

## South Chichester County Local Committee

5 February 2019

### **Parking Charges for evening and weekend Public Parking at County Hall, West Street, The Record Office, Orchard Street Chichester Report by Executive Director of Economy, Infrastructure and Environment and Director of Highways & Transport**

**Ref No:  
SC12(18/19)**

**Key Decision:  
No**

**Part I**

**Electoral  
Division:  
Chichester  
West**

#### **Summary**

This report is in support of the proposal to use County Hall and The Record Office as a pay and display car parking for staff during the day and the public for evenings and weekends.

A public consultation took place in January 2019 with residents and stakeholders on proposals to change the pay and display parking proposal detailed in this report.

Overall, 15 representations were received during the consultation period. Norepresentations were in support of the proposals, 2 were in support of part of the proposal but only if changes were made and 15 objected to the parking charges.

Members of the County Local Committee are therefore asked to implement the proposals as advertised

#### **Recommendations**

That the South Chichester County Local Committee authorise the Director of Law & Assurance to bring the Traffic Regulation Order into operation as advertised.

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

- 1.1 West Sussex County Council have operated pay for parking at County Hall and The Record Office, on Saturdays for many years using a combination of contractors or staff to issue parking permits.
- 1.2 Staff who qualify for access to the County Hall and The Record Office car parks currently pay a £10.00 monthly parking fee to park during the working week.
- 1.3 In order to assist with the changes in policy for staff parking and to increase revenue it is proposed to change the way parking is managed during the day and to include evenings and both Saturday and Sunday
- 1.4 The pay and display bays would not be available to the public during office working hours (Monday to Friday 7am–6pm).

## 2. Proposal

- 2.1 It is proposed that parking charges are introduced for public use of the County Hall and The Record Office car parks.
- 2.2 The parking charges being proposed will be payable daily including public and bank holidays. It is proposed to create a short stay 30 minutes waiting zone at the front of the County Hall building as identified in Parking Plan 2, this will be in addition to the disabled parking spaces. Parking will be enforced between 8am–8pm if users park outside of their allocated areas. Parking will be enforced between 8am-8pm within the 30 minutes waiting area.
- 2.3 Parking enforcement will be suspended when there are County Council Member or other County Council Events taking place.
- 2.4 To ensure that parking spaces are available for staff on the following morning, the car park's barriers will close at 11:00 pm. Pay and display customers would be expected to vacate by midnight and any vehicles remaining beyond 7.00am the next day would be subject to enforcement action.
- 2.5 It is proposed that Chichester District Councils (CDC) parking team will undertake the enforcement action as an extension of the existing arrangements in the Parking Management Agreement for on-street parking.
- 2.6 The County Council will designate staff who fulfil a selection criteria as "Priority Users" and these staff will be provided with priority permits and will be exempt from parking charges. Staff who are not designated "priority users" will be able to park in non-priority parking bays during office hours at a charge of £1.00 per day.
- 2.7 It is proposed to use a charging structure that is similar to that used in the Main Car Parks in the town centre.
- 2.8 The proposed times and parking charges for the public in the main County Hall and Record Office Car Parks are:
- Monday to Saturday 6pm-8pm
    - Up to 30 minutes 60p
    - Up to 1 hour £1.30
    - More than 1 hour £2.60
  
  - Saturday 8am–6pm
    - Up to 30 minutes 60p
    - Up to 1 hour £1.30
    - Up to 2 hours £2.60
    - Up to 3 hours £4.30
    - Up to 4 hours £7.40
    - Up to 5 hours £8.00
    - Up to 6 hours £9.40
    - Up to 8 hours £11.20
    - More than 8 hours £13.40

- Sunday and Bank Holidays – 10am-5pm
  - Up to 3 hours £1.00
  - Up to 4 hours £2.00
  - More than 4 hours £3.00

Library Parking 20 mins free then pay and display charges will apply.

### **3. Resources**

- 3.1 There are approximately 460 spaces available for use as potential pay and display parking. Income net of costs is likely to exceed £150,000 per annum, which would be reviewed after the first six months of implementation.
- 3.2 There will be additional staffing requirements by CDC to patrol the car parks as this will form part of the service already provided for on-street parking. Ongoing costs will also be required for collection of cash from the pay and display machines. Any additional cost will be absorbed within the income generated from parking charges and Penalty Charge Notices (PCNs).
- 3.3 Payment methods will be by pay and display (cash or card) or PaybyPhone (Mipermit) where appropriate, although this will incur service charges which will be in addition to the cost of parking.
- 3.4 The parking fee less the service charge and any additional charges will be paid directly to the County Council.
- 3.5 An initial investment will be required for the purchase of pay and display machines and the necessary order boards and wayfinding signs. In addition some resurfacing and relining within the car park is required to conform with current car parking bay standards. Estimated costs of £300,000 are expected to be funded via the capital programme.
- 3.6 There is CCTV security on both the County Hall Campus and The Record Office Car Parks with adequate lighting in all car parks.
- 3.7 Charges quoted are those payable by the user and inclusive of VAT; the net income to the County Council is exclusive of VAT.

### **4. Consultation**

- 4.1 To date the County Council and Unison have been consulted on the proposal. As part of the implementation of the TRO, further consultation will be carried out with Members and internal teams within the County Council.
- 4.2 A consultation with the public took place between 10/1/19 to 31/1/19 advertised in the Chichester Observer, on the County Council website and by site notices, a summary of the feedback and responses to this from this can be found in appendix B.

## **5. Risk Management Implications**

- 5.1 If the proposal to implement charges is not agreed this will create pressure on budgets to achieve their income targets for 2018/19 and beyond.
- 5.2 There is the potential to displace parking into neighbouring streets.
- 5.3 Without a Traffic Regulation Order (TRO), the County Council would be unable to control the use of the car parks at The Record Office and County Hall.

## **6. Other Options Considered**

- 6.1 It was not considered appropriate to continue with the existing arrangements as this would fail to maximise income from the car park, and thus represents poor value for money.
- 6.2 Manage parking in-house with County Council staffing was considered. This is not viable due to the inability to charge, enforce and fully control the car park within the current resource available.

## **7. Equality Duty**

- 7.1 The protected characteristics as defined in the Equality Act were duly considered in the course of the development of this proposal.

## **8. Social Value**

- 8.1 The car park will provide a much needed evening and weekend parking facility in close proximity to the Town Centre, aiming to alleviate parking congestion in residential streets outside of the Residents' Parking Scheme (RPS).

## **9. Crime and Disorder Act Implications**

- 9.1 The County Council does not consider there to be any foreseeable Crime and Disorder Act implications associated with this proposal.

## **10. Human Rights Implications**

- 10.1 It is unlawful for a public authority to act in a way that is incompatible with a convention right. The policy objective to avoid danger to all road users and reduce congestion should then be set against these rights. Taking these points into consideration it is believed that the introduction of parking charges by way of a TRO is still justified.

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## **Appendices**

Appendix A – Site Plans

Appendix B - Consultation Response Summary

## **Background Papers**

None