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Angela Hutchings
Chief Executive

AGENDA

**Policy and Scrutiny
Committee:**

ENVIRONMENT

Date and Time:

Wednesday, 30th August 2023 at 7.00 pm

Venue:

Council Chamber

Membership:

**Councillors Thomas (Chairman), Ainsley, Campagna,
Edwards, Howlett, Lillis, J.A. Payne, Mrs J. Payne, Mrs J.
Thornton and Walter**

**Cabinet Member
attending:**

**Councillor Fuller - Environment
Councillor Savage – People & Community**

Officers attending:

**Ann Horgan - Scrutiny Officer
Trudie Bragg - Head of Environment**

Enquiries:

Loretta Hill – Ext. 2427

PART I

(Business to be taken in public)

1. Apologies

2. Members' Interests

3. Car Parking Review – Resumed

A report is attached providing all information within one report.

4. Request for an agenda item – Anglian Water and Environment Agency

A request has been made by a Member of the Committee that Anglian Water and the Environment Agency be asked to attend a meeting of the Committee to be arranged in October for plans and Actions regarding various issues at locations in the Borough.

These include Richmond Park, Canvey Lake, Ferry Road Benfleet, Danesfield Road, Saxon Close and Watlington Road

Before proceeding with arrangements for the meeting and so that Members will have information for consideration before the meeting, a request will be made to Anglian Water and the Environment Agency for responses to the matters raised in advance to inform the meeting.

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AGENDA ITEM NO. 3

**Policy Scrutiny
Committee Meeting:**

Environment

Date:

30th August 2023

Subject:

Car Parking Review

1. Purpose of Report

To present all papers circulated for the review in one place.

2. Background

Consideration of this review was deferred at the meeting held on 16th August 2023 to allow time to consider information presented at the meeting.

The Committee is reminded that key objectives of the previous review were:

- Ensure the provision of well-maintained and safe off-street parking facilities through improved asset management arrangements;
- Ensure a consistent charging regime is in place which is affordable and fair;
- Support local businesses by ensuring that Council operated car parks are being used for their intended purpose;
- Ensure suitable conditions are in place to control usage of Council operated car parks;
- Realise maximum benefit from the Council's car parking assets and to recognise their potential for development as brown field sites;
- Ease traffic congestion by ensuring that off-street parking provision and controls align with on- street parking availability and controls;
- Provide effective and targeted parking enforcement; and
- Effectively promote Council operated car parking provision in the borough.

Since the original meeting, the Local MP has written to the Leader of the Council and Chief Executive to consider adjustments to the charging regime at Rectory Road Hadleigh and Oak Road Canvey Island to assist local businesses.

3. Proposal

To assist the Committee's consideration all papers circulated are attached in one place:

- Report to Cabinet in March 2023 which scopes the background.
<..\\Agendas\\Environment PSC\\16.08.23 - Car Parking Review\\AI7 Off Street parking Review.doc>

'Having regard to the need to amend the existing Off-Street Parking Order, the Council's financial position and pending financial gap in future years, concerns about the capacity of car parking provision at Thorney Bay car park

and Waterside Leisure Centre, growth in cashless payments, the need for the Council to derive maximum benefit from its assets and the length of time since the last extensive review it is felt timely that the Council revisits and reviews its off-street parking policy.'

- Background Charging information
[..\Agendas\Environment PSC\16.08.23 - Car Parking Review\CAR PARK CHARGES.docx](#)..[\Agendas\Environment PSC\16.08.23 - Car Parking Review\Benchmarking 23-24.xlsx](#)
- Presentation to Committee
[..\Agendas\Environment PSC\16.08.23 - Car Parking Review\Car park review 1.pptx](#)

4. Financial implications

To be addressed by the review.

5. Legal Implications

Formal processes will need to be undertaken to give effect to changes to the off-street parking places order.

6. Human Resources & Equality Implications

None to be addressed by this report.

7. Links to Council's priorities and objectives

This proposal links with the Council's Environment and People priorities.

