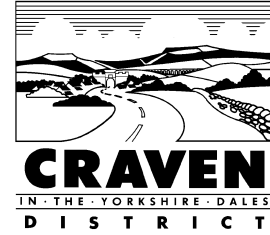


Policy Committee – 19th August 2014

Introducing Pay & Display on Car Parks in Bentham



Report of the Director of Services

Ward affected: Bentham

1. Purpose of Report

- 1.1 To seek approval for the introduction of Pay and Display on the Council's car park in Grasmere Drive Bentham. The basis of which is to improve traffic management in the village centre together with ensuring sustainable parking provision as set out in the Council's approved Parking Strategy 2014 – 2019.

2. Recommendations

Members are recommended to approve:

- 2.1 Subject to the agreement of North Yorkshire County Council as Highways Authority the introduction of Pay & Display parking systems ('Pay and Display') on the Council owned car park at Grasmere Drive, Bentham.
- 2.2 The tariff of car parking charges for Grasmere Drive as proposed at paragraph 4.10.
- 2.3 Subject to the implementation of Pay and Display on Grasmere Drive car park; approve the introduction of a parking permit scheme as set out in 7.1 and 7.2 of this report.
- 2.4 That officers are authorised to take the necessary action to implement Pay and Display within the car park listed at 2.1 above and that delegated authority is given to the Director of Services to make the necessary formal Orders including considering and deciding on duly made objections to the proposed Orders.
- 2.5 A supplementary capital estimate of £3,970 from the buildings reserve to fund the works required to line the car park and implement Pay and Display and that is repaid to the reserve over 5 years commencing in 2015/16.

3. Background

- 3.1 Pay & Display schemes help local authorities manage vehicle movement and turnover which in turn contributes to the vitality and viability of the town/village centre. Schemes also assist in covering costs for providing car parking facilities.

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- 3.2 Often where parking is free within towns and villages the most convenient spaces close to the shops will be occupied by local residents and/or long stay/commuter parkers who arrive early in the morning, leave late in the afternoon and contribute very little to the local economy whilst parked. This leaves no space available for the shoppers and visitors to the centres who are contributors to the local economy.
- 3.3 A contribution from the motorist for parking also helps subsidise the cost of maintaining the car parks, keeping the asset in good condition adding to the overall upkeep of the local area. The generation of an income also supports the retention of the asset.
- 3.4 The provision of free car parking on Craven District Council owned car parks is kept under continual evaluation and this report sets out the outcomes of the latest review, making recommendations to extend Pay & Display parking on Council owned car parks beyond Skipton, Settle and Ingleton.

4. Parking Review

- 4.1 The Council's Parking Strategy 2014 – 2019 approved by Council in August 2014 sets out the aims and objectives for the Council's parking provision for the next five years. The extension of Pay and Display as recommended through this report fits with 2 of the strategy aims and 3 of the objectives; namely:

Aim 3 – Seek to support the vitality of service centre and local businesses through the provision and management of appropriate car parking, while recognising that car parking provision can be an important tool to help manage traffic.

Aim 4 – reduce the burden on the taxpayer and shift the cost of car parking provision towards the service users and manage the Council's car parking assets in a cost effective manner.

Objective 2 – ensure that car park services are being carried out to a high standard in terms of economy, efficiency, safety and effectiveness.

Objective 3 – maintain a charging structure that maximises the use of the existing car parks, whilst managing a balance between economic, environmental and traffic management objectives.

Objective 8 – Ensure a cost effective and efficient car park management regime

- 4.2 Policy Committee Members last considered car parking in 2009 and Select Committee undertook a detailed review of car parking in 2012/13. Reviews are carried out on a rolling basis to determine whether charges need to be introduced for traffic management purposes and whether they can be introduced economically in order to contribute towards the maintenance of the car parks.
- 4.3 There are long standing traffic management issues on Grasmere Drive car park in Bentham where the most convenient spaces located close to the shops are occupied by long stay or commuter parking. The introduction of parking charges

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could enable this car park to increase vehicle turnover and assist in the sustainability and vibrancy of Bentham village centre.

- 4.4 The annual budget for maintenance costs and liabilities for the Council car parks is currently £312,000 per annum and any revenue derived from the introduction of pay & display will help in subsidising these costs. It will also help balance the Council's revenue budget with the MTFS currently requiring at least £642,000 in savings over the period to 2017/18 with further savings likely to be required once the outcome of the 2015 comprehensive spending review is announced.
- 4.5 The introduction of charges will result in a better service to residents with improvements to the car parks, more frequent turnover and a greater availability of spaces for shoppers. The Council will also be more able to enforce against those abusing the free status.

