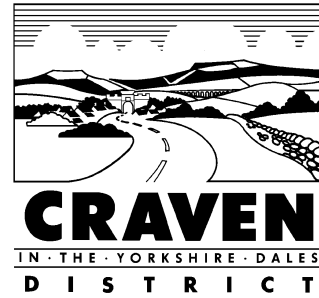


## Introducing Overnight Parking Charges for Motorhomes and HGV's

## Extending charges at Craven Pool Car Park in Skipton



Report of the Director of Services

Lead Member: Councillor P Mulligan

Wards affected: All

### 1. Purpose of Report

- 1.1 To seek approval for the introduction of HGV overnight parking charges and designated parking area at the Council's pay and display car parks.
- 1.2 To seek approval for 6 parking spaces at the Coach Street Car Park and 3 parking spaces at the Greenfoot Car Park to be designated for overnight motorhome parking with charges, whilst retaining these spaces as standard parking spaces in accordance with the Parking Places Order during the day.
- 1.3 To seek approval for the extension of charges at the Craven Pool Car Park.

### 2. Recommendations

Members are recommended to approve:

- 2.1 The charges and designated area for the parking of HGV's overnight at the Council's pay and display car parks as proposed in the body of this report
- 2.2 The implementation of extended parking charges at the Craven Pool Car Park as set out in the body of this report
- 2.3 The re-designation of 6 parking spaces at Coach Street Car Park and 3 parking spaces at Greenfoot Car Park as dual use bays, reserved for motorhome overnight stays and standard vehicle bays during the day.
- 2.4 The introduction of a £5.00 overnight parking tariff for the designated motorhome parking spaces at the Coach Street Car Park in Skipton and the Greenfoot Car Park in Settle.
- 2.5 Delegate authority to the Director of Services, in consultation with the Solicitor to the Council, to make the formal Order necessary to implement the decision including considering and deciding on duly made objections to the proposed Order.

**Reports**

**3. Background and Current Arrangements**

3.1 Heavy Goods Vehicles (HGV's)

3.1.1 Under the newly consolidated Parking Places Order (PPO) HGV's are permitted to park on the Council's car parks between 5pm and 8am free of charge.

3.1.2 The Order currently shows that all parking charges are suspended between the hours of 6pm and 9am.

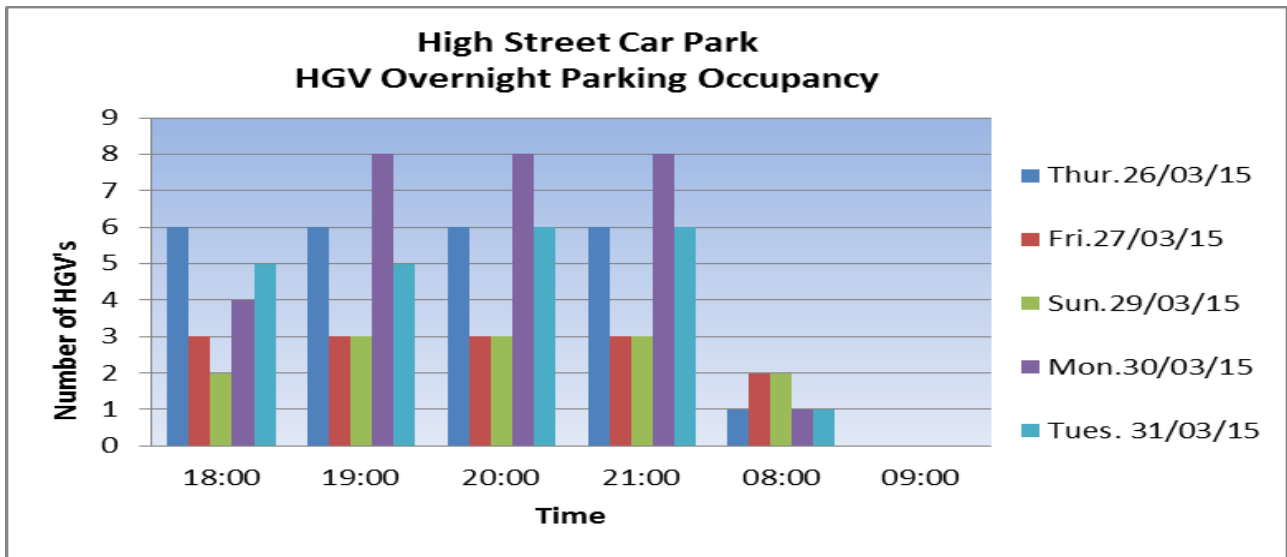
3.1.3 However, the Order does include an "overnight" ticket, which covers visitors wishing to park in the Council's car parks whilst staying in the town centre. As checking in times for hostellers are usually from 4pm and checkout time 10am the charges essentially cover the Council's charging period between 4pm and 6pm on one day and 9am to 10am on the next.

