

PARKING STRATEGY REFRESH 2019/20

REPORT OF: Divisional Leader – Commercial Services & Contracts
Contact Officer: Claire Onslow
Email: claire.onslow@midsussex.gov.uk Tel: 01444 477586
Wards Affected: All Wards
Key Decision: No
Report to: Scrutiny Committee for Customer Services and Service Delivery
Date: 20th March 2019

Purpose of Report

The purpose of the report is:-

1. To provide the Scrutiny Committee with a summary of the key findings of the Burgess Hill and East Grinstead Road Space Audits.
2. To set out the planned approach for taking forward the Parking Strategy refresh in 2019/2020.

Recommendations

3. The Committee are asked to note the contents of this report.
-

Background

4. In partnership with West Sussex County Council (WSCC), Mid Sussex District Council commissioned Consultants, WSP, to carry out two Road Space Audits (RSA's) - one for Burgess Hill (to respond to, and inform the Burgess Hill town centre regeneration project and Northern Arc development); and the other for East Grinstead (in response to the increasing demand for parking provision as a result of development within a restricted area).
5. A third Parking Study is to be commissioned for Haywards Heath in early 2019 to provide supporting evidence for the Haywards Heath Town Centre Masterplan, and feasibility work around the redevelopment of the Orchards shopping centre.
6. The primary objective of commissioning the above works is to inform the future direction of the Council's approach to parking. The studies provide a factual and robust evidence base that considers the current provision of the road network along with on and off street parking stock, and identifies potential future demands. The reports are therefore technical and detailed; however, a summary of each can be found at Appendices A and B.
7. The Council has committed to refreshing its car parking strategy during 2019/20, as the current ten year strategy expires in 2020.

Summary of key findings

8. Whilst both town centre reports looked at the specific issues relating to each locality, common themes and issues emerged in the final reports. This data provides a factual evidence base which will inform future strategies of both WSCC and MSDC to ensure the long term functionality of the District's town centre economies.

9. A summary of the key findings of the reports and recommended actions for each area can be viewed in Appendices A and B. However the common emerging themes are highlighted below:
- (a) There is growing demand for on and off street parking provision to serve a wide range of conflicting public needs. Based on known development demands, current provision of on and off street parking will not meet future demand and could compromise the effectiveness of the district's town centres. Measures to mitigate and effectively manage future parking provision will therefore need to be considered in strategic planning by both WSCC and MSDC.
 - (b) The effectiveness of the East Grinstead Controlled Parking Zone (CPZ) may be compromised as demand exceeds supply, so measures to address these issues, and a potential extension, will need to be considered by WSCC.
 - (c) The County Council may consider the introduction of a controlled parking zone in Burgess Hill to mitigate congestion and support sustainable transport plans as a result of the Burgess Hill Growth project.
 - (d) There is evidence of key locations within each town being impacted by neighbourhood businesses and services creating peak time demand for parking which exceeds supply, therefore compromising the effectiveness of current provision. This includes the Victoria Industrial Estate, Burgess Hill and the Queen Victoria Hospital, East Grinstead.
 - (e) Whilst there is evidence of a number of workplace transport plans in place, there is limited evidence that these are being monitored, which raises questions about their effectiveness and makes it difficult to draw any conclusions on whether stated intentions are reducing demand for parking and car reliance.
 - (f) Parking provision needs to be considered against the various planning, transport and growth strategies in place, and/or being developed, to improve sustainable transport options, whilst balancing the current over-reliance on cars in the area due to its rural nature and the frequency of public transport services.
10. The evidence provided from the reports will guide the strategic direction for the Council when refreshing the Parking Strategy in 2019/ 2020.

Preparing for the Parking Strategy Refresh 2020

11. The refresh work to the Parking Strategy will set the future strategic direction for the delivery of off street parking provision by the Council supporting other key strategies such as the District Plan and the Economic Development Strategy.
12. An internal corporate officer working group will be set up in early 2019/20 to support the work of a Member Working Group which will be set up in June 2019 to guide and steer the work. The proposed terms of reference for this group can be found at Appendix C.

13. Refreshing the Parking Strategy provides the Council with an opportunity to consider the future strategic direction of the District's car park portfolio, considering how it needs to respond to growing demand and the future economic requirements of the town and parish centres. It will explore the different approaches available to ensure parking provision across the district is fit for purpose into the future.
14. The table below provides an indicative timeline for the proposed development of the Parking Strategy. A more detailed timeline will be worked up and regular updates will be reported to this Scrutiny Committee.

	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20
EG & BH RSA's and proposed next steps to MT /Board																	
HH RSA Commissioned																	
EG & BH RSA's and proposed next steps to Scrutiny																	
HH Parking Study Preparation																	
HH Parking Study to Scrutiny (tbc)																	
Parking Strategy Consultants Commissioned																	
Parking Strategy Members' working group established																	
Parking Strategy Preparation																	
Parking Strategy Consultation																	
Parking Strategy Sign off Process																	
Parking Strategy Adopted																	

15. It is proposed that £70k from specific reserves is allocated in the 2019/20 budget to support the delivery of the Parking Strategy actions and this has been included in the Corporate Plan and Budget for 2019/20.

Conclusions

16. The Burgess Hill and East Grinstead Road Space Audits have provided a valuable evidence base from which to start shaping the future strategic direction of Parking Services in Mid Sussex; and the forthcoming Haywards Heath Parking Study will complete this evidence base. This will provide a detailed picture of current and future potential issues.
17. The studies have concluded that, based on the projected levels of growth in the district over the coming years, current on and off-street parking provision will be insufficient to meet demand.
18. The forthcoming Parking Strategy will focus on how this Council, and WSCC (as the Highways Authority) work together to respond to this challenge, to ensure the Council's car park portfolio supports planned, sustainable growth in line with the Council's key strategic priorities particularly in the Economic Development Strategy, the Sustainability Strategy and the District Plan.
19. A Member Working Group will be set up in June 2019 to guide and steer this work.

