

<b>SUBJECT:</b>	<b>PARKING SERVICES - NEW RATE FOR SCHOOL PARKING</b>
<b>DIRECTORATE:</b>	<b>COMMUNITIES AND ENVIRONMENT</b>
<b>REPORT AUTHOR:</b>	<b>STEVE BIRD – ASSISTANT DIRECTOR, COMMUNITIES AND STREET SCENE</b>

## **1. Purpose of Report**

- 1.1** To seek Executive approval for a new fee and charge relating to school parking.

## **2. Executive Summary**

- 2.1** The Council has received an enquiry as to the possibility of offering a special rate in its car parks for those who just want to use the car parks for short duration drop off school runs.
- 2.2** A new rate has been scoped and developed, and this report now seeks its inclusion within the Council's schedules of fees and charges.

## **3. Background**

- 3.1** The City Council has an established schedule of fees and charges for its services, including for parking services.
- 3.2** The schedule of fees and charges is reviewed annually and updated from time to time.
- 3.3** In accordance with Council Financial Procedure Rules the addition of a new fee or charge requires Executive approval, hence this report.

## **4. The Proposal**

- 4.1** Parking Services have recently received an enquiry relating to parking for those who are dropping off/picking up from schools.
- 4.2** The person contacting us identified that in some instances our car parks were within walking distance of a school, but as we charge by the hour, the rates were not encouraging for those on 'the school run'.
- 4.3** In considering this Parking Services have suggested that it would be possible to offer a special rate that could apply for short durations at specific times. The new rate would assist those seeking school parking, and thus reduce on street parking.
- 4.4** Using an uphill car park as an example and 70 days as the average basis for a term, purchase of an hour for each visit would cost £266 per term. Three terms costing £798 per year.

- 4.5** The proposal is to offer a special school loyalty permit that will permit parking only in term times, and restricted to between 0800-0900 and 1530-1630 weekdays. Those with a disabled badge will be given 0730-0930 and 1500-1700 weekdays, as they may require additional time to do the same tasks.
- 4.6** On this basis it is proposed that the new permit be charged at £105 per term, with a further discount to £299 if all three terms are purchased at the same time.
- 4.7** Purchases would be by way of direct application to the Parking Services office by individuals.
- 4.8** Refunds would be in line with existing policy, pro- rata for complete months unused, less a £5 administration charge.

## **5. Strategic Priorities**

### **5.1 Let's reduce all kinds of inequality**

This offer would be available to all schools.

### **5.2 Let's address the challenge of climate change**

Improved parking opportunities may reduce the need for those on the 'school run' to drive as far, and park on street, which can be a significant cause of congestion.

## **6. Organisational Impacts**

### **6.1 Finance**

It is not possible to be certain as to the impact of this new offer, as the level of take-up is uncertain. Within the overall context of the Parking Services income, whilst it may offer a small increase in income, it is not believed it will be significant enough to justify a change in anticipated income budgets.

### **6.2 Legal Implications including Procurement Rules**

In accordance with Council Financial Procedure Rules the addition of a new fee or charge requires Executive approval.

### **6.3 Equality, Diversity and Human Rights**

The Public Sector Equality Duty means that the Council must consider all individuals when carrying out their day-to-day work, in shaping policy, delivering services and in relation to their own employees.

It requires that public bodies have due regard to the need to:

- Eliminate discrimination
- Advance equality of opportunity
- Foster good relations between different people when carrying out their activities

This new permit will be offered openly, without restriction.

Disabled parking under this scheme will be treated as per other parking tariffs, in that they will be given twice as long.

#### **6.4 Human Resources**

There is an increased administrative burden whenever a new permitting process is introduced. It is considered that this extra work can be accommodated with the existing staff, but the workload of the section will be kept under review in the light of other services changes expected, not least in relation to expanding Resident Parking schemes, in the near future.

Should the take up be low, such that it does not justify the administrative time spent on this new permit, then the Director reserves the right, after consultation with the Portfolio Holder, to withdraw this new permit offer. This will be no sooner than after a one year trial period.

### **7. Risk Implications**

#### **7.1 Key risks associated with the preferred approach**

Time wasted on the development of a new offer than is not taken up.

### **8. Recommendation**

**8.1** That Executive support the report and agree this as a new entry in the Council's schedule of fees and charges.

**8.2** That the Director, in conjunction with the Portfolio Holder, be given delegated authority to withdraw the entry from the corporate list of fees and charges, should it prove not to be viable.

**Is this a key decision?** No

**Do the exempt information categories apply?** No

**Does Rule 15 of the Scrutiny Procedure Rules (call-in and urgency) apply?** No

**How many appendices does the report contain?** None

**List of Background Papers:** None

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