8. Timescale for implementation and risk factors

A report is due to be made to Cabinet in September so that the amendments can be made to the off – street parking places order to incorporate the Knightswick car park and any other changes be factored into the Council's budget setting process.

Recommendation:

To review the Council's car parking policy and recommend any changes to Cabinet.

Report author:

CABINET

15th MARCH 2023

Subject: Off Street Parking Review

Cabinet Member: Councillor Fuller - Environment

1. Purpose of Report

To advise the Cabinet of the need to review the Council's off-street parking policy and to task the Environment Policy and Scrutiny Committee with reviewing the current arrangements and reporting back to Cabinet with its recommendations.

2. Links to Council's Priorities and Objectives

This proposal links with the Council's Environment and People priorities.

3. Recommendations

That Cabinet endorses the need to review the Council's off-street parking policy and tasks the Environment Policy and Scrutiny Committee with reviewing the current policy and reporting back to Cabinet with its recommendations.

4. Background

The Council owns and operates a number of car parking facilities throughout the Borough.

Since 1 April 2011 on-street parking enforcement has been managed by the South Essex Parking Partnership with Chelmsford City Council acting as the lead authority. Chelmsford City Council also undertakes off street parking enforcement for this Council through a separate Service Level Agreement.

An extensive review of the operation and management of the Council's car parks was undertaken during 2012/13.

The review sought to ensure a more proactive and consistent approach to the management of the Council's off-street car parks which would ensure that maximum benefit was derived from these facilities.

The key objectives were to:

- Ensure the provision of well-maintained and safe off-street parking facilities through improved asset management arrangements;
- Ensure a consistent charging regime is in place which is affordable and fair;
- Support local businesses by ensuring that Council operated car parks are being used for their intended purpose;
- Ensure suitable conditions are in place to control usage of Council operated car parks;
- Realise maximum benefit from the Council's car parking assets and to recognise their potential for development as brown field sites;
- Ease traffic congestion by ensuring that off-street parking provision and controls align with on- street parking availability and controls;
- Provide effective and targeted parking enforcement; and
- Effectively promote Council operated car parking provision in the borough.

Five key types of car parks based on intended usage were identified. Namely these were;

- Town Centre Short Stay
- Long Stay
- Seasonal
- Commuter
- Council Facility

Each of the Council operated car parking facilities were placed in one of these categories and a consistent charging policy applied to the car parks in each of the five categories.

Restricted waiting was introduced in short stay town centre car parks to help improve turnaround and footfall which is beneficial to local businesses. Charges were introduced for parking in short stay town centre car parks but car parking on Saturdays and Sundays remained free.

Free long stay car parking remained available in Hadleigh, Benfleet and Canvey Island with free short stay parking available at Thundersley.

The additional income from the new charges was used to improve car parks which had fallen into a poor state of repair.

The significant investment in resurfacing and upgrading works resulted in six car parks receiving the Park Mark Safer Parking award and Waterside Farm Car Park receiving Disabled Parking Accreditation.

Disabled parking across the borough remained free with the exception of the School Lane car park,

There have subsequently been a number of ad hoc changes such as the introduction of year-round charging at the seafront car parks, pay by phone

option, and various schemes introduced to address school pick up and drop off issues.

Car parking charges have been reviewed and increased every two to three years.

The soon to be installed electric charging points at the Labworth Car Park will necessitate a change to the Council's off-street parking order to ensure the bays are kept available for their intended purpose.

Having regard to the need to amend the existing Off-Street Parking Order, the Council's financial position and pending financial gap in future years, concerns about the capacity of car parking provision at Thorney Bay car park and Waterside Leisure Centre, growth in cashless payments, the need for the Council to derive maximum benefit from its assets and the length of time since the last extensive review it is felt timely that the Council revisits and reviews its off-street parking policy.

It is proposed that the Environment Policy and Scrutiny Committee is tasked with reviewing the policy and reporting back to Cabinet with its recommendations.

