



TANDRIDGE DISTRICT COUNCIL
& SURREY COUNTY COUNCIL

Parking Strategy

October 2008



1. Introduction and context

This strategy sets out how Tandridge District Council and Surrey County Council will work in partnership to jointly manage publically available parking within Tandridge.

The provision and management of parking is recognised as being of strategic importance to the economic prosperity of the District, the well-being of the residents, those who visit and work in Tandridge and to the free movement of traffic within the area.

This document integrates with other strategies which form the policy framework for Surrey County Council, such as The Surrey Local Transport Plan 2006/07 – 2010/11 and the associated On-Street Parking Policy (March 2004) and A Parking Strategy for Surrey (March 2003). Also taken into consideration is the Tandridge District Local Plan as this has control over the on site parking provision for any development proposals within the District. It should also be noted that the current Local Plan standards will be reviewed through the emerging Local Development Framework.

The strategy sets out the identified parking objectives, which affect both on-street and off-street parking facilities within the Tandridge area. It will be necessary for both authorities to implement various actions to achieve the strategy's overall objectives.

2. Off-Street Parking –responsibilities, key demand factors and provision

- 2.1 Tandridge District Council is the authority responsible for off-street parking in Council owned car parks within the District.
- 2.2 Tandridge has approximately 600 off-street parking spaces available to the public spread throughout the District.
- 2.3 The need for parking depends on people using car parks to use shopping and other services, to attend work locally, or to commute either on a daily or ad hoc basis from any of the District's eleven railway stations. The demands are highest where all three principal demands of shopping, staff parking and commuting converge and there are increasing pressures on existing car parking facilities at railway stations and in surrounding roads as rail fare structuring, faster journey times and congestion charging have encouraged commuters from further afield to travel to Tandridge by car and to then commute by train into London.
- 2.4 Tandridge District Council will monitor use of the off-street car parks and make such changes as are possible and practical to match the supply with the demand that is appropriate with Tandridge District Council's key objectives and priorities.
- 2.5 The Council's portfolio of 600 spaces is insufficient to meet all competing demands and suitable land for additional parking facilities is neither readily available nor affordable and new car parks are expensive to provide. Tandridge District Council will work with others in partnership to develop suitable opportunities where space or additional space may be provided.

Partners may include other public sector organisations, transport companies or private operators. Partnerships may include any combination from making land available to full operating arrangements.

3. On-Street Parking – responsibilities and key issues

- 3.1 Surrey County Council is the Traffic Authority for Surrey which includes the District of Tandridge. Enforcement of the on-street parking controls is undertaken by Tandridge District Council under an agency agreement.
- 3.2 Surrey County Council reviews the controls and demand for on-street parking in consideration of the objectives stated in section 4 below. Traffic Regulation Orders for parking controls are introduced and amended where approved. The County Council has agreed that a limited pilot residents' scheme be investigated in Caterham Valley.
- 3.3 Parking schemes consider the needs of the whole community and include Displaced parking. One of the many issues is the increasing demand for parking places near railway stations.
- 3.4 Parking regulations are necessary in order to reduce congestion, encourage the free flow of traffic, and improve road safety.
- 3.5 There are ever increasing demands for more parking controls and whilst these ideas are progressed, more yellow lines on roads lead to a desire for more enforcement resources and alternative parking facilities.

4. Parking Strategy Objectives

Objective 1 - To support and enhance the vitality and viability of the town centres

The key policies and measures for achieving this are:

- I. To protect the provision of existing off-street spaces in the town centres through planning controls (Local Plan and emerging LDF).
- II. To seek to provide enough short-stay parking for town centre users by making sure new developments replace any existing parking they take, and also provide new parking where the development increases demand.
- III. In conjunction with an on-going assessment of car ownership and population growth, to consider any potential future developments.
- IV. To encourage the provision of additional off-street parking capacity where required and where possible, through working in partnership with other organisations to identify, develop, and operate such facilities.
- V. To review on-street parking in the town centres in order to maximise the number of short stay on-street parking places and thus discourage long stay users such as commuters. Options could include a maximum stay restrictions.
- VI. In central shoppers' car parks, to maintain a maximum of stay or an effective tariff structure to ensure high turnover and discourage long-stay parking.

- VII. To improve quality of prime large car parks through upgrading to Park Mark Standard.
- VIII. Subject to highway safety considerations, to seek to maximise opportunities for short duration on-street parking spaces within town and village centres.
- IX. To maximise parking supply in Oxted by encouraging parking at Council Offices on Saturdays through better signing and publicity.
- X. Within the context of the overall parking supply make provision for people who work in the area.

