



Minutes of the Civil Parking Enforcement Task and Finish Group held in the Council Chamber, Town Hall, Bexhill-on-Sea on Thursday 5 October 2017 at 10:00am.

Members of the Task and Finish Group Present:

Councillor A.K. Azad
Councillor J.J. Carroll
Councillor C.A. Clark
Councillor S.D. Elford
Councillor K.M. Field
Councillor B. Kentfield
Councillor S.H. Earl
Councillor J. Potts
Councillor C.J. Saint
Councillor G.F. Stevens

Other Councillors Present:

Councillor I.R. Hollidge

Invited:

Carl Valentine – East Sussex County Council
David Weeks – East Sussex County Council

Officers Present:

Dr Anthony Leonard – Executive Director of Business Operations
Lisa Hayward-Bartlett – Operations Team Leader
Julie Hollands – Democratic Services Officer

CPE17/08. APOLOGIES FOR ABSENCE

(1)

Apologies for absence were received from Councillors J. Barnes and R.C. Carroll.

CPE17/09. MINUTES OF LAST THE MEETING

(2)

The Minutes of the last meeting held on 13 September 2017 were agreed.

CPE17/10. REVIEW OF ROTHER DISTRICT COUNCIL CIVIL PARKING ENFORCEMENT DRAFT SCHEME

(4)

The Chairman welcomed Carl Valentine – Head of Transport and Operational Services and David Weeks – Team Manager, Parking from East Sussex County Council (ESCC) to the meeting. ESCC had provided the Civil Parking Enforcement Task and Finish Group

(CPET&FG) with individual maps which indicated all existing parking restrictions, proposals for pay and display (P&D) and permit parking zones, as well as charging structures across the district.

Members were reminded that the initial application to the Department for Transport (DfT) for Civil Parking Enforcement (CPE) powers (transfer of power from Police to ESCC to enforce parking restrictions) would be on the existing Traffic Regulation Orders (TROs) currently in operation, along with the essential amendments to allow the scheme to be financially viable. This would simplify and speed up the application process with limited need for a consultation period. If and when CPE was introduced, parking reviews would be held to consider ways to enhance and improve the existing scheme; DfT authority would not be required but consultation on changes to TROs would be a prerequisite.

Consideration was given to the analysis of potential costs and income for CPE in Rother. The figures quoted for initial estimates on the current plans / costs would be subject to change should modifications be proposed. The total set-up cost was estimated to be £560,000 and the estimated running cost £607,000 approximately. Projected operational surplus would not be realised until the fourth year, after implementation. It was clarified that all surplus funding would not be ring-fenced for Rother projects but would be used to support county related transport issues e.g. concessionary fares, real time bus information, school crossings, safety schemes, as well as pedestrian zones etc.

Members considered each map individually and discussed the suggested parking zones and proposed charging structure.

Bexhill West Zone: 415 spaces (615 residential properties, 640 total properties, 322 permit holder [Mon to Sat 8:00am to 6:00pm]), 93 unrestricted spaces next to Egerton Park.

Bexhill Central Zone: 686 spaces (1,430 residential properties, 1,915 total properties, 409 permit holder [Mon to Sat 8:00am to 6:00pm], 218 time limited parking [max 2hrs, no return 2hrs, Mon to Sat 8:00am to 6:00pm, permit holders up to 3hrs], 30 permit holder [max 2hrs, no return 2hrs 8:00am to 8:00pm], 33 P&D [Mon to Sat 8:00am to 6:00pm]).

Bexhill East Zone: 975 residential properties, 1,000 total properties, 532 permit holder [max 2hrs, no return 2hrs, Mon to Sat 8:00am to 6:00pm].

Bexhill North Zone: 330 residential properties, 420 total properties, 93 permit holder [max 2hrs, no return 2hrs, Mon to Sat 8:00am to 6:00pm].

Bexhill North Zone P&D: 93 spaces and 15 P&D machines [2hr no return 2hrs, Mon to Sat 8:00am to 6:00pm] tariff 10p for 15 minutes up to 80p for 2hrs, projected income £68,000 approximately.

Bexhill – Seafront Zone P&D: Seafront 621 spaces and 37 P&D machines [Mon to Sun 8:00am to 6:00pm] – tariff 10p for 15 minutes up to £2.00 for 6hrs, projected income £261,317. Seafront central 22

spaces and 2 P&D machines [Mon to Sun 8:00am to 6:00pm] – tariff £1.70 for 1hr up to £2.70 for 2hrs, projected income £95,000 approximately. Members noted that the on-street tariff was higher than off-street car parking charges; the aim under the Local Travel Plan was to encourage off-street parking where car parks were available.

