



Report to Policy Committee

**Author/Lead Officer of Report: Sabia Hanif
(Parking Services Manager)/**

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Report of: *Executive Director of Neighbourhood Services*

Report to: *Waste & Street Scene Policy Committee*

Date of Decision: *13th March 2024*

Subject: *Parking Fees & Charges 2024 – Amendment for Sunday Tariff*

Type of Equality Impact Assessment (EIA) undertaken N/a Initial Full

Insert EIA reference number and attach EIA **2581**

Has appropriate consultation/engagement taken place? Yes No

Has a Climate Impact Assessment (CIA) been undertaken? Yes No

Does the report contain confidential or exempt information? Yes No

If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-

*“The (**report/appendix**) is not for publication because it contains exempt information under Paragraph (**insert relevant paragraph number**) of Schedule 12A of the Local Government Act 1972 (as amended).”*

Purpose of Report:

This report seeks a minor amendment for the City Centre Sunday evening pay and display tariff introduced as part of a wider parking fees and charges decision at Waste and Street Scene Committee on the 14 February 2024.

Recommendations:

The Waste and Street Scene Policy Committee is recommended to approve:

- To apply the following amendment to the City Centre evening tariff on Sunday only. The evening tariff applies from 4.30pm-8.30pm
 - o Zone 1 – apply the existing rate of £1.45 per hour or £2 flat rate for more than an hour.
 - o Zone 2 and off street car parks – introduce a new rate of £1 for an hour, and £2 flat rate for more than an hour's parking.

Background Papers:

[\(Public Pack\)Item 9 Parking Fees and Charges Amended Report and Appendix A & B Agenda Supplement for Waste & Street Scene Policy Committee, 14/02/2024 10:00 \(sheffield.gov.uk\)](#)

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed.	Finance: Adrian Hart
		Legal: Richard Cannon
		Equalities & Consultation: Louise Nunn
		Climate: N/A
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	SLB member who approved submission:	<i>Ajman Ali</i>
3	Committee Chair consulted:	<i>Joe Otten</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the SLB member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Sabia Hanif</i>	Job Title: <i>Parking Services Manager</i>
	Date: 29.02.24	

1. **Background**

1.1 On 14th February 2024 the Waste and Street Scene committee agreed to increase the City Centre Sunday charges as part of a stepped process to align the fees with the Monday-Saturday tariffs to. [Decision – Parking Fees and Charges | Sheffield City Council \(moderngov.co.uk\)](#). The tariff increased to £2 per hour in Zone 1 on street, and £1 per hour in zone 2 on street, as well as the off street car parks.

1.2 The decision also introduced the application of the existing Monday-Saturday evening tariff to the new Sunday charges. The evening tariff applies between 4.30 and 8.30pm and has been in place for number of years on Monday to Saturday to supports the early evening economy by providing a reduced parking rate at a time when there is lower demand for pay and display spaces.

1.3 Applying the evening charge to Sunday's new tariff in zone 2 on street, and in the off street car parks, increases the hourly rate for the first hour from £1 to £1.45. This is contrary to the objective of providing a reduced rate to users of the early evening economy. The proposal is therefore designed to rectify this inadvertent impact on the hourly charge.

1.4 **Proposal**

City Centre Sunday Pay & Display Evening charges.

- To apply the following amendment to the City Centre evening tariff on Sunday only. The evening tariff applies from 4.30pm-8.30pm
 - o Zone 1 – apply the existing rate of £1.45 per hour or £2 flat rate for more than an hour.
 - o Zone 2 and off street car parks – introduce a new rate of £1 for an hour, and £2 flat rate for more than an hour's parking.

2. **HOW DOES THIS DECISION CONTRIBUTE ?**

2.1 The operation of on and off-street parking spaces, the management of parking through the introduction of parking restrictions contribute to the effective management of traffic in the city. Traffic management through parking restrictions and their enforcement also enables the Council to help deliver its Transport Strategy published in July 2018, by investing in facilities to enable people to make informed choices about the way they travel and helping transport contribute to the social, economic and environmental improvements we want to happen in the City. Amending the Sunday tariff in Zone 2 and off street car parks will help meet the objectives of supporting the city centre early evening economy at a time where there is lower parking demand.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 The Council is not required to consult on straightforward changes to prices (and only prices) included within a tariff, but a legal notice will be published in the local newspaper giving at least 21 days' notice of the changes being implemented. Copies of the legal notice will also be posted in the car parks covered by the new tariffs.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality Implications

- 4.1.1 There are no significant Equality implications arising from this report.