Objective 2 - To manage parking provision in a manner consistent with the principles of sustainable travel choices

The key policies and measures for achieving this are:

- I. To consider introducing measures which achieve a better match of supply and demand in the town centre car parks.
- II. To ensure that any pricing tariff structure for car parking does not encourage higher levels of car use. Future parking charges should take into account the cost of public transport in Tandridge and be benchmarked against neighbouring Councils and any privately operated car parks.
- III. To control on-street parking by considering permit control schemes including residents only parking provision particularly in urban areas such as Oxted and Caterham, but to keep some space for short term parking such as is required by town centre shoppers and recognise that some of those who commute by car into town centres or use railway stations will need to continue to use the more peripheral streets.
- IV. To monitor the demand for parking for cyclists and motorcyclists and increase the provision where appropriate.

Objective 3 - To use charges to influence parking behaviour in support of the other objectives and to maximise revenue, whilst being sensitive to the local economy

The key policies and measures for achieving this are:

- I. To provide free car parking in areas where support for the local economy is required.
- II. To use charges selectively to encourage short term parking (and greater spending) in the town centres, by setting attractive tariffs that reflect typical lengths of stay for shoppers.
- III. To encourage drivers wishing a longer stay to use off-street parking, rather than on- street, by providing effective on-street enforcement and by limiting the available duration of parking on-street to either one or two hours, subject to the nature of the location.
- IV. To review car parking charges annually.

Objective 4 - To protect the ability of local residents to park close to their homes

The key policies and measures for achieving this are:

- I. To consult with residents living near the town centres with regard to the introduction of controlled parking schemes. The schemes would aim to improve road safety and give priority to residents whilst maintaining and supporting the viability of local businesses.
- II. To monitor on-street demand in residential areas in Tandridge in order to anticipate potential problem areas.

Objective 5 – To maximise the availability of on-street parking capacity

The key policies and measures for achieving this are:

- I. To carry out an annual review of on-street controls in the main urban shopping and business areas to reduce illegal parking in locations critical for safety and congestion, to maximise the availability of safe and permitted parking spaces, and to consider the need for Sunday controls.
- II. To reduce illegal parking in locations critical for safety and congestion, to maximise the availability of safe and permitted parking spaces, and to consider the need for Sunday/7day controls.
- III. Monitoring to be carried out using regular reviews, reporting as part of the annual performance report on Civil Parking Enforcement.
- IV. To produce and publish an annual report of parking performance as is required by the Traffic Management Act 2004.

Objective 6 - To provide sufficient parking for people with disabilities

The key policy and measure for achieving this is:

- I. To monitor the demand for parking for disabled drivers in consultation with the relevant groups, in recognition of national standards and recommendations, and by increasing the provision where appropriate.

Objective 7 - To ensure a high quality of parking provision

The key policies and measures for achieving this are:

- I. To improve and publicise parking information on Tandridge District Council website and through the provision of leaflets and good news articles in local newspapers.
- II. To improve lighting and security in vulnerable car parks. Facilities in all car parks should be reviewed regularly in order to improve safety for drivers and pedestrians. Reviews should include pedestrian route signage and town

centre information as well as lighting, security measures and quality of maintenance.

- III. To consult with local businesses/residents/commuters and visitors on parking matters.
- IV. To consider Park Mark Safer Parking Scheme recognition for the main car parks, with the ultimate objective that all car parks should be so recognised.

Objective 8 - To ensure enforcement is appropriate to achieve other objectives

The key policies and measures for achieving this are:

- I. To consider increased enforcement in locations subject to congestion and safety concerns.
- II. To review on-street controls in sensitive locations.
- III. To treat all drivers equally, fairly and firmly when enforcement is required.
- IV. To continue to develop and review parking enforcement policies utilising feedback from residents, visitors, commuters and businesses, as well as Penalty Charge Notice (PCN) and parking machine data.
- V. To publish parking strategy as appropriate.
- VI. To publish enforcement policy, PCN cancellation policy and policy for the application of discretion.
- VII. To ensure that the Civil Enforcement Officers are trained to nationally recognised standards.
- VIII. To apply the agreed PCN cancellation policy when considering appeals and representations.

