

<b>NAME OF COMMITTEE</b>	<b>Audit</b>
<b>DATE</b>	<b>24 November 2011</b>
<b>REPORT TITLE</b>	<b>Rationalisation of parking permits</b>
<b>Report of</b>	<b>Street Scene Manager (Service Development)</b>
<b>WARDS AFFECTED</b>	<b>All</b>

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**Summary of report:**

This report reviews the current provision of parking permits in off-street car parks, and the future rationalisation of those.

**Financial implications:**

There is likely to be a small increase in Pay & Display income if Bowling Club permits (both Leisure and Visitor) are adjusted as per the recommendation.

Future financial implications will be assessed, monitored and reported to the Executive.

**RECOMMENDATIONS:**

**That the Audit Committee considers the report and makes comment on the recommendations below which are to be presented to the Economy and Environment Scrutiny Panel meeting on 24 November 2011.**

- The Creek reserved bays should be phased out.
- The Weekly Ticket should be renamed the South Hams Weekly Pass and be available through the Council's cashless parking payment system (RingGo) when implemented.
- Bowling Leisure permits should be eliminated. Users should be issued with a standard Leisure permit, allowing 4 hours parking. Additional time should be made up with the purchase of a Pay & Display ticket.
- Bowling Club permits, for visiting players, should be eliminated and visitors should purchase a Pay & Display ticket.
- Only Council employees, RNLI and TIC staff should continue to receive staff parking permits.

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## **1. BACKGROUND**

1.1 At the Audit Committee meeting held on 14<sup>th</sup> June 2011, it was resolved:

“That a report be taken to a future Audit Committee on the rationalisation of Car Park permits.”

1.2 By coincidence, the Economy & Environment Scrutiny Panel set up a Member Task & Finish Group to review the same subject. Therefore, the officer tasked with rationalising permits has done so in consultation with the Task and Finish Group.

## **2. ISSUES FOR CONSIDERATION**

2.1 Having considered the many and varied permits available (attached at Appendix A), the officer's view is that, whilst it would be advisable to reduce the variations in order to make the service more manageable, this rationalisation needs to be carried out in conjunction with a review of Pay & Display tariffs.

2.2 However, there are a couple of 'quick win' recommendations that could be considered by the Executive, and these are detailed below.

2.3 The reserved parking permits for The Creek car park should be phased out. Only two of these permits have been issued in the last couple of years. There should be no more advertising of these permits and they should continue to be offered only to the two current users on a personal basis and for as long as they need them. Once they no longer require the permits, the bays should be released for general parking.

2.4 The Weekly ticket should be renamed and become a South Hams Weekly Pass. This Pass will enable the holder to park in any long stay car park in the district. It should be available via RingGo when it is introduced early in 2012, which will eliminate the requirement for so many permits to be sold and, therefore, possibly eliminate the need to maintain an audit trail of the books of permits in the future.

2.5 Leisure permits have been the subject of a separate report to the Executive [minute ref E34/ 11 on 13<sup>th</sup> October 2011] and the issuing of these permits will be undertaken by Tone Leisure with effect from January 2012. Leisure permits are priced at £56 each, are only available to those who also hold leisure centre membership, and permit 4 hours parking to those holders. However, the Bowling Leisure permits are marked with a 'B' and allow 5 hours parking, but for no additional fee. It is, therefore, recommended that bowlers be issued with a standard Leisure permit and, if it is necessary to park for longer than 4 hours, that an additional hour's parking is purchased from the Pay & Display machine. This will eliminate the anomaly in this group of permits.

2.6 Furthermore, bowling clubs are able to purchase books of 200 tickets for £100, and each ticket allows 5 hours parking for visiting bowlers. This equates to 50p per 5 hour parking session. Consideration should be given to eliminating this, with due notice to the clubs and for visiting bowlers to pay for parking, as any other visitor would, unless the visitor holds another valid permit.

