

Long Grove Car Park

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| Head of Service/Contact: | Joy Stevens, Head of Customer Services & Business Support. |
| Urgent Decision?(yes/no) | No |
| If yes, reason urgent decision required: | N/A |
| Annexes/Appendices (attached): | None |
| Other available papers (not attached): | None stated |

Report summary

This report proposes that the Long Grove car park be added to the Off Street Parking Places Traffic Order and that enforceable parking restrictions be introduced within the car park.

Recommendation (s)

That the Committee:

- (1) Agrees to a proposal to add the Long Grove car park to the Off Street Parking Places Traffic Order;
- (2) Authorises the Chief Legal Officer to publish such notice(s) and/or make such order as is considered necessary to give effect to the recommendations;
- (3) Authorises the Chairman of the Environment Committee and the Chief Operating Officer to consider any objections or representations received following consultation, with the option of bringing them to a future Committee.
- (4) Agrees to Epsom & Ewell Borough Council officers enforcing specific parking restrictions within the car park as detailed in 3.2 should the proposal be approved.

1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy

- 1.1 The proposal would Support Our Community by making parking safer within a car park close to a school and a play area.

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2 Background

- 2.1 In September 2002 Planning Permission was granted for a new primary school to be built on the land adjacent to Long Grove Park. Southfield Park Primary School opened in September 2003.
- 2.2 As part of the application a new car park was created containing 76 parking bays across two sections of car park.
- 2.3 The 22 bays in the front car park section nearest the school were earmarked for use by staff and visitors on school days. The remainder, although primarily to serve recreational use of the park, were made available to parents at start and finish times of school as deemed to not coincide with peak recreational use of the park.
- 2.4 The land on which the car park has been built is owned by Epsom & Ewell Borough Council although is not currently include in our Off-Street Parking Places Traffic Order.
- 2.5 The staff parking area in the front car park was designed as a circular in/out to create a collection/drop off point for parents to avoid the build up of parked cars and congestion on Long Grove Road.
- 2.6 Double yellow lines were painted around the centre of this circular area although they are advisory only and currently cannot be enforced.
- 2.7 A two-way in/out access road leads to the rear car park which contains 54 parking bays, including two for use by blue badge holders.
- 2.8 The rear car park is also used by the Cherryfield Day Nursery, which has been a tenant since February 2005 on a 25 year lease, and by visitors to Long Grove Park.
- 2.9 At school collection/drop off times a number of vehicles have been witnessed as parking in areas outside of marked bays. An inner circle of parked vehicles has been seen occurring behind the staff parking bays reducing visibility in the area earmarked for drop/off or collection. A line of vehicles has also been witnessed as parking on the entrance lane despite a large banner asking them not to.
- 2.10 The Chief Operating Officer is due to meet with representatives of Southfield Park School to discuss the proposals and contact will also be made with the Cherryfield Day Nursery.

3 Proposals

- 3.1 To add Long Grove Car Park to our existing Off Street Parking Places Traffic Order.

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- 3.2 For Epsom & Ewell Borough Council civil enforcement officers to enforce the following parking contraventions - Parked beyond the bay markings, Parked in a disabled person's space without clearly displaying a valid disabled person's badge, Parked causing an obstruction.
- 3.3 To improve signage in the car park including a Welcome to Long Grove car park sign, speed restriction signs and park in marked bay only signs.
- 3.4 To reinforce the double yellow line kerb markings within the car park as a visual deterrent.
- 3.5 The aim of these proposals are to improve safety within the car park for all users.

4 Financial and Manpower Implications

- 4.1 The total cost of signage, lining and publicity is estimated to be £2.5k and would be met from existing car park budgets. Any income from penalty charge notices would off-set some of these costs.
- 4.2 **Chief Finance Officer's comments:** *The estimated cost of £2,500 for implementation is a one-off with minimal ongoing revenue implications, which can be met from the current revenue budget for car parks.*

5 Legal Implications (including implications for matters relating to equality)

- 5.1 Off street parking is regulated by Orders made under Part IV of the Road Traffic Regulation Act 1984. There is a statutory process to be followed if an order is to be made or amended.
- 5.2 In summary the process is as follows:
 - 5.2.1 Prior to making an order there is a requirement to consult with certain organisations, to publish a notice of proposals in a local newspaper, and to display/deliver notices in places affected by the proposals.
 - 5.2.2 If any objections are made to the proposals, the Council must consider these and may make modifications to the proposals. If the modifications are significant and may affect certain persons, they should be given further opportunity to make representations about the modifications.
 - 5.2.3 The Council may then make the order.
- 5.3 The Council must then publish and where relevant give notice that it has made the order, setting out details such as a brief statement of the general nature of the order and description of the key provisions.
- 5.4 After this has all been done the order can come into effect.

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- 5.5 Where an order makes provision as to the charges to be paid in connection with the use of an off-street parking place, and there is a proposal only to vary the charges to be paid, it is not necessary to make a full new order; a shorter process is available under section 35C of the 1984 Act.
- 5.6 A notice of variation of parking charges must be published in a local newspaper at least 21 days before the new charges are to come into force. Notice must also be displayed in the parking place. There is no provision for representations to be made or considered.
- 5.7 ***Monitoring Officer's comments:*** *It is important that the changes proposed in this report are implemented in a way which is compliant with the relevant legislation.*

6 Sustainability Policy and Community Safety Implications

- 6.1 The aims of the proposal are to improve safety within the Long Grove Car Park.

7 Partnerships

- 7.1 The Council would seek to work in conjunction with Southfield Park School to ensure that the car park is being used in the correct manner.

8 Risk Assessment

- 8.1 There is a risk that some vehicles may have to park on the Highway rather than in unmarked locations within the car park. There are few parking restrictions in local roads a short walk from the school to enable this to happen.

9 Conclusion and Recommendations

- 9.1 The Council's Chief Operating Officer will be meeting with interested parties to discuss possible measures to ameliorate issues identified in relation to parking at this location. In order for enforceable measures to be introduced, Officers are seeking the Committee's authority to instigate the appropriate statutory process to enable these to be put in place.

Ward(s) affected: Court Ward;