

# ARUN DISTRICT COUNCIL

## REPORT TO AND DECISION OF ENVIRONMENT & NEIGHBOURHOOD SERVICES COMMITTEE ON 15 JULY 2021

**SUBJECT:** Amendment to the Council's Off-Street Car Parking Order

**REPORT AUTHOR:** Calvin Baylis

**DATE:** 16<sup>th</sup> June 2021

**EXTN:** 37649

**COMMITTEE:** Environment and Neighbourhood Services Committee

### EXECUTIVE SUMMARY:

This report asks the Environment and Neighbourhood Services Committee to agree to consult on a proposal to include in the Council's Off-Street Parking Order the parking area at the front of the Bognor Regis Town Hall.

### RECOMMENDATIONS:

The Committee is recommended to:

1. Agree that the proposed amendment to the Council's Off-Street Parking Order be put out for consultation.
2. Give delegated authority to the Group Head of Neighbourhood Services to consider the results of this consultation and review whether this amendment is to be confirmed.

### 1. BACKGROUND

- 1.1. There is a parking area at the front of the Bognor Regis Town Hall (Appendix A) which is currently outside of the scope of the Council's Off-Street Parking Order and is therefore unregulated.
- 1.2. This area is designed for drop off and pick up and short stay parking of a maximum of 20 minutes.
- 1.3. It has been noted that vehicles that are not connected to the Town Hall have been parking for long periods of time in this area although there is a large public Pay & Display car park to the rear of the Town Hall.
- 1.4. There is concern that without enforcement of the limited stay that motorists not connected to the Town Hall will continue to use this area for long term parking thus preventing the proper use of this area for short term parking. It could also make it difficult carrying out maintenance work to the front of the building.

1.5. In the past a private parking enforcement company has been used to enforce this parking area. However the Council manages a team of Parking Enforcement Officers who patrol the main car park at the rear of the Town Hall, and it would therefore be appropriate that they should also be able to enforce the parking area at the front of the Town Hall.

1.6. In order that they can carry out this enforcement the area in question has to be included in the Council's Off-Street Parking Order.

1.7. Regulation which covers the Off-Street Parking Order requires consultation on any changes to the order such as the inclusion of a new parking area not currently covered by the order. The proposed change will be advertised as public notices in the Littlehampton Gazette and the Bognor Regis Observer as well as being advertised on the internet. Notices will be displayed in the Regis Centre car park. A consultation letter will be sent to all District Councillors and bodies as listed in Appendix B inviting comments. The consultation period will last for 4 weeks from the date that the public notices are published. All responses received will then be collated and passed to the Group Head of Neighbourhood Services to consider the results of this consultation and review whether this amendment is to be confirmed.

1.8. Delegated authority has been requested because without such delegation the decision would have to wait until the next Environment and Neighbourhood Services Committee which is on the 23<sup>rd</sup> September 2021. We would not wish to delay leaving this area unenforceable and unregulated as it is likely that there will be more demand for its proper use.

**2. PROPOSAL(S):**

As shown in the recommendations

**3. OPTIONS:**

3.1 Agree to put out for consultation the proposed amendment to the Council's Off-Street Parking Order and delegate the decision to the Group Head of Neighbourhood Services.

3.2 Not to agree to put out for consultation the proposed variation to the Council's Off-Street Parking Order.

**4. CONSULTATION:**

Has consultation been undertaken with?	YES	NO
Relevant Town/Parish Council		X
Relevant District Ward Councillors		X
Other groups/persons (please specify)		X

5. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial		X
Legal	X	
Human Rights/Equality Impact Assessment		X
Community Safety including Section 17 of Crime & Disorder Act		X
Sustainability		X
Asset Management/Property/Land		X
Technology		X
Equality and Diversity		X
Climate Change		X
Other (please explain)		X

**6. IMPLICATIONS:**

Legal: Regulations which covers the Off-Street Parking Order requires consultation on any changes to the order.

**7. REASON FOR THE DECISION:**

The reason for the decision is to comply with the Council's Constitution and the regulations which cover the Council's Off-Street Parking Orders.

**8. BACKGROUND PAPERS:**

None