

PARKING FEES & CHARGES 2018/19

<u>Report of the:</u>	Head of Customer Services&Business Supt.
<u>Contact:</u>	Joy Stevens/Richard Chevalier
<u>Urgent Decision?(yes/no)</u>	No
<u>If yes, reason urgent decision required:</u>	N/A
<u>Annexes/Appendices (attached):</u>	Annexe 1 – Epsom Car Park fees Annexe 2 – Parking Permit fees Annexe 3 – Parker Card & Lost Token fees
<u>Other available papers (not attached):</u>	None stated

REPORT SUMMARY

This report seeks the agreement of the Committee for off street parking fees and charges during 2018/19 as discussed by the cross party parking working group. It also proposes that arrangements for free parking for Christmas, Ewell Yule and Ewell village summer fair are formalised and agreed by Environment Committee.

RECOMMENDATION (S)

- (1) Agrees in principle the changes to car park fees identified by the cross party Parking Working Group in Annexe 1**
- (2) Agrees in principle the changes to business and residential permit fees as identified by the cross party Parking Working Group in Annexe 2**
- (3) Agrees in principle the fees in Annexe 3**
- (4) Agrees to waive car parking charges for the following identified events or periods annually until further notice:**
 - a) In all car parks on Christmas Day and the three Sundays immediately preceding it for shopping in Epsom Town Centre.**
 - b) In Dorset House and Ewell High Street car park**

Notes

<p>from 4pm on the day of Ewell Yule until 7am the following morning.</p> <p>c) In Dorset House and Ewell High Street car parks from 6:30pm on the evening prior to the Ewell Village Summer Fair until 6:30pm on the day of the fair.</p>	
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1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy

- 1.1 In considering parking fees and parking charges in this report the Committee will need to consider and balance the effective management of parking spaces and of the economic impact on the Borough.

2 Background

- 2.1 At the meeting of the Financial Policy Panel on 12 September 2017 members agreed that at least £200,000 additional revenue needed to be generated from an increase in discretionary fees and charges, based on a minimum overall increase in yield of 3% in 2018/19.
- 2.2 It was estimated that if the yield on car park fees was 3% an additional £113k would be required from car parking fees. If lower charges are agreed, the Council will be required to identify further income or cost savings elsewhere to enable the Council to meet its overall budget target.
- 2.3 As part of the terms of reference for the cross party parking working group fees & charges have been discussed by the group for 2018/19. These proposed changes are outlined in the attached annexes on a fee per fee basis.
- 2.4 As car park fees can only be raised by coinage denominations of 10p due to the coinage held in our parking machines, charges which change will need to be rounded up to the nearest 10p denomination.
- 2.5 The cross party parking working group discussed the need to balance the additional revenue required with the fact that car park visitor numbers in Epsom & Ewell Borough Council car parks have fallen by 5.2% overall in 2016/17 compared to the previous year. However contrary to this, Hook Road car park saw a 4.7% increase, Town Hall car park saw a 5.1% increase and Hope Lodge saw a 33% increase in visitor numbers in 2016/17 compared to the previous year. As a result only minimal changes to car parking fees have been proposed for 2018/19.
- 2.6 Revenue from parking permits within Epsom & Ewell Borough Council car parks increased by 20% in 2016/17 when compared with 2015/16.

- 2.7 Expenditure upon car parks finances the day-to-day running costs including repairs and remedial works. Over the previous five years revenue and capital expenditure upon car parks represents approximately an average of 61.57% of the overall car parking income received. The balance of income supports the Council's revenue budget and contributes to funding all the services provided to residents and visitors by the Council. The table below shows expenditure and income over the past five years.

Revenue and Capital Costs and Income	2012/13 £'000	2013/14 £'000	2014/15 £'000	2015/16 £'000	2016/17 £'000	Average over 5 years
Revenue Expenditure	1,318	1,379	1,269	1,357	1,138	1,292
Capital Expenditure and Capital Charges	397	594	636	633	916	635
Direct Car Park Income	(2,801)	(2,790)	(3,069)	(3,252)	(3,739)	(3,130)
Net income	(1,086)	(816)	(1,164)	(1,263)	(1,685)	(1,203)
<i>Expenditure on car parks as a % of Income</i>	61.23%	70.73%	62.06%	61.17%	54.94%	61.57%

- 2.8 Despite a reduction in car park usage, the Council is committed to investing in Car Parks, with new pay machines being introduced in Depot Road and Upper High Street in 2017/18. This will benefit car park users, who will benefit from updated machines with the ability to pay using debit or credit cards.
- 2.9 The revenue and capital spending expenditure priorities for Car Parks will be considered alongside the expenditure priorities for other services as part of the budget setting process for 2018/19
- 2.10 The Car Parks service make a net contribution towards the funding of other council services, therefore any reduction in the net contribution made by Car Parks will inevitably increase the spending pressures faced by other Council services and consequently the need for expenditure reductions in order to avoid these spending pressures impacting upon the level of Council Tax for 2018/19.

