



DECRIMINALISED PARKING ENFORCEMENT

SURREY COUNTY COUNCIL'S LOCAL COMMITTEE (ELMBRIDGE) 14 NOVEMBER 2005

KEY ISSUE AND SUMMARY

This report updates the Local Committee on the progress made towards the introduction of Decriminalised Parking Enforcement (DPE) and seeks formal approval of the Agency Agreement between the County Council and our agent, Elmbridge Borough Council

ELECTORAL DIVISION AND MEMBER

All divisions

OFFICERS' RECOMMENDATION

That the Committee:

- 1) Agree the terms of the Agency Agreement and recommend approval to the Head of Transportation and Portfolio holder;
- 2) Notes the good work between the County Council and Borough Council in progressing the introduction of DPE.

1 INTRODUCTION AND BACKGROUND

- 1.1 As Members of this Committee will be aware, over recent months much work has progressed towards the introduction of DPE within Elmbridge. The target date for going "live" remains at January 2006. In September 2004 this Committee approved the setting up of a County Member Task Group to expedite the introduction of DPE on behalf of the Committee.

- 1.2 The Executive has approved a mechanism for entering into agency agreements with the district councils. This will enable districts to undertake the management of DPE on behalf of the County. Seven districts have now gone live, with the remaining four programmed for 2006.
- 1.3 The Executive has delegated the approval of the Agency Agreement to the Head of Transportation and Portfolio Holder following agreement of the Local Committee. County Legal Services have indicated that the recommendation of the Agency Agreement has to be by the Local Committee and cannot be delegated to the Member Task Group, as previously intended.
- 1.4 Feedback from districts already operating DPE has been generally positive. DPE has brought about more enforcement than that provided by the Police. This has benefits for traffic movement and road safety.
- 1.5 Other districts have reported a great deal of pressure from local residents for amendments to waiting restrictions and numerous requests for resident only Controlled Parking Zones (CPZs). In Elmbridge we already get many such requests, and it is anticipated that the introduction of DPE will further fuel this demand.

2. CURRENT SITUATION

- 2.1 Since April 2004, the County Council has continued to fund two traffic wardens within Elmbridge. This will cease when DPE becomes operational in January. Discussions are taking place between the Borough Council and Surrey Police with regards to any TUPE implications for these wardens.
- 2.2 As part of the preparatory work, surveys of all existing waiting restrictions and controlled parking zones have been carried out on site. Site observations have been mapped and compared to the specifics contained in the legally enforceable traffic regulation orders. Understandably, this has revealed a large number of discrepancies between the two. The Member Task Group has considered all discrepancies and decisions have been made to resolve these inconsistencies. It has been necessary to publicly advertise the revised traffic regulation orders – this has now happened. The Member Task Group will consider any objections, before the order is consolidated.
- 2.3 A major programme of lining and signs is planned to ensure that all restrictions are enforceable. Our partner Carillion will carry out this work, although LTS Officers will be heavily involved to try and prevent any confusion. It is essential the road markings and signs accurately reflect the detail of the traffic order.
- 2.4 A Special Parking Area / Permitted Parking Area application has been submitted to the Department for Transport. Feedback received so far has been positive, and approval is expected in time for January 06. It is this approval, which gives the County Council (exercised through our Agent the

Borough Council) the necessary legal powers to undertake on street enforcement.

- 2.5 The Borough Council has completed the tendering process to appoint an enforcement contractor. This will be for their off-street car parks and on-street restrictions (including CPZs). A contract has now been let to National Car Parks (NCP) and they are mobilising for a January 06 start. Ancillary functions such as registering with the National Parking Adjudication Service (NPAS), computer software packages, training etc have all been completed or are programmed.
- 2.6 The Borough Council have provided both an operational enforcement policy and a financial model, as stipulated within the Agency Agreement. Both will be reviewed once actual experience is obtained after DPE commences.
- 2.7 Officers between both authorities have discussed publicity for the new parking enforcement arrangements. This will be confirmed with the Member Task Group although it is intended to provide press releases for the local papers, erect signs on the main entry roads into the Borough, an article in the Elmbridge Borough Council magazine (Elmbridge Review) and to operate a short period where Parking Attendants issue warning notices rather than penalty charge notices.

3. AGENCY AGREEMENT

- 3.1 To enable the Borough Council to undertake the management of on-street parking enforcement on behalf of the County Council, there needs to be an Agency Agreement between both parties. This is essentially a legal document stipulating exactly who is responsible for what services, and procedures to adopt in the event of an unrecoverable breakdown between both parties. It has evolved from the original draft following feedback from Elmbridge Borough Council and the other districts within Surrey. The legal departments of both authorities have approved the agreement. Copies are available upon request.
- 3.2 The Executive has approved that the County Council meet all capital and revenue start up costs and all agreed revenue costs for administering DPE on behalf of the County for a period of two years. For Elmbridge this equates to two full time equivalent parking attendants solely for DPE. In practice the same parking attendants will enforce all restrictions (DPE, CPZ and off-street car parks).
- 3.3 The Borough Council will manage separate accounts for DPE and CPZs. Any surplus or deficit for DPE will be managed centrally on a countywide basis. CPZs will not change, with the budget remaining the responsibility of the Local Committee. In recent years, the CPZ trading account has operated at a small surplus.
- 3.4 Once DPE is operational, the maintenance of signs and lines directly related to the enforcement of DPE or CPZs will be the responsibility of the

Borough Council. As stated in 2.3, the County is embarking on works and the intention is that they are handed over all present and correct.

- 3.5 The Agreement is for an initial period of five years, with a review after the second full financial year of operation (March 2008). The purpose is to examine the operational costs, income and effectiveness of operations. Assuming all is satisfactory, the intention is to agree an extension before the end of the fourth year of the five-year period.

4. CONCLUSION

- 4.1 The signing of the agency agreement is essential to facilitate the introduction of DPE within Elmbridge. It is in principle a standard county document, which is intended to protect the interests of both authorities, and enable an effective service for users of Surrey's highway network.

Report by Richard Bolton, Acting Senior Principal Engineer, Elmbridge

LEAD/CONTACT OFFICER: Richard Bolton

TELEPHONE NUMBER: 08456 009 009

BACKGROUND PAPERS: Executive report 17 Feb 03
Letter from Leader of the Council – 16 Sept 03
Executive report 28 Oct 03
Local Committee report 21 Sept 04