Bexhill Central Zone P&D: Devonshire Road 33 spaces and 4 P&D machines [2hr no return 2hrs, Mon to Sat 8:00am to 6:00pm] tariff 10p for 15 minutes up to 80p for 2hrs, projected income £24,130. Bexhill Central 30 shared use spaces and 5 P&D machines [2hr no return 2hrs, Mon to Sat 8:00am to 6:00pm] tariff £1.70 for 1hr up to £2.70 for 2hrs, projected income £72,000 approximately. Members highlighted that the promenade area (not highway) surrounding the De La Warr Pavilion had been identified as a potential charging area. ESCC agreed to investigate.

Rye – Permit Zone Changes: Bridge Place Zone Resident Permit Holders only [no changes to zone] 13 residential properties, 9 permit holder [Mon to Sat 8:00am to 6:00pm]. Citadel Zone (suggested change from Permit Holder or Time Limited Parking to Permit Holder only) 106 residential properties, 117 total properties, 33 permit holder [9:00am to 6:00pm].

Rye P&D: Suggested change of Time Limited Parking to P&D 129 spaces and 19 P&D machines [2hr no return 2hrs, Mon to Sat 8:00am to 6:00pm average] tariff 10p for 15 minutes up to 80p for 2hrs, projected income £91,000 approximately.

Battle P&D: Suggested change of Time Limited Parking to P&D and an increase from 20 minutes to 30 minutes 15 spaces and 2 P&D [30 mins no return in 40 mins] tariff 20p for 30 minutes, projected income £11,000 approximately.

Robertsbridge P&D: Suggested change of Time Limited Parking to P&D and times 8:00am to 6:00pm 19 spaces and 2 P&D machines [1hr no return in 1hr] tariff 10p for 15 minutes up to 40p for 1hr, projected income £9,000 approximately.

Burwash P&D: Suggested change of Time Limited Parking to P&D 13 spaces and 2 P&D machines [1hr no return in 1hr] tariff 10p for 15 minutes up to 40p for 1hr, projected income £9,000 approximately.

Etchingam P&D: Suggested change of Time Limited Parking to P&D 8 spaces and 2 P&D machines [1hr no return in 1hr, Mon to Sat 8:00am to 6:00pm] tariff 10p for 15 minutes up to 40p for 1hr, projected income £6,000 approximately.

During discussion the following was noted:

- **P&D machines:** No change facilities available. Incremental charging would be introduced across the district (10p for 15 minutes, therefore 5p would allow 7½ minutes of parking). All P&D machines would be set at the minimum charge across the district and would facilitate contactless payment. Cashless parking (charge

you the exact amount) to be introduced, where applicable. Consideration to be given to conservation and public realm matters.

- **Permits:** To be allocated to one particular vehicle for residential use and could allow multiple vehicles for business use. Permits would allow businesses to use bays all day from Monday to Saturday 8:00am to 6:00pm (no restriction on Sundays) for deliveries and would vary across the scheme dependent on area etc. Residents with off-street parking would be allowed to apply for permits (although this could be restricted per household).
- **Parking Spaces:** Are measured at 5.5m and disabled bays could be chargeable, as per the current system within the district.
- **Pricing/Income:** ESCC were not aware of any additional sourced income to assist with the CPE scheme. Clarification was sought on whether a guaranteed fixed-term price freeze could be applied. ESCC advised that price freezing would not be viable for the scheme; significant price increases had not been introduced in historical schemes across the county. Prices proposed were considered cost-effective and reasonable.
- **Scheme:** The number of enforcement officers assigned was considered sufficient for the scheme; numbers could be reduced if considered viable. Numbers were based on CPE schemes operated across other local authorities similar to the geographical profile of Rother. An enforcement presence assisted traffic flow and combated misuse. If deemed essential there would be some minor alterations to the existing TROs which would be implemented into the scheme. The scheme would be reviewed one year after implementation. During the first review, it was suggested that ESCC considered any displacement parking issues from Hastings into Rother.
- **Battle:** Clarity was sought on the number and locations of the P&D machines and loading bays in Battle High Street. A suggestion was proposed that the taxi rank be moved back to its original location outside the old Post Office building. A permit system was suggested in the surrounding roads of the railway station; Glengorse, Picardy Close and Senlac Gardens which were heavily congested and used by commuters to park all day.
- **Bexhill:** Members requested that ESCC reinvestigated the proposed parking schemes in Buckhurst Road (inconsiderate / dangerous parking); and Reginald Road (heavily congested). Members suggested that ESCC consider implementing parking restrictions along Birkdale.
- **Rye:** A suggestion was proposed to implement a loading bay in Ferry Road, to alleviate dangerous parking by delivery vehicles.

