

STRATEGIC PLANNING, SUSTAINABILITY AND TRANSPORTATION COMMITTEE

11 July 2017

Is the final decision on the recommendations in this report to be made at this meeting?

Yes

Parking Services Annual Report

Final Decision-Maker	Strategic Planning, Sustainability and Transportation Committee
Lead Head of Service	Director of Regeneration & Place
Lead Officer and Report Author	Alexander Wells, Parking Services
Classification	Public
Wards affected	All

This report makes the following recommendations to this Committee:

That the Parking Services Annual Report 2016/17, at Appendix A, be noted.

This report relates to the following corporate priorities:

- Keeping Maidstone Borough an attractive place for all –
By managing parking demand and regulating dangerous and antisocial parking.
- Securing a successful economy for Maidstone Borough –
By ensuring the free flow of traffic, easing congestion.

Timetable

Meeting	Date
Corporate Leadership Team	06/06/2017
Strategic Planning Sustainability and Transport Committee	11/07/2017

Parking Services Annual Report

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

1.1 Maidstone Borough Council has a legal responsibility to publish certain information in accordance with Department for Transport Operational Guidance and the Local Government Transparency Code.

- The Traffic management Act 2004, Operational Guidance to Local Authorities states that:

Enforcement authorities should produce an annual report about their enforcement activities within six months of the end of each financial year. The report should be published and as a minimum it should cover the financial, statistical and other data.

- Local Government Transparency Code 2015 requires the Council to:

a. Publish a breakdown of income and expenditure on the authority's parking account

b. Publish the number of marked out controlled on and off-street parking spaces within our area

1.2 The transparency given by regular and consistent reporting should help the public understand and accept the Civil Parking Enforcement process and provide information to the public on new initiatives and developments within the service.

2. INTRODUCTION AND BACKGROUND

2.1 In accordance with the requirements of The Department for Transport Operational Guidance to Local Authorities, Parking Policy and Enforcement (section 4.15/4.24) and the Local Government Transparency Code 2014 (part 2.2), Maidstone Borough Council has a responsibility to publish an Annual Report detailing on-street and off-street parking statistics.

2.2 The aim of the report (Appendix A) is to summarise what services Parking Services provide, as well as how the service operates and how well the service is performing against objectives.

2.3 The report improves accountability and transparency by providing a breakdown of income and expenditure on the Councils parking account and provides information on how any surplus has been allocated.

2.4 Monitoring service performance and financial performance allows us to continually develop the service and identify areas where services could be improved. The data also allows us to benchmark our services against other authorities.

2.5 The Annual Report also gives us the opportunity to improve the public perception of Civil Parking Enforcement activity by demonstrating continuous improvement of customer service and service efficiency.

3. NEXT STEPS

3.1 The next step is to publish the Parking Service Annual Report on the Council's webpages and provide links to agencies such as the British Parking Association and the Traffic Penalty Tribunal.

4. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>Keeping Maidstone Borough an attractive place for all by managing parking demand and regulating dangerous and antisocial parking.</p> <p>Securing a successful economy for Maidstone Borough by ensuring the free flow of traffic, reducing congestion.</p>	Jeff Kitson Parking Services Manager
Risk Management	None identified	
Financial	Financial transparency – all financial data has been reviewed and verified by a Senior Finance Officer prior to publication.	<i>Finance Team</i>
Staffing	No implications	
Legal	The proposals contained within this report meet legal requirements in relation to the Local Government Transparency Code 2015 and meets the requirements of the Traffic management Act 2004, Operational Guidance to Local Authorities	<i>Legal Team</i>
Equality Impact Needs Assessment	No detrimental impact on individuals with protected characteristics identified.	Equalities and Corporate Policy Officer
Environmental/Sustainable Development	None identified	
Community Safety	Improved public perception of service may reduce the frequency and severity of abuse	Jeff Kitson Parking

	received by Civil Enforcement Officers (CEOs) from members of the public.	Services Manger
Human Rights Act	None identified	
Procurement	None identified	
Asset Management	None identified	

5. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

- Appendix A: Parking Services Annual Report 2016/17

6. BACKGROUND PAPERS

None