

## **Environment, Communities and Fire Select Committee**

**6 December 2018**

### **On-Street Parking to Support Traffic Management**

**Report by Executive Director Economy, Infrastructure and Environment and Director of Highways and Transport**

#### **Summary**

Providing on-street parking in a well-managed way helps to support local businesses, residents and communities. Road Space Audits are now being used to identify where there is a need to implement better settlement wide parking solutions that support the County Council's aspirations in terms of economic development, improved safety and sustainable transport.

The Cabinet Member for Highways and Infrastructure will be asked to agree a strategic parking management plan programme to implement on-street parking controls in various locations across the county and to review the operation of the parking service county-wide, including charges. Specific proposals for each place will be put to the Cabinet Member as they arise from the programme of Road Space Audits which is already underway. Road Space Audits will be progressively rolled out to the majority of urban areas across the County.

Any proposals will be driven by operational rather than financial considerations but there is an expectation that implementation of proposals will deliver additional revenue to the On-Street Parking Reserve, which can be reinvested in the Highways and Transport Service.

#### **Recommendation(s)**

- (1) That the decision to consult upon and /or formally advertise Road Space Audit parking management proposals is taken by the Director for Highways and Transport following consideration by the relevant County Local Committee.
- (2) That the decision to implement Road Space Audit parking management plans, any subsequent changes to parking arrangements contained with the plans, and any changes to the on-street parking charging structure is taken by the Cabinet Member for Highways and Infrastructure following consideration of any objections.

#### **Proposal**

##### **1. Background and Context**

- 1.1 West Sussex County Council's approach to parking management is set out in the Integrated Parking Strategy. Parking in many towns and villages across West Sussex is currently characterised by limited supply in those areas of

greatest demand as well as associated access and safety problems caused by indiscriminate parking. In many areas, the introduction of waiting restrictions, including Controlled Parking Zones (CPZs), has facilitated some degree of traffic management but invariably, the parking problems have merely been moved into an adjacent unrestricted area.

- 1.2 Beyond this, the level of new residential and commercial development across West Sussex is likely to exacerbate parking problems in many towns and villages. A more progressive approach, known as a Road Space Audit (RSA) has been piloted in Chichester to determine if there are other, more strategic ways for the County Council to consider existing and future parking demands.
- 1.3 In October 2016, the Cabinet Member for Highways and Infrastructure convened an Executive Task and Finish Group (TFG) to determine whether the Chichester pilot RSA was more generally applicable across West Sussex.
- 1.4 The findings of the TFG are outlined in Appendix A. The TFG saw the value of RSAs as a tool in parking management and their ability to be applied elsewhere in West Sussex. It was accepted that:
  - RSAs provide vital technical data that informs decision making around parking and broader place-based transport policy.
  - By considering the whole place, both off and on-street now and in the future, RSAs may be used to determine parking management plans that balance the needs of residents, businesses and visitors. In doing so, comprehensive parking plans can be created that do not simply move a problem from one place to another.
  - A longer-term plan linked to potential development will help to manage the impacts of additional demand and feed into infrastructure planning.
  - The County Council needs to advise District/Borough Councils in greater depth on parking and road use issues in their local plans. This approach may be a useful tool for this purpose.
- 1.5 Typically in West Sussex, commuter parking is seen as a problem where it is un-managed. Our responses to date, e.g. introducing CPZs, are increasingly being viewed by councillors and officers alike as too reactive and enhance the impression that our action is a response to a perceived problem. This results in commuter and other 'problem' (i.e. non-residential) parking being displaced from place to place. Comprehensive place wide parking management plans created via RSAs are central to a more holistic and proactive approach to parking management which can limit commuter displacement from the outset.
- 1.6 The TFG proposed the following three tier programme for RSAs:
  - Priority Growth Areas (Chichester, Crawley, Burgess Hill, Worthing)
  - Pipeline Areas (e.g. Shoreham, Haywards Heath, Horsham)
  - Locally Identified Areas (e.g. Barnham, Hassocks)

1.7 Feasibility work is underway in each of the priority growth areas and funds have already been allocated for the three pipeline areas highlighted above. It is expected that RSAs will be rolled out to most other urban areas across the County in the next 2-3 years and it is likely that in each area, proposals for a comprehensive parking plan will be a key part of the overall study.

## **2. Proposal**

2.1 The Cabinet Member for Highways and Infrastructure will be asked to agree a strategic parking management plan programme to implement on-street parking controls in various locations across the County and annually to review the operation of the County Council parking service county-wide, including on-street charges. The Cabinet Member will consider specific proposals for each settlement as they arise from the programme of RSAs, beginning in Chichester in early 2019.

