

Parking Strategy



'leading for tomorrow'



6 February 2009 v1.0

SURREY HEATH BOROUGH COUNCIL

Parking Strategy

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SURREY HEATH BOROUGH COUNCIL

PARKING STRATEGY

1. INTRODUCTION

- 1.1 The aim of the draft parking strategy is to provide a clear statement of how the Council wishes to deal with car parking issues in the Borough in the Short Term (In the next 2-years), Medium Term (In the next 5-years) and Long Term (In the next 10-years). It attempts to take into account previously published National, Regional and Local Parking policies and links with the Surrey Heath Community Plan, the Councils Corporate Plans 2008-2015 and the Local Development Framework. It also builds on the work carried out by Consultants, who were commissioned in October 2006 to carry out a survey of the Borough's parking provisions.
- 1.2 All designated car parks in the Borough, whether Council owned or privately owned are currently liable to pay Business Rates (NNDR) and need to be managed, insured and properly cleaned and maintained.
- 1.3 This strategy only reflects existing national legislation already enacted by Parliament. Any future changes will be reflected as part of the continuing update of this plan or dealt with as part of the financial management process.
- 1.4 Fees, Charges, VAT and general management of the car parks are not detailed in this strategy as they form part of the Executive Committee function, Council Annual Budget and Domestic Rate charges process. Currently V.A.T. is charged within SHBC owned car parks subject to parking charges.

2. THE SURREY HEATH BOROUGH COUNCIL CORPORATE PLAN 2006-2015

- 2.1 The Corporate Plan contains the Council's Vision, Values, Objectives and Key Priorities.

Vision

- 2.2 The Council's vision "**Leading For Tomorrow**" recognises that in developing policies the aim is to support sustainability for the future. The Council does not necessarily deliver all services from its own resources but works in partnership to achieve its long term aims and objectives. The Council values of quality, equality, partnership and accessibility underpin this strategy. The parking services function is shared between Surrey Heath Borough Council and Surrey County

Council. A local parking strategy will help both authorities to develop this service.

Objectives

- 2.3 The Council's objectives are:
- a. Keeping Surrey Heath a pleasant place to live, work and do business.
 - b. Promoting a buoyant and sustainable local economy,
 - c. Encouraging supportive and caring communities
 - d. Delivering services, efficiently, effectively and economically

Key Priorities 2008-2015

- 2.4 The Council has four Key Priorities one of these is:
- a. To develop and deliver with partners an improved Camberley Town Centre.

3.0. LOCAL DEVELOPMENT FRAMEWORK

- 3.1 The Parking Strategy links to the Transport theme of the Community Plan and in particular the objective "To reduce traffic congestion, improve transport links and reduce accidents" and to the relevant aspects, documents and core strategy of the LDF.
- 3.2 Within the LDF and the core strategy are:-

Transportation Assessment

- a. Surrey County Council is currently undertaking a transportation assessment looking at the overall impact of travel demand in the Borough up to 2026. This will underpin the LDF Core Strategy. It will also be a key area work for the parking strategy and assist decision making on the long term parking need for the Borough.

Camberley Town Centre Area Action Plan

- b. The Camberley Town Centre Area Action Plan (AAP) Preferred Options Paper (April 2008) forms part of the Surrey Heath Local Development Framework and sets out policies for the future development of Camberley Town Centre between 2006 and 2026. These policies are likely to involve the development of an increased amount of retail space in the town centre, which will require the provision of an increased number of parking spaces in the form of a

Multi Storey Car Park. The pedestrianisation of the High Street is also being considered which will trigger a review of the Camberley Controlled Parking Zone and a requirement for additional off street parking spaces.

4. PARKING POLICY

The following impact on the Councils parking strategy:

National Policy

4.1 National transport policy is set out in government documents such as Planning Policy Guidance Notes and their successors Planning Policy Statements. PPG 13 sets out the broad thrust of government policy objectives for transport, which are (section 4 PPG 13):

- To promote more sustainable transport choices for both people and for moving freight.
- Promote accessibility to jobs, shopping, leisure facilities and services by public transport, walking and cycling, and
- Reduce the need for travel, especially by car.

Regional Policy

4.2 The Government Office of the South East Regional policies repeats National policies on sustainability and recognises the role of Camberley as a secondary town centre.

