

Report to: **South Hams Overview and Scrutiny**
Date: **24 November 2016**
Title: **Task and Finish Group: Parking Permit Review**
Portfolio Area: **Environment Services**
Wards Affected: **All**
Relevant Scrutiny Committee:

Urgent Decision: **N** Approval and clearance obtained: **Y**

Date next steps can be taken: To be considered by the Executive on 1 December 2016

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RECOMMENDATIONS

- 1. Following the work by the Permit Task and Finish Group, that the Overview and Scrutiny Panel recommends to the Executive that it recommends to Council that the parking permits available in South Hams be amended, and that the Off-Street Parking Places Order is amended to reflect this.**
- 2. The amendments are as follows:**
 - Full and Commuter permits to be eliminated and replaced with Town Centre, Peripheral and Rural permits which will be limited to specific towns/ villages. The cost of permits to be reduced to reflect the new restrictions, with the exception of Business Permits.**
 - Permits to become 'virtual', ie customers will no longer receive a paper permit, with the exception of Business Permits.**
 - New permits be limited to one vehicle registration number only, with the exception of Business Permits.**
 - The availability of permits be limited to 10% of the total number of parking bays available for each category of permit.**

- **Permits currently issued free of charge to various organisations to be ceased.**
- **Other permits which are not used often will be eliminated, as detailed at Paragraph 5.6.**
- **The Residents' Parking permit to be extended to allow parking from 3pm to 10am, with an increase in cost to £40.00. This amendment to be reviewed after one year.**
- **The costs of permits to be as detailed at Paragraph 5.8.**
- **All leisure-related permits will be reviewed in partnership with the new leisure contractor, with the exception of permits currently issued to Tone Leisure employees.**

1. Executive summary

- 1.1 This report requests that Members consider the recommendation to make amendments to South Hams parking permits, as considered and agreed by the Permits Task & Finish Group.

2. Background

- 2.1 Having recognised that the array of parking permits available had become confusing for customers and unwieldy to manage, a Task & Finish Group considered the issue with a view to simplifying and streamlining permits available, whilst improving the future management of them and protecting the District Council's income.

3. Outcomes/outputs

- 3.1 The group met twice and considered every permit currently available. It considered and evaluated the value of each permit and made proposals to improve and simplify the current offer to customers.

4. Options available and consideration of risk

- 4.1 Should the review of permits not be progressed as recommended, confusion for customers will continue and the District Council will not have control over how many permits are utilised in each town/village at any given time.
- 4.2 The availability of virtual permits will allow customers to self-serve and 'obtain' their permit immediately, rather than having to wait for their application to be processed. Paper permits will be available to customers who, for whatever reason, are unable to self-serve.
- 4.3 Should the recommendations above be resolved, they will be the subject of a 21-day consultation period, which customers will be alerted to by a notice in the local press and on the Council's website, together with notices in all affected car parks. This will

allow customers to object to the proposals, should they wish to do so. If a large number of objections is received, the matter will be referred to the Executive for further consideration.

5. Proposed Way Forward

5.1 Town Centre, Peripheral and Rural permits

In order to make permits clearer for customers, Full and Commuter permits to be eliminated and replaced with Town Centre, Peripheral and Rural permits which will be limited to specific towns/ villages.

5.2 The cost of permits should be reduced to reflect the new restrictions, with the exception of Business Permits.

5.3 Transition to virtual permits

Following the roll-out of updated parking software, permits to become 'virtual' with the exception of Business Permits, which are issued in the business name. This will allow customers to self-serve and for their permit to become valid as soon as their purchase has been completed.

5.4 Depending on the software provider we choose, customers may also have the option to change the registration number associated with their permit whenever they need to do so.

5.5 Vehicle registration number on permits

New permits to be limited to one vehicle registration number only, with the exception of Business Permits but the cost of permits should be reduced to reflect this restriction.

5.6 Availability to be limited to 10% of total parking bays

The availability of permits should be limited to 10% of the total number of parking bays available for each category of permit. This may be detailed as follows:

Town/ permit type	Valid in car parks	10% of parking bays/ number of permits available
Dartmouth Town Centre	Mayor's Avenue	22
Dartmouth Peripheral	None applicable	
Kingsbridge Town Centre	Quay Duncombe Park	26
Kingsbridge Peripheral	Cattle Market Lower Union Road	17
Salcombe Town Centre	Shadycombe Creek	31
Salcombe Peripheral	None applicable	
Totnes Town Centre	Old Market Heaths Way North Street	20

	Heaths Nursery	
Totnes Peripheral	Long Marsh Pavilions Steamer Quay	29
Bigbury Rural	Bigbury-on-Sea	25
Ivybridge Rural	Leonards Road	16
Modbury Rural	Poundwell Meadow	6
Slapton & Torcross Rural	Slapton Memorial Strete Gate Torcross Tank	29

5.7 Cessation of free permits

Permits currently issued free of charge to be ceased. Officers will be delegated with the responsibility to negotiate a gradual cessation where appropriate, for example Tone Leisure employees where, for TUPE reasons, it may be necessary to issue permits to transferred staff only.

