

## Cabinet

Tuesday, 20 November 2018

### PROPOSED SIMPLIFICATION AND ALIGNMENT OF THE SUFFOLK COASTAL AND WAVENEY DISTRICT CAR PARK TARIFFS TO ENABLE THE CREATION OF A SINGLE EAST SUFFOLK TARIFF STRUCTURE (REP1905)

#### EXECUTIVE SUMMARY

1. In anticipation of the adoption of civil parking enforcement (CPE) and the creation of a single new authority (East Suffolk) it is desirable to produce a single new off-street parking places Order and associated single tariff structure.
2. The Member Working Group at its October 2018 meeting endorsed the creation of a single new East Suffolk Car Park Order and tariff structure. The vast majority of the alignment objectives are administrative and can be achieved by adopting standardised terminology or involve a change in the presentation of the information. These changes to the terminology or presentation will not have any effect on the ground and will not change the terms and conditions of use or the parking charge for motorists legitimately using the car parks and do not need Member approval.
3. The exceptions where formal Cabinet approval is needed to achieve alignment involve changing the 90 minute tariff to the standard hourly tariff, change 2½ hour free parking to the standard 2 hour and adopt yearly tariffs for all car parks. At the same time, approval from the Suffolk Coastal Cabinet is being sought to make three changes to the Suffolk Coastal tariffs to achieve alignment.
4. For decision

Is the report Open or Exempt?	Open
<b>Wards Affected:</b>	All
<b>Cabinet Member:</b>	Cllr Graham Catchpole, Cabinet Member for Operational Partnerships

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## 1 INTRODUCTION

- 1.1 The current Waveney car park tariffs were created in 2016 and remain unchanged. The Suffolk Coastal tariffs were amended this year. Together, there are 51 separate car park tariffs in operation across both Districts. The objective of producing a single tariff structure for the new East Suffolk Council will require the alignment of both tariff structures.
- 1.2 The draft East Suffolk Area Parking Plan includes a commitment to undertake a full review and alignment of all car park tariffs for East Suffolk in the summer of 2019. In advance of the 2019 review, there are some changes which are necessary now to enable a single East Suffolk car park tariff structure to be created rather than retaining the separate Coastal and Waveney tariffs. Making these changes now will also make the 2019 tariff review far easier to achieve.
- 1.3 The proposed tariff alignment objectives are to:
- a) adopt standard terminology;
  - b) adopt a standard excess charge notice (ECN) charging structure for East Suffolk;
  - c) adopt a standardised parking time/length of stay structure;
  - d) adopt standardised operational hours of control;
  - e) Insert four tariff headings within the tariff structure for ease of use;
  - f) Renumber the Coastal and Waveney existing tariffs under the new headings.
- 1.4 Most the changes needed to achieve a single tariff structure are administrative or presentational and can be achieved without any change to the actual tariff that operates in the car parks. Full details of the tariff alignment process are set out in Appendix A to this report. There are a few instances where there is a need to make a change to an existing tariff to enable full alignment and for the Waveney area they are set out in section 2 below.

## 2 PROPOSED CHANGES TO THE WAVENEY TARIFFS

### Adoption of standard hourly charge/length of stay

- 2.1 The majority of the Waveney car parks and all the Suffolk Coastal car parks operate on a whole hour progression i.e. 1/2 hr, 1hr, 2hr, 3hr, 4hr, 5hr, all day. The three exceptions are the use of a 90 minute tariff, a 90 minute winter tariff (a change from the standard hourly tariff) and the use of a 2 ½ hr free limited waiting period.

### Remove 90 minute parking

- 2.2 Within the Waveney tariff structure there is the use of one 90 minute tariff structure (£1 for 90-minutes and £2.80 for 90+ minutes [all-day]) that applies in a limited number of Lowestoft car parks (Belvedere Road, Clifton Road, Pakefield Road and Pakefield Street [tariff No.7]). The 90 minute structure does not exist anywhere else and is not in the Coastal structure.

2.3 In order to simplify and harmonise the tariff structure it is proposed that the 90 minute/all day tariff is changed to an hourly rate. Rather than creating another new tariff band it is proposed to adopt one of the existing tariffs that closely match. There are three possible options:-

- a) £1.40/2hrs, £2.10/3hrs, £2.80/4hrs, £3.50/all day (Bungay tariffs);
- b) 70p/1hr, £1.40/2hrs, £2.10/3hrs, £2.80/4hrs, £3.50/all day (Lowestoft tariff);
- c) £2.80/all day (Lowestoft tariff).

It is recommended that option b) is adopted.

2.4 In another instance the standard hourly tariff structure changes in October to a 90 minute structure and then changes back to an hourly tariff at the end of March (Boulevard [tariff No.21W] and Nicholas Everitt & Overflow [tariff No.1W]). This is bureaucratic to administer and confusing for the motorist. It is recommended that the use of the 90 minute winter tariff is dropped and the summer tariff is retained throughout the year.

### **Remove 2 ½ hr free limited waiting**

2.5 The Water Lane leisure centre car park allows free parking for a maximum 2 ½ hour length of stay. This does not fit in with the standardised approach and it is recommended that this tariff (tariff No.9) is changed to the maximum 2 hour length of stay tariff (tariff No.14) which already exists within the current structure.

## **3 HOW DOES THIS RELATE TO EAST SUFFOLK BUSINESS PLAN?**

3.1 A single car park tariff structure accords with the Business Plan objective of “further alignment and integration across the public sector”. It will be simpler to understand and simpler and cheaper to administer.

## **4 FINANCIAL AND GOVERNANCE IMPLICATIONS**

4.1 The alignment of tariffs across East Suffolk has been carried out internally but any material changes will require formal advertising in the local press and affected car parks. The cost of advertising and making the changes will be covered by the surplus in the car park account.

## **5 REASON FOR RECOMMENDATION**

Members are recommended to agree the changes to the current tariff to enable a single East Suffolk car park tariff structure to be produced.

### **RECOMMENDATIONS**

That Cabinet agrees the following recommendations-

1. To change the existing 90 minute tariff to the standard hourly tariff and approve the use of the tariff set out in option b in 2.3 of the report;
2. To remove the winter tariff change and adopt yearly tariffs in all car parks;
3. The change of the existing free 2 ½ hr limited waiting car park to 2 hr free limited waiting;
4. Agree the format of the new East Suffolk tariff structure set out in Appendix B.

**APPENDICES****Appendix A**

East Suffolk Proposed Car Park tariff simplification detailed changes

**Appendix B**

Proposed East Suffolk tariff structure

**BACKGROUND PAPERS - none**