

End suspension of parking charges in Camberley Town Centre and introduction of 'Parking Subsidy' Season Ticket

Summary

On 23 March 2020 the Government announced a period of lockdown in response to the Covid-19 pandemic. On 26 March 2020, under COVID-19 delegated authority, Surrey Heath Borough Council temporarily suspended parking charges across the borough to enable easy access for all customers to essential shops and pharmacies.

The Government is now relaxing the lockdown restrictions and some non-essential shops are opening from 15 June 2020. To allow the town time to adjust to new COVID19 measure, the temporary suspension of parking charges in Camberley town will not be lifted until 13 July 2020.

In addition it is proposed to introduce a 'Parking Subsidy' Season Ticket for all car parks, excluding Main Square multi-storey car park, to provide a low cost parking alternative for essential retail and service employees.

Portfolio: Business & Transformation

Date Portfolio Holder consulted: 10 June 2020

Wards Affected: All

Recommendation

The Executive is advised to RESOLVE that

- (i) the temporary suspension of parking charges in Camberley town centre be lifted on 13 July 2020;
- (ii) the 1 Hour free parking at Knoll Road Car Park introduced pre-lockdown to support the town during the High Street refurbishment works be reintroduced;
- (iii) parking charges remain suspended in the rural car parks beyond 13 July 2020;
- (iv) a 'Parking Subsidy' Season Ticket be introduced for a 12 month period at £10 per month on 13 July 2020 or as is practicable after this date;
- (v) the criteria and eligibility for this Season Ticket be as set out at Annex 2 to this report;
- (vi) the 'Parking Subsidy' Season Ticket be reviewed after 12 months; and
- (vii) the 'Parking Subsidy' Season Ticket be advertised in the local paper, on-line and in each car park affected as required by the Road Traffic Regulation Act 1984 and notify the public of items (i) and (ii) as part of the notice.

1. Resource Implications

- 1.1 The provision of free parking during the Covid-19 lockdown has reduced the Council's income significantly by approximately £4,000 per day (based on pre-Covid 19 footfall levels).
- 1.2 The lifting of the temporary suspension of parking charges in Camberley town centre car parks will allow the Council to receive a modest amount of income of circa £1,000 per day, based on 25% of previous demand.
- 1.3 The 1 hour free parking provided at Knoll Road car park to support the town centre during the High Street works will also be re-instated.
- 1.4 The provision of a Parking Subsidy Permit Season Ticket at £120 per annum or £10 per month will provide cheap parking for low paid workers and increase the use of Knoll Road car park. This will be limited to 150 permits.
- 1.5 There is a cost of advertising the Notice of Change and Notice of Making in the local paper of approximately £3,000 which will be funded through Parking Services budget.

2. Key Issues

- 2.1 The Government announced a nationwide lockdown on 23 March 2020 which affected the free movement of people and closing all but essential shops, such as supermarkets and pharmacies as well as imposing strict working conditions on all offices and business.
- 2.2 Customer numbers in car parks across the borough reduced by 90% and on 26 March 2020 SHBC made the decision to temporarily suspend parking charges in all car parks across the borough.
- 2.3 Due to lack of demand and to reduce running costs and the risk of vandalism, Knoll Road multi-storey car park was closed and all residual Season Ticket holders were moved to Main Square multi-storey car park.
- 2.4 At the start of the lockdown the peak occupancy in Main Square multi storey car park was 50 vehicles (capacity is 770 vehicles). With the easing of restrictions occupancy is approximately between 150 to 190 cars per day.
- 2.5 Further easing of the restrictions will take place on 15 June 2020, when non-essential businesses are allowed to open. The Square Shopping Centre estimates that it will be operating at approximately 1/3 capacity.
- 2.6 Lifting the temporary suspension of parking charges on 13 July 2020 will provide an additional four weeks' of free town centre parking

following the easing of restrictions on 15 June 2020.