3.1.4 A survey was undertaken in March 2015 of HGV's parking in the High Street car park. In summary the survey revealed that:

- Most of the HGV's exit the car park before 9am
- There is a daily average of 5 HGV's using the car park for overnight parking

Below are the raw data results of the surveys undertaken:

<b>Occupancy</b>						
<b>TIME</b>	<b>18:00</b>	<b>19:00</b>	<b>20:00</b>	<b>21:00</b>	<b>08:00</b>	<b>09:00</b>
Thur.26/03/15	6	6	6	6	1	0
Fri.27/03/15	3	3	3	3	2	0
Sun.29/03/15	2	3	3	3	2	0
Mon.30/03/15	4	8	8	8	1	0
Tues. 31/03/15	5	5	6	6	1	0



3.1.5 Currently the PPO does not designate a specific area to HVG parking and a recent incident occurred with a HVG parking across a number of disabled parking bays on an overnight stay. This caused a disabled user issues when attempting to park on an evening out in the town where they were unable to park in a disabled bay. (Disabled bays tend to be those providing closest access to the town centre as a means of assistance to disabled users). This was thoughtless parking on behalf of the HVG driver, but not in breach of the current Order.

3.1a When asked for a view on the introduction of charges for HGV overnight parking in April 2015, NYCC did not object based on the numbers of HGV's observed throughout the survey period.

3.2 Motorhomes

3.2.1 The Council does not currently designate any parking spaces or levy charges to overnight stays for motorhomes, however, the Council does occasionally receive enquiries from motorhome owners about the availability of such facilities.

3.2.2 During the day, should motorhome users wish to park in Council car parks drivers are advised to park across two bays and purchase two tickets.

3.2.3 A survey has been undertaken by the Interim Parking Manager and they have assessed that there are parking spaces that are suitable for Motorhome's at the Coach Street Car Park, Skipton (towards the back of the Canal Basin side) and the Greenfoot car park, Settle.

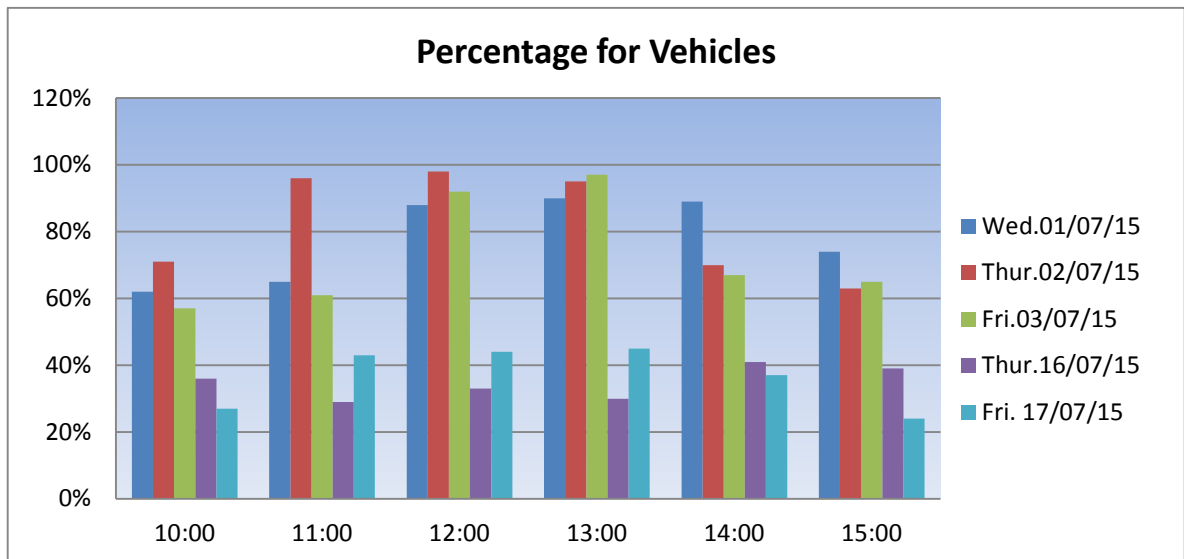
3.2.4 Some new signage would be required to identify the parking spaces to users of the Coach Street and Greenfoot car parks as well as software changes to the pay and display machines.