2.2 The following decision making process is being proposed:

- The relevant County Local Committee members be regularly apprised of the progress of RSA studies for their area and have the opportunity to report any comments to the Cabinet Member for Highways and Infrastructure.
- Within certain parameters to ensure a consistent approach, the relevant County Local Committee agrees the nature and degree of consultation to be undertaken once an initial design for a parking management plan has been prepared.
- The relevant County Local Committee considers the report outlining the responses received during the informal design consultation and feeds back to officers.
- The decision formally to advertise and/or re-advertise detailed proposals for a parking management plan be taken by the Director of Highways and Transport.
- The decision on whether to implement detailed proposals for a parking management plan be taken by the Cabinet Member for Highways and Infrastructure subject to consideration of any objections.
- Reviews of each parking management plan (as well as existing CPZs) be undertaken annually. These reviews might involve maximising the number of on-street parking spaces, potential alterations to specific restrictions due to changes in need, and ensuring that all restrictions are enforceable and reflected accurately on the associated Traffic Regulation Orders (TROs). Local Members would be consulted as part of the preparation of proposals but the decision to formally advertise detailed proposals would again be taken by the Director of Highways and Transport.
- Any changes to existing on-street charges (i.e. residents' permits) associated with any parking management plan be considered directly by the Cabinet Member for Highways and Infrastructure if it is not possible to consider these within the annual Fees and Charges Report.
- On-street charges associated with any existing parking management plan or CPZ be reviewed annually as part of the Fees and Charges Report, in a decision taken by the Cabinet Member for Finance and Resources in consultation with the Cabinet Member for Highways and

Infrastructure (as set out in the Review of On-Street Parking Charges and related policy, June 2018)

### 3. Resources

3.1 The revenue consequences of the proposals are as follows:

	Current Year 2018/19 £m	Year 2 2019/20 £m	Year 3 2020/21 £m	Year 4 2021/22 £m
Revenue Budget (net budget, expenditure funded by income)	0	0	0	0
Road Space Audit – Feasibility and Design (estimated)	0.145	0.495	0.270	0.140
Funded by Mid-Sussex District Council		-0.120		
Funded by On-Street Parking Reserve	-0.145	-0.375	-0.150	-0.330
Remaining Budget	0	0	0	0

3.2 The costs of RSA feasibility studies (£0.060m per settlement) and parking management plan design (£0.050m per settlement) will be met from the County Council's On-Street Parking Reserve. The total estimated cost is £1.210m across the eleven locations already identified. Mid Sussex District Council will fund the feasibility studies for Burgess Hill and East Grinstead.

3.3 The one-off costs of implementing any parking management plans (e.g. signs and lines) would be met from the following sources;

- Capital Funding
- Additional income generated from new parking controls implemented
- Section 106 funds
- Community Infrastructure Levy
- Local Enterprise Partnership Growth Programme Funding

3.4 The additional on-going enforcement and back office costs associated with any parking management plan would be met from the additional income generated from the implementation of new parking controls.

3.5 The proposals are driven by operational rather than financial considerations but there is an expectation that implementation of the proposals will deliver additional revenue to the On-Street Parking Reserve which can be reinvested in the Highways and Transport service. The exact amounts generated will depend on the proposals implemented but it is expected that all proposals will make a net revenue contribution. Where possible income targets will be included in the 2019/20 budget.

3.6 There are no capital consequences linked to this proposal.

## **Factors taken into account**

### **4. Issues for consideration by the Select Committee**

- 4.1 Members are invited to note and comment on the proposals set out in Section 2 of this report.
- 4.2 A parking management plan programme will set out the intended County Council priorities for the financial years 2018/19 and 2019/20. It is expected that in 2020/21, the programme will be rolled out to areas such as Bognor Regis, Littlehampton and Arundel. However, it is possible that throughout this period, RSAs will be progressed (and funded separately) in locally identified areas such as Barnham, Hassocks, Midhurst and Lancing. Any additions to the programme would be subject to approval by the Cabinet Member for Highways and Infrastructure.
- 4.3 The principle of the parking management plan should be that each single plan is implemented as a whole and not incrementally. This should ensure that current and future parking demands are met and that strategic parking policies complement infrastructure planning. There will be objections to particular proposals but the focus should be to ensure the policy removes or reduces indiscriminate and unsafe parking.
- 4.4 The Committee may wish to consider the scope and approach to the involvement of local members and County Local Committees. The decisions on plan implementation will be for the Cabinet Member to ensure a consistent approach and timetable. CLCs will however be regularly apprised of the progress of RSA studies and have the opportunity to reflect any comments to the Cabinet Member for Highways and Infrastructure. They will also be able to agree the nature and degree of informal consultation to be undertaken once an initial design for a parking management plan has been prepared as well as consider the outcome of that consultation.
- 4.5 Further to 4.4, CLCs may also wish to consider deferring or re-prioritising any requests for changes to the Traffic Regulation Order (i.e. new waiting restrictions) in a particular area pending the outcome of a RSA study. Exceptions to this might include Traffic Regulation Orders proposed for safety reasons.
- 4.6 It is suggested that once a parking plan is in operation, any requests for changes to waiting restrictions be considered as part of the annual review of that plan rather than as stand-alone requests considered by the County Local Committee. Accordingly, the decision on whether to advertise and implement any changes, in the light of any objections received during the statutory objection period, would rest with the Director for Highways and Transport and Cabinet Member for Highways and Infrastructure.
- 4.7 Were a parking management plan set to be implemented mid-year, any changes to on-street parking charges associated with that plan would be considered directly by the Cabinet Member for Highways and Infrastructure rather than as part of the annual Fees and Charges Report. This would prevent delay in the implementation of plans. However, these charges would