5.8 Details of the permits to be ceased are as follows:

	Number issued
Tourist Information Modbury	5
Tourist Information Dartmouth	5
Tourist Information Totnes	3
Tone Leisure staff	172
RNLI	15
Garden for Health	4
Ivybridge Gardening Volunteer	1

5.9 Cessation of other permits

The Task & Finish Group gave consideration to permits which are little used and agreed to eliminate three, without replacing them with revised permits, for the following reasons:

Creek reserved, Salcombe	Only one permit has been sold and parking is of a premium in Salcombe. It is proposed to allow the current permit holder to continue renewing his/her permit but that no new permits would be sold.
Aveton Gifford boat	Only two permits have been sold and it is impossible to enforce in respect of boats that are 'parked' without a permit. In addition, there is work currently being undertaken with the Parish Council which, it is anticipated, would result in this asset being transferred to the Parish.
Disabled annual permits	Blue badge holders are currently able to purchase the current Full permits at a 25% discount. However, only four have been sold. Bearing in mind the reduction in the

	cost of the annual permits, it is proposed that these are eliminated.
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5.10 Residents' Parking Permit

Following comments received from customers, the Task & Finish Group gave consideration to the Residents' Parking permit, which currently allows residents to park in any car park from 4pm to 10am each day for an annual fee of £21.00.

5.11 It is proposed that the times this permit is valid are extended in order to assist with school runs, so should be valid from 3pm to 10am each day, but with an increased cost of £40.00 per annum, which still represents excellent value for money.

5.12 The Group would like to review this amendment after one year to assess how successful the change has been and the impact on the sales of permits.

5.13 Cost of permits

The current cost of all permits was considered by the Task & Finish Group. It was recognised that prices have not increased for several years and, even with an increase on some permits, still represent excellent value for money and revised costs are proposed as follows:

Permit type	Current cost	Proposed cost
Town Centre (previously Full)	£387.00	£280.00
Six months	£233.00	£150.00
Peripheral (previously Commuter)	£191.00	£150.00
Six months	Not available	£80.00
Rural (previously Modbury and Torcross commuter)	£143.00	£150.00
Six months	£191.00	£80.00
Business	£581.00	£650.00
Weekly	£32.00	£40.00
Residents	£21.00	£40.00
Reserved bay	£1,431.00	£1,500.00
Pavilions reserved bay	£1,023.00	£1,100.00

5.14 Although it is proposed to reduce the cost of some permits (Town Centre, Peripheral and Rural), this is to reflect the new restrictions on them in respect of location and registration numbers. It is recognised that approximately 80% of permits have two registration numbers on them. Whilst not all those customers will buy two permits rather than one, it is estimated that a minimum of 10% of customers will purchase two permits rather than one to cover two vehicles. With the increase in the cost of other permits the overall proposal is likely to result in an increase of £10,000 per annum for permits.

5.15 Leisure related permits

It is acknowledged that little can be done to review current leisure permits, whilst the current contract is reaching an end and with a new contractor due to provide leisure services. Therefore the Task & Finish Group propose that a review of all leisure permits be undertaken with the new contractor at a later stage, with recommendations being reported back to the Overview & Scrutiny Panel.

6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance		<p>The Council has power to provide off-street parking under the Road Traffic Regulation Act 1984 (as amended).</p> <p>The Council has the power to deal with the provision, management and control of car parks.</p> <p>The Council has the powers to provide this service under the General Powers of Competence in the Localism Act 2011.</p>
Financial		<p>The consultation exercise will cost approximately £600 to advertise.</p> <p>Although not the focus for this Task & Finish Group it is likely that these proposals, if all resolved, will result in increased income for the Council of approximately £10,000 per annum.</p>
Risk		None at this stage.
Comprehensive Impact Assessment Implications		
Equality and Diversity		A comprehensive impact assessment has been completed in respect of this matter which shows that there is a negative impact for a few blue-badge holders. However, the reduction in the cost of annual permits should ensure that these customers aren't adversely affected in comparison with the current offer.
Safeguarding		No implications.
Community Safety, Crime and Disorder		No potential positive or negative impact on crime and disorder reduction.

Health, Safety and Wellbeing		No implications.
Other implications		None.