### 3.3 Craven Pool Car Park

- 3.3.1 The current PPO for Craven Pool Car Park allows for free parking for the first 3 hours after which users are required to pay.
- 3.3.2 Whilst there is signage erected in the Pool Car Park informing users of the PPO and charges arrangements, there is no payment machines located on the car park, and it is therefore not wholly apparent to users that charges apply after 3 hours. Payments for those wishing to stay longer than 3 hours are made at the Leisure Centre reception.
- 3.3.3 Observations made by Parking and Pool staff are that despite the signage setting out parking and payment arrangements the car park continues to be abused by the general public which can, on occasion make parking difficult for genuine pool and park users.
- 3.3.4 Enforcement is undertaken on the car park, however, this, more than any other car park, suffers from a higher degree of abuse and it is impractical to deploy enforcement staff at as high a level as is required. The issues are exacerbated by neighbour's lack of parking facilities for their users and this is expected to worsen as their facilities increase and numbers grow.
- 3.3.5 For the period April 2015 to July 2015 a total of £8.00 in parking fees were paid by users of the Pool Car Park.
- 3.3.6 A survey was undertaken at the Pool Car Park in July 2015 and the below table and graph show the occupancy levels for periods in both term time and once the summer term had finished. The survey shows that as an average there is a 78% occupancy during the academic term survey period, (shaded light grey in the table below) compared to an average of 36% occupancy during the non-academic term survey period (shaded dark grey in the table below).

**Pool car park occupancy in Percentages**

Time	10:00	11:00	12:00	13:00	14:00	15:00
Wed.01/07/15	62%	65%	88%	90%	89%	74%
Thur.02/07/15	71%	96%	98%	95%	70%	63%
Fri.03/07/15	57%	61%	92%	97%	67%	65%
Thur.16/07/15	36%	29%	33%	30%	41%	39%
Fri. 17/07/15	27%	43%	44%	45%	37%	24%



3.3.7 There is also a major problem which occurs around the school day finishing time which results in not only excessive waiting in parking bays, but also vehicles being parked around the edge of the car park, particularly at the end of the access road, which causes pedestrian/vehicle conflict and a potentially dangerous situation with poor sightlines being created. Craven District Council would be held accountable in the event of any accident occurring.

### 3.4 Select Committee Review

3.4.1 The Council's Select Committee undertook a review of Parking in HGV and coach parking provision in mid-2013 the terms of reference for HGV parking were:

- *To consider the use of the Council's car parks for heavy goods vehicle parking, including:*
  - *The potential for charging heavy goods vehicles for overnight parking*
  - *The social and financial implications*

3.4.2 The committee made full consideration to the implications associated with the parking of HGV's, introducing charges and banning parking on its car parks altogether. This included the undertaking of consultation with interested stakeholders, namely, North Yorkshire Police, North Yorkshire County Council and relevant Parish Council's.

