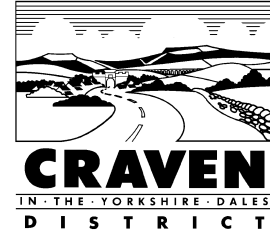


Policy Committee – 19th August 2014

Introducing Pay & Display on Car Parks in Gargrave



Report of the Director of Services

Ward affected: Gargrave

1. Purpose of Report

- 1.1 To seek approval for the introduction of Pay and Display on the Council's car park at North Street, Gargrave and a Resident Permit Scheme on West Street Car Park Gargrave. 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 North Street, Gargrave
- 2.2 The introduction of a residents parking permit scheme on West Street Car Park, Gargrave to be reviewed under the fees and charges process annually
- 2.3 The tariff of car parking charges for North Street, Gargrave as proposed at paragraphs 4.13.
- 2.4 Subject to the implementation of Pay and Display on the car parks that are the subject of this report; approve the introduction of a parking permit scheme as set out in 7.1 and 7.2 of this report.
- 2.5 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.
- 2.6 A supplementary capital estimate of £8,370 from the buildings reserve to fund the works required to improve car park surfaces and implement Pay and Display and that is repaid to the reserve over 5 years commencing in 2015/16.7

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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.
- 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

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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 in Gargrave where the most convenient spaces located close to the shops are occupied by long stay or commuter parking. The introduction of parking charges could enable an increase in vehicle turnover and assist in the sustainability and vibrancy of Gargrave 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.

Gargrave

- 4.6 Gargrave is a small service centre and the Council currently holds 3 sites for car parking within the village. The village does attract visitors many of whom use the area and parking as a base for walking from.

North Street Car Park

- 4.7 North Street, Gargrave has a 30 space car park which is approximately 120 metres from the shops. The car park was refurbished during 2004/05. This refurbishment consisted of improved lighting, improved drainage, new surface and relining. The investment made by the Council for the refurbishment of this car park was £58,682.

The car park is well used by visitors to the area, local residents and is also used as an overflow for visitors to the nearby village hall.

- 4.8 In the most recent survey the total number of vehicles parked for more than one hour was 192, 36.8% of the overall occupancy.
- 4.9 The annual costs for maintenance and liabilities for the North Street car park is currently £1,158.
- 4.10 It is considered Pay & Display should be introduced to help manage the vehicle turnover of the car park and generate an income to cover maintenance costs and future capital liabilities.
- 4.11 The results of the survey undertaken on North Street between 10th & 14th March 2014 are set out in Diagrams 1, 2 and 3 below

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TIME	09:05	10:05	11:05	12:25	13:40	14:50
Mon.10/03/14			28 93%	20 66%	18 60%	
Cars Left >1hr				6 20%	11 36%	
Tues.11/03/14	13 43%		29 96%	24 80%		27 90%
Cars Left >1hr			3 1%	10 33%		17 57%
Wed.12/03/14	14 47%	25 83%	29 97%	29 97%	28 93%	28 93%
Cars Left >1hr		8 27%	2 76%	17 57%	15 50%	
Thur.13/03/14	11 37%	16 53%	22 73%	27 90%	23 77%	17 57%
Cars Left >1hr		9 30%	12 40%	15 50%	15 50%	8 27%
Fri. 14/03/14	10 33%	12 40%	17 57%	23 76%	19 63%	12 40%
Cars Left >1hr		7 23%	9 30%	7 23%	13 43%	8 26%

