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REPORT TO EXECUTIVE			
PORTFOLIO AREA: ENVIRONMENT, INFRASTRUCTURE AND TRANSPORT			
Date of Meeting:	4 November 2003		
Public			
Key Decision:	Yes	Recorded in Forward Plan:	Yes
Inside Policy Framework			

Title: CHARGES REVIEW 2004/2005 - CAR PARK CHARGES

Report of: HEAD OF COMMERCIAL AND TECHNICAL SERVICES

Report reference: CTS 26/03

Summary:

Following a review of existing car park charges, this report sets out details of the proposed charges for 2004/5.

Recommendations:

- 1. The Executive is asked to agree the amended charges as set out in Section 4 of this report with effect from 1st April 2004.
- 2. The Executive retains the existing charging policy for special events using the car parks.

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Note: In compliance with section 100d of the Local Government (Access to Information) Act 1985 the report has been prepared in part from the following papers: None

CITY OF CARLISLE

To: The Executive CTS 26/03
4 November 2003

REVIEW OF CHARGES 2004/05 –
COMMERCIAL & TECHNICAL SERVICES

1. BACKGROUND

The City Council is required to review its car park charges annually and in so doing strives to balance a range of features. These

relate to income, contribution to the Local Transport Plan for Carlisle and maintaining the economic vitality of the City Centre. A number of options have been considered as discussed below and the suggested charge increases are set out in Section 1.4 of this report.

2. CORPORATE CHARGING POLICY

1. The Corporate Charging Policy, which was approved by the Executive on 07 July 2003, sets out three basic principles to underpin the City Council's policy for reviewing charges.

- A Corporate Approach – to help the delivery of the Council's corporate objectives and to address strategic and cross cutting themes between departments.
- Consistent Concessions – to clarify the basis by which the Council subsidises services and activities and to identify which citizens should benefit from the subsidies.
- Income Targets – to raise income from services where this is appropriate. This should include consideration of charging for services where this is not currently the case. Where charges for services are made they should be cognisant of the costs where appropriate. For 2004/05 each service has been given a corporate target for income generation of a minimum of 3.5%, i.e. an additional 1% increase over and above the assumed retail price index.

1. In addition, the policy recognises that each Service is different, and requires Service Managers to develop specific principles for their particular service or clients groups, but within the parameters of the three main principles.

1. OPTIONS CONSIDERED

a. Do Nothing

In 2002/03 the increases made in car park charges equated to a 10% average increase. This was considerably more than inflation which was 2½%. Data collected from other local authorities in the North shows how the existing car park charges in Carlisle compare with other authorities. (See Appendix attached.)

The data shows that existing charges in Carlisle are broadly in line with other areas. In view of the increases made last year Members may wish to consider leaving parking charges unchanged. This option will obviously not recover the inflation allowance which would have to be funded from other sources and will not help meet the targets set in the Local Transport Plan.

b. Sunday Charging

In 2002/03 a £1.00 daily charge was introduced for the first time in Carlisle for Sunday parking. It was estimated at that time that an annual income of £28,000 would be generated in a full financial year. An analysis of income received between 1st April 2003 and 31st July 2003 indicates that total income for 2003/04 is likely to achieve or slightly exceed this estimate.

At the time that Sunday charging was introduced concerns were expressed that the introduction of a Sunday Parking charge may discourage Sunday shopping. From discussions with management of The Lanes it is apparent that no reduction in Sunday shopping has occurred, in fact an increasing number of people are visiting the City on a Sunday.

An option is to increase the Sunday charge to match the normal weekday rate. This would result in additional income of £22,000.

This increase could, however, adversely affect Sunday training which is at present continuing to grow. The increased charge would also adversely affect Church congregations in the City Centre.

c. Evening Charging

At the present time, car parking charges apply only from 8.30 a.m. to 6 p.m. Outside these hours parking is free. An option exists to amend the charging hours so that parking charges are levied until 8.30 p.m.

It is estimated that this change would generate additional annual income of £50,000 for evening charging, Monday to Saturday.