- 2.7 Staff permits have, historically, been issued not only to Council employees but also to various other organisations, such as:
- RNLI
  - Devon County Council, including Community College staff
  - Tourist Information Centre staff
  - Police
  - Tone Leisure
  - SHDC minor works contractors
- 2.8 Consideration should be given to eliminating the practice of issuing staff permits to most organisations listed above, possibly with the exception of the RNLI, in recognition of the importance of this service and the fact that it is largely staffed by volunteers..
- 2.9 The cost and availability of all other permits should be considered in conjunction with the review of Pay & Display tariffs, to ensure that, for example, commuters are encouraged to park in peripheral rather than town centre car parks.

### **3. LEGAL IMPLICATIONS**

- 3.1 The Council has power to provide off-street parking under the Road Traffic Regulation Act 1984 (as amended).
- 3.2 South Hams District Council has legal powers to carry out enforcement both on and off-street under the Devon County Designation Order made under the Traffic Management Act 2004.

### **4. FINANCIAL IMPLICATIONS**

- 4.1 There is likely to be a small increase in Pay & Display income if Bowling Club permits (both Leisure and Visitor) are adjusted as per the recommendation. However, in taking forward recommendations, officers will report any financial implications to the Executive.

## 5. RISK MANAGEMENT

5.1 The risk management implications are:

<b>Opportunities</b>	<b>Benefits</b>
To simplify and ensure better controls are in place in managing permits.	Improved audit trails A more equitable service
<b>Issues/Obstacles/Threats</b>	<b>Control measures/mitigation</b>
Customer dissatisfaction, particularly those who currently hold free parking permits.	Good communication, including press releases. Giving notice of any future changes to permits provided.

<b>Corporate priorities engaged:</b>	Environment Community
<b>Statutory powers:</b>	Road Traffic Regulation Act 1984
<b>Considerations of equality and human rights:</b>	Consideration has been given to the needs of disabled people and the disadvantages that may accrue to current users if the proposals in the report are put into effect
<b>Biodiversity considerations:</b>	None are engaged by this report
<b>Sustainability considerations:</b>	None are engaged by this report
<b>Crime and disorder implications:</b>	None are engaged by this report
<b>Background papers:</b>	Executive minutes – 13 <sup>th</sup> October 2011 Notes of the informal meeting of the Economy & Environment Scrutiny Panel – 7 <sup>th</sup> July 2011
<b>Appendices attached:</b>	Appendix A

Appendix A

PERMIT NAME	NOTES AND USE	NO ISSUED
Reserved	Shadycombe/Vic St/Mayors Ave	45
	Pavilions	9
	Creek	2
<b>Annual Parking Permit</b>	All long stay car park	446
<b>Six Month Parking Permit</b>	All long stay car park	143
<b>One Month Parking Permit</b>	All long stay car park	44
<b>Annual parking Permit Disabled</b>	All long stay + s/stay as listed	14
<b>Annual Parking Permit</b>	Business user	96
<b>Six Month Parking Permit</b>	Business user	123
<b>Commuter permit</b>	Economy car parks	341
<b>Commuter permit disabled</b>	Economy car parks	4
<b>Commuter business</b>	Economy car parks	30
<b>Commuter Modbury</b>	Upper section p/well Meadow also	11
<b>Commuter Torcross</b>	Free in winter	12
<b>Weekly ticket</b>	All long stay car parks	34 books - 50 tickets per book
<b>Aveton Gifford</b>	12 months boat parking	
<b>residents concessionary</b>	4pm to 10am all car parks	581
<b>Leisure permits</b>	Leisure centre car parks 4 hrs max stay	3173
<b>Leisure permit monthly</b>	Leisure centre car parks 4 hrs max stay	28 books - 50 tickets per book
<b>Leisure permits bowlers</b>	5 hours max stay	80
<b>Mount view permits</b>	Heathway only	7
<b>Staff permits</b>	as required SHDC	377