

## APPENDIX G

### WAVERLEY BOROUGH COUNCIL

#### EXECUTIVE – 4 OCTOBER 2011

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**Title:**

**CAR PARK REVIEW 2011**

**[Portfolio Holder: Cllr Carole King]  
[Wards Affected: All]**

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**Note Pursuant to Section 100B(5) of the Local Government Act 1972**

An annexe to this report contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of the revised Part I of Schedule 12A to the Local Government Act 1972, namely:-

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

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**Summary and purpose:**

To present a review of the Council's off-street car parking operation and to seek approval of the recommendations contained within that review.

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**How this report relates to the Council's Corporate Priorities:**

The recommendations will help to provide value for money and, through ensuring the appropriate use of town centre car parks, will contribute towards the continued vitality of the borough's town centres, thus supporting the local business community.

**Equality and Diversity Implications:**

The report proposes changes to the current regime for 'blue badge' holders, and makes proposals regarding the use of car parks by mini-buses, some of which provide community transport for disabled and elderly residents. Both of these proposals are intended to improve on the current situation, however, any approved service changes will be the subject of an Equality Impact Assessment before they are implemented.

**Environment and Climate Change Implications:**

The review explores a range of options to encourage more environmentally sustainable practices by our car-park users, as well as looking at how the carbon-footprint of the car park service itself may be reduced over the coming years.

### **Resource/Value for Money Implications:**

Public notices will need to be posted in local newspapers and in each car park giving Notice of Amendment to the Waverley Borough Council Off-Street Parking Places Order. There will be resource implications in the publishing of notices, production and posting of revised tariff boards, and the re-programming of Pay and Display machines, which will be met from the Car Park Revenue Budget. The financial implications arising from the proposed tariff changes are given in the report.

### **Legal Implications:**

The change to charging hours, or an amendment to the tariff structure would require the making of a new Off-Street Parking Order. The process for making a new Order is detailed in paragraph 4.2 at [Annexe 1](#) and involves a statutory public consultation exercise, any results of which would need to be brought back to Members for consideration in due course.

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### **Background**

1. The Council's car parks are important assets that benefit the community as a whole. With available town centre car parking space becoming increasingly scarce the 36 car parks operated by Waverley provide the motorist with a range of different parking options to suit their needs.
2. The availability of parking space is vital to the town centres, local shops and to thriving communities. Good management of this parking space is the key to this. It can influence the length of stay and traffic movement, and help to reduce the level of congestion in a town centre.
3. In line with recognised good practice, a thorough review of off-street parking in the borough has been undertaken. This review looks at the use of the car parks, customer expectations, the demand for parking space, charges and charging period, as well as the condition of the car parks. It makes a number of recommendations in light of its findings. The full report can be found at [Annexe 1](#).
4. An accompanying document setting out in detail the changes to the current tariff structure being proposed in the report is at [Annexe 2](#).
5. The last review of car park charges took place during 2007, effective from 1<sup>st</sup> April 2008. The increases proposed are therefore the first in four years.

### **Resource Implications**

6. An illustration of the revenue implications of tariff changes suggested for each car park is contained at [\(Exempt\) Annexe 3](#).

7. A sum of £2,500 is provided annually in the Revenue Estimates for Car Parks, specifically for the cost of tariff changes. The costs of advertising, revised tariff boards and reprogramming of machines can be contained within this sum.

### **Recommendation**

It is recommended that the Executive:-

1. endorses the findings of the car park review at Annexe 1;
2. agrees to the recommendations A-Q, contained within the review as follows:-
  - a. To plan for the future parking needs of the main centres and protect existing stock as a minimum
  - b. To make provision in the Parking Order to extend the charging period to 7pm at all pay and display car parks
  - c. charging days of Monday – Saturday to remain unchanged.
  - d. Change the designation of High Street, Haslemere and Waggon Yard, Farnham car parks to 'Prime Site' and Town Centre Site respectively. Also change the designation of Chestnut Avenue, Haslemere and Stocklund Square, Cranleigh car park to medium stay. The relative charges to apply in each case.
  - e. To address capacity issues and provide a greater opportunity for a motorist to find a short stay parking space by increasing charges at High Street, Haslemere; Lower Hart, Farnham; Mint Street, Godalming; North Street, Farncombe; South Street, Godalming; and Weydown Road, Haslemere
  - f. Apply a maximum stay limit of three hours to each bay reserved for use by a blue badge holder
  - g. To introduce a payment scheme that permits parking of a small (up to 14 seats) community transport vehicle or mini bus.
  - h. Remove Contract Parking Space at Queen Street to make this space more generally available. Introduce Season Tickets for use at this car park.
  - i. To increase the charge of a season ticket for use at Crown Court, Godalming; Chestnut Avenue, Haslemere; North Street, Godalming; Stocklund Square, Cranleigh; Village Way, Cranleigh; Waggon Yard, Farnham; and Weydown Road, Haslemere
  - j. Restrict the use of a Season ticket to a single car park.
  - k. To seek permission to operate a pay and display car park at Lucks Green.
  - l. Convert the area of land to a surfaced pay and display parking facility and relocate the multi use games area to a more appropriate site.
  - m. Reduce the daily and season ticket charges at Meadow car park.
  - n. To reduce the charge at this car park on a Saturday
  - o. To install a pay and display facility at Station Lane, Milford and implement a charge for parking at this car park.
  - p. Reduce the charges at Weydown Road, on a Saturday.

- q. To refurbish the car parks at Weyhill and introduce charges for both long and short stay parking.
3. agrees to the making of a new Off Street Parking Order to enable the Council adopt the new tariff structure set out in Annexe 2 with effect from February 2012 or at the earliest time thereafter.

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### Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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