

Management Committee

7 March 2017

Parking Policy

For Decision

Portfolio Holder(s)/ Briefholder

Councillor C. Huckle

Senior Leadership Team Contact:

M Hamilton, Strategic Director

Report Author:

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Statutory Authority

Road Traffic Regulation Act 1984

Traffic Management 2004

Purpose of Report

- 1 To consider and agree the Parking Policy, following the consultations undertaken.

Officer Recommendations

- 2 To agree the Parking Policy for the Council for the period 2017-2022 attached as Appendix 1.
- 2.1 To note and agree the Car Parks Improvement plan for 2017-18 set out in paragraph 4.7 of this report.

Reason for Decision

- 3 The Parking Policy will give members a sound basis for the overall governance of the Council's car parks, providing officers with a framework for the future effective management and operation of these.
- 3.1 The Council's car parks require ongoing maintenance and updating of equipment, and action to ensure that this takes place is included in the improvement plan set out in paragraph 4.7 of this report.

Background

- 4 The Weymouth & Portland car parking service entails provision of 31 car parks. The service generates income around £2,500,000 per annum. Use

of the car parks peak in August, when there are almost a quarter of a million individual transactions through Pay & Display machines and telephone transactions.

- 4.1 During the 2015/16 financial year around 5,500 Penalty Charge Notices were issued to vehicles parked in Weymouth & Portland car parks, of which 53% were issued because a pay & display ticket was not being displayed and 34% was because the motorist had overstayed the period of time paid for. The remaining PCNs were issued for other parking contraventions, e.g. parking outside of bay markings.
- 4.2 With this volume of activity, it is clear that the car parks play an important role in facilitating the economic success of the borough and as such needs to be managed in a way which ensures both quality provisions and consistent enforcement. This report enables the Council to formalise its arrangements for car park management and enforcement, and to make clear its aspirations in terms of quality of provision.

Parking Policy

- 4.3 A parking policy is required to ensure a structured approach to how the delivery of quality services can be maintained and continuous improvements achieved. The draft Parking Policy attached to this report as Appendix 1 is intended to formalise how this Council will deliver its off street parking service over the coming 5 years. The purpose for the Council having a parking policy is twofold:
 - a. To provide the borough with sufficient car parking that is safe and secure and that parking charges are set at levels that would not be detrimental to the economic viability of the local businesses, and
 - b. To contribute where possible to Dorset County Council's (DCC) traffic management objectives.
- 4.4 In developing the Parking Policy, this Council has concentrated on 3 strands which together make up the whole. These are:-
 1. **Principles & Charging** - This includes how the Council will monitor the parking provision against demand, review its parking charges, the terms and conditions on the use of the car parks and what parking concessions should exist.
 2. **Facilities & Maintenance** -This focusses on the facilities that are provided within the car parks that will make parking easier, together with regular inspections and maintenance programmes. This is significantly influenced by the national Park Mark scheme, which provides quality standards for parking facilities.
 3. **Operational Protocols** - This deals with how car parks are to be patrolled, why enforcement is necessary and how it is to be carried out. This element of the strategy will help to ensure consistency of enforcement in different areas by different officers, and addresses matters such as parking offences, observation periods, penalty charges, and appeal arrangements. These protocols are designed to be consistent with both legislation and national guidance and are therefore in line with practice in the majority of local authorities. Having clear

protocols approved enables the Council to better ensure that its enforcement activity is being appropriately conducted and is proportionate.

Consultation on Policy

- 4.5 Policy Development Committee considered at three separate committee meetings in January, April and July 2016 all 3 consultation strands of the Car Parking Policy and provisionally agreed these, subject to consultation feedback. Accordingly, the Car Parking Policy was then sent to Portland Town Council, together with the Chambers of Commerce, and BID to obtain comment back.
- 4.6 Portland Town Council stated that they want to see what the outcome of the Unitary Council discussions are before considering the future of the island's car parks. The Chamber of Commerce and BID did not comment on the policy. The attached Parking Policy shown in Appendix 1 finally produced reflects the consultations undertaken.

Parking Improvement Plan

- 4.7 In order for this Council to achieve the objectives set out in this report in terms of facilities and management, an improvement plan has been developed, to be delivered within existing budgets, including funds allocated by Management Committee in 2016. The priority actions are:

Action 1 - To carry out a full condition survey of all the Council owned car parks.

The purpose of the condition survey would be to:

- Create and maintain a full inventory of all existing parking bays, equipment, signs lines and lighting.
- Identify areas that require maintenance, including surfacing, fencing, drainage, lighting and landscaping.
- A full review of the existing signage and layout of the car parks.
- Develop a proactive 5 year rolling maintenance and enhancement programme.
- Enable budget to be allocated as required.

Action 2 – Establish a safety inspection regime to ensure that car parks are safe to use by the public.

Action 3 - To enhance the car park signage within each car park; including visitor attraction signage in town centre car parks.

Action 4 - To renew another 43 pay and display machines; to replace aging machines and facilitate improved collection of management information relating to occupancy levels.

Action 5 - Prepare for the introduction of the new £1 coin in 2017 by the Royal Mint - It is vital to ensure that the users of the car parks can use the coins in their pockets.

Action 6 - To review options to address the impact on parking provision of the implementation of the Weymouth Town Centre Master Plan.

Action 7 - Submit at least another 6 car parks for the Park Mark Award by end of 2017.

Implications

Corporate Plan

- 4 Priority A4 a) Implement town centre strategies to sustain and develop town centres economic viability

Financial

- 5 The car park improvements will be funded from income received from the car parks, and will allow a proportion of the payments received to be reinvested.

Environmental

- 7 There are no direct environmental implications as a result of this report

Economic Development

- 8 Improvement to the quality of the borough's parking provision will improve the overall visitor experience and should assist the local economy.

Risk Management (including Health & Safety)

- 9 There are no H&S implications as a result of this report, however the risk is that without formal policies it would be difficult to manage the effectiveness of the Council's parking services

Human Resources

- 9 N/A

Consultation and Engagement

- 10 Consultation has been undertaken with all town Councils, Chambers of Commerce and BIDs together with all elected members

Appendices

Appendix 1 – the full draft Car Parking Policy 2017 – 2022

Background Papers

N/A

Footnote

Issues relating to financial, environmental, economic and equalities implications have been considered and any information relevant to the decision is included within the report.

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