

**Classification:** Public

**Key Decision:** No

## Gravesham Borough Council

**Report to:** Cabinet

**Date:** 30 May 2023

**Reporting officer:** Nick May, Parking & Environmental Enforcement Services Manager

**Subject:** Environmental Enforcement Strategy

**Purpose and summary of report:**

To report a revision of the 2019 Parking Enforcement Policy. This policy sets out how the council enforces both on and off street parking contraventions and the subsequent administration processes. The policy sets out the legislative requirements of civil parking enforcement.

**Recommendations:**

1. The report seeks Cabinets views on the revised Parking Enforcement Policy and approval to implement and publish the policy.

<b>Key Implications:</b>	
<b>Item</b>	<b>Implications</b>
<b>Legal</b>	On-street Parking enforcement is a statutory function for Gravesham Borough Council under an agency agreement with Kent County Council.  Parking enforcement of both on and off street restrictions is decriminalised and enforcement is conducted under Civil Parking Enforcement (CPE).
<b>Finance and Value for Money</b>	All income received from Penalty Charge Notices is ring-fenced and must be used for transport related functions and projects and is also used to contribute to the running of the parking service.
<b>Corporate Plan</b>	#1 People – A sound and car parking offer

<b>Climate Change</b>	<p>Parking Enforcement ensures the free flow of traffic which helps reduce congestion and in turn vehicle emissions.</p> <p>Car parks offer a number of Electric Vehicle Charging Points which promote EV ownership.</p>
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## 1. Background

- 1.1 In 2019, following a Local Government Ombudsman recommendation our first Parking Enforcement Policy was published.
- 1.2 The Policy ensures clarity, consistency, and transparency within the Council's parking enforcement processes. The Policy also sets out what we can and cannot enforce and legislative requirements and constraints.

## 2. Parking Enforcement Policy

- 2.1 The policy revision period is three years and therefore an updated policy has been produced.
- 2.2 The 2023 policy incorporates technological changes to the parking service such as virtual parking permits and ANPR/Barrier car park payment systems.
- 2.3 It also highlights legislative changes since 2019.
- 2.4 Cabinet is asked to comment on the draft policy prior to its implementation and publication.

## 3. Appendices

- 3.1 Appendix 1 – Parking Enforcement Policy 2023

## 4. Background Documents

- 4.1 Parking Enforcement Policy 2019 - <https://www.gravesham.gov.uk/directory-record/107/parking-enforcement-policy>

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<b>Secondary Implications</b>	
<b>Risk Assessment</b>	Proper management of parking on public roads and within GBC owned off street car parks is essential to ensure the smooth flow of traffic, reduce inconsiderate parking and to allow drivers to park near their destinations.
<b>Data Protection Impact Assessment</b>	<i>A data protection impact assessment (DPIA) should be carried out at the start of any major project involving the use of personal data or if you are making a significant change to an existing process.</i>

	<p>a. Does the project/change being recommended through this paper involve the processing of <a href="#">personal data</a> or <a href="#">special category data</a> or <a href="#">criminal offence data</a>? A definition of each type of data can be found on the Information Commissioner's Office website via the above links. No</p>
	<p>b. If yes to question a, have you completed and attached a DPIA including Data Protection Officer advice? Click here to start typing</p>
	<p>c. If no to question b, please seek advice from your nominated DPIA assessor or the Information Governance Team at <a href="mailto:gdpr@medway.gov.uk">gdpr@medway.gov.uk</a>. Click here to start typing</p>
<b>Equality Impact Assessment</b>	<p>a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? If yes, please explain answer. No</p>
	<p>b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? If yes, please explain answer. No</p>
	<p><i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i></p>
<b>Crime and Disorder</b>	<p>Parking Enforcement is a Civil Parking Contravention. Gravesham Borough Council undertakes on and off street parking enforcement throughout the Borough. On Street enforcement is carried out on behalf of Kent County Council under Part 6 of the Traffic Management Act 2004. The Regulations made under the Act and the procedures included in Statutory and Operational Guidance are confirmed within this policy.</p>
<b>Digital and website implications</b>	n/a
<b>Safeguarding children and vulnerable adults</b>	No direct implications.