4.3 Regional Transport Policy T7 sets out maximum planning standards for B1 (office) use at no more than 1:30 sq m and encourage the promotion of additional parking at railway stations. This will be explored further when addressing the parking needs in Frimley and Bagshot.

County Structure Plan

4.4 The County Structure plan recognises both the importance of the Blackwater Valley as a conurbation and in particular Camberley's role in Surrey as a "Major All-purpose Centre" and as one of six key town centres in Surrey. Within a hierarchy of retail importance Camberley is placed in Group 2 behind only Guildford.

4.5 The plan also states that "The need to sustain rural communities will generally override concerns about modest additional traffic ..."

4.6 On parking standards, the County Structure Plan repeats the national policy objectives regarding sustainability and the need to set maximum standards.

Local Parking Policies

- 4.7 The Local Plan 2000-2006 is currently saved and is being replaced by the Local Development Framework (LDF) process commenced in 2005. To date the only published parking standards for new development appear in Appendix 7 of the Local Plan 2000-2006. Of particular note here are those for class B1 developments, which are generally set at 1 space per 20 sq m GFA. This is 50% higher than allowed by the current Regional Planning Guidance and so clearly needs to be revisited. It is unlikely that there will be a major shift from cars during the life of this strategy and this should be reflected in any new Local Supplementary Planning documents that are developed. Care also needs to be taken that restricting parking spaces on new developments does not lead to the migration of vehicles on to residential roads.
- 4.8 The need for new standards is recognized. It is unlikely that a new Supplementary Planning Document incorporating new standards will be prepared for several years. In practice the local standards are not being used and an “on its merits” approach using Government and County guidance is currently used to inform decision making.

5.0 PARKING STRATEGY OBJECTIVES

The Council will work in partnership to achieve the 6 key objectives set out below and in more detail in Annex A

Objective 1

“To promote more sustainable transport choices and reduce the dependency on the car”

- 5.1 This objective follows national and regional policy. This will be achieved mainly through the planning process by making parking requirements for new developments more challenging and encouraging the use of travel plans. It is unlikely that the dependency on the car and demand for Parking provision and enforcement will diminish during the lifetime of this strategy. Actions to achieve this objective have been identified for the Short, Medium and Long Term.

Objective 2

“To provide suitable and sufficient “off street” parking to enable the Council to develop and deliver with partners an improved Camberley Town Centre”

- 5.2 The development and delivery of an improved Camberley Town Centre is one of the Council’s key priorities for 2008-2015. The Camberley

Town Centre Area Action Plan (AAP) Preferred Options Paper (April 2008) which forms part of the Surrey Heath Local Development Framework sets out policies for the development of Camberley Town Centre between 2006 and 2026. The first major development will be the Atrium, which was substantially completed in November 2008. The Atrium will bring important new shopping and leisure facilities, residential flats, improved pedestrianised environment on Park Street and a multi-storey car park. A number of Policies within the AAP will have an impact on car parking these include:

- a. Pedestrianisation of the High Street And St Georges Road – This will lead to the loss of 50 on-street parking places.
- b. London Road Block Allocation Site – This is a comprehensive redevelopment of the London Road Block Allocation Site which will make a significant contribution towards an enhanced retail offer of up to 41,350 sqm up to 2021. The development will include the provision of a Multi-Storey Car Park along the London Road. In order to ease traffic congestion along the London Road the development is likely to include the provision of a Park and Ride facility.
- c. Pembroke Broadway Opportunity Area – The AAP considers that the widespread redevelopment of this area would benefit its visual appearance and introduce a wider range of uses and improve the vitality of the Southern part of the Town Centre. The proposals include the replacement or redevelopment of the Main Square Multi Storey Car Park to include retail on the ground floor.
- d. Land East of Knoll Road Opportunity Area – This Policy allows this area to remain the focus for civic and community uses. The Knoll Road multi storey car park is located within this opportunity area.

- 5.3 Table 1 lists the car parks that will be available to the public following the completion of the Atrium Development. The majority of these are owned and operated by SHBC. The notable exception will be the Atrium, which will be operated and managed by the leaseholder. The car parks have been named by street to make locating them easier. The list includes the Arena Leisure Centre.