Bentham Car Parks

- 4.6 There are 3 car parks in Bentham, one located within the town centre, one on the edge of the town and one some distance from the town, predominantly servicing residential properties.

Grasmere Drive

- 4.7 Grasmere Drive, Bentham, is a 47 space car park and is approximately 100 metres from the shopping area. It is currently unlined and is a well utilised car park, generally used by long stay parkers, leaving little or no availability for visitors/shoppers to the town centre. During the survey 551 visitors parked their vehicles for more than 1 hour at 80% of overall occupancy during the survey period. Additionally 30% of the vehicles observed were parked during all 4 days of survey, indicating that they belong to either residents of adjacent houses or long stay parkers (workers within the town).
- 4.8 The results of the survey undertaken on Grasmere Drive between 22nd July 2014 and 25th July are set out in Diagrams 10 to 12 below.

Survey Table	22.07.2014 - 25.07.2014										47 Parking Spaces			
	09:00		10:00		11:00		12:00		13:00		14:00		15:00	
Tues.22/07/14	30	64%	38	81%	40	85%	31	66%	31	66%	33	70%	28	60%
Cars Left >1hr			23	61%	29	62%	17	57%	15	50%	28	84%	26	93%
Wed.23/07/14							35	74%	33	70%	32	68%	30	64%
Cars Left >1hr									30	91%	28	88%	24	80%
Thur.24/07/14									34	4%	33	70%	28	60%
Cars Left >1hr											32	94%	24	86%
Fri. 25/07/14			42	89%	41	87%	42	89%	36	77%	35	75%	37	79%
Cars Left >1hr					38	91%	38	93%	32	76%	31	86%	33	94%

Diagram 10

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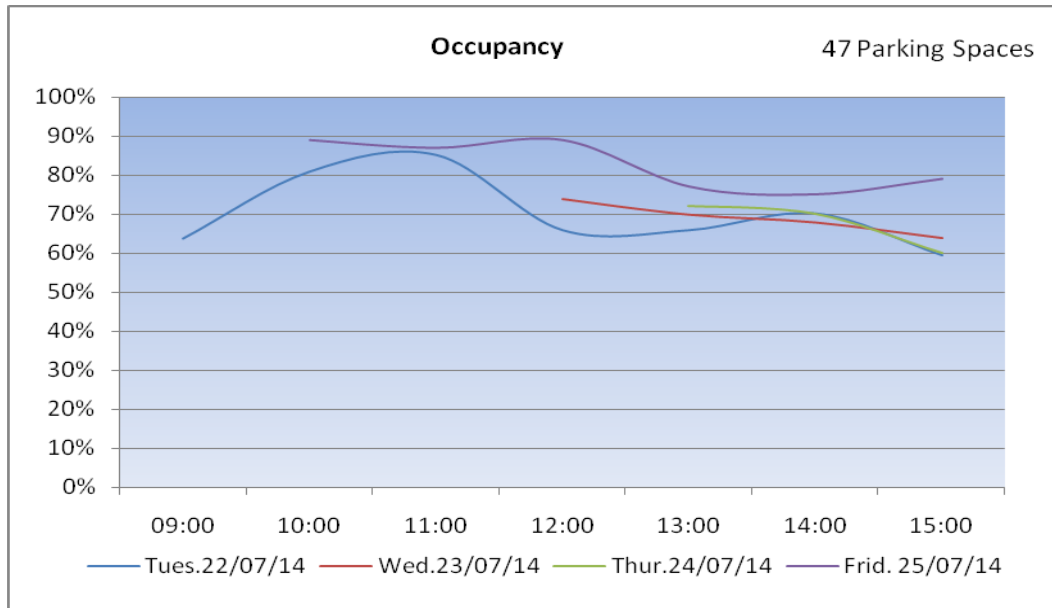