Diagram 1

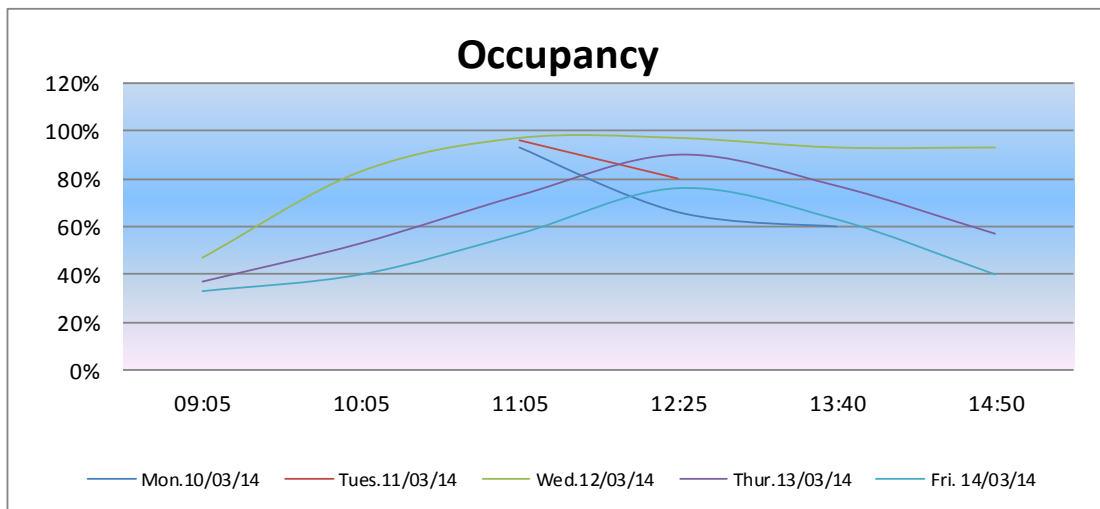
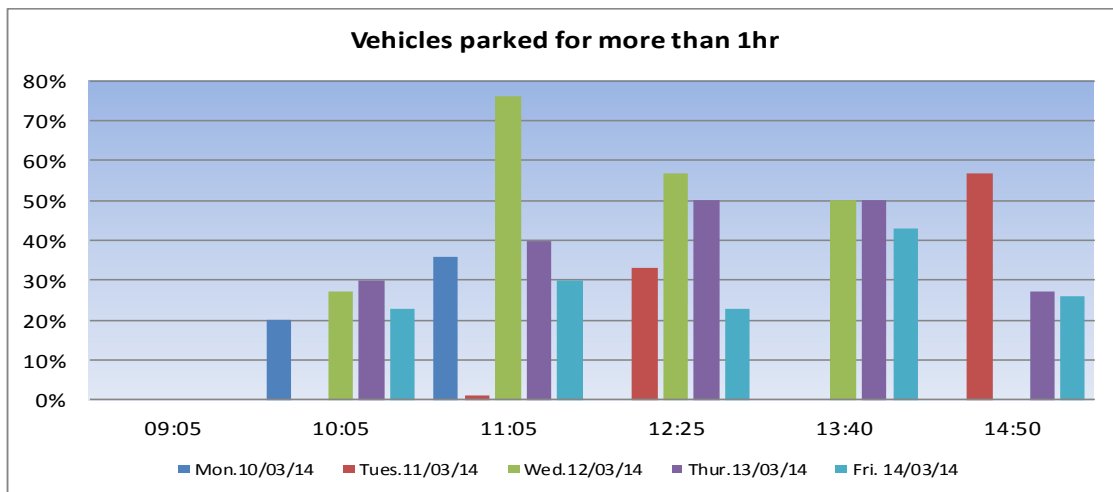


Diagram 2



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Diagram 3

4.12 The survey results show the occupancy levels for the North Street Car Park in each of the 5 days of observation can be summarised as follows:

- Peak Occupancy for the 5 day survey period was 97% on Wednesday from 11:05 to 12:25.
- The total number of vehicles observed at various times during the survey period was 521, giving average survey occupancy of 69% for the observation period.
- The busiest periods were from Wednesday to Friday averaging 76% occupancy.
- The total number of vehicles parked for more than 1hr was 192, 36.8% of the overall occupancy.

4.13 To ensure a greater turnover of visitors to the car park and the local facilities it is recommended that the charging period for North Street be between 10am and 4pm, 7 days per week. The recommended charging tariffs are:

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

4.14 The Pop and Shop scheme has not been proposed for this car park as the scheme is generally used to encourage short stays for shopping where there is a shortage of short stay parking. The Co-op nearby adequately caters for the short stay shopper.

West Street Car Park

4.15 West Street, Gargrave has approximately 18 parking spaces on a rough surface which are unmarked and adjacent to residential properties. This car park will require resurfacing and lining works. Reviews of this car park indicate that it is not financially viable to implement parking charges; however, it would lend itself well to a residents permit scheme. The average occupancy during survey was 12 vehicles, (80%) with peak occupancy of 87% noted at 5pm.

4.16 It is therefore recommended that the West Street Car Park be re-surfaced and lined, at a cost of £7,200. Annual revenue costs are currently £660; however, this does not include any maintenance costs. It is proposed resident parking permits are sold at £40.00 per annum to help cover the annual running costs of the car park.

Water Street

4.17 There is a very small car park on Water Street, Gargrave which can accommodate approximately 7 vehicles. The site is also an access route to a residential dwelling/Bed and Breakfast beyond. Due to the size, location and access of the site it is not considered viable to either introduce pay and display, or to sell the site. As an alternative, it is proposed to utilise this site as a vending pitch which would

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generate an income to the Council to contribute towards the retention of the site. It is estimated that the pitch could generate £3,000 per annum.

5. **Set up Costs**

Pay & Display Machines

- 5.1 A Pay and Display machine will be required for North Street car park. 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 on North Street 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 £400.

Surfacing & Bay Markings

- 5.3 West Street Car Park, Gargrave requires a resurface and lining to define spaces. This work will cost in the region of £7,200.

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 each car park included in this report where Pay and Display is being recommended.
- 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 expenditure 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	7,200
Pay & Display machine installation	770
Signage	400
Total	8,370

- 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
	£	£	£
Gargrave	12,792	3,654	9,138

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
- 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.

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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, hsmith@cravenc.gov.uk tel: 01756 706310

Note : Members are invited to contact the author in advance of the meeting with any detailed queries or questions.