Table 1 – Public Car Parks in Camberley (including the Atrium Development)

Site	Spaces	Disabled	Comment
Princess Way (Main Square Multi Storey Car Park)	1025	36	Current entry delays at barrier at busy times to be reviewed. Credit card payment system to be introduced.
Knoll Road, Multi Store Car Park	630	11	Some open spaces can be better used for larger vehicles.
Knoll Road, Surrey Heath House Car Park	144	2	Open to public on weekends, Bank and Public Holidays
Knoll Road, Library Car Park	10	5	SCC set charges. Pay & Display – managed by SHBC.
Atrium Car Park Multi Storey Car Park	680		642 available for public
Grand Avenue Arena Car Park	220	3	Specifically for leisure centre use – better controls needed.

5.3 Current Demand and Usage

- a. The Atrium is on acquired land which comprised temporary surface car parks in Charles Street North, Charles Street South and St Mary's Road.

The temporary car park awaiting development has been replaced by the Atrium Car Park. During construction of the Atrium 2006-08 the public used multi-storey car parks at Main Square and Knoll Road. An average additional 13,768 trips per month were made to Princess Way (Main Square) and an additional 6045 trips per month to Knoll Road.

- b. As part of a Camberley Town Centre Transport Study – Stage 2: Desktop Review conducted by Surrey County Council Transport Study Team surveys were undertaken at the Knoll Road and Princess Way (Main Square) car parks on Friday 25th April 2008 and Saturday 26th April 2008. The results of the survey are illustrated in Table 2. This survey shows that despite the temporary displacement of traffic to Princess Way (Main Square) and Knoll Road Multi Storey car parks there was still a large amount of capacity in both car parks during the week and at weekends. There is therefore currently more than adequate off street parking provision in Camberley Town Centre. This will need to be reviewed once the Atrium Car Park has opened.

	Knoll Road	Main Square
Capacity	630	1025
Friday Maximum Utilisation	49%	67%
Friday Maximum Utilisation Time	11.30	12.15
Saturday Maximum Utiliisation	38%	74%
Saturday Maximum Utilisation Time	11.45	11.30

Table 2: Car Park Utilisation Established From April 2008 Surveys

5.4 Construction and Design

- a. The Princess Way (Main Square) Multi-Storey car park was constructed in the mid 1970's. A structural survey was commissioned in March 2006. The report concluded that at that time it had a 20-year life remaining. During the life time of this strategy plans will need to be developed for its replacement on the same site or an alternative site. An options appraisal has been commissioned to determine whether it should be sold to a third party or retained.
 - b. The Princess Way (Main Square) and Knoll Road multi storey car parks will both be affected by development proposals for Camberley Town Centre as described in the AAP. However, these are unlikely to take place within the next 4-5 years. In order to make both car parks more "customer friendly", safe and secure in the interim period a programme of improvements will be carried out commensurate with the life of the car park.
- 5.5 Camberley Town Centre now has a vibrant nightlife, which is likely to become greater with the opening of the Atrium. The parking strategy recognises this and the role it has to play in providing safe and secure night-time parking. In order to fund a permanent presence of Civil Enforcement Officers and Security staff at night a 24-hour charging scheme has been introduced. Night time charging is operated in the Atrium car park. Night time charging in the Princess Way (Main Square) car park will ensure that a balance is maintained between the car parks. Care will be taken to ensure that this does not lead to unreasonable on street parking obstruction.
- 5.6 As parking will be a significant factor in the future development of Camberley Town Centre a separate and comprehensive parking strategy needs to be developed for the Town Centre. This will include capacity, design and location of additional car parks identified in the AAP and support documents.

There will be many changes to vehicles, their fuels, physical sizes and pollution emissions over the next decade and these will be reflected in the emerging plan. Whilst Quadra cycles are unlikely to be significant in Surrey Heath, hybrid cars and electric versions of main stream small cars are likely. Electric charging and top up points will be considered, based on demand. Smaller cars could free up space to alter parking layouts.

