

**SURREY COUNTY COUNCIL****LOCAL COMMITTEE****DATE:** 12 DECEMBER 2014

**LEAD OFFICER:** DAVID CURL – SCC PARKING TEAM MANAGER  
 JACQUIE JOSEPH, PARKING MANAGER, TANDRIDGE DISTRICT COUNCIL

**SUBJECT:** ON STREET PARKING ENFORCEMENT UPDATE**DIVISION:** ALL**SUMMARY OF ISSUE:**

The current parking enforcement agency agreements with Surrey district and borough councils provide local committee's with a greater scrutiny role of the parking enforcement operation and a share of any surplus income.

This report sets out the background for these arrangements and provides an overview of the enforcement operation in Tandridge for 2013/14.

**RECOMMENDATIONS:****The Local Committee is asked to:**

- i) Note the contents of the report.

**REASONS FOR RECOMMENDATIONS:**

Waiting and parking restrictions that are suitably/adequately enforced will help to:

- Improve road safety
- Increase access for emergency vehicles
- improve access to shops, facilities and businesses
- Increase access for refuse vehicles and service vehicles
- Ease traffic congestion
- Better regulate parking

The Local Committee can contribute towards these objectives in partnership with the District Enforcement Team.

**1. INTRODUCTION AND BACKGROUND:**

- 1.1 On the 23 October 2012, the Surrey Cabinet agreed the framework for new on street parking enforcement agency agreements with the majority of Surrey district and borough councils. This followed 2 years of discussion and

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negotiation about how enforcement could be carried out more efficiently and what should happen to any surplus income.

- 1.2 In terms of governance and scrutiny, the cabinet agreed that local committees would have an oversight role in terms of on street parking enforcement.
- 1.3 Local Committees already make decisions about new parking restrictions and this will continue. Parking reviews will involve a separate report.

### **2. ANALYSIS**

- 2.1 The aim of parking enforcement is to achieve compliance, although in reality 100% compliance would be very difficult to achieve. Restrictions should be enforced fairly and in accordance with the operational guidance for Civil Parking Enforcement contained in the Traffic Management Act.
- 2.2 The enforcement authority and the county council also aim to achieve operational efficiency and value for money. We aim to provide fair and adequate enforcement service to generally achieve compliance but at no net cost to the county council.
- 2.3 **Staff deployed** in on street parking enforcement in Tandridge District Council as follows:
  - 2 full time CEO's deployed during core hours
  - Back office staff shared with RBBC
- 2.4 Core enforcement hours are – 07:30-17:00 Days
- 2.5 Parking Office normal opening hours are (Mon-Thurs) 09:00-17:00 Fri 09:00-16:45.
- 2.6 Response time for enquiries will be based on Reigate & Banstead Borough Council corporate guidelines of 10 working days.

#### **Town centres**

- 2.7 Parking enforcement is carried out in the town centres to achieve compliance with parking and waiting restrictions that will help maintain traffic flow and access to businesses and services. There are a higher proportion of restrictions in the town centres and these consequently require a larger proportion of enforcement resource in the Borough.
- 2.8 There are generally 2 CEO's deployed in the main towns during normal working hours. For operational efficiency the CEO's also enforce car parks in the town centres as well. The main town are identified are Caterham and Oxted.
- 2.9 Highlight - problems areas or specific locations that need high profile enforcement.

#### **Villages or local shopping parades**

- 2.10 Parking enforcement in outlying areas and villages is important; however the greater travelling time required means less frequent enforcement is possible.
- 2.11 Enforcement of village centres will be carried out at least 4 times per week at varying times/days to help achieve compliance.

### **Schools**

- 2.12 We work with schools, highways and Surrey police to target parking enforcement outside schools where it is needed. It is not possible to provide enforcement outside every school where restrictions exist, taking into account other enforcement commitments. The aims are to promote child safety and educate parents on safer parking. There is higher a demand being placed on this area of enforcement around schools at drop off and pick times.

### **Residential areas**

- 2.13 Parking restrictions in residential areas will be patrolled as required or in response to reported problems.

### **Residents Parking Schemes**

- 2.14 Resident permit parking schemes will be patrolled as required or in response to reported problems. The administration of these schemes is carried out from the parking office during normal office hours. The parking schemes operate in Hillbury Road in Whyteleaf and more are planned in Warlingham and Oxted.

