



ENVIRONMENT AND ECONOMY OVERVIEW AND SCRUTINY COMMITTEE

Committee Report

Public

Date of Meeting: 20th OCTOBER 2011

Title: CAR PARKING TASK & FINISH GROUP

Report of: THE ASSISTANT DIRECTOR (LOCAL ENVIRONMENT)

Report reference: LE24/11

Summary:

This report provides an update for members on implementing the recommendations from the Car Parking Task and Finish Group.

Questions for / input required from Scrutiny:

Nothing further required at the current time.

Recommendations:

It is recommended that members note the attached progress report.

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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

1.0 INTRODUCTION

- 1.1 The Local Environment Portfolio Holder (Cllr Bloxham) last reported on this issue on the 7th April 2011 when an update was given on implementing the recommendations of the Task and Finish Group. This report has been prepared to provide the latest information on this matter.

2.0 PROGRESS REPORT

- 2.1 **Residential Parking Schemes should break even and consideration needs to be given to how this can be achieved**

As previously reported the Resident Parking Schemes could be made self financing if a small charge was levied each time a resident makes any changes to a permit. City Officers have submitted details of a proposed permit scheme, which would be self financing, to the County Council. It is now for the County Council to decide how they wish to proceed. Over the last 3 years the City Council has incurred costs in operating the permit scheme and a request for these costs, totalling £93,000, to be refunded has been made to the County Council. In the interim the City continue to operate a minimal scheme which is beginning to become unsustainable due to the fact that permits have not been replaced for several years. The County Council need to need to make a decision on the future of residents parking as soon as possible or agree to fund the City Council to do this work.

- 2.2 **A review should be undertaken into all disc parking zones within the City with consideration to narrowing them if they are deemed too wide**

The County Council is responsible for reviewing existing parking restrictions including the disc zones. Since the last report no further information has been forthcoming from the County Council on their plans for reviewing disc zones.

- 2.3 **That the Executive instructs an officer to look at how car park assets can be maximised**

A car parking study is underway at present, with a report due in November 2011. This report will provide advice on car park charges, maximising the use of car parks and many other issues. A copy of the Study Brief is attached detailing the work that is to be undertaken. The findings from this report will be used to advise the Charges

Budget Process. It will also advise on changes to our management policies for the Car Parks.

2.4 That consideration is given to offering a larger discount for contract parking for Devonshire Walk car park

The Car Parking Study discussed in 2.3 above will examine the issue of discounts not only in Devonshire Walk but all car parks. Recent discussions with potential contract parking users have highlighted a number of ways whereby contract parking income could be increased. The Car Parking Study will fully examine these options and make proposals.

2.5 That contract parking is available at a pro-rata cost for parking on set days of the week

Car Parking Study will fully examine this option and make recommendations on charging for contract parking.

2.6 That the Executive give consideration to linear parking charges and that consideration is given to introducing Pay by Phone Parking

These issues will be covered by the Car Parking Study and the report produced. With regard to Pay by Phone parking City Council officers have already identified a preferred supplier of this service from three providers considered. This service has no cost for the City Council. Subject to the Car Parking Study supporting the benefits of such a scheme it is proposed to introduce phone payment as soon as possible.

2.7 Future of Parking Enforcement

Officers of the City Council and County Council have spent a considerable amount of time developing the proposals for "Parking Connect" under which the City Council would have carried out on-street parking enforcement Countywide. The County Council are now examining other parking enforcement options involving them providing an in-house enforcement service. A final decision is awaited from the County Council on how they wish to proceed with this issue.

Impact assessments

Does the change have an impact on the following?

Equality Impact Screening	Impact Yes/No?	Is the impact positive or negative?
Does the policy/service impact on the following?		
Age	No	
Disability	No	
Race	No	
Gender/ Transgender	No	
Sexual Orientation	No	
Religion or belief	No	
Human Rights	No	
Health inequalities	No	
Rurality	No	

If you consider there is either no impact or no negative impact, please give reasons:

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.....
.....

If an equality Impact is necessary, please contact the P&P team.

CARLISLE CITY COUNCIL

LOCAL ENVIRONMENT

CARLISLE CAR PARKING STUDY BRIEF

1.0 Introduction

- 1.1 Carlisle City Council operates a number of off-street car parks in and around Carlisle City Centre. These car parks operate as Pay and Display Car Parks with the car park charges and relevant Traffic Orders being reviewed on an annual basis as part of the Council's Budget Process.

Over recent years car park usage, measured by the number of tickets sold, has fallen consistently since at least 2005 and it appears that the average length of stay is also falling.

