

## MID SUFFOLK DISTRICT COUNCIL

<b>TO:</b> Mid Suffolk Cabinet	<b>REPORT NUMBER:</b> <b>MCa/19/49</b>
<b>FROM:</b> Councillor Jessica Fleming Cabinet Member for Environment	<b>DATE OF MEETING:</b> 10 February 2020
<b>OFFICER:</b> Cassandra Clements – Assistant Director Environment and Commercial Partnerships	<b>KEY DECISION REF NO.</b> CAB179

### JOINT AREA PARKING MANAGEMENT PLAN

#### 1. PURPOSE OF REPORT

- 1.1 To approve the Joint Area Parking Plan, attached as Appendix A, for consultation.

#### 2. OPTIONS CONSIDERED

- 2.1 To have two separate area parking plans.
- 2.2 Not to have an area parking plan.

#### 3. RECOMMENDATIONS

- 3.1 That Cabinet agrees the final content of the Babergh and Mid Suffolk Joint Area Parking Management Plan following a stakeholder consultation process undertaken February -May 2019.

#### REASON FOR DECISION

The Councils are required to have a parking policy and to demonstrate that they have reviewed the content. Suffolk County Councils Parking Management Strategy which forms part of the application to the DfT for the granting of CPE powers for the remaining majority of Suffolk requires the district and boroughs to develop Area Parking Plans.

#### 4. KEY INFORMATION

- 4.1 The Department for Transport (DfT) expects every local authority to have a parking policy. The DfT also expects local authorities to regularly appraise their parking policies and objectives and consult the public as part of their formulation.
- 4.2 Local authorities applying for civil parking enforcement (CPE) powers must provide a summary of its parking strategies and policies as part of its submission and the detail and outcome of its parking management review.

Suffolk County Council adopted a high-level Suffolk Parking Management Strategy in November 2018. Each district and borough council need to have regard to the strategy and set out its own local parking policies and objectives in area parking plans. The Babergh and Mid Suffolk Joint Area Parking Management Plan has been drafted to meet these objectives.

- 4.3 The original target date for CPE implementation across the rest of Suffolk was April 2019. This has been delayed due to the government's preparation for Brexit and a general election. The County Council submitted the application early in 2018 to give the DfT the maximum amount of time for its administrative process to be completed. This is now likely to be 31<sup>st</sup> January 2020.
- 4.4 The Babergh and Mid Suffolk Joint Area Parking Management Plan (JAPMP) is a completely new parking policy document. It has been drafted with the objective of setting out the broad parking policy objectives that will be adopted and the rationale behind them. A copy of the document is attached at Appendix A.
- 4.5 The JAPMP contains broad parking policy statements which aim to set out what the parking plan is and what it is intended to achieve. It does not set out specific proposals for parking restrictions for specific areas, nor is it a blue-print to introduce paid parking. What it does do is provide a toolkit on how the councils would go about investigating requests or reviewing the need for waiting, loading and parking controls when and if they occur. It also sets out how to engage with the local community and seek the views of local councils, businesses and residents.

## **5. LINKS TO JOINT STRATEGIC PLAN**

- 5.1 The adoption of a Joint Area Parking Management Plan has several linkages to the Council's Joint Corporate Plan, namely: Community capacity building and engagement, maximising the use of our assets, engage with and support businesses to thrive, further develop the local economy and our market towns to thrive, community-led solutions to deliver services and manage assets and financially sustainable councils

## **6. FINANCIAL IMPLICATIONS**

- 6.1 The adoption of a Joint Area Parking Management Plan will not in itself have any financial implications on the Council's.
- 6.2 The implementation of CPE in Babergh and Mid Suffolk will have some financial implications. Neither Babergh or Mid Suffolk will be enforcing authorities. Both authorities will enter into service level agreements with the enforcing authorities for the management of off-street and on-street parking, as well as the back office function. Income from car parking fees and Penalty Charge Notices (parking tickets) will be used to off set the cost of the full parking function. However, it is anticipated that this will not cover the full cost. This is a difficult deficit to predict as this has not been done before in our districts. The number of variables make direct comparisons with other districts challenging.
- 6.3 Off-street situation: approximately 30% of patrol time will be spent on of-street activity (car parks). Councils use the income generated from car park tariffs and PCN's to pay for their parking service. It is highly unlikely that the amount generated from this income is going to cover the costs and so this element will be in deficit. However, a

commitment has been made to ensure the deficit in year one is covered within the wider directorate to ensure we limit the impact of this deficit.

- 6.4 On-street situation: approximately 70% of patrol time will be spent on on-street activity. Again, the income from PCN's is used to pay for the service. As on-street is a County function the financial position is contained. This is because Suffolk County Council have agreed they will cover the cost of on-street CPE in all districts and boroughs. Therefore the gap between cost and income will be covered by SCC.

## 7. LEGAL IMPLICATIONS

- 7.1 Ipswich Borough Council and West Suffolk District Council will deal with all appeals or issues through their own policies. This means that they will be undertaking any prosecutions on our behalf.

## 8. RISK MANAGEMENT

- 8.1 This report is most closely linked with the Council's Corporate / Significant Business are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
Engagement with business and communities	Unlikely (2)	Noticeable (2)	Ensure we comply with the consultation process outlined in the document
Managing asset portfolio and meeting income projections	Unlikely (2)	Noticeable (2)	Regularly review our car park tariffs and policies

## 9. CONSULTATIONS

- 9.1 Following the approval by Cabinet in February 2019, stakeholder consultation with town and parish councils and other interested individuals and groups took place from February 2019 for a period of six weeks. The results of the consultation have helped form the modifications of the Area Parking Management Plan, now ready for final adoption.
- 9.2 The outcome of the consultation was presented to Cabinet in April 2019. A summary of the key points is below.
- 9.3 The 62 respondents:
- When asked if they agreed with the vision that 'parking should be allowed where possible and controlled where necessary' – 58% Agreed and 20% strongly Agreed.
  - When asked if our off-street car parks should assist with traffic management issues – 56% Agreed and 20% Strongly Agreed.
  - When asked if parking charges, orders and terms & conditions should be regularly reviewed – 63% Agreed and 10% Strongly Agreed.

- When asked if we should follow the County Council’s petition scheme – 35% Agreed, 35% Neither Agreed nor Disagreed
- When asked if Parking Scheme Development should use community engagement as standard procedure – 53% Strongly Agreed and 43% Agreed.
- When asked if new on-street parking management schemes should have standard operating times, with flexibility for additional weekend times – 51% Agreed and 16% Strongly Agreed.
- When asked if footway / grass verge parking could be considered if it did not hinder pedestrians, and / or there was an alternative pedestrian route – 45% Agreed and 31% Strongly Agreed.
- When asked if they agreed that new schemes should be designed with signs being designs and implemented with an aim to reduce street clutter – 57% Agreed and 35% Strongly Agreed.

## **10. EQUALITY ANALYSIS**

- 10.1 There are no equality impacts in adopting a Joint Area Parking Management Plan. If, as a result of adopting the document, any changes are proposed that impact on any of the protected grounds, a full Equality Impact Assessment (EIA) will need to be carried out.

## **11. ENVIRONMENTAL IMPLICATIONS**

- 11.1 A regular review on parking both on-street and off-street is covered in this document. This will allow the Council’s to consider the effect that parking has on our environment and allow them to make positive changes.

## **12. APPENDICES**

Title	Location
(a) Babergh and Mid Suffolk Joint Area Parking Plan	Attached