4.2 Financial and Commercial Implications

- 4.2.1 There will potentially be a small loss of income for introducing the evening tariff on a Sunday. However, this decision was made at the last committee.

4.3 Legal Implications

- 4.3.1 Although the changes proposed in this report are minor amendments to a set of tariffs which have recently been approved by the Committee, the legal implications associated with their introduction are essentially the same as those associated with the approval of the tariffs originally. This is because their amendment will require the making of a legal order (a traffic order).
- 4.3.2 The same duties and powers therefore apply. Under section 35 of the Road Traffic Regulation Act 1984 ("the Act"), the Council may provide off street parking places and charge for the use of them. Further under section 45 of the Act, the Council may designate parking places on a highway and charge for the use of them including the issuing of parking permits.
- 4.3.3 Under regulations 3 and 4 of the Local Authority (Transport Charges) Regulations 1998, where the Council has designated a parking place under section 45, it may suspend the parking place and, where that is upon request, charge for the provision of this service. Also under the 1998 Regulations, where the Council has made a traffic regulation order for the regulation of traffic, it may impose a charge for the consideration of any application to suspend parking restrictions under the order. It is for the Council to decide the appropriate charge and in doing so it should have regard to the cost of providing the service. It is however not bound to set the charges at cost recovery only. The Council therefore has the power to impose parking charges in connection with the

provision of on street parking and off-street parking. It also has the power to make the proposed amendments to those charges as detailed in this report.

4.3.4 Section 122 of the Act imposes a general duty on the Council to exercise its functions under the Act to “secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway”. Collectively, these criteria may be referred to as “traffic management purposes”. In exercising these functions, the Council should have regard to, amongst other things, any other matters appearing to them to be relevant. Therefore, when exercising the function of setting parking charges, the Council is required to have regard to these traffic management purposes. The purposes as set out in this report satisfy this requirement – in short, the Council would be making amendments to charges which ordinarily act as a demand management strategy albeit only during a period of lesser demand (which includes the identified times on Sundays). This is intended to be done for the purposes of providing suitable and adequate parking, having regard to the matters which appear to the Council to be relevant (which include supporting the early evening economy in the city centre).

4.3.5 Section 55 of the Act requires the Council to keep an account of their income and expenditure in respect of designated parking places including the parking charges discussed above. In line with this requirement the Council maintains a ring-fenced account in respect of the designated parking places. Section 55(4) of the Act sets out the purposes for which any surplus income in respect of designated parking places can be used. Therefore, any surplus in income in respect of designated parking places must be used for these purposes, which include:

- Provision and maintenance of off-street parking
- Meeting costs incurred in the provision or operation of public transport.
- Highway and road improvements and maintenance
- Reducing environmental pollution
- Improving public open spaces.

4.3.6 All of these functions are carried out by the Council’s services; any surplus income in respect of designated parking places is currently utilised in accordance with section 55 of the Act to underpin the activities of the relevant service areas.

4.3.7 Decisions in relation to fees and charges must align with the medium-term financial strategy and any policies in respect of fees and charges set by the Council.

4.4 Climate Implications

4.4.1 There are no significant climate implications arising from this report.

4.5 Other Implications

4.5.1 There are no other implications

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 The Council could maintain the current evening tariffs, but, with the information available, these are not thought to be appropriate or proportionate to achieve the aims of the proposed increases.

6. REASONS FOR RECOMMENDATIONS

6.1 The tariff and fee changes approved by the Committee on 14th February 2024 will have the effect of better managing parking demand in areas and at times when demand is regularly and demonstrably outstripping supply. The Council has subsequently identified that one of the implications of this earlier decision will be to increase charges during a period in which there is lesser demand (the identified times on Sundays) and consequently the charge set is not considered commensurate with the traffic management purpose it is intended to fulfil. The proposed adjustment to the relevant charges will address that disparity.

6.2 It is therefore recommended that:

- To apply the following amendment to the City Centre evening tariff on Sunday only. The evening tariff applies from 4.30pm-8.30pm
 - o Zone 1 – apply the existing rate of £1.45 per hour or £2 flat rate for more than an hour.
 - o Zone 2 and off street car parks – introduce a new rate of £1 for an hour, and £2 flat rate for more than an hour's parking