**Sheffield City Council: 2021 –2022 Parking Account and Transparency Code**

**1.0 INTRODUCTION**

1.1 The Department for Communities and Local Government issued guidance on the

Local Government Transparency code in October 2014.

1.2 The local government transparency code is issued to meet the government’s desire

to place more power into citizens’ hands to increase democratic accountability. It will

make it easier for local people to contribute to the local decision making process and

help shape public services.

1.3 The Local Government Transparency code is a wide ranging code which includes

the requirement for Local Authorities to publish data including a breakdown of income

and expenditure on the authority’s parking account, how the authority has spent a

surplus on its parking account and the number of marked out controlled on and off-street

parking spaces within their area, or an estimate of the number of spaces were

controlled parking space is not marked out in individual parking bays or spaces.

1.4 This paper sets out this information for the 2021/22 financial year.

**2.0 SUMMARY**

2.1 The uses to which income from parking can be put are set out in Section 55 (4) of

the Road Traffic Regulation Act 1984. This covers income from parking charges, parking

permits and Penalty Charge Notices (often referred to as fines).

2.2 The operation of on and off-street parking spaces, the management of

parking through the introduction of parking restrictions and use of parking permits

contribute to the management of traffic in the city. Traffic management is a key part of

the Local Transport Plan, a statutory document that sets out how transport will help

support the development of the Sheffield City Region over the next 15 years.

2.3 Traffic management through parking restrictions and their enforcement also

enables the Council to help deliver its ‘‘Vision for Excellent Transport in Sheffield”, by

investing in facilities to enable people to make informed choices about the way they

travel and helping transport contribute to the social, economic and environmental

improvements.

**3.0 BACKGROUND**

3.1 The Council receives income from parking via a number of sources including

from Pay and Display machines, parking permits and Penalty Charge Notices (PCNs).

Pay and display income

3.2 The Council operates pay and display parking in a range of car parks and

on-street parking spaces, both within the City Centre and in suburban

areas. In response to customer demands, the Council introduced a new range

of on and off-street parking tariffs in the City Centre in April 2013. Also, in response to

customer feedback, time limits within all on street (and on most off street) spaces in the

City Centre area were removed, although long stay parking is discouraged by relatively

higher tariffs.

3.3 At the same time the City Centre parking tariffs were changed, the days

and times of operation of the City Centre Controlled Parking Zone were increased. The

tariff structure was also changed to allow special reduced rates for evening and Sunday

parking.

3.4 Sheffield City Council has several sites for provision of both on-street and

off- street parking. The machines in operation operate on both a cash and cashless

provision.

**Parking Permits**

3.5 Permit parking schemes are aimed at easing parking problems that had often been

experienced for many years. Measures include the introduction of permit parking, pay

and display parking and waiting restrictions. In helping manage parking demand, the

schemes can also help improve residents’ ability to park near their properties, create a

turnover of parking spaces to benefit visitors to the area and help the operation of local

businesses.

3.6 Within permit parking schemes, income comes from a variety of sources

including:

• Resident permits

• Business permits

• Visitors permits

• Trade permits

• Green permits

• Carers permits

• NHS permits

3.8 Approximately 11,414 permits were issued in 2021/22, with the income from permits

contributing to the scheme’s enforcement, maintenance and administration.

Penalty Charge Notices

3.9 The Council’s Civil Enforcement Officers enforce parking restrictions across the city.

The cost of a PCN depends on the offence committed and are set by law. There are no

plans to change them at present. Enforcement is carried out via foot patrols and, since

October 2013, by a camera enforcement vehicle - but only in certain circumstances. In

April 2015 legislation was altered to only allow the vehicle to enforce;

• a bus lane

• a bus stop clearway or bus stand clearway

• a Keep Clear zig-zag area outside schools; or

• a red route.

**4.0 2021/22 PARKING ACCOUNT**

4.1 Pay and display income, parking permit income and penalty charge notice income

jointly make up the ‘parking account’, the use of which is regulated by Section 55 (4) of

the Road Traffic Regulation Act 1984. This Act sets out the purposes for which income

beyond the costs of running the parking service can be used:

• Provision and maintenance of off-street parking

• Funding public transport

• Highway and road improvements and maintenance

• Reducing environmental pollution

• Improvement and maintenance of public open space

4.2 Many of these functions are carried out by the Council’s

Development Services department, which includes Transport Traffic and Parking

Services and Highways Maintenance Divisions. Any surplus income from the parking

account is currently spent on Highway Maintenance.

4.3 In terms of the 2021/22 financial year, the parking account summary (including direct

costs and an allocation of indirect costs) is as follows:

|  |  |  |
| --- | --- | --- |
|  |  | **2021-22** |
| **Income** | **Notes** | **000's** |
| Pay and Display income | On Street | 3,610 |
| Pay and Display income | Off Street | 1,410 |
| Penalty Charge Notice income |  | 3,621 |
| Permit income |  | 602 |
| Parking Bay Suspension income |  | 194 |
| Other income |  | 15 |
| **Total** |  | **9,452** |
|  |  |  |
| **Expenditure** | **Notes** | **000's** |
| Staff |  | 1,584 |
| Premises |  | 196 |
| Premises | Provision of off-street parking | 646 |
| Supplies and Services |  | 635 |
| Transport |  | 81 |
| Support Services |  | 1,748 |
| **Total** |  | **4,891** |
|  |  |  |

5.0 Parking spaces

Across Sheffield City we have 17 car parks in the City centre and 6 outside the City centre in the parking permit zone area.

The rapid rate of technological change has brought consumers a greater choice in how we make payments. According to the UK Finance payment report 2020 debit card has overtaken cash, used in over 4 in 10 payments. By 2024 UK finance have forecasted that 50% of all payments will be accounted for via debit card in the UK of this total nearly two thirds will be contactless. Contactless payments have also grown in popularity with 8 out of 10 adults using contactless payment in 2020 (UK Payments. Market Summary 2020).

In Sheffield, we have around 345 Pay and Display machines and the following breakdown is provided on number of pay and display bays across Sheffield city by on and off street, please note for on street these are estimates as bays are unmarked:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | City Centre On Street | Parking Permit Zones On Street | City Centre Off- Street | PPZ Off-Street |
| Number of Bays | 1286 | 4,216 | 614 | 107 |