Diagram 11

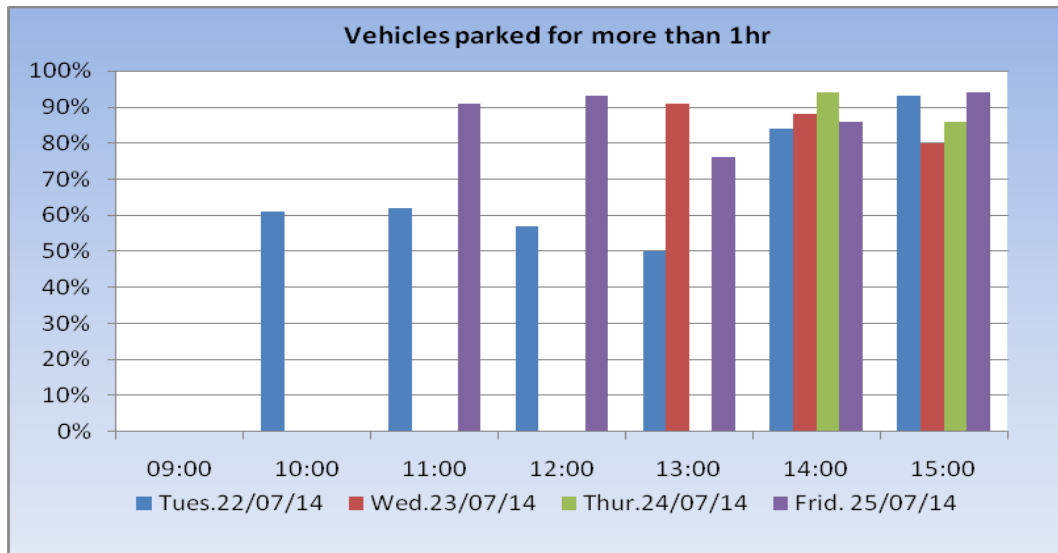


Diagram 12

4.9 The survey chart above shows the occupancy levels for Grasmere Drive car park in each of the 4 days of observation which can be summarised as follows:

- Peak occupancy for the 4 day survey was 89% on Friday at 10:00 and at 12:00
- The total number of vehicles observed at various times during the survey was 689, giving average survey occupancy of 73% for the observation period
- The busiest day was Friday with peak occupancy of 73% at 10:05.
- 551 visitors parked their vehicles for more than 1hr at 80% of overall occupancy during the survey period.
- The peak occupancy could have been higher, if the car park had visible bay markings
- The car park is mostly used for long stay parking
- 30% of the vehicles observed were parked in all the 4 days of survey, indicating that they belong either to residents of adjacent houses or workers within the town

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- 4.10 It is recommended that the charging period for Grasmere Car Park be between 10am and 4pm, 7 days per week. The recommended charging tariffs are:

Pop and Shop (30 mins max stay)	£0.20
Up to 1 hour	£0.50
Up to 2 hours	£1.70
Up to 3 hours	£2.30
Up to 4 hours	£2.80
Over 4 hours	£3.60

- 4.11 Grasmere Drive Car Park currently houses some recycling bins, it is proposed to relocate this facility to the Lairgill Car Park.

Lairgill Car Park

- 4.12 Lairgill, Bentham is a 35 space, unmarked car park on the edge of Bentham town centre, adjacent to a row of residential dwellings. The car park is currently underutilised, but would lend itself to long stay parking for the town centre. With the proposed introduction of pay and display to the Grasmere Drive Car Park, it is proposed for Lairgill Car Park to remain free, which would be of benefit to the towns workers who currently park all day in valuable visitor/shopper spaces at Grasmere Drive.

Harley Bank Car Park

- 4.13 The Council leases the land that the Harley Bank Car Park sits on, which is primarily within a residential area away from the town centre. The current lease commenced on the 1st June 2005 for a period of 20 years. The Council pays for running and maintenance costs of providing this car park as well as incurring an annual lease fee. Due to its location this car park would generate very little by way of income and does not support the vitality of the town centre. It is proposed therefore to continue to provide this car park free of charge and put the site under review for the future.

Income and expenditure summary

- 4.14 Income projections can only be estimates at this stage. Two different occupancy levels have been used to illustrate the potential income. Two illustrations for each occupancy have also been made, one based on the cheapest proposed charge for the car park i.e. 20p and one for the mid charge i.e. £1.70. The table below provides an estimate of income and expenditure for the Bentham car parks

Table 3:

Income		Costs	Net Income
Grasmere Drive Occupancy (Based on 360 days per annum)	Potential Total Gross Income (per annum for Bentham)	Less costs for all Bentham Car Parks (including estimated maintenance + cash)	Potential Total Net Income (per annum for Bentham)

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			collection)	
30% @ 20p + 30% @ £1.70	£9,644	£9,644	£7,377	£2,267

4.15 The above table illustrates that the introduction of pay and display at Grasmere Drive make the provision of the three sites across Bentham self-sustaining.