3 Proposals

The cross party parking working group discussed the following proposals:

- 3.1 To re-align the maximum evening charge in all Epsom car parks to £2.50. This will also ensure that the maximum charge on a Sunday evening in the Ashley Centre, Depot Road and Upper High Street is harmonised with the charge on a Monday to Saturday.
- 3.2 To amend five other car park tariffs by an additional 10p as per annexe 1.
- 3.3 To increase the car park permit charges as per annexe 2.

- 3.4 For the existing charges in annexe 3 to remain for 2018/19.
- 3.5 To formalise a release fee for vehicles wishing to exit Hook Road car park during the hours it is closed. A vehicle will only be released in exceptional circumstances and if an officer is available to do so.
- 3.6 The proposals in annexe 1, 2 & 3 estimate an additional £61.7k in parking income in 2018/19.
- 3.7 The proposal increases tariff charges on only 12 of the 108 pay as you park tariffs in Epsom & Ewell Borough Council car parks and proposes to leave the other 96 unchanged.

4 Parking Dispensations

- 4.1 In recent years free parking has been offered in Epsom on Sunday's preceding Christmas and special events in Ewell by way of a Chairman's action. The proposal as discussed at the Cross Party Parking Working Group is for the Committee to agree these as an ongoing annual arrangement until further notice.
- 4.2 The first proposal is to agree and authorise free car parking in Epsom car parks, these are the Ashley Centre, Town Hall, Hope Lodge, Upper High Street and Depot Road car parks on the three Sundays immediately prior to Christmas Day.
- 4.3 Furthermore, this proposal would also offer free parking in all Borough Council car parks on Christmas Day.
- 4.4 In 2016/17 it was estimated that the loss of revenue to the Council for offering three free Sundays was £16.2k across all car parks.
- 4.5 To agree and authorise free parking in Ewell village car parks, these are Dorset House and Ewell High Street car parks, from 4pm on the day of Ewell Yule until 7am the following morning.
- 4.6 Ewell Yule is an annual event and supports Ewell traders.
- 4.7 It is estimated that the loss of revenue to the Council for free parking at Ewell Yule is £64.
- 4.8 To agree and authorise free parking in Ewell village car parks, these are Dorset House and Ewell High Street car parks, from 6:30pm on the evening before the Ewell Summer Fair until 6:30pm on the day of the Ewell Summer Fair.
- 4.9 The Ewell Summer Fair is an annual event held within the village. The evening parking prior to the event is to support residents vehicles dislodged due to road closures in the village. The free parking offered during the day is to support visitors to the fair.

- 4.10 In 2017/18 it was estimated that the loss of revenue to the Council would be £315.

5 Financial and Manpower Implications

- 5.1 **Chief Finance Officer's comments:** *The budget targets for 2018/19 car parking income anticipate additional income from car parking totalling £112,896. The current proposed changes would generate an additional £61,746 of income. This results in a shortfall of £51,150 against the target determined by Strategy and Resources. Additional income will need to be identified either from car parks or elsewhere within the Council's budget to address this shortfall.*
- 5.2 *It may be necessary for Strategy and Resources Committee to consider the estimated shortfall in income generated by the proposed changes in car parking tariffs in this report, in the event that further budget savings are required to enable the Council to set a balanced budget for 2018/19 in the new year.*

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

- 6.1 **Monitoring Officer's comments:** *Due process needs to be followed in order to bring new parking charges into force, in accordance with provisions in the Road Traffic Regulation Act 1984 and the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996. Setting charges involves a balance between the desire for income and ensuring that each car park performs its functions well – whether as a car park for shoppers, local businesses, commuters or otherwise. If charges are set too low or too high, the car park will not be used to best effect.*

7 Sustainability Policy and Community Safety Implications

- 7.1 None for the purposes of this report

8 Partnerships

- 8.1 It is proposed that in future years the car parking working group will consult with representatives of the Epsom Town Centre BID, if the BID board is established and the BID is formerly constituted.

9 Risk Assessment

- 9.1 It is expected that significant highway improvement works will continue in to 2018/19 as part of Plan E. The effect of this on traffic flow around the town centre and usage of the car parks could adversely affect car park visitor numbers and income.

- 9.2 Potential developments in the area of Upper High Street car park may impact on car park visitor numbers and income.

10 Conclusion and Recommendations

- 10.1 That the Committee agrees in principle the changes to car park fees in annexe 1
- 10.2 That the Committee agrees in principle the changes to the permit fees in annexe 2
- 10.3 That the Committee agrees in principle to retain the fees in annexe 3
- 10.4 That the Committee agrees to offer free parking in all borough car parks on Christmas Day and in the Epsom car parks on the three Sundays preceding it.
- 10.5 That the Committee agrees to offer free parking in Dorset House and Ewell High Street car parks at the times specified within the report to support Ewell Yule and the Ewell Village Summer Fair.

WARD(S) AFFECTED: (All Wards);