



**Author/Lead Officer of Report:** Chris Galloway

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**Report of:** *Edward Highfield*  
**Report to:** *Transport and the Development*  
**Date of Decision:** *(Insert date decision to be taken)*  
**Subject:** *Parking Schemes Programme*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
- Expenditure and/or savings over £500,000		<input type="checkbox"/>		
- Affects 2 or more Wards		<input checked="" type="checkbox"/>		
Which Cabinet Member Portfolio does this relate to? <b>Transport and Development</b>				
Which Scrutiny and Policy Development Committee does this relate to? <b>Economic and Environment Wellbeing Scrutiny and Policy Development Committee.</b>				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? 603				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>				

**Purpose of Report:**

Seek approval of the principle to develop and implement a series of parking schemes in support of the Parking Strategy (approved 25<sup>th</sup> Jan 2018) using a combination of funding sources, e.g. Local Transport Plan, Invest to Save, Developer Contributions and future generated Parking Income.

Nb. Details of the funding arrangements for each scheme will be covered in internal project governance reports and executive decision reports where these are required.

**Recommendations:**

That the programme of parking schemes and reviews be developed and implemented in accordance with the principles within the Parking Strategy, subject to,

- obtaining the necessary funding from sources, such as, Local Transport Plan, Invest to Save, ring fenced parking income, developer contributions via Section 106 and Community Infrastructure Levy contributions;
- obtaining the required authorisations for each scheme as part of the Capital Approvals Process.

**Background Papers:**

*(Insert details of any background papers used in the compilation of the report.)*

A copy of the Councils current Parking Strategy, which underpins the proposed programme of Parking Schemes, can be viewed on line using the following [Link](#).

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>Damian Watkinson/Alison Chambers</i>
	Legal: <i>Richard Cannon / Bob Power</i>
	Equalities: <i>Annemarie Johnston</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>EMT member who approved submission:</b> <i>Lorraine Manley</i>
3	<b>Cabinet Member consulted:</b> <i>Councillor Bob Johnson</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.
	<b>Lead Officer Name:</b> <i>Chris Galloway</i>
	<b>Job Title:</b> <i>Principal Engineer – Scheme Design</i>
<b>Date:</b> <i>(Insert date)</i>	

## 1. PROPOSAL

- 1.1 High levels of parking occupancy due to the availability of free, all-day parking restrict the parking opportunities for business customers, visitors, service vehicles and emergency services. This can lead to difficulties for businesses in particular, as customers may choose to take their business elsewhere if parking is consistently difficult.

Parking pressure continues to grow as areas are developed (Kelham Island is a good example) and leading to high levels of requests for parking schemes, to provide relief from parking pressures for local businesses, organisations and residents.

Unrestricted commuter parking, especially around the city centre (the Peripheral Parking Zone), also places extremely high demands on available parking spaces to the detriment of local businesses, organisations and residents.

In response to these pressures in January 2018, the Cabinet Member for Transport and Sustainability approved a Parking Strategy, see Background Papers, for the city. This was a statement of the Council's commitment to the future of parking and supports the emerging policies set out in the Sheffield Transport Vision, City Centre Master Plan 2013 and Sheffield Local Plan.

The strategy proposed a number of actions which are listed in Appendix A.

- 1.2 It is not possible to undertake all of these at once so it is proposed to deliver the parking schemes first.

The parking schemes include,

- Area Wide – Kelham Island, St Vincent's, Park Hill and Effingham Road. These have been prioritised on the basis of planning strategy and the degree to which problems exist for residents and businesses. These schemes give the highest potential for covering the implementation and management costs that will result from the application of the schemes;
- Parking Scheme Reviews – Broomhall, Hillsborough, Highfield and Crookesmoor. These require significant design input and have a much lower potential to cover their implementation and management costs and so have a lower priority.;
- Small Schemes – Bolsover Street, Dore Park & Ride, Endcliffe Vale Road and Millhouses Park. The cost of implementing and managing these schemes is higher in comparison to the area wide schemes and so repayment will be supplemented from income generated by the Area Wide schemes.