then be subject to an annual review as part of that Fees and Charges Report although consideration would be given to whether charges should be reviewed twice in one area within the same year.

## **5. Consultation**

- 5.1 The principle of RSAs has already been considered by a TFG and the findings of that group, subsequently agreed by the Cabinet Member for Highways and Infrastructure are outlined in Appendix A.
- 5.2 The principles outlined in this report were also considered at the County Local Committee Chairman's Meeting on the 12<sup>th</sup> November 2018. Members understood the difficulties that the draft implementation programme together with the size and complexity of each potential RSA presented. However members felt that taking the decision on whether to implement an RSA was achievable and practical at CLC meetings. Members were not therefore supportive of the proposed removal of the decision making powers from the County Local Committees.
- 5.3 Each RSA has/will have its own comprehensive communications strategy. From an early stage, the relevant County Councillors, as well as officers and other key stakeholders play a key role in determining the scope of the study. Once an initial study is complete, the findings are shared with all parties above as well as the general public.
- 5.4 As and when a detailed design has been prepared, it is subject to at least two public consultations, one of which involves public exhibitions/events and an online engagement process. A detailed design will only progress to a three week statutory advertisement subject to the approval of the Director of Highways and Transport.
- 5.5 Final proposals will only be implemented subject to the approval of the Cabinet Member for Highways and Infrastructure after consideration of any objections.

## **6. Risk Management Implications**

- 6.1 The risk with not proceeding (in full or in part) with the proposed changes identified within a particular parking management plan is resident and stakeholder dissatisfaction. As part of the engagement process, a large number of residents and stakeholders may have indicated that the parking situation in their area is getting more difficult and that they would like the County Council to take action. There is also a significant risk that cases of inconsiderate or dangerous 'displacement' parking could increase in unrestricted roads/areas.
- 6.2 The risk with proceeding with proposals of this scale is that many residents and businesses within a particular area find the measures unacceptable as their normal parking habits are affected. A number of respondents are likely to object to any form of County Council intervention and express a wish for things to remain as they are.

## **7. Other Options Considered**

- 7.1 The alternative option is to retain the existing decision making arrangements where the CLC continue to approve the decision to advertise proposals and / or decide upon implementation. The scale of each scheme means that each part of the decision making process will require detailed discussion. The draft RSA programme and timing of CLC meetings are not necessarily compatible. In addition the likely scale of debate required for each scheme means exceptional CLC meetings will be required.
- 7.2 The proposal within this paper seeks to address these issues given that for this programme there is a need to maintain consistency of approach to implementation, adherence to the agreed programme and to reduce additional requirements on Members and officers.

## **8. Equality Duty**

- 8.1 Councillors should be aware that the Equality Act 2010 bans unfair treatment and seeks equal opportunities in the workplace and in wider society. It also imposes a Public Sector Equality Duty which requires the Council to have regard to the requirements of that duty when considering decisions. The protected characteristics are age, disability, gender reassignment, marriage/civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation
- 8.2 In this case, a comprehensive communications strategy for each RSA (see 5 above) will ensure that all groups have an opportunity to comment on any proposals that come out of it and to have any potential impact in terms of the Equality Duty included in the consideration of any decision.

## **9. Social Value**

- 9.1 There are no significant social value issues arising from these proposals
- 9.2 Any parking management plans that are introduced will be closely monitored and an opportunity to make minor amendments will be available during an annual review process

## **10. Crime and Disorder Implications**

- 10.1 The County Council does not consider parking management plans to create any crime and disorder issues. Officers have previously consulted with Sussex Police, who share this view. It is considered this will not change if implementation of any parking management plan takes place

## **11. Human Rights Implications**

- 11.1 There are not considered to be any Human Rights Act implications.

**Lee Harris**  
Executive Director

**Matt Davey**  
Director

Economy, Infrastructure and  
Environment

Highways and Transport

**Contact:** Miles Davy (miles.davy@westsussex.gov.uk)

**Appendices:**

**Appendix A – Executive Task and Finish Group Report on RSAs**

**Background Papers:**

**West Sussex Integrated Parking Strategy 2014 - 2019**