

CIVIL PARKING ENFORCEMENT TASK AND FINISH GROUP

1 November 2017

Minutes of the Civil Parking Enforcement Task and Finish Group held in the Council Chamber, Town Hall, Bexhill-on-Sea on Wednesday 1 November 2017 at 10:00am.

Members of the Task and Finish Group Present:

Councillor A.K. Azad
Councillor J. Barnes
Councillor J.J. Carroll (in part)
Councillor R.C. Carroll
Councillor C.A. Clark
Councillor K.P. Dixon – Substitute for Councillor K.M. Field
Councillor S.H. Earl
Councillor S.D. Elford
Councillor B. Kentfield
Councillor J. Potts
Councillor C.J. Saint
Councillor G.F. Stevens

Other Councillors Present:

Councillor I.R. Hollidge

Invited:

Michael Horton	–	East Sussex County Council
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

CPE17/15. APOLOGIES FOR ABSENCE

(1)

An apology for absence was received from Councillor K.M. Field. It was noted that Councillor Dixon was present as substitute for Councillor Field.

CPE17/16. MINUTES OF LAST THE MEETING

(2)

The Minutes of the last meeting held on 5 October 2017 were agreed.

REVIEW OF ROTHER DISTRICT COUNCIL CIVIL PARKING ENFORCEMENT DRAFT SCHEME – UPDATE

The Chairman welcomed Michael Horton – Project Manager, Parking, Carl Valentine – Head of Transport and Operational Services and David Weeks – Team Manager, Parking from East Sussex County Council (ESCC) to the meeting.

As agreed at the last meeting, ESCC had amended the Draft Rother CPE Scheme/Plan and Maps and investigated the issues raised by the Task and Finish Group. It was clarified that the following amendments had been incorporated to the Scheme/Plan:

- **Battle Hill:** Permit Zone incorporated in the surrounding roads of Battle Railway Station and income/expenditure figures updated.
- **Bexhill Central:** Addition of two disabled bays and permit eligibility zone increased.
- **Bexhill North and East Zones:** Permit and Pay and Display (P&D) zones increased/extended.
- **Bexhill Seafront Zone:** Removed layby next to war memorial opposite Sea Road (not highway) from the Scheme/Plan.
- **Rye:** Addition of loading bay along Ferry Road (near railway line). Winchelsea Road and Gibbet Marsh Car Parks included in the Rye P&D Scheme/Plan.
- **Permit and Pay and Display Zones:** The following note was added to all relevant pages: *(the number of spaces was estimated and allow for junction and access protection. Existing restrictions; disabled bays, loading bays, taxi bays, bus stop clearways and waiting restrictions that were required will remain).*
- **P&D Tariffs:** Lower coinage figures added and incremental tariff structures implemented.
- Definitions of Permit, P&D and Time Limited Parking (TLP) added to the Scheme/Plan using plain English.
- Acronyms and a number of abbreviations removed.

During discussion the following was noted:

- **Etchingham** (suggested P&D Zones): Suggestions were proposed to remove the P&D Zone in the High Street outside the local shop (Etchingham Stores) and retain as TLP only, and extend the P&D Zone to the yellow lines at the war memorial location.
- **Rye:** Request that the loading bay be relocated nearer to commercial premises along Ferry Road (other side of the railway line).
- **Battle Hill:** Concern that the introduction of the amount of Permit Holder or TLP spaces proposed could lead to additional displacement issues along Marley Lane and Norman Close.
- **Conservation Areas:** P&D machines would be installed in appropriate locations within conservation areas. A suggestion was proposed that machines be located within local amenities e.g. shops etc. ESCC advised that this would be difficult to manage and could cause accessibility issues as shops might not be open at appropriate times.

ESCC agreed to investigate the issues identified above and provide an update at the next meeting.

Members were reminded that introducing additional (too many) Traffic Regulation Orders to the current scheme could further delay the CPE process, as comprehensive consultation, agreement from relevant organisations and ministerial approval would need to be completed and sought. Objections might also be received which could further delay the process. Once CPE was introduced, annual reviews would be undertaken to consider the effectiveness/practicalities of the Scheme/Plan. Suggestions for alterations would be considered and consulted on at that time.

The Chairman thanked ESCC officers for the updated documentation and for attending the meeting.

RESOLVED: That East Sussex County Council investigates the issues raised and provides an update at the next meeting.

(Councillor J. Barnes declared a personal interest in this matter in so far as he is an elected Member of East Sussex County Council and Chairman of Etchingham Parish Council and in accordance with the Members' Code of Conduct remained in the room during consideration thereof).

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

CPE17/18. **CIVIL PARKING ENFORCEMENT – IMPACT ON OFF-STREET PARKING**
(5)

Officers had been tasked with assessing the impact of Civil Parking Enforcement (CPE) on the usage and charging structure of the Council's off-street parking operation should it be implemented. Consideration was also given to the inclusion of off-street parking within the CPE order.