### **Suspensions and Waivers**

- 2.15 Upon request, the parking office will arrange for parking bay suspensions and waivers in accordance with the scale of charges set out in the county councils parking strategy.
- 2.16 For this to operate effectively a notice period is needed it therefore requires a minimum period of 10 working days from request of application

### **Obstruction/Crossovers**

- 2.17 CEO's can enforce obstruction of 'official' drop kerb crossovers and pedestrian crossing points. The authorisation of the landowner is required before action can be taken. The response times are within 24 hours, however this will not apply to Sundays and bank holidays.

### **Events affecting the highway**

- 2.18 Where community events are arranged that will affect parking on the highway, the enforcement team will work with the organiser or highways to assist with traffic management arrangements.
- 2.19 Event organisers may be charged for this assistance if it requires out of hours working or distracts from the normal day to day enforcement activity in the borough. Clear requirements of the time required to assist in this is necessary to ensure adequate staff are available.

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### Lines and Signs

- 2.20 It is the responsibility of Surrey County Council to ensure that the lines and signs are enforceable. Reigate and Banstead Council will undertake unforeseen emergency work on behalf of Surrey County Council if necessary.

### **3. OPTIONS:**

- 3.1 Not applicable.

### **4. CONSULTATIONS:**

- 4.1 District and Borough Councils have been consulted widely in the development of new parking enforcement arrangements.

### **5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:**

- 5.1 The purpose of enforcing waiting restrictions is to help achieve compliance. Parking enforcement is not intended to raise income; however it is reasonable to aim to carry out enforcement without operating at a deficit.
- 5.2 The income and costs associated with the operation of Civil Parking Enforcement in Tandridge for 2013/14 are shown in Annex 1. Overall there was a deficit of £4,767. Under the current agency agreement with Reigate and Banstead this deficit will not be underwritten by the county council.
- 5.3 If a surplus is generated on the borough or district parking account it has been agreed that it will be split:
- 60% to the local committee
  - 20% to the enforcement authority (district council)
  - 20% to the county council
- 5.4 The local committee can decide how the 60% share of any surplus income derived in their area can be used within the confines of legislation. The Local Committee can request and fund (from budgets at their disposal) additional 'out of hours' enforcement if this is considered appropriate.
- 5.5 Any surplus generated from managing on street parking can only be used as defined under S55 of the Road Traffic Regulation Act 1984 (as amended). This restricts use of any surplus for the maintenance and/or improvement of the Highway including environmental works or additional parking provision.

### **6. EQUALITIES AND DIVERSITY IMPLICATIONS:**

- 6.1 Effective parking restrictions and enforcement can assist accessibility for those with visual or mobility impairment by reducing instances of obstructive

parking. Parking restrictions also allow blue badge holders better access to shops and services through the provision and enforcement of disabled bays

#### **7. LOCALISM:**

- 7.1 Communities are represented by County Councillors and committee members who are involved in the decision making process to change or introduce new parking restrictions and will now have more involvement in the enforcements of them.

#### **8. CRIME AND DISORDER IMPLICATION:**

- 8.1 There should be fewer instances of obstructive and dangerous parking as a consequence of effective parking enforcement.

#### **9. CONCLUSION AND RECOMMENDATIONS:**

- 9.1 Changes to the use of the highway network, the built environment and society mean that parking behaviour changes. It is necessary for a Highway Authority to carry out regular reviews of waiting and parking restrictions on the highway network and provide adequate enforcement. This will help to:

- Improve road safety
- Increase access for emergency vehicles
- improve access to shops, facilities and businesses
- Increase access for refuse vehicles and service vehicles
- Ease traffic congestion
- Better regulate parking

#### **10. WHAT HAPPENS NEXT:**

- 10.1 The Local Committee can consider these arrangements and set up task groups to interact with enforcement teams as appropriate.

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#### **Contact Officer:**

Jacquie Joseph, Parking Manager, Tandridge District Council.  
David Curl, Team Manager, SCC Parking Team

**Consulted:** None

**Annexes:** Annex 1 – Tandridge Annual on-street car parking return

**Sources/background papers:** SCC Cabinet, Parking Enforcement, Oct 2012.

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