Appendix A: RSA Conclusions – Burgess Hill

The table below summaries the key actions to be taken from the first phase of the Burgess Hill Road Space Audit;

Action	Solution	Agency
Coordinated approach to strategic decision making impacting BH growth	As WSCC & MSDC sustainable transport packages and strategies come on line, ensure parking is integrated into those conversations at all levels.	WSCC & MSDC
Increased demand for on street parking as a result of town centre development and increased population	<p>Potential to introduce a CPZ around the town centre and railway stations: to manage resident, business and worker demand for parking balanced with restricted free parking serving town centre businesses.</p> <p>To be developed alongside off street provision and policies to ensure a combined strategic approach.</p>	<p>WSCC</p> <p>Operational impact for MSDC in terms of enforcement and administration of CPZ</p>
Parking Strategy: Review MSDC off street parking provision	<p>Manage the current and future demand for off street parking to meet projected levels of growth; balancing MSDC land asset management and preserving MSDC revenue in the long term.</p> <p>Detailed review of off street tariff structure and stay length designation by location with a view to considering the introduction of a differential tariff structure to maximise provision of space for facilities vs reducing car journeys</p> <p>Resource compliance-monitoring to ascertain the effectiveness of enforcement with vehicles staying for the correct time in car parks that may impact capacity availability</p> <p>(The above may form a town specific Parking Management Plan to be developed alongside on-street policies to ensure a combined strategic approach.)</p> <p>Invest in intelligence-led transport systems to inform traffic flows, road & car park space availability to reduce unnecessary journeys.</p>	<p>MSDC</p> <p>MSDC</p> <p>MSDC</p> <p>MSDC & WSCC</p> <p>MSDC & WSCC</p> <p>MSDC</p>

Action	Solution	Agency
	<p>Regular review of all MSDC policies to ensure the impact of parking demand / provision as a result of planned and permitted development is considered in a strategic way.</p> <p>Work with WSCC and the private sector to develop a Parking Management Plan for the Victoria Industrial Estate; managing demand for worker parking vs mitigation with sustainable transport policies.</p>	MSDC & WSCC
Monitor impact of private sector travel plans	Ensure business demand for parking is mitigated by sustainable transport policies and provision.	WSCC

Appendix B: RSA Conclusions – East Grinstead

Action	Solution	Agency
Increased demand for on street parking as a result of forecasted development and economic growth	<p>Review of existing CPZ provision to minimise conflict of users, consider enforcement hours and capacity to ensure fit for purpose.</p> <p>Review potential to extend the CPZ into outlying areas to manage the demand for free, all day parking impacting residential areas.</p> <p>Fully resource compliance monitoring to ascertain the effectiveness of enforcement for vehicles within the CPZ to fully understand capacity availability</p> <p>To be considered alongside off street policies to ensure a combined strategic approach.</p>	Operational impact for MSDC in terms of enforcement and administration of CPZ
Parking Strategy: Review MSDC off street parking provision	<p>Manage current and future demand for off street capacity to meet projected growth; balancing MSDC land asset management and preserving MSDC revenue in the long term.</p> <p>Detailed review of off street tariff structure and stay length designation by location with a view to considering the introduction of a differential tariff structure to maximise provision of space for facilities vs reducing car journeys</p> <p>Resource compliance monitoring to ascertain the effectiveness of enforcement with vehicles staying for the correct time in car parks that may impact capacity availability</p> <p>(The above may form a Parking Management Plan to be developed alongside on street policies to ensure a combined strategic approach.)</p> <p>Invest in intelligence led transport systems to inform traffic flows, road & car park space availability to reduce unnecessary journeys.</p> <p>Regular review of all MSDC policies to ensure the impact on parking demand / provision as a result of development is considered in a strategic way.</p>	<p>MSDC</p> <p>MSDC</p> <p>MSDC</p> <p>MSDC & WSCC</p> <p>MSDC & WSCC</p> <p>MSDC</p>

Action	Solution	Agency
Monitor impact of private sector travel plans	Ensure business demand for parking is mitigated by sustainable transport policies and provision	WSCC
Strategic improvements to the sustainable transport network	Provision of effective networks to provide a viable alternative for car usage	WSCC

Appendix C: Draft Terms of Reference for the Member Steering Group

The aim of the Parking Strategy Member Steering Group is:

To provide political oversight and guidance in relation to the development and delivery of the Parking Strategy Refresh (2020 – 2030).

The Role of the Members' Steering Group is to:

- Oversee the development of a strategy for managing the provision of off-street car parking and the Council's car park estate.
- Act as the Task and Finish Group for the development of the Parking Strategy Refresh.
- Provide advice and guidance to the Scrutiny Committee for Customer Services and Services Delivery

Membership shall comprise:

- Chair – From the Scrutiny Committee for Customer Services and Service Delivery
- Mid Sussex District Council:
 - Portfolio Holder for Service Delivery (observer capacity)
 - Portfolio Holder for Economic Growth (observer capacity)
- Five additional Members from the Scrutiny Committee for Customer Services and Service Delivery
- Supporting Officers:
 - Assistant Chief Executive - MSDC
 - Divisional Leader for Contracts & Commercial Services - MSDC
 - Business Unit Leader – Parking Services – MSDC
 - MSDC Officers as required to present topics for discussion
 - WSCC to inform strategic on –street provision

Meeting frequency:

The Members' Steering Group will meet bi-monthly with additional meetings held if necessary with the agreement of the Chair. It is anticipated that 4 - 5 meetings will be convened, to inform the development of the Parking Strategy refresh.