These schemes are likely to provide a continuing income stream which is incidental to their role in providing traffic management benefits and will help fund the development and implementation of the remaining actions in future years.

- 1.3 A proposed programme for the development and implementation of the parking schemes is shown in Appendix B.

## **2. HOW DOES THIS DECISION CONTRIBUTE?**

- 2.1 The operation of on and off street parking spaces, the management of parking through the introduction of parking restrictions and use of parking permits contribute to the management of traffic in the city. Traffic management through parking restrictions and their enforcement also enables the Council to help deliver its “Vision for Excellent Transport in Sheffield”, by investing in facilities to enable people to make informed choices about the way they travel and helping transport contribute to the social, economic and environmental improvements we want to happen in the City.
- 2.2 The priority in spending any surplus parking income is the provision and maintenance of off street parking spaces. Income may also be used to fund public transport improvements, new highway schemes, highway maintenance, reducing environmental pollution and maintaining and improving public open spaces.

## **3. HAS THERE BEEN ANY CONSULTATION?**

- 3.1 All the proposed parking schemes will require new traffic regulation orders or amendments to existing ones and these will need to be advertised and any objections received and not withdrawn would then be reported to the Cabinet member for a decision.
- 3.2 Any scheme requiring amendments to parking tariffs or changes to the permit scheme (including permit prices) will also require an executive decision under the Leader’s scheme of Delegation.

## **4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION**

### **4.1 Equality of Opportunity Implications**

- 4.1.1 Overall there are no significant differential equality impacts, positive or negative, from approving the parking strategy and its proposed programme.
- 4.1.2 It should be noted that blue disabled parking badge holders can use council pay and display parking spaces free of charge and these proposals have no impact on the number of disabled parking spaces available to drivers.
- 4.1.3 The Council has a duty under section 149 of the Equality Act 2010 (the public sector equality duty) in the exercise of its functions to have regard to the need to:

- a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

## 4.2 Financial and Commercial Implications

- 4.2.1 The costs of implementing the proposed programme of schemes and initiatives will be met from a number of sources, such as, Invest to Save, ring fenced parking income, developer contributions via Section 106 and Community Infrastructure Levy contributions. Details of the funding arrangements for each scheme or initiative will be covered in internal project governance reports and executive decision reports where these are required.
- 4.2.2 If an increase in surplus parking income is received as a consequence of the implementation of the schemes or initiatives proposed in this report, it will become part of the Council's General Fund resources. This will be utilised in accordance with the statutory regulations (see section 4.3 below) and Council priorities which include the development of new and existing transport infrastructure to support the growth ambitions of the city. Any proposals will be the subject of further reports in line with the Council's governance processes.

## 4.3 Legal Implications

- 4.3.1 Section 122 of the Road Traffic Regulation Act 1984 ("the Act") imposes a general duty on the Council to exercise its function under the act to "secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway". Collectively, these criteria may be referred to as "traffic management purposes".
- 4.3.2 Section 45 of the Act gives the Local Authority a power (a discretion) to designate parking places on a highway; to charge for the use of them and to issue parking permits for a charge.
- 4.3.3 Section 55 of the Act requires that the Local Authority keep an account of their income and expenditure in respect of designated parking places. This includes "pay and display" income which is held in a ring-fenced account, referred to as the Specialist Parking Account. Section 55(4) of the Act sets out the purposes for which any surplus income in respect of designated parking places can be used. These purposes include:
  - Provision and maintenance of off street parking
  - Meeting costs incurred in the provision or operation of public transport
  - Highway and road improvements and maintenance

- Reducing environmental pollution
- Improvement and maintenance of public open space
- Provision of outdoor recreational facilities open to the public without charge

