually and amend, if necessary, in consultation with the Cabinet Member for Highways and Transport.

Proposal

1 Background and context

- 1.1 As the Highway Authority for West Sussex, the County Council has an Integrated Parking Strategy (IPS) that sets out its approach to managing parking. This mainly includes the management and enforcement of on-street parking controls and regulations but it also sets out the County Council's view and role in off-street parking provision, primarily provided by district and borough councils, as well as how its approach to parking management relates to other policies and strategies.

- 1.2 The IPS was last updated in 2014 and this latest review, covering the period from 2022 to 2027, seeks to ensure that the County Council's approach to managing parking remains appropriate and effective at meeting the needs of local communities as well as its other objectives.
- 1.3 The aim of the IPS review is to ensure that the supply, regulation, enforcement and cost of all types of parking in West Sussex continues to be managed and controlled in ways which are consistent with the County Council's other transport, economic and environmental policies.
- 1.4 Policies to manage the demand for car use through the control of on-street parking need to be integrated with and supportive of measures to tackle congestion and pollution, promote alternative modes of transport, enhance the economic viability and vitality of town centres and improve road safety and residential amenity.
- 1.5 As a strategic document the IPS will not set out each and every decision or action that will affect car parking in West Sussex but rather set out the basis on which the County Council will make future decisions and what these should achieve.

2 Proposal details

- 2.1 The specific objectives of the IPS review are to:
 - Collate and review the national/local policies and guidance that influence the County Council's approach to parking management in West Sussex.
 - Refine and set out a number of the County Council's parking management policies for the period 2022 - 2027.
- 2.2 A full version of the IPS is attached at Appendix A.
- 2.3 Included within the IPS is an Action Plan, which sets out some of the more specific measures that the County Council intends to undertake over the next five years. This is attached at Appendix B.

3 Other options considered (and reasons for not proposing)

- 3.1 There is clear need to ensure that a consistent and strategic approach to the management of parking in West Sussex is taken. The County Council also faces particularly challenging financial circumstances and there is a need to ensure accountability for how investment is allocated and spent. It is therefore appropriate that the Cabinet Member for Highways and Transport has close oversight of the IPS and any measures arising from it. It is also recognised that Local Members have a key role to play in delivering successful parking related outcomes for our communities.
- 3.2 Therefore, the option of not reviewing and updating the IPS was discounted.

4 Consultation, engagement and advice

- 4.1 The IPS was considered at a meeting of the Communities, Highways and Environment Scrutiny Committee on 10 June 2022. Members were asked to scrutinise the IPS, focusing on its objectives and determine whether the proposed parking management policies were appropriate, and achievable. The relevant minutes from that meeting and the subsequent changes to the IPS are attached at Appendix B.

- 4.2 The six district and borough councils in West Sussex operate Civil Parking Enforcement (CPE) and manage Controlled Parking Zones (CPZs), under Agency Agreements, on behalf of the County Council. Officers from these authorities meet regularly to monitor the management of on-street parking and to discuss any short/long term issues. The IPS was shared with these officers prior to completion of this report and the comments received are outlined in Appendix C.
- 4.3 The IPS does not identify all the individual measures that the County Council intends to undertake over the next five years but establishes the framework within which future parking management will be developed and reviewed. Most measures, such as development of CPZs, will be subject to a communications strategy and wide ranging public consultation and Local Member consideration before a decision is made by the Cabinet Member for Highways and Transport and/or Assistant Director (Highways, Transport and Planning). Potential impacts of measures arising from the IPS in terms of the Equality Duty will also be considered when decisions are made.
- 4.4 On an annual basis, the IPS Action plan will be reviewed by the Assistant Director (Highways, Transport and Planning), in consultation with the Cabinet Member for Highways and Transport. If amendments are required, Local Members will be notified via The Bulletin.

5 Finance

- 5.1 The IPS review does not have any direct or immediate revenue or capital implications.
- 5.2 Expenditure associated with introducing, managing and maintaining on-street parking for the period 2022-2027, as outlined in the draft IPS, will be managed through the County Council's On-Street Parking Reserve. Income from on-street parking charges, which includes pay & display and permit charges as well as revenue from Civil Parking Enforcement (Penalty Charge Notices) is credited to this account.
- 5.3 The On-Street Parking Reserve is managed in accordance with the requirements of the Road Traffic Regulation Act 1984, which sets out the purposes for which the County Council may levy on-street parking charges and how revenues may be spent.
- 5.4 As a Highway Authority, the County Council's responsibilities are strategic as well as local and they extend across the entire county. As such, it manages a single On-Street Parking account and invests strategically across the county, irrespective of where revenue may have originated.
- 5.5 Some future measures arising from the IPS, such as CPZ implementation will incur capital costs which will be met from the following sources - Section 106 funds, Community Infrastructure Levy, Local Enterprise Partnership Growth Programme Funding, Capital Funding.

6 Risk implications and mitigations

Risk	Mitigating Action (in place or planned)
The management of a finite resource, such as parking space,	The IPS provides the framework within which these competing and conflicting

Risk	Mitigating Action (in place or planned)
<p>requires that a balance be struck between the interests of the various user groups that compete to use that resource and any measure that balances or prioritises the interests of one group over others will, inevitably, affect those users to varying degrees of benefit or dis-benefit.</p> <p>Even within a given user group there will be many conflicting views on whether parking management has a positive or negative impact</p>	<p>needs will be identified, assessed and prioritised.</p> <p>Decisions regarding the implementation or amendment of any individual measures will be made by the Cabinet Member for Highways and Transport and/or the Assistant Director of Highways, Transport and Planning, in consultation with the relevant Local Members and will be subject to the appropriate decision-making process.</p>

7 Policy alignment and compliance

- 7.1 The appropriate and effective management of parking, delivered by the IPS, aligns with the West Sussex Council Plan 2021-2025 (A sustainable and prosperous economy).
- 7.2 It is considered that the policies contained within the IPS will contribute to the increased safety of all road users and the wider community and that these benefits will mitigate any likely Human Rights Act Implications. Similarly, there are not considered to be any significant social value or legal issues arising from the IPS review. The Equality Duty will be considered when individual schemes are delivered but specific relevance of the duty in relation to the approach to Blue Badge provision is addressed in the policy.
- 7.3 The County Council does not consider parking management to create any crime and disorder issues. Officers have previously consulted with Sussex Police, who share this view.

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Appendices

- A. Integrated Parking Strategy 2022 – 2027
- B. Integrated Parking Strategy Action Plan 2022 - 2027

Background papers

[Feedback from the meeting of the Communities, Highways and Environment Scrutiny Committee on 10 June 2022](#) (PDF, 73KB)

[Feedback from district and borough councils](#) (PDF, 40KB)