CPE provided a legal framework for the management of on-street parking. It was anticipated that active enforcement would change the parking habits of residents/visitors, resulting in the potential impact on the usage of off-street parking within the district. A summary of the Council's off-street car park occupancy rates was attached to the report at Appendix A. Impact would vary in each town and village and would be dependent on the overall provision and type of parking available.

Impact was summarised as follows:

- **Bexhill:** sufficient spaces to accommodate parking demand; displacement anticipated of short-stay usage; and competitive/appropriate tariff structure proposed to minimise the impact on off-street usage.

- **Battle:** limited on-street restricted spaces (15); increase availability for short stay and disabled users; and anticipate slight increase in Council car parks to accommodate long-stay users.
- **Rye:** limited on-street restricted spaces (129); protect residential parking, loading and disabled users whilst providing short stay usage in the town centre; displacement anticipated; and no significant change in off-street car parks expected.
- **Burwash and Robertsbridge:** introduction of time-restricted Pay and Display spaces along both high streets; currently the Council operates free parking in the village car parks; following devolvement the Parish Councils would be responsible for management, however any income achieved would be shared with Rother.
- **Etchingham:** on-street parking charges might be applied near the train station; displacement would move to the railway car park (not operated by Rother).
- **Rural Car Parks:** anticipate long stay usage would increase in Council car parks (currently free); restrictions might need to be introduced; and devolvement options considered.

CPE would impact on any future changes to the Council's car park charging structure; details of the current structure were appended to the report at Appendix B. Members were advised that East Sussex County Council had indicated that where on-street parking was located adjacent to off-street car parks, the charges would be set to maintain the use of the Council car parks and to assist in the reduction of on-street congestion. It was anticipated that privately owned car parks would adjust their tariffs accordingly to secure additional usage. Members noted that current car park income achieved was sufficient to meet the Council's operational and capital investment requirements. Any proposed reductions would need to be reviewed.

Off-street Council car parks were established under the Road Traffic Regulation Act 1967 and operated under the legal framework of the District of Rother Parking Places Order 1983 (PPO). The PPO permitted the Council to introduce conditions and set charges within car parks, subject to consultation, as well as manage appeals. The current standard parking contravention charge was £80, reduced to £60, if paid within 14 days. Income achieved was retained by the Council and used to service and maintain car parks. Should off-street parking be included in the CPE order, the operation would transfer to the legal framework of the Traffic Management Act 2004 (TMA). Under a TMA, the Council could still operate and manage off-street car parks, including enforcement and consider Parking Charge Notice appeals. The contravention charge would reduce by £10 to £70 and then reduce by 50% if paid within 14 days. TMA provided a framework for the management of appeals and all operators used an appointed adjudication service for the consideration of formal appeals. Under PPO, the Council would operate its own appeals procedure.

CPE under the TMA would provide a level of standardisation in the regulatory framework and enable a single enforcement contract for off-street car parks and on-street parking within the district, as well as the potential to provide cost efficiencies.

During discussion the following was noted:

- **Battle Car Parks:** suggestion to improve signage of both car parks in the High Street to identify that the Lower car park offered long stay parking.
- **Burwash Car Park:** currently predominantly used by local residents. Suggestion to re-mark/line the car park to increase capacity.
- **Little Common Car Park:** concerns aired regarding current operational performance (underused!). Suggestion to restructure the current charging system to include 'free (half hour) periods', particularly at school drop-off and pick-up times to alleviate congestion in the surrounding roads e.g. Birkdale and improve usage.
- **Rye Car Parks:** suggestion to improve the signage of Gibbet Marsh car park to increase usage.

The Executive Director of Business Operations advised that some of the issues highlighted had been considered by the Car Parking Review Working Group in 2012/13. He agreed to consider and investigate the issues raised.

Members noted the potential impact of CPE on the Council's off-street car parking provision. Following discussion, it was agreed that the current Council charging structure and tariffs for off-street provision should remain unchanged until the CPE decision was taken. It was also agreed that the Council's off-street parking provision should remain under the current management framework of The District of Rother Parking Places Order 1983.

RESOLVED: That:

- 1) the Executive Director of Business Operations consider and investigate the issues raised by Members;
- 2) at the conclusion of its work, the Civil Parking Enforcement Task and Finish Group recommends to the Overview and Scrutiny Committee that:
 - i. the potential impact of the introduction of Civil Parking Enforcement be noted;
 - ii. the current charging structure and tariffs in Council operated car parks remain unchanged until the CPE decision, was taken; and
 - iii. the Council's off-street parking provision remain under the current management framework of The District of Rother Parking Places Order 1983.

