

CONCESSIONARY CAR PARKING PERMITS – PANEL RECOMENDATIONS

CATEGORY	NUMBER OF PERMITS ISSUED	DESIGNATED CAR PARKS	REASON FOR PERMIT	PANEL RECOMMENDATIONS
1. <u>STAFF</u>				
i. Council Staff	213	All Car Parks	Appropriate Council staff are allocated a permit to undertake their day to day duties. The permits can only be used for work reasons. Staff are encouraged to park in long stay car parks.	Whilst it was felt that the issuing of staff permits remains fully justified, it is recommended that an internal review should be undertaken to consider whether the current list of staff receiving permits is correct.
ii. Leisure Trust Staff	164	Head Office and Senior staff receive an “All Car Parks” permit. Angel Centre duty staff receive a permit for the Sovereign Way Mid Car Park. Tonbridge Swimming Pool duty staff receive a permit for the Lower Castle Field Car Park and are encouraged to park in the overflow area.	Appropriate Trust staff are allocated a permit to undertake their day to day duties. The current arrangements are a contractual requirement in the Council’s Management Agreement with the Leisure Trust.	No change recommended as this is a contractual requirement. However, a similar audit as that for Council staff should be carried out to ensure the current list is accurate.
2. <u>COUNCIL MEMBERS</u>	54	All Car Parks.	Council Members are allocated a permit to undertake their day to day duties. The permits can only be used for Council duties.	No change recommended. Existing system works satisfactorily.

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3. <u>VOLUNTARY GROUPS/ CLUBS</u>				
i. Tonbridge Junior Football Club	38	Lower Castle Field – Saturdays only during football season.	The permits are currently provided to volunteer coaches running the junior football teams. Tonbridge Racecourse Sportsground is the only sportsground in Tonbridge where car parking is not provided free of charge.	Following liaison with the Chairman of Tonbridge Sports Association it is proposed that the permits no longer continue but an adjustment to hire fees be made to reflect the parking arrangements. The hire of the sports pitches is managed on the Council's behalf by the Leisure Trust. The Panel agreed this recommendation.
ii. Slade School, Tonbridge	205	Lower Castle Field – 15 mins am & pm. Term time only.	Arrangement in place for parents to safely drop off and collect their children to and from the school.	No change recommended. Existing system works satisfactorily and addresses health & safety concerns.
iii. Tonbridge – Library Volunteers	7	Avebury Avenue Loading Bays & Resident Bays.	Enables volunteers to park on double yellow lines outside library to load & unload, and in resident bays when delivering in communities.	No change recommended.
iv. West Malling School	-	West Malling Short Stay Car Park. 30 mins am & pm. Term time only.	Arrangement in place for parents to meet so children can join walking bus to and from school.	No change recommended. Existing system recently introduced to address health & safety concerns.
v. St Stephens Church, Tonbridge	4	Church Vicar – All areas. Volunteers - Residents Bays adjacent to Church.	To support the community work of the Church.	It was no longer felt appropriate to provide these permits. Recommended that the concession be removed when current permits expire.

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vi.	Clark & Coleman (Chemist)	1	Layby outside high street chemist.	To provide adequate time for sorting and collection of prescriptions.	It is still felt appropriate to allow the parking arrangements to continue. Recommended no change.
vii.	Community – Police Safeguarding	1	All resident bays.	To enable Safeguarding Officer to deal with emergencies. Officer user unmarked vehicle.	Recommended no change.
viii.	KCC Highways	3	On street only.	To assist in undertaking duties in unmarked vehicles.	Recommended that this be retained as part of partnership arrangements.
ix.	Country Park Volunteers	61	Haysden Country Park & Leybourne Lakes Car Parks.	To provide free parking to volunteers, bailiffs and Parkrun Co-ordinators working in the Council's County Parks. The Council currently benefits from approximately 1,600 hours of volunteer time per annum.	Recommended no change. The existing arrangement remains a valuable way of acknowledging the work of the volunteers. However it was recommended that an audit of current users should be undertaken to ensure the current list of volunteers is accurate.
x.	Riverside Bowls Club, Tonbridge	15	Bradford Street Car Park – Wednesdays. Summer only.	Existing arrangement supports the club on match days so away teams are not required to pay for parking. Tonbridge Racecourse Sportsground is the only sportsground in Tonbridge where car parking is not provided free of charge.	Following liaison with the Chairman of Tonbridge Sports Association it is proposed that the permits no longer continue but an adjustment to hire fees be made to reflect the parking arrangements. The hire of the sports pitches is managed on the Council's behalf by the Leisure Trust. The Panel agreed this recommendation.

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4. <u>OTHER</u>				
i. Chamber of Commerce	4	Castle Grounds or Upper Castle Field Car Park.	Agreement included within existing lease for Castle Lodge.	Arrangements to be reviewed separately when property becomes vacant.
ii. Veolia	3	On Street only.	To enable contractor staff to undertake duties on behalf of Council.	No change recommended.
iii. Tonbridge Model Engineering Society	8	Lower Castle Fields Car Park – Specific Days on permit.	Agreement included within existing lease.	No change recommended
iv. Alderman/Freemen of Borough	1	All areas.	Alderman & Freeman have previously on occasion been granted a parking permit to reflect their contribution to the Council.	Recommended that these should be discontinued in the future. However, it was suggested that one-off parking permits for Civic events could be offered to attendees as appropriate.