Objective 9 - To monitor parking activity

The key policies and measures for achieving this are:

- I. To monitor off-street ticket sales and revenue by tariff band and car park per annum.
- II. To monitor occupancy rates of all car parks.
- III. To monitor the occupancy, and demand for on-street parking.
- IV. To monitor historical price changes.
- V. To monitor permit sales by type and by year.
- VI. To monitor the number of PCNs issued, the number paid, the level of cancellations, and other measures as recommended by government.
- VII. To monitor levels of parking compliance, both on-street and off-street.

Objective 10 – To manage parking at and around railway stations

The key policies and measures for achieving this are:

- I. To work in partnership with rail infrastructure companies and the train operating companies to manage demand and seek to maximise the potential for car parking on railway owned land by means of parking schemes such as decking where appropriate in consultation with partners.
- II. To work with partners to draw up Station Travel Plans at appropriate stations to maximise the use of public transport, cycling and walking for access to and from stations.
- III. To work with partners on the provision of adequate cycle parking (racks, covered parking and lockers) at all stations in the District.

APPENDIX 1

ACTIONS REQUIRED TO MEET THE AIMS OF THE STRATEGY

1	Support and enhance the vitality and viability of the town centres	Timescale
	<p>I. To protect the provision of existing off-street spaces in the town centres through planning controls (Local Plan and emerging LDF).</p> <p>II. To seek to provide enough short-stay parking for town centre users by making sure new developments replace any existing parking they take, and also provide new parking where the development increases demand.</p> <p>III. In conjunction with an on-going assessment of car ownership and population growth, to consider any potential future developments.</p> <p>IV. To encourage the provision of additional off-street parking capacity where required and where possible, through working in partnership with other organisations to identify, develop, and operate such facilities.</p> <p>V. To review on-street parking in the town centres in order to maximise the number of short stay on-street parking places and thus discourage long stay users such as commuters. Options could include maximum stay restrictions.</p> <p>VI. In central shoppers' car parks, to maintain a maximum of stay or an effective tariff structure to ensure high turnover and discourage long-stay parking.</p> <p>VII. To improve quality of prime large car parks through upgrading to Park Mark Standard.</p> <p>VIII. Subject to highway safety considerations, to seek to maximise opportunities for short duration on-street parking spaces within town and village centres</p> <p>IX. To maximise parking supply in Oxted by encouraging parking at Council Offices on Saturdays through better signing and publicity.</p> <p>X. Within the context of the overall parking supply make provision for people who work in the area.</p>	<p>Continuous</p> <p>Continuous</p> <p>Continuous</p> <p>Continuous</p> <p>Short Term</p> <p>Annually</p> <p>Subject to programme of works</p> <p>As opportunities arise</p> <p>Under review</p> <p>Short term</p>

2	Manage parking provision in a manner consistent with the principles of sustainable travel choices	Timescale
	<p>I. To consider introducing measures which achieve a better match of supply and demand in the town centre car parks.</p> <p>II. To ensure that any pricing tariff structure for car parking does not</p>	<p>Short/Medium term</p> <p>Annually</p>

	<p>encourage higher levels of car use. Future parking charges should take into account the cost of public transport in Tandridge and be benchmarked against neighbouring Councils and any privately operated car parks.</p> <p>III. To control on-street parking by considering permit control schemes including residents only parking provision particularly in urban areas such as Oxted and Caterham, but to keep some space for short term parking such as is required by town centre shoppers and recognise that some of those who commute by car into town centres or use railway stations will need to continue to use the more peripheral streets.</p> <p>IV. To monitor the demand for parking for cyclists and motorcyclists and increase the provision where appropriate.</p>	<p>Short/Medium term</p> <p>Continuous</p>
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3	Use charges to influence parking behaviour in support of the other objectives and to maximise revenue, whilst being sensitive to the local economy.	Timescale
	<p>I. To provide free car parking in areas where support for the local economy is required.</p> <p>II. To use charges selectively to encourage short term parking (and greater spending) in the town centres, by setting attractive tariffs that reflect typical lengths of stay for shoppers.</p> <p>III. To encourage drivers wishing a longer stay to use off-street parking, rather than on-street, by providing effective on-street enforcement and by limiting the available duration of parking on-street to either one or two hours, subject to the nature of the location.</p> <p>IV. To review car parking charges annually.</p>	<p>Continuous</p> <p>Annually</p> <p>Continuous</p> <p>Annually</p>
4	Protect local residents' ability to park close to their homes	Timescale
	<p>I. To consult with residents living near the town centres with regard to the introduction of controlled parking schemes. The schemes would aim to improve road safety and give priority to residents whilst maintaining and supporting the viability of local businesses.</p> <p>II. To monitor on-street demand in residential areas in Tandridge in order to identify any problem areas.</p>	<p>Short and Medium Term</p> <p>Annually</p>