CPE17/19. **ELECTRIC VEHICLE CHARGING POINTS**
(6)

In 2014, the Council was invited to join the Electric Vehicle South East Network Project known as Energise. Energise was established to utilise government funding, set up a network of rapid charging points

(20 minute charge time) across the South East of England, and promote electric vehicle usage. Rapid chargers were located on major trunk roads and transport routes throughout the South East and predominantly aimed at visiting or passing through traffic, rather than local usage. Locations were detailed in Appendix 1 to the report.

The Council actively supported the project and underwent a series of assessments to consider the viability of locations across the district. Locations were identified in Bexhill and Rye, however these were considered unsuitable due to extensive works being required, as well as non-viability issues raised. Members noted that private landowners within the district had chosen not to participate in the scheme. Nineteen charging points were installed and currently in operation across the South East.

Meetings had been held with the Energise Group to review the success of the project. Mixed reviews were received with a number of problems highlighted and risks identified due to rapidly developing technology. Overall, it was noted that expected cost efficiencies had not been realised.

Destination 22kw charging units were commonly used, costing approximately £12,000 per unit, with an average installation costing £15,000 per unit. However where electrical supply was insufficient costs could escalate up to £50,000.

Four options were highlighted within the report for the Task and Finish Group's consideration, as follows:

- Viability study on the provision of charging points across the district to be completed by an independent consultant. Potential funding opportunities would need to be explored.
- Incorporate charging points into the Council's Core Strategy.
- Invite private companies to tender to provide charging points on Council owned land.
- Postpone any decision and await further Government guidance.

Following discussion, the Task and Finish Group agreed to recommend to the Overview and Scrutiny Committee that when the Council's Core Strategy was reviewed, that Electric Vehicle Charging Points be considered in planning policy, and subject to government advice received, as well as technological and industry advances. It was also recommended that the Council invite private companies to tender for providing charging points on Rother land. Members were also in agreement that costs should not be passed on to, or met by, taxpayers and that, where appropriate, future Community Infrastructure Levy (CIL) monies be used to support any adopted schemes.

RESOLVED: That at the conclusion of its work, the Civil Parking Enforcement Task and Finish Group recommends to the Overview and Scrutiny Committee:

- 1) that when the Council's Core Strategy was reviewed, that Electric Vehicle Charging Points be considered in planning policy, and

subject to government advice received, as well as technological and industry advances;

- 2) invite private companies to tender to provide charging points on Council owned land; and
- 3) costs should not be passed on to or met by taxpayers and that, where appropriate, future Community Infrastructure Levy (CIL) monies be used to support any adopted schemes.

CPE17/20. **WORK PROGRAMME**
(6)

Consideration was given to the CPE Task and Finish Group's Work Programme.

- James Harris – Assistant Director, Economy, Communities and Transport from East Sussex County Council would be delivering a report on future plans for highway improvements/changes particularly in Bexhill and around the whole of the district at the next meeting scheduled to be held on 29 November 2017 prior to stakeholder engagement.
- As agreed at the last meeting, all relevant stakeholders had been invited to attend the engagement event scheduled to be held on 29 November at 11:00am. To date, Bexhill Old Town Preservation Society, Hastings and Rother Disability Forum, Rother Neighbourhood Watch and Rye Town Council had confirmed attendance. It was agreed that Little Common Business Association be invited to the event and that the questionnaire be emailed to all Parish Councils to respond in writing. Meeting dates were still awaited from Bexhill Town Forum and RALC.
- Due to collating all stakeholder engagement data, Members were advised that the meeting scheduled to be held in January would be cancelled and reorganised to be held in late February/early March. A date would be confirmed as soon as possible.

RESOLVED: That:

- 1) the Work Programme, as attached at Appendix A, as amended, be agreed;
- 2) Little Common Business Association be invited to the Stakeholder Engagement Event scheduled to be held on 29 November 2017 at 11:00am;
- 3) the stakeholder questionnaire be emailed to all Parish Councils to respond in writing; and
- 4) the meeting scheduled to be held on Wednesday 10 January 2017 be cancelled and reorganised to be held in late February/early March; date to be confirmed.

CPE17/21. ANY OTHER BUSINESS
(7)

There were no any other business items proposed.

CPE17/22. DATE OF NEXT MEETING
(8)

The date of the next meeting was arranged for Wednesday 29 November 2017 at 10:00am to be held in the Council Chamber.

CHAIRMAN

The meeting closed at 11:12am.

CPE171101jh

CIVIL PARKING ENFORCEMENT TASK AND FINISH GROUP

WORK PROGRAMME	
DATE OF MEETING	SUBJECT
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 (to be CANCELLED and rescheduled to be held in late February early March – date to be confirmed ASAP)	<ul style="list-style-type: none"> • CPE recommendations and agree draft report to Overview and Scrutiny Committee.