5. Corporate Implications

(a) Financial Implications

None associated with this report.

(b) Legal Implications

The Off-Street Parking Order will need to be amended to reflect any operational and policy changes so that it remains fit for purpose.

(c) Human Resources and Equality Implications

None associated with this report, the review will be undertaken using the existing staff resource.

(d) IT and Asset Management Implications

None

7. Timescale for implementation and Risk Factors

It is intended that the review will be completed by within six months so that any financial implications can be incorporated into the 2024/25 budget setting process.

Background Papers

None

Report Author:

Trudie Bragg, Head of Environment

| CAR PARK CHARGES | VAT RATE | Charge 23/24 Ex VAT | Charge 23/24 Inc VAT |
|---|-----------------|---------------------------------|--|
| Hart Road/Dark Lane Car Park Maximum stay 3 hours, no return with 2 hours | | Free | Free |
| Essex Way Car Park Charging period: Monday – Friday 9.00 a.m. – 5.00 p.m. (excluding Bank Holidays), max stay 3 hours, no return within 2 hours Monday-Friday: 1 hour Monday-Friday: 2 hours Monday-Friday: 3 hours Saturdays | S S S | £0.83 £1.33 £2.50 Free | £1.00 £1.60 £3.00 Free NB Blue badge holders free for up to 3 hours on any day |
| Richmond Avenue Car Park Max. waiting 16 hours | | Free | Free |
| Richmond Hall Car Park Charging period: Monday – Friday 9.30 a.m. – 3.00 p.m. and 4.00 – 6.00 p.m. (excluding Bank Holidays), max stay 3 hours Monday-Friday: 1 hour Monday-Friday: 2 hours Monday-Friday: 3 hours Saturdays | S S S | £0.83 £1.33 £2.50 Free | £1.00 £1.60 £3.00 Free NB Blue badge holders free for up to 3 hours on any day |
| School Lane Car Park (Short stay on next page) Charging period (long stay spaces): Monday – Sunday | | | |

| CAR PARK CHARGES | VAT RATE | Charge 23/24 Ex VAT | Charge 23/24 Inc VAT |
|---|----------|---------------------|---|
| 9.00 a.m. – 5.00 p.m. (excluding Bank Holidays), No waiting restriction for long stay | S | £5.42 | £6.50 |
| | S | £2.92 | £3.50 |
| Daily charge (Monday – Friday, no exemption for blue badge holders) Daily charge (Saturdays/Sundays), no exemption for blue badge holders) | | | |
| School Lane Car Park (continued) Charging period (Designated short stay spaces): Monday – Sunday 9.00 a.m. – 5.00 p.m. (excluding Bank Holidays), max stay 3 hours, no return within 2 hours, no exemption for blue badge holders | S | £0.83 | £1.00 |
| | S | £1.33 | £1.60 |
| | S | £2.50 | £3.00 |
| Monday-Sunday: 1 hour | N | £246.00 | £246.00 |
| Monday-Sunday: 2 hours | | | |
| Monday-Sunday: 3 hours | N | £866.00 | £866.00 |
| Annual resident parking permit for eligible properties (one per household) | | | |
| Annual season ticket (doctor's surgery only) | | | |
| Rectory Road Car Charging period: Monday – Friday 9.00 a.m. – 6.00 p.m. (excluding Bank Holidays), max stay 3 hours, no return within 2 hours Monday-Friday: 1 hour Monday-Friday: 2 hours Monday-Friday: 3 hours Saturdays | S | £0.83 | £1.00 |
| | S | £1.33 | £1.60 |
| | S | £2.50 | £3.00 |
| | | Free | Free |
| | | | NB Blue badge holders free for up to 3 hours on any day |
| Labworth Car Park Charging period: Monday – Sunday throughout the year 9.00 a.m.- 7.00 p.m. (including Bank Holidays), max stay 16 hours | | | |
| | S | £0.83 | £1.00 |
| 1 hour | S | £1.33 | £1.60 |