It is likely that objections would be received from those operating Leisure and Recreation facilities if such a policy was introduced as it may discourage visitors to these premises in the evening.

d. Charging for Staff Parking

At the moment CHA receive some parking permits at the Swifts Car Park which are likely to be terminated in March 2004. Discussions are ongoing with CL Ltd. regarding parking charges but the level of income is likely to be modest.

e) Increase Long Stay Car Park Charges for Stays over 3 hrs

Analysis of Ticket sales in The Lanes Car Park and City Council Car parks has shown that most shoppers stay for less then 3 hours. In order to continue to support the Transport policies set out in the Local Transport Plan, which are to discourage Long stay parking, while at the same time not discouraging shoppers and visitors, it is suggested that Long stay parking charges for stays over 3 hours be increased. The suggested scale of charges is set out as follows:

LONG STAY PARKING		
Duration of Stay	Existing charge	Proposed charge
Up to 1 hour	0.70p	0.70p
1 to 2 hrs	£1.40	£1.40
2 to 3 hrs	£2.00	£2.00
3 to 4 hrs	£2.00	£2.50
4 to 5 hrs	£2.50	£3.00
5 to 6 hrs	£2.50	£3.00
Over 6 hrs	£3.00	£3.50

It is estimated that these changes will generate an additional £76,000.

a. Contract Parking Charges

If a decision is made to increase the Long Stay charges as set out above then corresponding % increases could be made in the contract parking charges. The over 6 hour charge above is increasing by 16%, a similar increase in the contract parking charges would see the 5 day permit increase from £420 to £480 and the 6 day permit from £528 to £612. Implementing these changes are estimated to generate additional income of £8000. However, to minimise the effect of the increased charges in (e) above for stays over 6 hours the contract charges could remain unchanged. A concern relates to employees in the City Centre in the absence of suitable transport choices at this time.

b. Changing Long Stay Car Parks to Short Stay

As part of the Local Transport Plan (LTP) which the County Council produces as part of its bid to Central Government for transport funding, it was agreed that efforts would be made to reduce the amount of Long Stay parking. In previous years the introduction of Disc Parking Zones has helped to achieve this. It is likely later in 2003/04, that a further Disc Parking Zone will be introduced in the Greystone Rd / Warwick Rd area which will again help to reduce the amount of space available for commuter parking.

After this the scope for further increases in the number of Disc Zones appears limited.

Any further reduction in the amount of Long Stay parking will have to come from a reduction of Long Stay spaces on car parks.

To further reduce Long Stay spaces and perhaps generate more income The Sands Car Park could be changed from Long Stay to Short Stay. Based on existing rates, users staying for up to 3 hours will still pay the same charge. Those staying more then 3 hours (commuters) would be required to pay the higher Short Stay charges. It is estimated that this charge would generate extra income of £70,000 as well as meeting the Transport targets set out in the LTP. Commuters unhappy with the higher charges have the option of using Devonshire Walk Car Park. This change may free up space on The Sands for shoppers if commuters moved to Devonshire Walk.

c. Car Park Security - CCTV Monitoring

A number of years ago Car Park funding was used to provide CCTV cameras on 7 Car Parks as part of the Secured Car Park initiative to reduce car crime. Since then further cameras have been provided so that 9 Car Parks are now covered by CCTV. The Car Parks covered are:-

Cecil Street Lower Viaduct
William Street Civic Centre

The Sands Devonshire Walk
The Swifts Town Dyke Orchard
Upper Viaduct

When the CCTV scheme was initially installed a revenue allocation was made to cover the cost of maintaining and monitoring the system which at that time included Car Park and City Centre cameras. Over the last 2 to 3 years Home Office funding has been provided to provide a considerable number of additional cameras. The system has now grown to the stage where there are now 52 pan and tilt cameras and 15 fixed cameras being monitored and this number continues to increase.

The existing staffing arrangements for monitoring are no longer sufficient and therefore additional resources are required to ensure that 2 members of staff are available in the control room during peak hours. As outlined in the CCTV Annual Report (see Report CTS 17/03) a one off revenue allocation of £30,000 has been made for 2003/04 to enable these additional monitoring resources to be provided.

For 2004/05 and future years it is suggested that the sum of £30,000 should be considered from the Car Park budget to cover the cost of monitoring the 9 cameras on Car Parks. This policy has already been adopted with the cameras provided by CHA on Housing Estates. CHA meet the cost of maintaining these cameras. Similarly, The Lanes have been asked to contribute towards the cost of monitoring the cameras around their development. These costs could be funded from the income generated from the increased charges. A separate budget bid has been submitted for this funding.

d. Charging for Special Events

The Head of Economic and Community Development has requested that consideration be given to removing the charges levied for holding Council organised events on car parks. During 2004/5 the following events are likely to be held on car parks and income as shown should be generated.

Detail of Event	Income
Spring Flower Show	£54.00
Carlisle Carnival	£54.00
Carlisle Fireshow	£360.00

If the existing policy of levying a charge is to be amended then car park income of £468 would be lost.

The current Council policy is to charge organisations wishing to use Council car parks for other events to reflect an estimate of loss of average income. The Executive may wish to consider amending the existing policy for Council use. Private operators may have a view on this issue, as may Carlisle Leisure Ltd. and the number of events may increase.

