



Report to Policy Committee

Author/Lead Officer of Report: Olive Anti (Operations Manager) / Sabia Hanif (Parking Services Manager)

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Report of: *Executive Director of Operational Services*

Report to: *Waste & Street Scene Policy Committee*

Date of Decision: *15th of November 2023*

Subject: *Parking Annual Report 22/23*

Type of Equality Impact Assessment (EIA) undertaken N/a	Initial <input type="checkbox"/>	Full <input type="checkbox"/>
Insert EIA reference number and attach EIA		
Has appropriate consultation/engagement taken place?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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:-		
<p><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“The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended).”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></p>		

<p>Purpose of Report:</p> <p>This report seeks approval of the publication of Parking Services Annual Report 22/23.</p> <p>The annual report provides information on</p> <ul style="list-style-type: none"> • Parking Enforcement • Partnership working/ Supporting the local community • Sheffield Clean Air Zone • New Developments • Financial and Statistical information <p>The aim of the annual report is to</p> <ul style="list-style-type: none"> • Provide and overview on parking management

- Provide transparency
- Provide an understanding as to why parking enforcement is needed
- Demonstrate the developments, improvements and changes taking place in Parking Services

Recommendations:

That the Committee notes the contents of the Parking Services Annual Report 22/23 and endorses the report for publication

Background Papers:

Annual Parking Report 22/23

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.	Finance: <i>N/A</i>
		Legal: <i>N/A</i>
		Equalities & Consultation: <i>N/A</i>
		Climate: <i>N/A</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	SLB member who approved submission:	<i>Ajman Ali</i>
3	Committee Chair consulted:	<i>Joe Otten</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 Committee by the SLB member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Sabia Hanif</i>	Job Title: <i>Parking Services Manager</i>
	Date: <i>06.11.23</i>	

1. PROPOSAL

- 1.1 Guidance issued under the Traffic Management Act 2004 (TMA) means that enforcement authorities must produce an annual report.

Total income and expenditure on the parking account should be kept under section 55 of the Road Traffic Regulation Act 1984, as modified by The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 (section 27; sections 28 & 29 relate to bus lane and moving traffic income reporting).

2. HOW DOES THIS DECISION CONTRIBUTE ?

- 2.1 This report sets out an overview of Parking Services and PCN data. This report is an important part of our ongoing commitment to be transparent and accountable to residents, businesses, and visitors in Sheffield.

Demonstrates transparency on objectives, approach to decision making and actions.

Ensure the needs of resident's visitors and businesses within Sheffield to build community understanding of civil enforcement activities.

Ensure consistent communication stream with stakeholders.

Monitor trends to help shape and drive future strategy, projects, and innovation.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 No consultation is required only for performance purpose

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality Implications

- 4.1.1 There are no Equality Implications arising from this report.

4.2 Financial and Commercial Implications

- 4.2.1 A transparent approach to financial information.

4.3 Legal Implications

- 4.3.1 Guidance issued under the Traffic Management Act 2004 (TMA) means

that enforcement authorities have to produce an annual report.

4.4 Climate Implications

4.4.1 There are no significant climate implications arising from this report.

4.4 Other Implications

4.4.1 There are no other implications

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 There are no other options to consider

6. REASONS FOR RECOMMENDATIONS

6.1 That the Committee notes the contents of the annual report and endorses the report for publication

Publication of Parking Services Annual Report

- The public to understand why parking management is needed in the community
- The public to have an overview of Parking Services approach to change, changes to take place, benefits of change and commitment to stake holder consultation and engagement
- The public to gain knowledge on why enforcement is needed, and steps taken to promote compliance and an opportunity to dispel myths
- Clear presentation of financial information to help convey transparency