Objective 3

“To provide suitable and sufficient “off street” parking in the villages and non-Camberley urban areas to enable the Council to promote a buoyant and sustainable local economy”

- 5.7 To promote a buoyant and sustainable local economy is one of the Council’s objectives. A buoyant and sustainable local economy relies to a large extent on good transportation links and the provision of adequate parking provision both on street and off street. The majority of the car parks out of town are free of charge the only exception being York Town Car Park which could be seen as part of Camberley.
- 5.8 In 2007/2008 the cost to the Council for the provision of “free” car parks was £98,246. This was mainly made up from Business Rates (NNDR) at £43,276 and Cleaning at £52,200. The expenditure was met from income raised from the Camberley centre car parks, including York Town.
- 5.9 A free car park will encourage shoppers and workers to the villages and settlements outside Camberley and so help the local economy. However, being free there is no incentive for motorists to use other more sustainable forms of transport. Most of the car parks fill up quickly by workers so they are not available for use by shoppers who may wish to use the car park for short stays. The balance between short stay and long stay parking and the prevention of migration of motorists into residential roads is critical in achieving this objective.
- 5.10 It is proposed that all Council owned car parks will be considered to be included in off street parking orders to allow for proper control of spaces to meet the objectives.

Annex () Schedule 8 – off street car parks.

Annex () Schedule of car parking spaces not owned by SHBC but available for public parking or within SHBC off street parking control.

- 5.11 Table 3, lists the car parks currently open to the public outside of Camberley Town Centre. The majority of these are owned and managed by the Council. The “comments” column indicates those in private ownership. The list includes the car parks in the Country Parks and Recreation Grounds managed by Arts and Leisure Services.

Table 3 – Public Car Parks in Surrey Heath (Outside Camberley Town Centre)

Ward	Site	Spaces	Disabled	Comments
St Michaels	York Town Car Park	126	8	Pay and Display (Monday – Friday) – Facility for Park and Ride
Watchetts	Watchetts Road	37	2	
Watchetts	Watchetts Recreation Ground	45		Leisure Services
Watchetts	Crabtree Recreation Ground	15		Leisure Services
Watchetts	Watchmoor Reserve	30		Leisure Services
Watchetts	Wilton Road	80	4	Used by Wilton Road Bowling Club
West End	Turf Hill	6		Leisure Services
Park Side	Prior Road, Camberley	22	Nil	This is mainly used by parents dropping off and collecting children to and from Prior Heath School. It is also an extensive recycling site.
Park Side	Southcote Park	25		Leisure Services
Frimley	Burrell Road Frimley	51	4	20 spaces to be designated short stay only (up to 2 hours) to assist short term parking and visits to the doctors surgery.
(Private) Frimley	Car Park rear of Parade, Frimley	60	Nil	In Private ownership. Free up to 2 hours. Pay and Display tariff up to 5 hours. To negotiate with owner to extend tariff to 10 Hours.
Frimley	Hale Way Car Park, Frimley (Waitrose)			In Private ownership. Free to shoppers up to 1.5 hours
Frimley	Balmoral Drive Paddock Hill	55	2	Local shop use only
Frimley Green	Wharf Road Frimley Green	24	2	This is an over subscribed car park mainly by shop workers which denies shoppers and visitors parking space. Introduce some spaces for 2 hours only to encourage better use of spaces for local shops.
Frimley Green	Guildford Road, Frimley Green	12		Mainly used by residents in Guildford Road, Frimley Green who do not have off street parking.
Frimley Green	Frimley Lodge Park (not including overflow)	200		Leisure Services
Frimley Green	Frimley Green Recreation Ground	25		Leisure Services
Mytchett & Deepcut	Woodend Road Deepcut	43	3	This is an over subscribed car park used mainly by shop workers and a local garage parking vehicles waiting for repair. Introduce some spaces for 2

				hours only to encourage better use of spaces for local shops.
Mytchett & Deepcut	Mytchett Recreation Ground	20		Leisure Services
Heatherside	Martindale Avenue Heatherside	36	2	Review possible 2 hour only bays.
Bisley	Guildford Road Bisley	16	2	Small use for 3 local shops, selling essentials.
Chobham	High Street Chobham	95	6	There is some all day parking, some by all day commuters, using Woking car parks. This is reducing flexibility of spaces for local business and community use. Some 2 hours only spaces maybe introduced.
Frimley	Chobham Road Recreation	25		Leisure Services
Chobham	Chobham Place Woods	20		Leisure Services
Bagshot	High Street Bagshot	94	3	Designated area for 2-hours only parking controlled by clock discs. To ensure flexibility of use for local shopping, the use of bays will be kept under review, under a pay & display system.
Lightwater	Lightwater Country Park	100		Leisure Services

- 5.12 The introduction of time limited bays and charging in some car parks will require a re scheduling of car park Civil Enforcement Officers and resources. These will be dealt with in the strategy and implemented by the Executive Committee.

