

## APPENDIX D

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Date: 6 August 2015

Dear \_\_\_\_\_,

### **Re: City of Westminster's Kerbside Parking Permissions Fees & Policies Review 2015**

Further to our informal conversations, I am writing to invite you to contribute to the Council's kerbside permissions fees and policies review. The Council would welcome your opinion on the proposals and scenarios outlined in this letter.

#### **Background**

The Council regularly assesses how its kerbside is managed and, as part of this process, we review parking-related fees and charges bi-annually to ensure they continue to support the Council's traffic management aims and obligations. These include a requirement to reduce congestion and pollution and to provide kerbside space for all users. The last review of kerbside permissions (bay suspensions and single yellow line dispensations) took place in 2013. This resulted in an approximate 10% increase in related charges from 1 July 2013. In terms of LJUG rates, charges increased from £41 per space, per week, to £45 per space, per week.

The 2013 review based its charge increases on demand and restraint management as the services had witnessed a year-on-year increase in demand since 2005. Prior to 2013, charges were last increased in 2009. It was hoped that the increase in charges would reduce longer-term bookings, discourage unnecessary requests and encourage bays to be returned back to service more quickly. However the small increases have not proved to be an incentive to reduce suspension durations.

The number of parking bays being suspended continues to increase. The May 2013 report highlighted that from the financial years 2004/05 to 2012/13 the volume of bay suspensions increased by 37%. Since that report, the upward trend has continued with volumes up to the end of March 2015 having increased by a further 3.8%. Approximately 160,000 bays were suspended in the years 2011/12 to 2012/13 (discounting those for the 2012 Olympic and Paralympic Games). This figure increased to approximately 166,000 bays in the years 2013/14 to 2014/15. Furthermore, suspended bay volumes for the first three months of 2015/16 (April, May and June) show an increase on the first three months of the preceding two years.

<b>Period</b>	<b>Suspended Bay Volumes</b>
April to June 2013	23,467
April to June 2014	24,449
April to June 2015	24,590

In addition, the average duration of bay suspensions continues to be over three days in length.

## Proposals

In order to encourage shorter bookings and the return of bays to service, the Council is proposing introducing a tiered charging structure for standard suspensions where charges increase by duration. Tiered charging structures have proved successful elsewhere in addressing such issues as deterring unnecessary suspensions and reducing the length of time that a bay is taken out of commission. For example, the Royal Borough of Kensington and Chelsea witnessed a 44% drop in the volume of suspensions exceeding six days in duration after the introduction of a tiered charging structure in 2011.

In Westminster, LJUG suspensions have increased by 32.5% from 6,604 in 2013 to 8,749 in 2014, so in line with our proposals for standard suspensions, the Council proposes introducing a similar model for LJUG suspensions. Under the Council's proposed new model, LJUG charges would no longer be a single weekly rate but would still be a significant reduction in comparison to standard suspension charges.

The three suggested scenarios are as follows:

Day	Scenario 1	Scenario 2	Scenario 3
1	First 2 days - £45 per space, for the 2 day period	Days 1-3 - £30 per space, per day	First 3 days – £70 per space, for the 3 day period
2			
3	Day 3 onwards – £55 per space, per day	Days 4-7 - £45 per space, per day	Day 4 onwards – £55 per space, per day
4			
5			
6			
7			
8		Day 8 onwards – £60 per space, per day	
9			
10			

### Scenario One

Charges would be £45 per space, for the first two days of a suspension and £55 per space, per day, for day three and each subsequent day thereafter.

An initial two-day rate is proposed to be in line with the 'prescribed period' of works as defined in the Code of Practice for Streetworks Co-ordination. The "Prescribed Period" is the period during which no overrun charges can be levied. It has been set by the Secretary of State, in Regulations, at two days, starting on the day works begin. The prescribed period does not relate to time required to carry out any particular type of works. Therefore, it is not to be used to judge the duration of proposed works. This scenario would most benefit suspensions up to two days in duration.

### Scenario Two

Charges would be £30 per space, per day, for days one to three of a suspension, £45 per space, per day, for days four to seven, and £60 per space, per day, from day eight onwards. Under this scenario, the cost for a suspension increases daily so would be the cheapest option for a single day. 51% of total suspensions in Westminster are for a single day.

### Scenario Three

Charges would be £70 per space, for the first three days of a suspension and £55 per space, per day, for day four and each subsequent day thereafter. This scenario is in line with the three day minimum period for works permit. 53% of LJUG suspensions are completed within three days.

It is proposed that any new rates would apply to all LJUG suspensions and to all suspensions booked for dates from 1 October 2015.

The following table illustrates how each scenario's model would translate as actual costs based on suspension duration:

Suspension Duration (days)	Scenario 1 (cost £)	Scenario 2 (cost £)	Scenario 3 (cost £)
1	45	30	70
2		60	
3		90	
4	155	135	125
5	210	180	180
6	265	225	235
7	320	270	290
8	375	330	345
9	430	390	400
10	485	450	455
11	540	510	510
12	595	570	565
13	650	630	620
14	705	690	675

### Consultation

The Council's proposals are subject to Cabinet Member approval. As part of our review we would welcome your comments on our proposals and the scenarios outlined above and any further comments you may wish to make.

If you wish to make any comments please do so by **Monday 17 August 2015**, either by email to [ssutton@westminster.gov.uk](mailto:ssutton@westminster.gov.uk) or by post to the address at the top of this letter.

Prior to this date, we also look forward to discussing the above at the meeting we have scheduled on Wednesday 12 August.

Yours sincerely,



**Sara Sutton**  
**Head of Parking Operations**