3.4.3 In conclusion of their review on the HVG element, Select Committee made the following recommendations in their report on the review to Policy Committee:

- That, subject to any introduction of charges first being fully costed within a business case, including clarification on potential charges and/or permits, the Council:
  - Introduces charges for heavy goods vehicles and coaches parking on Skipton High Street car park between the hours of 6pm and 8am, and that the parking order be amended to prohibit heavy goods vehicles from parking on the car park before 6pm, the suggested charge for overnight parking to be £10.00
  - Introduces charges for heavy goods vehicles on the Backgate Car park, Ingleton
  - Allows heavy goods vehicles to park in the coach bays at Whitefriars Car Park, Settle between the hours of 5pm and 8am

3.4.4 The recommendations made in this report to Policy Committee represent a departure in respect to the introduction of charges for HGV's from those made by Select Committee on the basis of establishing equity across all of the Council's pay and display parking areas.

3.4.5 Select Committee made one further recommendation to Policy Committee which was to ban heavy goods vehicles from Hellifield Car Park. This item has not been included in this report to Policy Committee on the basis that Hellifield Car Park is currently free of charge to all parkers and it would therefore not be cost effective to burden the Council with additional enforcement costs on this car park and the level of enforcement that could feasibly be deployed would be ineffective in any case.

#### **4. Proposals**

##### **4.1 Heavy Goods Vehicles (HGV's)**

4.1.1 Members are recommended to approve the introduction of parking charges for HGV's on the Council's pay and display car parks and to set the nightly charge at £10.00.

4.1.2 It is proposed that a designated area for HVG's to park be mapped out and included in the Parking Places Order to help avoid thoughtless parking, e.g. across disabled parking bays.

4.1.3 Subject to obtaining NYCC consent it is proposed that the charges be introduced in April 2016, following due consultation as part of the standard requirements involved in making or amending a PPO.

4.1.4 It is also proposed that extensive advertising of the changes takes place prior to implementation in April 2016.

4.1.5 Should the above proposals be accepted some small scale changes would be required to signage, tariff boards, pay and display machine software and

possibly surface markings, which would become clearer as part of the changing of the Order process.

4.1.6 An estimation of income and expenditure (set up and ongoing revenue) has been made, which are set out in the Financial Implications section of this report.

#### 4.2 Motorhomes

4.2.1 Members are recommended to approve the introduction of an overnight stay parking scheme for motorhomes and to set the nightly charge at £5.00.

4.2.2 It is proposed that a limit of three consecutive night's stay, be set as the maximum stay. Should motorhomes wish to park during the day (between 9am and 6pm) the standard daily tariff would apply.

4.2.3 The proposal includes the setting of a maximum length of motorhome vehicle and it is recommended that this be 10 metres; caravans would not be permitted under the terms and conditions of use (PPO).

4.2.4 As stated elsewhere within this report the scheme would be limited to Coach Street Car Park and Greenfoot Car Park only as an initial pilot. Members may wish to give consideration to Ingleton Community Centre car park at a later stage should this pilot scheme prove successful.

#### 4.3 Craven Pool Car Park

4.3.1 Members are recommended to strengthen and extend the parking charging arrangements at the Pool Car Park as an effective and safe means of managing the parking facility.

4.3.2 It is proposed that parking charges for the Pool Car Park apply between 9am and 7pm, Monday to Sunday and that the charging tariffs be set at:

Up to 1 Hour	£0.50
Up to 2 Hours	£1.10
Up to 3 Hours	£2.10
Up to 4 Hours	£3.10
Over 4 Hours	£4.50

4.3.3 Parking will remain free of charge for Leisure Centre customers who can have their parking ticket validated, issued with a token to use on departure or a chip included in their membership card dependant upon which payment infrastructure is selected as most appropriate, which would be subject to further consultation with the Leisure Centre Manager.

4.3.4 There are various ways to implement a more robust charging and parking management system at the Pool car park, which will be option appraised before a final decision is taken on the method used should member's give their approval to the recommendations through this report. Options to be considered will include standard pay and display with enforcement officer

patrols, barrier systems and ANPR. It will be essential to ensure the best system is deployed with the least impact on Pool members and customers to ensure they don't feel inconvenienced or as though they are paying twice i.e. through fees paid at the pool and additional parking charges. There are a range of software and token options available to work with infrastructure installed.