Where it assists in meeting the objectives of this parking in conjunction with the owners, the Council may incorporate privately owned parking areas within this schedule of 'off street car parks' and carry out enforcement accordingly retaining penalty charges.

Objective 4

“To operate a fair and consistent “on street” parking enforcement policy in order to reduce traffic congestion, improve transport links and reduce accidents”

- 5.13 To reduce traffic congestion, improve transport links and reduce accidents is one of the objectives of the Surrey Heath Community Plan. Traffic congestion and the risk of accidents can be reduced by the provision and enforcement of on street parking restrictions. In 2006, Surrey Heath Borough Council introduced decriminalised parking enforcement of the yellow line parking restrictions in Surrey Heath as agents for Surrey County Council. In Camberley, on street parking is also controlled in the Camberley Controlled Parking Zone (CPZ) with free limited and unlimited

stay spaces. The Traffic Management Act 2004, which came into force on 31st March 2008, brought in major changes to the way that street parking restrictions are enforced. New powers were introduced to enable the Council to enforce parking on dropped footways, double parking, taxi ranks and parking on pedestrian crossings.

- 5.14 There are a number of implications for the Council directly and indirectly as an agent for Surrey County Council. A revised parking policy including an enforcement policy and priorities will need to be developed in conjunction with Surrey County Council and once adopted will be made readily available to the public. An annual report will also need to be published on enforcement activity and parking income.
- 5.15 The continued provision of free limited stay parking in Camberley should be questioned. The High Street in Camberley carries a greater traffic flow than would normally be expected and much of this must be attributed to motorists circulating in an attempt to obtain a free parking space outside of the shops. An "On street" pay and display scheme in the CPZ would reduce traffic congestion and require motorists to pay a premium for parking outside the shops.

Knoll Road multi-storey car park charges are balanced to Main Square to make short term parking affordable.

- 5.16 In the villages and outlying areas there are a number of Surrey county council limited and unlimited stay spaces. The enforcement of the limited stay areas is cumbersome and requires Parking Attendant to visit a parking bay twice, on the first visit to note the presence of the vehicle and on the second visit to note if the vehicle has stayed longer than the permitted time. An "on street" pay and display scheme (with first 20-minutes free) would halve the enforcement time and so increase efficiency and reduce costs. The free 20-minutes would enable motorists to visit the local shops for short periods of time to buy a newspaper etc. Single bay markings may allow for better use of space and easier parking.
- 5.17 The income from "on street" pay and display charges could be used to fund "on street enforcement" which currently operates at a loss. Any surplus income could be used to fund other local highway initiatives including the operation of a Park and Ride scheme. This will be a matter for the Local Transportation Committee to consider but should be carried out in the Short Term (Within 2 years).

Objective 5

"Keeping Surrey Heath a pleasant place to live, work and do business"

- 5.18 This is again one of the Council's objectives. Inconsiderate parking, abandoned cars, littering, dog fouling, graffiti and fly posting can make for

an unpleasant place to live, work and do business and add to the fear on crime. Civil Enforcement Officers (CEO's) are an under utilised resource in the wider street scene enforcement role CEO's patrol the Borough extensively and are able to report "eye sores" and witness offences. The Community Warden who has been appointed by the Council to deal with abandoned cars; nuisance vehicles, littering and graffiti could also be used to deal with parking infringements. The Community Warden carries out his duties in uniform and has received formal training in Decriminalised Parking Enforcement.

All Surrey Heath CEO's are required to report any vehicles not displaying valid VED discs (car tax) to the Police and DVLA licensing authority. Untaxed vehicles may be uninsured presenting an additional risk to the public and owners of property.

Objective 6

"To operate an open and transparent charging policy"

- 5.19 Parking charges are one method of controlling the demand for parking spaces. A careful balance needs to be found. If the charges are too high, spaces can be under utilised and it can encourage more parking on the streets and residential roads. Conversely if they are too low, demand for spaces will increase, leading to congestion in the car parks as motorists drive around attempting to find spaces.
- 5.20 Parking charges can also help balance demand between car parks where there is more than one car park in a particular area. In Frimley for example there are three long stay car parks. One is owned by the Council and is currently free. The other two are privately owned for which a charge is made. The free Council owned car park fills up by 9 a.m. while the other car parks have a significant number of spaces all day. A modest charge would maintain a balance between the car parks.
- 5.21 All car parks cost money to operate. The costs include business rates (NNDR), cleaning, general repairs, maintenance and enforcement. The "free" car parks outside of Camberley are heavily subsidised by charges made for parking in Camberley and Council Tax payers.
- 5.22 Parking charges can help influence behaviour. If a charge is made at an appropriate level it may encourage motorists to use more sustainable forms of transport.