| CAR PARK CHARGES | VAT RATE | Charge 23/24 Ex VAT | Charge 23/24 Inc VAT |
|--|------------------|----------------------------------|--|
| 2 hours 3 hours >3 hours Annual permit | S S S | £2.50 £4.17 £152.67 | £3.00 £5.00 £182.00 NB Blue badge holders free for up to 16 hours on any day |
| Lubbins Car Park Charging period: Monday – Sunday throughout the year, 9.00 a.m.- 7.00 p.m. (including Bank Holidays), max stay 16 hours 1 hour 2 hours 3 hours >3 hours | S S S S | £0.83 £1.33 £2.50 £4.17 | £1.00 £1.60 £3.00 £5.00 NB Blue badge holders free for up to 16 hours on any day |
| Thorney Bay Charging period: Monday – Sunday throughout the year 9.00 a.m.- 7.00 p.m. (including Bank Holidays), no max stay 1 hour 2 hours 3 hours >3 hours | S S S S | £0.83 £1.33 £2.50 £4.17 | £1.00 £1.60 £3.00 £5.00 NB Blue badge holders free |
| Oak Road Car Park | | | |

| CAR PARK CHARGES | VAT RATE | Charge 23/24 Ex VAT | Charge 23/24 Inc VAT |
|--|------------------|---------------------------------|--|
| Charging period: Monday – Friday 9.00 a.m. – 6.00 p.m. (excluding Bank Holidays), max stay 3 hours, no return within 2 hours Monday-Friday: 1 hour Monday-Friday: 2 hours Monday-Friday: 3 hours Saturdays | S S S S | £0.83 £1.33 £2.50 Free | £1.00 £1.60 £3.00 Free NB Blue badge holders free for up to 3 hours on any day |
| Waterside Farm Leisure Centre Max stay 4 hours | | Free | Free |
| Homestead Road Max stay 24 hours | | Free | Free |
| Castle Lane Car Park Max stay 24 hours | | Free | Free |
| The Paddocks, Canvey Island Tewkes Hall, Canvey Island King Georges Playing Field, Canvey Island Canvey Heights (limited car parking) Woodside Park and Pavilion, Thundersley Council offices/Runnymede Pool and Hall, Kiln Road, Thundersley John H Burrows main car park, Hadleigh John H Burrows small car park, Hadleigh Smallgains, Canvey Island Brook Road Bowls Club, Benfleet Brook Road Pavilion, Benfleet Maximum stay 24 hours | | Free | Free |
| Off-Street Car Parking FPN Charges* | N | £50 - £70 | £50 - £70 |
| On-Street Car Parking FPN Charges* | N | £50 - £70 | £50 - £70 |
| *If paid within 14 days these amounts reduce by 50% | | | |
| On street resident's parking permit (annual) | N | £52.00 | £52.00 |

| CAR PARK CHARGES | VAT RATE | Charge 23/24 Ex VAT | Charge 23/24 Inc VAT |
|--|---------------------|------------------------------------|-------------------------------------|
| On street visitor parking (10 tickets x 4 hours) | N | £5.00 | £5.00 |
| On street visitor parking (10 tickets x 1 hour) | N | £3.00 | £3.00 |

| BASILDON | |
|--------------------------------------|-------|
| | |
| Charging period 24/7 | |
| | |
| Up to 1 hour | £0.90 |
| Up to 2 hours | £1.40 |
| Up to 3 hours | £2.70 |
| Up to 4 hours | £3.00 |
| Up to 5 hours | £3.50 |
| 5 plus hours | £5.00 |
| Night parking (8.00 p.m - 6.00 a.m.) | £2.00 |

| MALDON | |
|--|-------|
| | |
| Charging period Mon - Sat 8.00 a.m. - 5.00 p.m. | |
| Up to 1 hour | £1.20 |
| Up to 2 hours | £1.60 |
| Up to 3 hours | £2.20 |
| Up to 4 hours | £4.10 |
| Over 4 hours | £9.70 |
| | |
| Charging period weekdays and Sat. evenings 5.00 p.m. -10.00 p.m. | £1.70 |
| Charging period Sundays 8.00 a.m. - 10.00 p.m. | £1.70 |