In order to maintain income levels car park charges have been increased annually. However, in view of the present economic climate, the City Council wishes to examine if there are other ways of maintaining or increasing car park income while meeting the car parking expectations of residents, visitors and members of the business community.

- 1.2 The City Council wish to commission consultants to examine a number of objectives and make recommendations related to the operation and charging policy in its car parks. The details of the Study Brief are set out below.

2.0 Study Objectives

- 2.1 As part of the proposed study there are 3 Objectives as set out below which the appointed consultant is to report on :-

- **To identify reasons for the observed fall in Car Park usage.**
- **To identify potential options to increase Car Park usage and revenue**
- **To develop a strategy document including a prioritised action plan.**

As part of this work the consultant is required to take into account relevant issues including the following issues:

- Is the present division into Long and Short Stay Car Parks still appropriate? Should the classifications of car parks be amended and if so, how?

- What is the demand for car parking space; if there is an excess supply are there alternative uses to which the car park space could be put, which would generate more income?
- It is proposed to introduce “Pay by Phone” into all car parks on a trial basis. What impact is this likely to have based on experience elsewhere?
- Is it considered appropriate to introduce “Pay on Foot”/“Pay on Exit” systems to any of the car parks to improve income and/or customer service?
- Should the hourly rate and charging structure be different in each car park to, reflect the current demand for parking at each location, take account of the economic impact of charges or take account of special events such as Christmas shopping?
- What actions are likely to increase take-up of Contract Car Parking Permits? For example higher discounts for long-term users, allowing contract parking in short stay car parks, providing reserved spaces, allowing parking in any car park rather than designating car parks, taking account of the needs of particular business users, allowing more flexible permits to suit the needs of part time workers.
- What impact do the various private car parks have on car parking demand in Council car parks and how can they be regulated to align their charges with the City Council charges?
- What external influences are affecting use of car parks, such as the lack of On Street charging and the disc parking scheme and do they have a major impact on car parking?
- The quality of the existing car parks, the pedestrian routes from some of the car parks and signage to the car parks could be improved. Would a phased programme of improvement be likely to encourage increased usage and are any particular types of improvement likely to be more effective than others. How quickly should improvements be carried out?

3.0 **Background information**

3.1 To assist the Consultant in this work the City Council will provide access to the following information:

- Details of the car park charges for 2011/12, 2010/11, 2009/10, 2008/09
- Annual Parking Reports for 2010/11, 2009/10
- Details of the location and number of disc parking spaces and uncontrolled parking spaces in each of the disc zones in and around the City Centre.

- Location plan(s) of car parks
- Usage data for car parks taken from the ticket machine data. This details ticket sales income received and duration of stay for each ticket machine. The ticket machines are supplied by Cale Briparc.
- Copy of the 2008 Carlisle Parking Strategy Report prepared by Capita Symonds for the City Council.
- Copy of the 2006 Car Parking Review carried out by Capita Symonds for the City Council.
- City Council officers will be available to supply relevant information related to the study which may be available within the Council.

4.0 **Supplementary Information**

- In view of the need to have the final report and the action plan available to be considered as part of the budget setting process it is not envisaged that any extensive surveys would be carried out as part of the study.

- The budget and time available for this study is limited and consultants should take account of this when considering their proposals.

- It is envisaged that the survey will be carried out in distinct stages which will enable a review with the client at each stage. A suggested arrangement is set out below but consultants may wish to suggest revised proposals as part of their submission. The suggested stages are :

Data Review This would involve a review, with support from City Council officers, of the available information. This work may then help establish the most appropriate means of carrying out the later stages.

Data Collection and Analysis carrying out any surveys or data collection, analysing the data and establishing the nature of parking trends in Carlisle and how they may be changing

Option Identification and Review. Assessing, reviewing and costing, where possible the available options. Considering the impact of each option and how they fit into the situation in Carlisle.

Study Report. Developing a strategy document and action plan prioritised and costed, where possible, for maximum impact.

- **The Final Report is required by the 31st October 2011** to enable the client to

prepare relevant budget proposals for 2012/13.

- Payments – payment for the Study will be made upon receipt of an invoice and receipt of the Final Report.

- The Consultant is required to submit his proposals for the Study as set out in this brief to the Client by the 27th September 2011. It must include the following:

- Details/CV of those members of staff who would be involved in working on the Study.
- An outline timetable for fulfilling the various stage of the Brief.
- Hourly charge for each member of staff working on the study.
- A total cost for fulfilling the requirements of the brief.