4.3.4 All of these functions are carried out by the Council's Place Portfolio, which includes Strategic Transport & Infrastructure and the Highways Maintenance Divisions. Any surplus in income in respect of designated parking places is currently utilised in accordance with Section 55(4) of the Act to underpin the activities of these two service areas. It is also used pursuant to the network management duty under Part 2 of the Traffic Management Act 2004, which requires that local traffic authorities secure the expeditious movement of traffic (including pedestrians) on the authority's road network. The performance of this duty includes any action which the local traffic authority may take toward securing a more efficient use of their road network, or to avoid, eliminate or reduce road congestion (or other disruption to the movement of traffic) on their road network.

4.3.5 The implementation of any of the actions set out in the Parking Strategy may be subject to further decision making in accordance with the Council's Constitution or Leader's Scheme of Delegation, and the legal implications relevant to those decisions will be considered fully at that time.

#### 4.4 Other Implications

4.4.1 The schemes will be developed using existing staff resources.

4.4.2 Enforcement of controlled parking areas will be undertaken by the Council's civil enforcement officers.

### 5. **ALTERNATIVE OPTIONS CONSIDERED**

5.1 The Parking Strategy has identified the implementation of more controlled parking areas as the way to better manage the road network and also to reinforce the Council's commitment to the future of parking and the emerging policies set out in the Sheffield Transport Vision, City Centre Master Plan 2013 and Sheffield Local Plan.

By choosing not to implement the new parking schemes, the opportunity to align parking strategy to wider transport and land use strategies and policies would be lost. Policy alignment offers a range of benefits, not least being in bidding for funds.

5.2 The issues behind some of the smaller schemes could be addressed by just eliminating parking opportunities however, this could just displace the problems elsewhere and to the detriment of local residents and businesses reduce parking opportunities.

## **6. REASONS FOR RECOMMENDATIONS**

6.1 By providing controlled parking areas the Council can respond quickly to manage demand for spaces through a dynamic pricing structure and ensure the objectives are and continue to be met.

Removing any uncontrolled parking areas gives the Council complete demand management of the spaces.

6.2 The main objectives of these schemes will be to:

- Better manage traffic congestion by reducing the amount of time drivers spend searching for a parking space;
- Improve turnover of parking spaces through deterring all day parking via charging for spaces;
- Improve environmental conditions, particularly air quality;
- Improve conditions for businesses in the affected areas by ensuring that convenient parking spaces are available for customers, visitors and deliveries;
- Improve conditions for residents by ensuring the availability of convenient parking spaces for themselves and their visitors and deliveries, as well as relieving the area from traffic circulating seeking parking spaces.

## **APPENDIX A - Summary of actions from the Parking Strategy**

### **CITY CENTRE**

- Implement the application of a city-wide TRO to address pavement parking
- Carry out research on the potential to introduce a workplace parking levy in Sheffield
- Full review of Permit Scheme
- Work with cyclists and walkers to ensure that parking functions and services improve their travel experience
- Review of parking space allocation and parking restrictions to improve space utilisation
- Reallocation of parking space to promote sustainable travel modes as part of future schemes
- Progress improvements to the Council's stock of pay and display machines and technology used in parking administration
- Continue to work with partners to provide electric charging points for vehicles
- Reviewing the Motorcycle Parking Policy
- Establish and facilitate Sheffield's first "Parking Providers Forum", bringing together the major operators of parking facilities to address common challenges and seize share opportunities
- Review of the type and amount of off street parking the Council wishes to provide or manage
- Progress a dynamic parking pricing scheme for Council on and off street parking which is more responsive to demand levels and takes account of the effects of price inflation in the wider economy to ensure that the demand management effects of our parking prices are not diluted over time