ESCC advised Members to report any urgent/specific issues to the Road Safety Team.

A number of suggested amendments had been highlighted within the maps / report, ESCC agreed to amend the document(s) and copies would be disseminated to the CPET&FG. ESCC agreed to investigate and report back all issues identified above to the next meeting scheduled to be held on 1 November 2017.

RESOLVED: That:

- 1) the maps be updated and disseminated to the Task and Finish Group Members; and
- 2) East Sussex County Council investigate all issues raised and report back at the next meeting.

(Councillors C.A. Clark, S.H. Earl, S.D. Elford and K.M. Field each declared a personal interest in this matter in so far as they were elected Members of East Sussex County Council and in accordance with the Members' Code of Conduct remained in the room during consideration thereof).

CPE17/11. **CIVIL PARKING ENFORCEMENT – STAKEHOLDER ENGAGEMENT**
(5)

At the last meeting, in order to meet the Task and Finish Group's Terms of Reference, officers were tasked with investigating appropriate ways to engage with stakeholders on Civil Parking Enforcement.

The report identified four recommended options of engagement, as well as three questions to be included on the questionnaire should that option be adopted, as follows:

- a) a questionnaire with a brief explanation of CPE and three specific options;
- b) a group session with invited stakeholders to debate three options and facilitated by the Chairman;
- c) invite stakeholders in subject groups to debate three options and facilitated by the Chairman; and
- d) Members of the Task and Finish Group attend relevant stakeholder meetings to discuss the three options.

Members were reminded of the key stakeholders and the Executive Director of Business Operations advised that an additional five organisations had been added to the original list (total of 15), these were: Taxi Licensing Forum; Network Rail; Waste Contractor (Kier); Cycling Associations (e.g. Bexhill Wheelers); and Environmental groups.

After discussion, the following was agreed: questions in the questionnaire be simplified; questionnaire be sent to the larger organisations who were unlikely to attend a stakeholder engagement event; all stakeholders receive a CPE briefing paper prior to the engagement event; engagement option b) be adopted and organised to be held on Wednesday 29 November 2017; and Chairman of the Task and Finish Group attend the next RALC meeting with ESCC officers or any other relevant stakeholder meetings throughout the district to discuss the three questions to gauge appetite and report back.

ESCC advised that they would be able to attend the stakeholder engagement event.

RESOLVED: That:

- 1) questions in the questionnaire be simplified;
- 2) the questionnaire be sent to the larger organisations who were unlikely to attend a stakeholder engagement event;
- 3) all stakeholders receive a CPE briefing paper prior to the engagement event;
- 4) engagement option b) be adopted and organised to be held on Wednesday 29 November 2017; and
- 5) the Chairman of the Task and Finish Group attend the next RALC meeting or any other relevant stakeholder meetings throughout the district to discuss the three questions to gauge appetite and report back.

(Councillor S.D. Elford declared a personal interest in this matter in so far as he is Vice-Chairman of Bexhill Chamber of Commerce and in accordance with the Members' Code of Conduct remained in the room during consideration thereof).

CPE17/12. WORK PROGRAMME

(6)

Consideration was given to the CPE Task and Finish Group's Work Programme. Members were advised that James Harris – Assistant Director, Economy, Communities and Transport from East Sussex County Council was unable to attend the next meeting to provide the future plans for highway improvements/changes particularly in Bexhill and around the whole of the district. Therefore, it was agreed that this report would now be presented at the meeting scheduled to be held on 29 November 2017 prior to stakeholder engagement.

RESOLVED: That the Work Programme, as attached at Appendix A, as amended, be agreed.

CPE17/13. ANY OTHER BUSINESS

(7)

There were no any other business items proposed.

CPE17/14. DATE OF NEXT MEETING

(8)

The date of the next meeting was arranged for Wednesday 1 November 2017 at 10:00am to be held in the Council Chamber.

Chairman

The meeting closed at 11:50am.

CPE171005jh

CIVIL PARKING ENFORCEMENT TASK AND FINISH GROUP

WORK PROGRAMME	
DATE OF MEETING	SUBJECT
Wednesday 1 November 2017	<ul style="list-style-type: none"> • East Sussex County Council report back on issues identified at 5 October 2017 meeting. • Rother District Council's off-road Car Parks and electric vehicle charging points.
Wednesday 29 November 2017	<ul style="list-style-type: none"> • East Sussex County Council's future plans for highway improvements/changes particularly in Bexhill and around the whole of the district. • Stakeholder evidence gathering.
Wednesday 10 January 2018	<ul style="list-style-type: none"> • CPE recommendations and agree draft report to Overview and Scrutiny Committee.