1. SUMMARY OF PROPOSED CHANGES

4.1 The following table summarises the income that it is estimated can be generated by the various options:

CAR PARK CHARGING OPTIONS 2004/05		
No.	Option	Estimated Income (£)
a.	Do Nothing	0
b.	Sunday charging rate to match weekdays.	£22,000
c.	Evening charging (Monday to Saturday)	£50,000
d.	Charging for Staff Parking	0
e.	Increase Long Stay charges for stays over 3 hrs	76,000
f.	Increase Contract Charges	8,000
g.	Change Sands Car Park from Long Stay to Short Stay status.	70,000

h.	Car Park Security. To improve CCTV monitoring.	- 30,000
i.	Not charging for Special Council Events	- 500

4.2 Proposed Increases/Changes

It is proposed that the increases set out above in (e) and (g) above be implemented. These are:

(e) Increase long stay charges for stays over 3 hours as set out in the table. Income generated £76,000.

(g) Change the Sands Car Park from Long Stay to Short Stay. Income generated £70,000.

For information, details of the existing charges are attached as an Appendix.

2. SUMMARY OF INCOME GENERATED

The current and forecast income levels are as follows:

Service	Original Estimate 2003/04	Revised Estimate 2003/04	Estimate 2004/5	Variation
Short stay car parking	459,600	498,600	752,520	
Long Stay car parking	678,800	704,800	556,880	
Penalty Charges	110,620	110,620	110,620	
Contract Parking	49,860	49,860	50,500	
Miscellaneous	81,380	81,380	120,740	
Total	1,380,260	1,445,260	1,591,260	+ 15.3%

- The revised forecast income for the current financial year reflects an increased income of £65,000 from that originally budgeted, which is primarily as a result of increased usage.
- The forecast income levels for 2004/5 reflect an increased income of £181,000 (+13.1%) from the original projections for 2003/4. These assume the proposals set out in para 1.4 are accepted and also, in miscellaneous, show the loss of £30,000 caused by CHA moving location and the associated staff parking income.
- The miscellaneous income also includes projections for the car park extensions for Town Dyke Orchard and Bitts Park where the statutory approvals are still being sought.
- The above figures do not include the non-City Council car parks (William Street) which is managed by the Council on behalf of Cumbria C.C. where the amended charges will apply.
- It should be noted that none of the proposals include for the increase in penalty charges which is being kept in line with those applied 'on-street'.

1. CONSULTATION

1. Consultation to Date.

Consultation has taken place with the City Centre Retailers and Donaldsons, the managing agents of the Lanes.

They support the recommendations set out in this report.

2. Consultation proposed.

Overview and Scrutiny will be consulted as part of the budget process. The County Council will be consulted on the proposals approved.

2. RECOMMENDATIONS

7.1 The Executive is asked to agree the amended charges as set out in Section 4 of this report with effect from 1 April 2004.

2. The Executive retains the existing policy for special events using the car parks.

1. REASONS FOR RECOMMENDATIONS

8.1 To ensure that the City Council's Corporate Charging Policy is complied with. In addition, the proposals support the Local Transport Plan for Carlisle.

2. IMPLICATIONS

- Staffing/Resources – There are no staffing implications related to the proposed charges.
- Financial – The Head of Finance has been consulted in the preparation of this report.
- Legal – any amendments to car parking charges will be advertised prior to any legal orders being made.
- Corporate – The recommendations have been made in support of the Corporate Charging Policy.
- Risk Management – The major risk to this Charges Review is the heavy reliance on income from fees and charges which reflect past and present experience of economic and customer activities. Any significant slowdown or economic recession would likely impact on projected income and would result in budgets bids for future years.
- Equality Issues – No equality issues are apparent.
- Environmental – The proposals support the Local Transport Plan which aims to promote alternative means of transport.
- Crime and Disorder – The proposal to improve the monitoring of CCTV will support the work of the Crime and Disorder Reduction Partnership.

MICHAEL BATTERSBY

Head of Commercial & Technical Services

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Appendix

COMPARISON OF CAR PARK CHARGES IN OTHER NORTHERN TOWNS

The enclosed information gives details of the existing Car Park charging policies in other towns. It should be noted that many of these Authorities are likely to be undertaking charging reviews as part of their annual budget considerations.