5	Maximise the availability of on-street parking capacity	Timescale
	<ul style="list-style-type: none"> I. To carry out an annual review of on-street controls in the main urban shopping and business areas. II. To reduce illegal parking in locations critical for safety and congestion, to maximise the availability of safe and permitted parking spaces, and to consider the need for Sunday/7day controls. III. Monitoring to be carried out using regular reviews, reporting as part of the annual performance report on CPE. IV. To produce and publish an annual report of parking performance as is required by the Traffic Management Act 2004. 	<p>Annually</p> <p>Short/Medium term</p> <p>Annually</p> <p>Annually</p>
6	Provide enough parking for people with disabilities	Timescale
	<ul style="list-style-type: none"> I. To monitor the demand for parking for disabled motorists in consultation with the relevant groups, in recognition of national standards and recommendations, and by increasing the provision where appropriate. 	Continuous
7	Ensure a high quality of parking provision	
	<ul style="list-style-type: none"> I. To improve and publicise parking information on Tandridge District Council website and through the provision of leaflets and good news articles in local newspapers. II. To improve lighting and security in vulnerable car parks. Facilities in all car parks should be reviewed regularly in order to improve safety for drivers and pedestrians. Reviews should include pedestrian route signage and town centre information as well as lighting, security measures and quality of maintenance. III. To consult with local businesses/residents/commuters and visitors on parking matters. IV. To consider Park Mark Safer Parking Scheme recognition for the main car parks, with the ultimate objective that all car parks should be so recognised. 	<p>Continuous</p> <p>Annually</p> <p>As and when a requirement for change has been identified.</p> <p>Annually</p>
8	Ensure enforcement is appropriate to achieve other objectives	Timescale
	<ul style="list-style-type: none"> I. To consider increased enforcement in locations subject to congestion and safety concerns. 	Short term

	<p>II. To review on-street controls in sensitive locations.</p> <p>III. To treat all drivers equally, fairly and firmly when enforcement is required.</p> <p>IV. To continue to develop and review parking enforcement policies utilising feedback from residents, visitors, commuters and businesses, as well as PCN and parking machine data.</p> <p>V. To publish parking strategy as appropriate.</p> <p>VI. To publish enforcement policy, PCN cancellation policy and policy for the application of discretion.</p> <p>VII. To ensure that the Civil Enforcement Officers are trained to nationally recognised standards.</p> <p>VIII. To apply the agreed PCN cancellation policy when considering appeals and representations.</p>	<p>Annually</p> <p>Continuous</p> <p>Short/Medium term</p> <p>Short Term</p> <p>Short term</p> <p>Short/Medium term</p> <p>Continuous</p>
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9	Monitor parking activity	Timescale
	<p>I. To monitor off-street ticket sales and revenue by tariff band and car park per annum.</p> <p>II. To monitor occupancy rates of all car parks.</p> <p>III. To monitor the occupancy, and demand for on-street parking.</p> <p>IV. To monitor historical price changes.</p> <p>V. To monitor permit sales by type and by year.</p> <p>VI. To monitor the number of PCNs issued, the number paid, the level of cancellations, and other measures as recommended by government.</p> <p>VII. To monitor levels of parking compliance, both on-street and off-street.</p>	<p>Short Term</p> <p>Short Term</p> <p>Short Term</p> <p>Short Term</p> <p>Short Term</p> <p>Annually</p> <p>Short Term</p>

10	Manage parking at and around railway stations	Timescale
	<p>I. To work in partnership with rail infrastructure companies and the train operating company to endeavour to manage demand and seeks to maximise the potential for car parking on railway owned land by means of schemes such as decking where appropriate in consultation with partners.</p> <p>II. To work with partners to draw up Station Travel Plans at appropriate stations to maximise use of public transport, cycling and walking for access to and from stations.</p> <p>III. To work with partners on the provision of adequate cycle parking (racks, covered parking and lockers) at all stations in the District.</p>	<p>Continuous</p> <p>Short/Medium term</p> <p>Short/Medium Term</p>

For the purposes of this Action Plan:

- Short term - 0 - 2 years
- Medium term - 2 - 4 years
- Long term - Over 4 years
- Continuous - Matters that require constant monitoring/action/ attention