| ROCHFORD | |
|---|-------|
| Charging period 7.00 a.m. - 7.00 p.m. Mon- Fri, 7.00 a.m. - 1.00 p.m. Sat | |
| Up to 30 mins | £0.70 |
| Up to 1 hr | £1.20 |
| Up to 2 hours | £2.00 |
| Up to 3 hours | £2.90 |
| Up to 4 hours | £3.70 |
| Up to 5 hours | £4.00 |
| All day | £5.50 |

| CASTLE POINT | |
|--|-------|
| Seafront car parks charging period 9.00 a.m. - 7.00 p.m. everyday including Bank Holidays | |
| Up to 1 hour | £1.00 |
| Up to 2 hours | £1.60 |
| Up to 3 hours | £3.00 |
| > 3 hours | £5.00 |
| Town Centre Short Stay car parks charging period Mon - Fri 9.00 a.m. - 6.00 p.m. | |
| Up to 1 hour | £1.00 |
| Up to 2 hours | £1.60 |
| Up to 3 hours | £3.00 |
| School Lane Commuter car park long stay 9.00 a.m. - 5.00 p.m. excl. Bank Holidays, no exemption for blue badge holders | |
| Daily charge Mon - Fri | £6.50 |
| Daily charge Sat and Sun | £3.50 |
| School Lane Short Stay charging period Mon - Fri 9.00 a.m. - 5.00 p.m. (no exemption for blue badge holders?) | |
| Up to 1 hour | £1.00 |
| Up to 2 hours | £1.60 |
| Up to 3 hours | £3.00 |
| Knightswick Shopping Centre | |
| Charges apply Monday - Saturday 8.00 -20.00 (21.00 On Thursdays and Fridays) | |
| Up to 1 hour | £0.30 |
| Up to 2 hours | £0.50 |
| Up to 3 hours | £0.60 |
| Up to 4 hours | £0.80 |

| | |
|---------------|--------|
| Up to 5 hours | £1.50 |
| Over 5 hours | £10.00 |

| SOUTHEND | | |
|--|--------------------|-----------------------|
| Sea front Charging period 8.00 a.m. - 6.00 p.m. everyday (7.30 a.m. - 9.15 pm at seafront). N.B. Sothend pass (£10 per month) can be used for up to 3 hours per day at any car park | | |
| | Seafront car parks | City Centre car parks |
| Up to 1 hour | £2.80 | 1.10 |
| Up to 2 hours | £5.50 | 2.20 |
| Up to 3 hours | £8.30 | 3.30 |
| Up to 4 hours | £11.00 | 4.40 |
| Up to 5 hours | £13.80 | 5.50 |
| Up to 6 hours | £16.50 | 6.60 |
| Up to 10 hours | £19.30 | 13.20 |

| BENFLEET STATION C2C | |
|--|-----------|
| Up to 10.00 a.m. spaces reserved for season ticket holders | |
| Up to 1 hour | £1.00 |
| Up to 2 hours | £2.00 |
| Up to 3 hours | £3.00 |
| Rail peak weekday | £6.40 |
| Rail off peak weekday | £4.50 |
| Bank Holiday | £3.60 |
| Weekend daily rate | £3.60 |
| Disabled | Free |
| Weekly rail user | £32.00 |
| Premier season ticket | £1,675.00 |

| Movie Starr, Eastern Esplanade | |
|---------------------------------------|-------|
| Up to 30 minutes | £0.50 |
| Up to 1 hour | £1.00 |
| Up to 2 hours | £2.00 |
| Up to 3 hours | £2.80 |
| Up to 4 hours | £3.50 |
| Max. 8.00 am - 6.00 pm | £4.00 |
| Overnight 6.00 pm - 8.00 am | £3.00 |