- 2.7 All previous town centre Season Ticket holders will be contacted and informed of the date that parking charges will resume. This will give those previous customers enough time to organise new Season Tickets for staff who have or who will return to work in Camberley town centre.
- 2.8 A large number of customers parking in Main Square car park will be low paid shop workers who will be displaced when parking charges are introduced.
- 2.9 To provide low cost parking for these customer and to reduce demand for public transport it is proposed to introduce a Parking Subsidy Season Ticket costing £120 per year, payable in full or £10 per month on a rolling basis. Payment will be by direct debit initially, but will move to an online system to reduce the administrative workload. Details of how the scheme will work is at Annex 2.
- 2.10 Government instructions to local authorities is to give NHS and carers free parking. This will be managed by Parking Services. NHS workers will be able to email Parking Services using their NHS email addresses and carers will need to get their employers to email Parking Services their details.
- 2.11 All shops and businesses in the town centre and in The Square will be required to maintain social distancing so will be restricting the number of customers allow in their premises.
- 2.12 These measures could cause customers to spend some time queuing as part of their visit to Camberley town centre.
- 2.13 It is not known if or for how long customers could spend in queues. Parking Services have the ability to increase the grace period from the standard 10 minutes to 20 minutes or 30 minutes to off-set any potential resentment customers may feel for being charged to stand in queues.
- 2.14 Parking Services will be able to monitor parking patterns and compare occupancy and length of stays to previous patterns.
- 2.15 Customers will have to touch the screen on the pay stations to enter their vehicle registration number. Hand sanitiser dispensers will be provided at appropriate locations to ensure customers can sanitise their hands after use.
- 2.16 A comprehensive cleaning plan is in place to clean the pay stations regularly along with all other touch points throughout both multi-storey car parks.

3. Options

3.1 The Executive has the options to:

- (i) approve the re-introduction of parking charges in Camberley town centre as shown in Annex 1.
- (ii) approve the re-introduction of 1 Hour free parking at Knoll Road Car Park.
- (iii) approve the continued suspension of parking charges in the pay and display car parks across the borough as shown in appendix 1
- (iv) approve the introduction and advertising of the Parking Subsidy Season Ticket as shown in Annex 2
- (v) amend the recommendations in this report
- (vi) reject the recommendations in this report

4. Proposals

4.1 It is proposed that the Executive:

- (i) approve the suggested reintroduction of charging in Camberley town centre
- (ii) approve the re-introduction of 1 Hour free parking at Knoll Road Car Park.
- (iii) agree the continued suspension of parking charges in the pay and display car parks across the borough
- (iv) agree the introduction of a 'Parking Subsidy' Season Ticket is introduced at £10 per month on 13 July 2020 or as is practicable after this date and advertise the changes

5. Supporting Information

5.1 The Square shopping centre will be operating at 1/3 capacity, however, many offices will still remain closed after 15 June 2020. Therefore, it is anticipated that demand for parking will only be 25% of pre-lockdown levels

6. Corporate Objectives And Key Priorities

6.1 Place: Delivering an improved Camberley Town Centre for the benefit of the Borough.

7. Policy Framework

7.1 This proposal supports Council Recovery Plan..

8. Legal Issues

8.1 The introduction of the Parking Subsidy Season Ticket will require a Notice of Variation giving 21 days' notice of the variation and Notice of Making to be published in accordance with the Road Traffic Regulation Act 1984 and be placed in each affected car park.

9. Sustainability

9.1 Parking charges need to re-instated sensitively across the borough starting in Camberley where there is greatest demand for parking.

10. Risk Management

10.1 There is a risk of adverse reaction from public users and the Town Centre interests to the re-introduction of charges. However, the re-instatement of 1 hour free parking at Knoll Road Multi-story and the Parking Subsidy Season Ticket will assist in providing low cost parking yet maintain income for the council.

11. Community Safety

11.1 There are no community safety issues.

12. Equalities

13. An Equality Impact Assessment is being undertaken and any outcomes from this Assessment will be reported to the meeting.

14. Consultation

14.1 Information signs will be erected in each multi-storey advising the public that charges will be back in place on the given day and this information will be shared on line and on social media.

14.2 Legal notices will be advertised as required, erected in each car park affected and on the councils website informing the public of the proposed new Parking Subsidy Season Ticket.

15. PR and Marketing

15.1 The Council will be re-introducing parking charges in Camberley town centre but not in the outer areas as we continue with our recovery plan. The new Parking Subsidy Season Ticket has been introduced to provide a cheap alternative to public transport for low paid workers.