5. **Set up Costs**

Pay & Display Machines

5.1 A Pay and Display machine will be required at Grasmere Drive. As a result of recent new machine purchases for Skipton car parks there will be machines available that are suitable for smaller car parks such as that being proposed in this report. It is proposed that 1 machine be installed at Grasmere Drive Car Park, with a total cost of £770 for installation.

Signage

5.2 New signs will be required to notify users of the terms and conditions of use of the pay and display car park. The cost of the new signs would be in the region of £200.

Surfacing & Bay Markings

5.3 Grasmere Car Park, Bentham requires lining to allow for effective management of the space. This work will cost in the region of £3,000.

6. **On-going running costs**

6.1 The car parks included in this report already incur running costs for the Council which are illustrated in the tables provided above and cover day to day maintenance, NNDR, gritting and utilities.

6.2 With the introduction of Pay and Display on the car parks, there will be an additional cost associated with the emptying of the cash from the Pay and Display machines, which have been included in the income/costs tables above.

6.3 Enforcement costs will not be increased as these will be managed within existing provision.

7. **Parking Permit Scheme for P&D Car Parks**

7.1 Parking permits are made available for residents, non-residents and businesses within the Council's existing pay and display car parks. It is proposed to offer parking permits for Grasmere Drive Car Park.

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7.2 It is proposed to offer parking permits to everybody at one rate of £75.00 per annum on the same terms and conditions as the existing scheme.

8. Implications

8.1 Financial Implications

8.1.1 A summary of the expenditure required is provided in table 4 below. It is proposed that the funding for the capital works is provided from the buildings repairs reserve and that this is paid back by a revenue contribution over 5 years commencing in 2015/16.

Table 4

Item	Cost
	£
Re-surfacing and lining	3,000
Pay & Display machine installation	770
Signage	200
Total	3,970

8.1.2 The current and additional revenue costs together with an illustration of income that could be generated is summarised in table 5 below.

Table 5

Centre	Gross Income	Costs	Net Income
	£	£	£
Bentham	9,644	7,377	2,267

8.2 Legal Implications

8.2.1 Should Members approve the recommendations set out in this report formal Parking Places Orders will need to be made under the Road Traffic Regulation Act 1984, varying the existing Orders to enable the implementation and enforcement of parking charges in additional car parks

8.2.2 It is recommended that the restrictions that should apply in the formal Order for each of the car parks detailed are the same as those at Ashfield and Greenfoot car parks, Settle:

- Vehicle may wait wholly within a parking bay
- Private cars and vans not exceeding 1.5 tonnes (30cwt) unladen weight
- Maximum period for which vehicles may wait, 23 consecutive hours
- Charging periods and tariffs as detailed in this report
- Blue badge parking to be as implemented in existing P&D car parks
- Craven District Council Parking Permits valid for use

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8.2.3 Following initial public notification and consultation on changes to the Parking Places Order, consent would need to be obtained from NYCC as the Highways Authority to the making of the Order.

8.3 Contribution to Corporate Priorities – These proposals contribute to:

8.3.1 Enterprising Craven, in that targeted management of the Council's car parks ensuring that car parking spaces are being turned over and therefore more accessible to visitors of the village/town services will make a valuable contribution to the local economy.

8.3.2 Financial Resilience, where the income generated will help towards the costs of the Council providing the car parks in these centres.

8.4 Risk Management

8.4.1 When parking charges are introduced there is a possibility that vehicles will choose to park on street instead of on car parks. It has been acknowledged in the report that the occupancy shown on the survey days is not necessarily a reflection of future occupancy and therefore when reporting potential income for each of the car parks a relatively conservative estimate has been used. This will require some joint working with the County Council to encourage vehicles to the car parks where possible.

8.4.2 If the Council is unable to introduce charging on these sites the future viability of retaining them may be in question. There are cost implications for on-going maintenance and operation of the car parks, whilst seemingly small on an individual basis, as a collective is unsustainable for the Council.

8.4.3 Deriving an income from each asset allows for investment to be made back into it, thus reducing the liability risk and increasing the quality of the asset, car parks often being the first impression visitors get of an area.

8.4.4 If the car parks are not properly managed, encouraging turnover of space in the service centre, they cannot contribute to the overall vitality of the area by allowing more visitors to park.

9. **Author of the Report** – Hazel Smith, Asset and Project Manager,
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Note : Members are invited to contact the author in advance of the meeting with any detailed queries or questions.