The wider use of some public transport especially from rural areas can assist in maintaining the services which is important to residents who cannot drive, afford a car or the teenagers going to the new Atrium leisure facilities.

- 5.23 Finally, car park charges can help fund other Council services.

5.24 The proposed charging policy is:

- a. Set charges to maintain 85% occupancy in all car parks.
- b. Operate a number of short stay “free” spaces in the car parks out of town to attract visitors and shoppers into the villages.
- c. Operate a discounted and flexible season ticket scheme for shop workers and office staff in the car parks out of town.
- d. Set charges to discourage all day parking in the main square car park and to make it more attractive to shoppers.
- e. Set charges to encourage all day parking in Knoll Road car park.
- f. Set charges to maintain a balance between car park usages.
- g. Set charges to cover the cost of operating and maintaining the Council owned car parks.
- h. Set charges to encourage motorists to make more sustainable transport choices.

5.25 Use the revenue from off street parking to help fund Council services.

5.26 The charging policy will link to a business plan that will be developed for all Council owned car parks. The business plan will consider level of return expected from the Council’s investment in car parks, level of charges and marketing. The business plan will be reviewed annually in conjunction with the budget setting exercise.

6.0 REVIEWS

6.1 This strategy should be considered as a “live” document and amended and adapted where necessary to fit in with the Council’s Corporate Plan and Key Priorities and other relevant policies. Any significant changes to the general plan will be reviewed by the Executive as necessary. The Action Plan will be monitored and reviewed annually with a report submitted to the Executive and the relevant Scrutiny Committee.

**SURREY HEATH BOROUGH COUNCIL
PARKING OBJECTIVES**

ACTION PLAN

In order to achieve the objectives set out in this strategy the following actions will be considered

OBJECTIVE 1: TO PROMOTE MORE SUSTAINABLE TRANSPORT CHOICES AND REDUCE DEPENDENCY ON THE CAR

Action	Timescale	Comments
To revise planning parking standards inline with local requirements and national and regional guidelines.	Post 2010	As part of the Local Development Scheme.
To continue to operate an “on its merits” approach using Government and County standards to inform decision making.	On going	
To work with businesses to assist them to develop Travel plans for their work force.	On-going	
To explore the provision of a free or subsidised park and ride scheme for workers operating from out of town to the main train station and bus terminal in Camberley	Within 2-years	This links to objective 2.

OBJECTIVE 2: TO PROVIDE SUITABLE AND SUFFICIENT “OFF STREET” PARKING TO ENABLE THE COUNCIL TO DEVELOP AND DELIVER WITH PARTNERS AN IMPROVED CAMBERLEY TOWN CENTRE

Action	Timescale	Comments
To carry out a review of Camberley Town Centre car parking capacity and usage 12-months after the opening of the Atrium car park.	Within 1-Year	
To carry out an options appraisal to determine the business case as to whether Main Square Multi Storey Car Park should be sold, retained in present condition or re-built	On-going If re-built within 10 years.	Needs to fit in with Camberley Town Centre Area Action Plan
The Council will explore the provision of a park and ride scheme operating from out of town to Camberley train station and bus terminal and possibly M3.	Within 2 years	This should be explored before plans to build an additional multi storey car park are developed. Links with objective 1
The Council will consider erecting variable message signs on the A30 to direct motorists to the Camberley Car parks with an indication of current capacity	Within 2 years	
The Council will develop a comprehensive Camberley Town Centre Parking Strategy. This will include capacity, design and location of additional car parks identified in the AAP and support documents.	Within 2 years.	
The Council will consider carrying out improvement works to Main Square and Knoll Road multi-storey car parks, commensurate with the future life of both car parks.	Within 2-year	This is necessary to ensure that the car parks remain attractive, easy to use, safe and secure.