**8. Implications**

**8.1 Financial Implications**

**EXPENDITURE**

	<b>HVG's</b>	<b>Motorhomes</b>	<b>Pool car park</b>
<b>Set up costs</b>			
Signage	£10,560	£1,950	£1,200
Payment infrastructure costs	N/A	N/A	£15,000
Tariff software	£14,000	£2,140	Inc in above
<b>Totals</b>	<b>£24,560</b>	<b>£4,090</b>	<b>£16,200</b>
<b>Running costs</b>			<b>Per annum</b>
Additional enforcement*	£1,500	£1,500	N/A
New/additional infrastructure servicing costs	N/A	N/A	£700 after warranty period
New/additional cash collection	N/A	N/A	£850.00
Other ad-hoc machine maintenance costs	£1,000	£250	£250
<b>Totals</b>	<b>£2,550</b>	<b>£1,750</b>	<b>£1,800</b>

\*Based on 2 enforcement staff (pairs working required for staff safety) once per month – does leave schemes open to higher abuse – higher levels of enforcement deployed would increase costs on a pro rata basis

**INCOME**

	<b>Estimated £0.00 per annum</b>	<b>Comments</b>
<b>HVG's</b>	£12,500‡	Based on 5 vehicles per night (50% of current average), 5 nights per week, 50 weeks per annum @ £10.00 per night per vehicle
<b>Motorhomes</b>	£2,160‡	Based on 9 bays being used 3 nights per week, 16 weeks per annum @ £5.00 per night per vehicle
<b>Pool car park</b>	£10,775	Please see breakdown below*

‡subject to level of enforcement deployed

**\*POOL INCOME BREAKDOWN**

<b>Duration</b>	<b>Proposed charges</b>	<b>Est daily transaction numbers</b>	<b>Est daily income (inc vat)</b>	<b>Est annual income (based on 364 days)</b>
	<b>£</b>		<b>£</b>	<b>£</b>
1 hour	0.50	10	5.00	1,820



2 hours	1.10	5	5.50	2,002
3 hours	2.10	4	8.40	3,058
4 hours	3.10	2	6.20	2,257
4+ hours	4.50	1	4.50	1,638
<b>Totals</b>		<b>22</b>	<b>29.60</b>	<b>10,775</b>

**SUMMARY INCOME AND EXPENDITURE**

<b>£</b>	<b>HGV's</b>	<b>Motorhomes</b>	<b>Pool car park</b>	<b>Totals</b>
<b>Income</b>	12,500‡	2,160‡	10,775	25,435‡
<b>Expenditure</b>				
Set up totals	24,560	4,090	16,200	44,850
Running costs totals	2,500	1,750	1,800	6,050
<b>Payback period in years</b>	2.16	2.70	1.67	
<b>Net annual income after payback period total</b>	£10,000‡	£410‡	£8,975‡	Net overall annual income after 2 year average payback period £19,385‡

**8.2 Legal Implications**

8.2.1 Should Members approve the recommendations as set out in this report the Craven District Council (Off-Street Parking Places) and (Consolidation) Order 2015 would need to be varied to implement the changes being recommended. North Yorkshire County Council's consent to the proposed variation will also be required.

**8.3 Contribution to Corporate Priorities**

8.3.1 The corporate priority of Financial Resilience is supported through the management of the Councils assets; and maximising the opportunities to support the Council's discretionary services and the wider economy of Craven.

**8.4 Risk Management**

8.4.1 Without a structured parking strategy, the Council could risk the potential for maintaining and improving parking provision, which could jeopardise town centre vitality.

8.4.2 without a robust parking management regime car parks are abused and in some instances dangerous situations can occur with the Council being liable in circumstances where accidents or damage occur.

**9. Consultations with Others**

9.1 Legal Services, Finance Management and Risk/Procurement & Insurance.

**10. Access to Information : Background Documents – None**

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