

FAREHAM

BOROUGH COUNCIL

Report to the Executive for Decision 04 March 2019

Portfolio:	Health and Public Protection
Subject:	Parking Enforcement
Report of:	Director of Planning and Regulation
Corporate Priorities:	Dynamic, prudent and progressive Council Protect and enhance the environment

Purpose:

To inform the Executive that Hampshire County Council will be terminating the Agency Agreement for Decriminalised Parking Enforcement from 1st April 2020 in Fareham and to seek approval to undertake a review of the Parking Service.

Executive summary:

On 09 February 2018, Hampshire County Council formally gave Fareham notice that they are terminating the Agency Agreement for Decriminalised Parking Enforcement with Fareham Borough Council. Despite that letter giving notice of termination of the agreement, it also indicated that Hampshire County Council were keen to negotiate a revised agreement with the Council with the aim of developing an agreement that would better reflect Hampshire County Council's current position and to provide a more consistent approach to on street enforcement county wide. Discussions at officer level continued in 2018 with a view to the progression of a revised agreement. However, a further letter was received in early January 2019, from Hampshire County Council which explained that as Fareham had handed back Traffic Management from the Council in 2017, the intention in respect of Fareham was to pass on-street enforcement from Fareham Borough Council to a specialist provider on behalf of Hampshire County Council as the Highway Authority. To understand the implications of Hampshire County Council's plans and how then to best to deliver an off-street parking service only and address the potential financial deficit, a fundamental review of the parking service is considered necessary.

Recommendation:

It is recommended that the Executive:

- (a) notes the intention of Hampshire County Council in respect of the future provision of On-street parking services in Fareham; and
- (b) in view of the potential financial implications for the Council, agrees that a review of off-street parking be undertaken with the scope of the review as detailed in paragraph 13 of the Executive Briefing Paper.

Reason:

To understand the implications of Hampshire County Council's plans and determine how best to deliver the off-street parking service from 1st April 2020.

Cost of proposals:

To maintain the same level of enforcement over the charging period, for the Fareham Borough Council owned off-street car parks, the staffing would reduce by two Civil Enforcement Officers saving around £80,000, however the Council would lose the on-street enforcement revenue, which in 2018/19 year was £250,466. Overall this would leave the Council with a deficit of approximately £170,000.

Appendices:

- A: Notice of termination of Agency Agreement**
- B: Hampshire County Council Report**
- C: Letter from Hampshire County Council to Fareham**
- D: On Street Income and Expenditure**

Background papers: none

Reference papers: none

FAREHAM

BOROUGH COUNCIL

Executive Briefing Paper

Date:	04 March 2019
Subject:	Parking Enforcement
Briefing by:	Director of Planning and Regulation
Portfolio:	Health and Public Protection

INTRODUCTION

1. At present the on and off-street parking enforcement function is carried out by the Parking Services team. The delivery of the Parking Service is the responsibility of the Head of Environmental Health. Operationally there is a Parking Services Manager and 8 Civil Enforcement Officers. There is also a control room function and Penalty Charge Notices and general administration are undertaken by the Licensing and Support team within the Environmental Health Service.
2. There is a distinction between on-street and off-street parking, this is because off-street parking is the responsibility of the council, as the off-street car parks are on council land and therefore owned by Fareham Borough Council. The Council has its own traffic regulation order to regulate the control of these. On-street parking is the responsibility of Hampshire County Council as this is a County function as Highways Authority.
3. In March 2007 Fareham Borough Council entered into an Agency arrangement to undertake on-street parking on behalf of Hampshire County Council, and the Council has been doing this since that time.
4. Under the current Agency agreement, the Council can recover its on-street costs from revenue generated by income from; - Penalty Charge Notices, Residents Permits and Dispensations. In 2017/18 the cost of the service was £233,649 and the income generated was £250,466. In the 10 years the Council has been running the enforcement service there has only been a surplus in 2 years.

AGENCY AGREEMENT TERMINATION

5. On 9th February 2018, Hampshire County Council formally gave Fareham notice that they are terminating the Agency Agreement for Decriminalised Parking Enforcement with Fareham Borough Council, this letter is attached as Appendix A. They also gave notice to all of the other Hampshire Authorities. The Notice stated that the agreement will terminate on 31st March 2020. In the absence of a new agreement this means that on-street parking enforcement will return to Hampshire County Council control from 1st April 2020.