OBJECTIVE 3: TO PROVIDE SUITABLE AND SUFFICIENT “OFF STREET” PARKING IN THE VILLAGES TO ENABLE THE COUNCIL TO PROMOTE A BUOYANT AND SUSTAINABLE LOCAL ECONOMY

Action	Timescale	Comments
<p>The Council will consider the introduction of a pay and display scheme with first 2-hour free in most of the Council owned car parks in the towns and villages outside Camberley. The scheme may include flexible permit scheme for office/shop workers and some nearby residents without off street parking.</p>	<p>Within 1-Year</p>	<p>To encourage long stay parkers to use public transport and car share.</p> <p>Free first 2 hours will encourage shoppers to visit the village shops and facilities. Whilst wanting to encourage workers to use more sustainable forms of transport, assistance provided to shop/office workers in the form of flexible parking permits</p> <p>Reduces subsidy for “free car parks”</p>
<p>The Council will consider the provision of additional long stay parking in Frimley.</p>	<p>Within 1-Year</p>	
<p>The Council will attempt to identify suitable land for the provision of a public car park in Lightwater.</p>	<p>Within 2 years</p>	<p>Consultation undertaken to date on the Lightwater Village Design Statement revealed a concern for more public parking in the village to support local shops.</p>

OBJECTIVE 4: TO OPERATE A FAIR AND CONSISTENT “ON STREET” PARKING ENFORCEMENT POLICY IN ORDER TO REDUCE TRAFFIC CONGESTION, IMPROVE TRANSPORT LINKS AND REDUCE ACCIDENTS

Note: Surrey Heath Officers liaise with Highway Authority, Surrey County Council

Action	Timescale	Comments
To re-designate Decriminalised Parking Enforcement (DPE) to Civil Parking Enforcement (CPE), Parking Attendants to become Civil Enforcement Officers (CEO's) Special Parking Area and Permitted Parking Area to be called Civil Enforcement Areas.	Completed	Changes introduced under the Traffic Management Act 2004 and Civil Parking Enforcement Regulations 2008.
To develop and publicise Parking Policy and Enforcement Policy	31 st March 2009	Changes introduced under the Traffic Management Act 2004 and Civil Parking Enforcement Regulations 2008.
To publicise an annual report on Parking Enforcement	1 st June 2009	Changes introduced under the Traffic Management Act 2004 and Civil Parking Enforcement Regulations 2008.
To amend processes and administrative procedures for handling Penalty Charge Notices for existing and new offences	Completed	Changes introduced under the Traffic Management Act 2004 and Civil Parking Enforcement Regulations 2008.
Introduce a pay and display scheme in the Camberley Controlled Parking Zone	Within 2 -years	Subject to SCC agreement. Excess income goes to the Local Transportation Committee and could be use to fund the operational costs of any future Park and Ride scheme. Improves effectiveness of enforcement. Encourages motorists to

		use public off street car parks.
To introduce an on street pay and display scheme (first 20 minutes free) for the time limited parking bays in the villages.	Within 2 -years	Improves effectiveness of enforcement. Encourages motorists to use public off street car parks.
Review Camberley Controlled Parking Zone	Within 2 years	SCC responsibility
Review on street parking provision in Bagshot	Within 2 years	Possible introduction of Bagshot Controlled Parking Zone.

OBJECTIVE 5: KEEP SURREY HEATH A PLEASANT PLACE TO LIVE, WORK AND DO BUSINESS

Action	Timescale	Comments
All Parking Attendants to be trained and deployed in wider street scene enforcement roles	Within 2 -years	
To purchase appropriate software to enable hand held meters used to issue Parking Charge Notices to also issue fixed penalty notices for street scene offences	Within 2 -years	
To consider any additional parking attendant used to enforce parking restrictions and charging in out of town car parks to have a wider street scene role.	Within 2 years	50% of day patrolling with Community Warden for littering and graffiti offences and 50% of day on parking enforcement
Community Warden to have parking enforcement duties and act as relief CEO as necessary	Within 2 years.	Will require refresher training

OBJECTIVE 6: TO OPERATE AN OPEN AND TRANSPARENT CHARGING POLICY

Action	Timescale	Comments
To approve and keep under review a parking charging policy.	Within 1-year	.
To publish a business plan for all Council owned car parks. The business plan will consider level of return expected from the Council's investment in car parks, level of charges and marketing. The business plan will be reviewed annually in conjunction with the budget setting exercise.	Within 1-Year	To measure impact of changes in Camberley and controlled parking in Surrey Heath outside Camberley shopping centre.