LONG STAY CHARGES							
Duration of Stay	Carlisle	Barrow	Eden (Penrith)	Allerdale Keswick	South Lakes (Kendal)	Copeland (Whitehaven)	Newcastle (Civic Centre)
0 - 1 hr	0.70	0.70	0.60	2.00	0.70	2.50	0.70
1 - 2 hrs	1.40	1.40	0.60	2.00	1.30	2.50	1.40
2 - 3 hrs	2.00	2.10	1.20	2.00	2.00	2.50	2.10

3 - 4 hrs	2.00	4.00	1.20	2.70	3.00	2.50	2.80
4 - 5 hrs	2.50	4.00	2.50	3.70	4.00	5.00	3.50
5 - 6 hrs	2.50	4.00	2.50	3.70	4.00	5.00	4.20
Over 6 hrs	3.00	4.00	2.50	3.70	4.00	5.00	4.90

SHORT STAY CHARGES						
Duration of Stay	Carlisle	Barrow	Eden (Penrith)	Allerdale Keswick	Copeland (Whitehaven)	Newcastle (Civic Centre)
0 - 1 hr	0.70	0.70	0.60	0.80	0.80	0.90
1 - 2 hrs	1.40	1.40	1.20	1.45	0.80	1.80
2 - 3 hrs	2.00	2.10	Max Stay 2 hrs	2.00	1.00	2.70
3 - 4 hrs	2.50	Max Stay 3 hrs		2.60	1.30	3.60
4 - 5 hrs	5.00			6.00	2.50	4.50
5 - 6 hrs	5.00			6.00	2.50	5.40
Over 6 hrs	5.00			6.00	2.50	6.30

LOCAL AUTHORITY CHARGES ON SUNDAYS

Cumbria

Allerdale Borough Council	Yes
Copeland Borough Council	Yes
South Lakeland District Council	Yes
Eden District Council	No
Barrow Borough Council	No

Lancashire

Lancaster City Council	Yes
Blackpool Borough Council	Yes
Sefton Borough Council	Yes
Preston Borough Council	No (except 6 wks prior to Christmas)
Bolton Borough Council	No
Blackburn Borough Council	No
Burnley Borough Council	No

Cheshire

Chester City Council	Yes
Crewe & Nantwich Borough Council	Yes (Flat Rate 50p)

SUMMARY OF CAR PARK CHARGES IN OTHER LOCAL
AUTHORITIES AS A COMPARISON WITH CARLISLE

Newcastle City Council	Charges more expensive for most City Centre Car Parks. 8am – 6pm No charge in the evening and Sundays on surface car parks. Charges in the evenings and Sundays in Multi-storeys
Allerdale Borough Council	Charges similar for Keswick & Workington. 9am to 7pm (to change to 9pm) on all days including Bank Holidays.
South Lakeland District Council	Charges similar for Kendal, Ambleside, Grasmere & Windermere. Charges more expensive at Bowness-on-Windermere. 9am to 6pm (some 9pm) on all days including Bank Holidays.
Barrow Borough Council	Charges similar for shorter stays but more expensive for longer stays in Barrow. 8am to 6pm Monday to Saturday
Eden District Council	Charges less expensive in Penrith 8am to 6pm Monday to Saturday.
Copeland Borough Council	Charges less expensive in Whitehaven 8am to 8pm on all days including Bank Holidays.



CARLISLE – PUBLIC CAR PARKS
1st April 2003 to 31st March 2004

Type of Car Park	Car Park	No of Spaces	Duration	Charges £ Per day <small>mon to sat</small>
Long Stay Sunday Parking 8.30-18.00 £1 up to 9.5 hrs	Cecil Street	210		
	Lower Viaduct	450	Up to 1 hour	0.70
	Paddy's Market	24	1 – 2 hours	1.40
	Sands	276	2 – 4 hours	2.00
	Shaddongate	61	4 – 6 hours	2.50
	Swifts Bank	208	6 – 9.5 hours	3.00
	Upper Viaduct	205		(Swifts Bank Available Sat only)
	William Street	174		
Long Stay Sunday Parking 8.30-18.00 £1 up to 9.5 hrs all vehicles	Devonshire Walk	334	Up to 1 hour	0.70
			1 – 2 hours	1.40
			2 – 4 hours	2.00
			4 – 6 hours	2.50
			6 – 9.5 hours	3.00
			All day (Caravans)	3.00
			Every day (Coaches)	FREE
Short Stay Sundays 8.30-18.00 £1 up to 9.5 hrs	Town Dyke	253	Up to 1 hour	0.70
	Civic Centre	81	1 - 2 hours	1.40
			2 - 3 hours	2.00
			3 - 4 hours	2.50
	Bitts Park	58	4 - 9.5 hours	5.00
Contract Parking Permit Prices	Available on Long Stay Car Parks only		Monday to Friday	420.00 (per annum)
			Monday to Saturday	528.00 (per annum)