6. Despite that letter giving notice of termination of the agreement with the Council, it also indicated that Hampshire County Council were keen to negotiate a revised agreement with the aim of developing an agreement that would better reflect Hampshire County Council's current position and to provide a more consistent approach to on street enforcement county wide.
7. Discussions at officer level continued in 2018 with a view to the progression of a new agreement up until July, after the July meeting there was no further communication. On 29 October 2018 there was a Hampshire County Council report to their Executive Member for Environment and Transport, broadly setting out Hampshire County Council's plans for the future of on-street parking. This report is attached as Appendix B. In summary:-
 - Districts to be given the choice to continue with on street parking under revised terms
 - Residents parking to be standardised across the County.
 - On-street charging to be introduced
 - On street electric vehicle charging points to be introduced
8. Having become aware of this report officers contacted colleagues at Hampshire County Council to seek a meeting to discuss the implications for Fareham. This meeting was held on 30 November 2018; Hampshire County Council colleagues stated verbally that Fareham would not be given the option to continue with on-street parking or enter back into a traffic management agency agreement, that Hampshire County Council intend to keep traffic management for Fareham and want a third-party specialist provider to carry out on-street parking enforcement in Fareham Borough. A letter dated 31st December 2018 was received in early January 2019, from Hampshire County Council's Director of Economy, Transport and Environment. This explained that as Fareham Borough Council had handed back the Traffic Management Agency Agreement (to HCC) in 2017, Hampshire County Council's intention in respect of Fareham Borough is to pass on-street enforcement to a specialist provider. This letter is attached as Appendix C.

CURRENT ARRANGEMENTS ON & OFF-STREET PARKING

9. Currently, on and off-street parking enforcement is undertaken by the Parking Enforcement team, this team also undertakes off-street enforcement. The service benefits from economies of scale which enable the service to be cost effective as a whole.
10. There are 15 car parks where charging takes place during certain periods, there are another 30 where there is no charging, but other restrictions apply.
11. The enforcement team consists of 8 Civil Enforcement Officers (CEO's) who work in two teams of 4 working a shift pattern, this enables there to be mostly 4 CEO's working at any one time, and with this level of staffing it enables them to be present for the entire charging period over the 7 days.

IMPLICATIONS OF AGENCY AGREEMENT TERMINATING

12. Hampshire County Council propose that the responsibility for On-street Parking returns to the County Council. Once the detail with Hampshire County Council has been

agreed, it is likely that there would be a Transfer of Undertakings (Protection of employment (TUPE) situation in respect of any current staff members that would need to transfer to the new provider to carry out on-street enforcement. To maintain the same level of enforcement over the charging period, for the Fareham Borough Council owned off-street car parks; the staffing would likely reduce by only two CEO's saving around £80,000. However, the Council would lose the on-street enforcement revenue, which in 2018/19 year was £250,466. Overall this would leave the Council with a deficit of approximately £170,000. A summary of the income and expenditure for the last 3 years is shown as Appendix D.

13. To understand the implications of Hampshire County Council's plans and how then to best deliver an off-street parking service only and address the potential financial deficit, a fundamental review of the service is necessary. The review should cover every aspect of off-street parking and should include: -

- Scope of enforcement and resource required – to establish the best arrangements for off-street parking enforcement, establish if there are other enforcement opportunities for CEO's in between off-street car park visits.
- Level and scope of charging – to review the charging periods in the car parks where charging takes place i.e. Fareham town centre and establish if it's feasible to increase the charging periods where appropriate.
- The majority of Fareham Borough Council owned car parks which are outside of the town centre are currently free of charge; this arrangement needs to be reviewed in order to also help address the financial deficit.
- In light of Hampshire County Council's intention to introduce on-street charging (parking meters) where there are currently either free of charge or waiting time restrictions or no restrictions at all, on street, the council may have free car parks nearby and it needs to be established if these car parks should have charging introduced albeit to compete with the new on-street charging.
- Methods of payment - investigate more convenient customer payment methods, currently there is a heavy emphasis on using cash, this creates problems for collection and also encourages town centre begging.
- Operation of the car parks – three of the town centre car parks are barriered, which creates a resource burden for the back office as customers cannot exit if any of the equipment fails although this is balanced against a lesser resource requirement for enforcement within those car parks, the review needs to establish the solution for each car park in terms of barriers versus pay on foot.
- Back office function – with 75% less Penalty Charge Notices to administrate, there will be a knock-on effect for the operation of the back office.

14. A further report would be brought to the Executive later in the year, detailing the findings of the review and to make recommendations regarding the provision of the Parking Service.

Enquiries:

For further information on this report please contact Ian Rickman. (Ext 4773)