



**OFFICER REPORT TO LOCAL COMMITTEE
(TANDRIDGE)**

TANDRIDGE 2010 PARKING REVIEW - ANNEX C

2 JULY 2010

1. INTRODUCTION

- 1.1 This committee asked that a financial analysis be undertaken for introducing a residents parking scheme for Hillbury Road.
- 1.2 The costs below are based on best estimates and experiences in other areas. It is not possible to give definitive costs as there are a number of significant variables.
- 1.3 At this time, on-street parking is managed by Tandridge District Council on behalf of Surrey County Council. The District council has provided an estimate of an additional £36,600 per annum to provide this service. This is higher than other comparable locations across the County.

2. Start up costs

Signs	£ 593
Lines	£ 855
Estimated legal costs (including advertisements)	£ 500
Cost of fully processing resident permit applications as a one off	<u>£3,000</u>
Total cost to implement scheme	£4,948

3. Ongoing operational costs

This part of the analysis has been based on a similar sized scheme already operational within the county. Please note these are estimates of additional cost directly attributable to this parking scheme. It is assumed parking enforcement is on-going in the area.

Annual cost of enforcement (at £20 per visit with three visits per week)	£3,120
Annual administration costs of permit scheme (80 permits)	£3,600
Annual maintenance costs of signs and lines	£ 400
Penalty Charge Notice income (60 PCNs per annum at £28 per PCN)	<u>-£1,680</u>
Total ongoing costs per annum	£5,440

4. Over a five year operational period

Implementation costs	£ 4,948
Operational costs (over five year period)	£27,200
Total cost over five year period	£32,148

5. Permit costs

5.1 Officers have estimated that there will be approximately 80 permits sold per annum. Over 5 years equates to 400 permits. Therefore to recover the costs permits need to be in the region of £80 each.

6. Conclusions and recommendations

6.1 On the basis of this financial model, it is recommended that the permit cost is set at £75 per annum for the first permit and £100 for any second permit from the same address which is concurrently valid. Visitor permits should be set at £1 each and be valid for only one day.

6.2 If the permits are set at this level, all costs should be recovered over a five year period.

6.3 Officers will liaise with Tandridge District Council over the operation of this scheme.

Recommendations

- i) a permit scheme is established for Hillbury Road, as detailed in the report to this Local Committee on the 4 June 2010 with the exception of the permit costs which are to be revised as per this annex C

- ii) permit costs are set at £75 per annum for the first permit and £100 for the second per household
- iii) visitor permits are £1 per permit, valid one day
- iv) that the County Council follows the due process to amend traffic regulation orders for the recommended parking controls to be implemented
- v) the scheme is introduced as part of the 2009 proposals (part 2 locations)