

Report to: **South Hams Executive**  
Date: **9 March 2017**  
Title: **Parking Enforcement for Dittisham Parish Council**  
Portfolio Area: **Environment Services**  
Wards Affected: **West Dart**  
Relevant Scrutiny Committee:

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

Date next steps can be taken: To be considered by the Council on 11<sup>th</sup> May 2017  
(*e.g. referral on of recommendation or implementation of substantive decision*)

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**Recommendations:**

1. That the South Hams District Council Off-Street Parking Places Order be amended to include the Ham car park in Dittisham.
2. That the parking charges and permit information resolved by Dittisham Parish Council be added to the Off-Street Parking Places Order so that South Hams District Council may undertake enforcement in the Ham and the Level car parks on behalf of the Parish Council.
3. That South Hams District Council provide a parking enforcement service on behalf of Dittisham Parish Council.

**1. Executive summary**

- 1.1 This report requests that Members consider the recommendation to take steps to allow South Hams District Council to undertake parking enforcement on behalf of Dittisham Parish Council in the Ham and the Level car parks.

## 2. Background

- 2.1 Dittisham Parish Council owns two car parks, known as the Ham and the Level car parks.
- 2.2 As the Level car park was previously owned by South Hams District Council it is already included in the Council's Off-Street Parking Places Order.
- 2.3 However, there is a need to add the Ham car park to the Order and a plan detailing this is attached at Appendix 1.
- 2.3 We have been approached by the Parish Council with a request to undertake enforcement in the two car parks, in line with the draft agreement attached at Appendix 2.

## 3. Outcomes/outputs

- 3.1 In order to be able to carry out the enforcement, it is a requirement that our Off-Street Parking Order is amended to reflect and facilitate this.

## 4. Options available and consideration of risk

- 4.1 Should the recommendation be resolved, it will be necessary for the amendments to be the subject of a public consultation exercise. Any objections received would be considered and responded to by the Parish Council. However, such objections would have to be submitted to the District Council, which may result in complaints from customers who may assume the proposals are District-Council led, leading to a reputational risk.
- 4.2 However, we are able to address this by clarifying with customers, and in ensuring that we issue a clear press release.

## 5. Proposed Way Forward

### 5.1 Pay & Display details

Charges to be payable from 9am to 6pm every day of the year, including weekends and bank holidays. Proposed tariffs:

	½ hour	1 hour	2 hours	3 hours	4 hours	All day
Ham	£0.50	£1.00	£2.00	£3.00	£3.50	£5.00
Level	N/ A	£1.00	£2.00	£3.00	£3.50	£5.00

- 5.2 As in the District Council's car parks, Blue Badge holders will be entitled to one hour's free parking on the expiry of a valid Pay & Display ticket.
- 5.3 Permits  
Weekly permits to be available at a cost of £25.00.

5.4 Residents' permits to be issued by the Parish Council free of charge.

5.5 Enforcement

Inclusion in the South Hams District Council's Off-Street Parking Places Order will allow District Council officers to undertake enforcement in both car parks on behalf of the Parish Council, in line with the draft agreement at Appendix 2.

5.6 Enforcement would be provided free of charge but the District Council would retain all PCN income.

**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. This cost will be borne by Parish Council but may be shared with the District Council if this consultation is coupled with another one.</p> <p>There will be income generated from the issue of PCNs but, at this stage, this is impossible to estimate.</p>
Risk		<p>Reputational risk as detailed in paragraph 4, to be addressed with a clear press release.</p>
Comprehensive Impact Assessment Implications		
Equality and Diversity		<p>A comprehensive impact assessment has been completed which shows that there are no issues to be considered further.</p>
Safeguarding		<p>No implications.</p>

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.

### **Supporting Information**

#### **Approval and clearance of report**

<b>Process checklist</b>	<b>Completed</b>
Portfolio Holder briefed	<b>Yes/No</b>
SLT Rep briefed	<b>Yes/No</b>
Relevant Exec Director sign off (draft)	<b>Yes/No</b>
Data protection issues considered	<b>Yes/No</b>
If exempt information, public (part 1) report also drafted. (Cabinet/Scrutiny)	<b>Yes/No</b>