Annexes	Annex 1 – Re-introduction of Parking Charges Annex 2 – Details of the Parking Subsidy Season Ticket
Background Papers	None
Author/Contact Details	Eugene Leal – Parking Services Manager Eugene.leal@surreyheath.gov.uk
Head of Service	Daniel Harrison - Executive Head of Business

Consultations, Implications and Issues Addressed

Resources	Required	Consulted
Revenue	<input type="checkbox"/>	<input type="checkbox"/>
Capital		
Human Resources	<input type="checkbox"/>	
Asset Management		
IT		
Other Issues	Required	Consulted
Corporate Objectives & Key Priorities	<input type="checkbox"/>	<input type="checkbox"/>
Policy Framework		
Legal	<input type="checkbox"/>	<input type="checkbox"/>
Governance		
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>
Equalities Impact Assessment	<input type="checkbox"/>	<input type="checkbox"/>
Community Safety		
Human Rights		
Consultation		
P R & Marketing	<input type="checkbox"/>	<input type="checkbox"/>

Annex 1: Re-introduction of parking charges

Main Square multi-storey car park

Category of Charge	Charges
Up to 2 Hours	£1.80
Up to 3 Hours	£2.30
Up to 4 Hours	£3.50
Up to 6 Hours	£5.00
Up to 10 Hours	£7.00
Evenings after 6pm until 8am the following day	£2.00
Sundays or Bank Holidays	£1.50
12 months Season Ticket	£995.00
6 month Season Ticket	£575.00
3 month Season Ticket	£290.00

Knoll Road multi-storey car park

Category of Charge	Charge
Up to 1 Hour	FREE
Up to 2 Hours	£1.50
Up to 3 Hours	£2.00
Up to 4 Hours	£3.00
Up to 6 Hours	£4.00
Up to 10 Hours	£4.00
Sunday and Bank Holidays	£1.50
Evenings after 6pm (Monday to Saturday)	£1.50
12 months Season Ticket	£825.00
6 month Season Ticket	£475.00
3 month Season Ticket	£240.00
12 months Parking Subsidy Season Ticket (£10 per month by direct debit)	£120.00

Pay and Display Car Parks – FREE

Bagshot car park, Chobham car park, Burrell Road car park, Watchetts Road car park and Yorktown car park

The 12 months Parking Subsidy Workers Season Ticket (£10 per month by direct

debit) will be available in the pay and display car parks when appropriate.

Annex 2: Parking Subsidy Season Ticket

The Parking Subsidy Season Ticket enables lower paid staff who commute to work in shops or offices across Surrey Heath to apply for a discounted parking Season Ticket.

Parking Subsidy Season Tickets will apply to park in a specific car park and each car park will have a maximum limit to ensure the availability of parking for daily customers and other Season Ticket holders.

Qualifying Criteria

To be eligible for the Parking Subsidy Season Ticket, applicants must:

- work in either a commercial centre as defined by the maps in Appendix 1.
- drive a minimum of 2 miles for their place of residence to their place of work
- earn less than the National Living Wage plus 10% per hour. This is currently £8.72 per hour + 10% gives an hourly rate of £9.59. Should earnings increase above this figure the person will no longer be eligible for the Season Ticket.

Required Documents:

Proof of Earnings. Acceptable documents include:

- Copy of payslips
- A letter on headed paper from your employer stating the hourly rate which you are paid and place of work
- A copy of contract of employment

Proof of Residence. Acceptable documents include:

- A recent utility bill, bank statement or payslip no more than 3 months old (electricity, gas, landline phone, water bill)
- Benefit Award Statement, Tenancy Agreement or letter from your landlord confirming your tenancy

Photocopies and online downloads of the above will be accepted.

Cost

150 Season Tickets are available across the borough at a price of £120 each per annum or £10 each month payable by direct debit on a first come first served basis.

The season ticket will be issued for a specific car park and made available on a pro-rata basis based on the spaces available in each car park

Main Square multi-storey car park –	Not available	Pro rata space
Knoll Road multi-storey car park	606 spaces	85 Season Tickets
Bagshot pay and display car park	95 spaces	15 Season Tickets
Chobham pay and display car park	96 spaces	15 Season Tickets
Burrell Road pay and display car park	60 spaces	9 Season Tickets
Watchetts Road pay and display car park	36 spaces	6 Season Tickets
Yorktown pay and display car park –	137 spaces	20 Season Tickets
Total spaces and available Season Tickets	1030 spaces	150 Season Tickets