### **LOCAL CENTRES**

- A programme of new Controlled Parking Zones (CPZs) to be developed and implemented
- A programme of reviews of existing CPZs
- Streamlined the scheme development process as set out in Appendix A
- Investigate potential mechanisms which enable small portions of additional parking income to be re-invested in transport or environmental activities, working in partnership with Councillors and local people.
- Progress a dynamic parking pricing scheme for Council on and off street parking which is more responsive to demand levels and takes account of the effects of price inflation in the wider economy to ensure that the demand management effects of our parking prices are not diluted over time
- Pursuing funding opportunities from a wider range of available sources, particularly including examining changes to Planning Policy allow greater developer contributions for parking schemes
- A full review of our permit scheme to include eligibility criteria, types of permits and pricing mechanisms
- Improvements to the customer experience for purchasing and renewing permits
- New local parking schemes, for example small pay and display schemes in district shopping centres and other smaller areas of high parking demand

- Consider further measures to control parking outside those schools where problems continue following the roll out of enforceable school keep clear markings outside all Schools in Sheffield
- Pay and display parking without time limit will be the preferred method of promoting turnover of parking spaces within new schemes
- Explore innovative and creative ways of utilising parking spaces to enhance our neighbourhoods.

#### **AIR QUALITY**

- Investigate whether innovative measures such as a workplace parking levy might make a positive contribution to the growth and air quality of the city. We will consult with stakeholders so that we obtain a full understanding of the potential impacts of such a scheme.
- Review the Green Parking Permit Scheme, to ensure it is an effective incentive to less polluting vehicles.
- Investigate the implementation of a “Pollution Premium”, whereby the most polluting vehicles are required to pay an additional surcharge to cover a small portion of the environmental cost of their emissions.
- Use implement new technologies to reduce the amount of time and fuel drivers spend looking for a parking space.

#### **KEY TRANSPORT CORRIDORS**

- Investigate the potential to introduce red routes in Sheffield
- Continue to invest in technology to improve the effectiveness and efficiency of our enforcement
- Continue to invest in technology to improve customer experience

#### **BROADER ISSUES**

- Give customers the best possible experience when dealing with us and we will continue to look to improve our processes and information provided to customers.
- Through enforcement, try to maximise the parking opportunities for genuine blue badge holders
- Investigate whether innovative measures such as a workplace parking levy might make a positive contribution to the growth of the city. We will consult with stakeholders so that we obtain a full understanding of the potential impacts of such a scheme.
- Continue to lobby the Government to roll out the powers to enforce by camera moving traffic offences and box junction abuse to Councils outside London.
- Continue to seek to improve the quality of the parking facilities we offer and drive up maintenance standards.
- Work to provide customers as many payment options as we can, starting with the roll out of electronic payment facilities to the whole of our parking estate.

## APPENDIX B – Proposed Programme for Development & Implementation of Parking Schemes

TYPE OF SCHEME	2019/20 Q1	2019/20 Q2	2019/20 Q3	2019/20 Q4	2020/21 Q1	2020/21 Q2	2020/21 Q3	2020/21 Q4	2021/22 Q1	2021/22 Q2	2021/22 Q3	2021/22 Q4	2022/23 Q1	2022/23 Q2
Kelham/Neepsend	Feasibility	TRO-Consult	Design	Works										
St Vincents					Feasibility	TRO-Consult	Design	Works						
Park Hill Area					Feasibility	TRO-Consult	Design	Works						
Effingham Rd Area									Feasibility	TRO-Consult	Design	Works		
Broomhall								Feasibility	TRO-Consult	Design	Works			
Hillsborough									Feasibility	TRO-Consult	Design	Works		
Highfield										Feasibility	TRO-Consult	Design	Works	
Crookesmoor											Feasibility	TRO-Consult	Design	Works
Bolsover Street				Feasibility	TRO-Consult	Design	Works							
Dore P&R									Feasibility	TRO-Consult	Design	Works		
Endcliffe Vale Road										Feasibility	TRO-Consult	Design	Works	
Millhouses Park								Feasibility	TRO-Consult	Design	Works			