

ASTPAR8.1.4

Develop and implement policies and practices for the provision of parking services



Overview

This standard is about developing and implementing policies and practices which fulfil regulatory and ethical requirements relevant to defining the parking services to be provided by your organisation.

There is one element:

- 1 Develop and implement policies and practices for the provision of parking services

Target group

This standard is recommended for managers whose responsibilities include developing policies and practices.

This standard has been developed by the British Parking Association.

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Performance criteria

- You must be able to:*
- P1 develop and agree policies and practices towards defining the parking services to be provided by your organisation, ensuring that these are in line with your organisation's aims and objectives
 - P2 monitor relevant national legal, regulatory, and ethical requirements and determine the effect for your organisation's parking services, including what will happen if these are not fulfilled
 - P3 develop and agree effective policies and practices to make sure your organisation meets the necessary requirements, in line with your organisation's strategy
 - P4 make sure that relevant people have a clear understanding of the policies and practices for the provision of parking services, and recognise the importance of putting them into effect
 - P5 monitor the way policies and practices are put into effect, and provide support towards embedding them
 - P6 encourage a climate of openness about meeting and not meeting the requirements of the policies and practices
 - P7 identify and correct any failures to meet the requirements
 - P8 identify reasons for not meeting requirements and adjust the policies and practices to reduce the likelihood of failures in the future
 - P9 ensure that all relevant people are informed of appropriate information promptly, in line with your organisation's procedures
 - P10 provide full reports about any failures to meet the requirements to the relevant stakeholders, in line with your organisation's procedures

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Knowledge and understanding

You need to know and understand:

Legislative, regulatory and organisational requirements

- K1 legal, regulatory and organisational requirements relating to the development and implementation of policies and practices relevant to the provision of parking services, and their impact for your area of operations
- K2 legislation, policies and procedures relating to data protection, health and safety, diversity and their impact for your area of operations
- K3 the role of your organisation and its parking services, and how they relate to those of other organisations and their related services
- K4 the limits of your own authority and responsibility, and the actions to take should these be exceeded

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You need to know and understand:

- K5 the range of policies and procedures required to develop and implement the intended parking services in line with your organisation's strategy
- K6 your local community and the factors affecting the demand for parking services
- K7 the resources available to your organisation, and sources of information that can aid prioritising of resources
- K8 processes for maintaining the relevant policies and procedures, and for making sure they continue to be effective and sustainable
- K9 how to identify potential risks in relation to maintaining the policies and procedures
- K10 the importance of consulting with colleagues and other stakeholders during the development of policies and procedures, and how to do this effectively, and the importance of sharing information
- K11 how to develop measures and methods for monitoring and evaluating the success of policies and procedures
- K12 the principles of confidentiality, and how to develop guidelines for exchanging information between individuals and organisations

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Suite Parking Sector

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