

	<b>REPORT TO OVERVIEW &amp; SCRUTINY BOARD TO BE HELD ON 11 JANUARY 2017</b>	
	<b>Topic</b>	<b>CAR PARKING FEES AND CHARGES &amp; OPERATION</b>
<b>Corporate Priorities Prosperous Quality Environment</b>	<b>Task Group (if applicable)</b>  <b>Cabinet Portfolio Holder</b>	<i>Car Parking Review Group</i>  <b>Cllr Andrew Backhouse</b>

## REPORT OF THE CHAIR OF THE PARKING REVIEW GROUP 17/007

**WARDS AFFECTED: ALL**

### **SUBJECT: REVIEW OF CAR PARKING CHARGES**

#### **REASON(S) REPORT REQUESTED:**

The Car Parking Review Group (CPRG) was re-established by Overview and Scrutiny Board on 29 June 2016 to continuously examine and inform upon the Council's car parking operations. The Review Group met on three occasions since being formed to consider a range of items relating to the parking function. On the 28 November and 6 December 2016 the Group met to consider the following topics:

- Fees and Charges 2017/2018
- Residents Parking
- Winter Charging
- Free after 3pm/4pm/5pm
- Interchangeable tickets

This report presents the views and recommendations of the Group in relation to the items listed above and seeks the support of Overview and Scrutiny Board prior to a report being presented to Cabinet on 17 January 2017.

## **PURPOSE OF REPORT:**

To present the Overview and Scrutiny Board with the views of the Car Parking Review Group stemming from its ongoing considerations culminating at its meeting on 6 December 2016.

## **1. INTRODUCTION**

- 1.1 The Car Parking Review Group was re-established on 29 June 2016. After this meeting applications were received from Members who wished to be part of this Group.
- 1.2 Following these applications the following Members were appointed to the Group: Cllr Jane Mortimer, Cllr Godfrey Allanson, Cllr Janet Jefferson, Cllr Norman Murphy and Cllr John Nock. In addition the Group is supported by the following Officers Trevor Watson, Stuart Clark, Jane Wilson and Neil Hughes. The meetings are also attended by the Portfolio Holder Cllr Andrew Backhouse.
- 1.3 The first meeting of the Review Group took place on the 16 November 2016. At this meeting Cllr Jane Mortimer was appointed as Chair of the Group. The meeting then established the work programme and prioritised key areas to consider immediately.

Those prioritised to look at straight away were:

- Fees and Charges 2017/2018
- Residents Parking
- Winter Charging
- Free after 3pm/4pm/5pm
- Interchangeable tickets

- 1.4 It was agreed at this meeting that Motorhomes (Aires) and Electric Vehicle Charging Points would be considered at future meetings along with any new topics that may arise.
- 1.5 The Group's recommendations are contained in this report and the Group is requesting that the Overview and Scrutiny Board notes the proposals and comments on them prior to Cabinet's consideration on 17 January 2017.

## **2. CORPORATE AIMS/PRIORITIES AND THE COMMUNITY PLAN**

- 2.1 The parking function relates to the following Corporate Aims:

Aim 2: Prosperous

Aim 4: Quality Environment

### **3. BACKGROUND**

- 3.1 The Borough Council owns and operates a significant amount of the public off-street parking available within the Borough. Provision of parking and its prudent and effective management is a critical function for the well being of the Borough.
- 3.2 The proposed changes represent an overall increase in line with inflation.
- 3.3 Members are reminded that the Borough Council operates the On Street Parking service in the Borough on behalf of North Yorkshire County Council and any surpluses after the deduction of operating costs pass to the County Council for on street.

### **4. ASSESSMENT**

- 4.1 The recommendations for changes to tariffs are shown in Appendix B.
- 4.2 By adopting a different approach than originally suggested it has been possible to leave the majority of tariffs unchanged. Charges on all the town centre short stay charges remain unchanged. On other car parks the shorter stays have again been left unchanged with the stays of 6 and 24 hours increasing.
- 4.3 It is not proposed to increase the charges in the Northern Villages Car Parks, Filey Car Parks or the cost of the off street permits or coach parking charges this year.
- 4.4 The proposed changes in tariffs ensure that the 2% inflationary increase in Fees and Charges identified in Budget Strategy can be achieved.
- 4.5 **Overview and Scrutiny Board is requested to support the Car Parking Review Group's proposed Fees and Charges for 2017/18 as outlined in Appendix B**

### **5.0 UPDATE ON OTHER ITEMS**

#### **5.1 Winter Charging**

- 5.1.1 The group considered the introduction of winter charging on car parks across the Borough where charges do not currently apply (November – March). The Group felt that the introduction of winter charging was not something that they could support and voted unanimously not to support this proposal
- 5.1.2 **Overview and Scrutiny Board is requested to support the Car Parking Review Group's decision not to implement Winter Charging across those car parks where charges do not apply at present.**

## 5.2 Residents Parking Concessions

- 5.2.1 A number of options were presented to the Group. However, there were concerns raised with the options and the significant effect that they would have on current income levels.
- 5.2.2 As a result the Group requested that this item be deferred to a later date when more work could be done around options on Residents parking.
- 5.2.3 **Overview and Scrutiny Board is requested to note the progress in relation to Residents Parking Concessions.**

## 5.3 Free after 3pm/4pm/5pm

- 5.3.1 Options were considered as to whether free parking after 3pm, 4pm or 5pm could be introduced on car parks across the Borough.
- 5.3.2 Officers presented information and statistics to the group on the cost of introducing such a scheme. The table below shows a sample of four months giving the effect on income should such a scheme be introduced.

	<b>Free from 3pm</b>	<b>Free from 4pm</b>	<b>Free from 5pm</b>
<b>Filey</b>	£10,675	£4,002	£1,074
<b>Northern Villages</b>	£26,770	£11,920	£3,356
<b>Scarborough</b>	£100,348	£50,915	£16,136
<b>Whitby</b>	£87,872	£41,851	£14,908
<b>Total</b>	<b>£225,665</b>	<b>£108,688</b>	<b>£35,474</b>

- 5.3.3 The months sampled were January, April, July and September to give a range of High, Mid and Low Season months. The income shown in the table is based only on the sample months and obviously these figures would be significantly higher for a 12 month period
- 5.3.4 Due to the significant effect on income members of the group felt that they could not support any change to the existing charging times and that they should remain at 09:00hrs – 18:00hrs..
- 5.3.5 Any change in times of operation would be unlikely to be supported by NYCC as this could have a damaging effect on the operation of Park and Ride.
- 5.3.6 **Overview and Scrutiny Board is requested to support the Car Parking Review Group's decision not to amend the times of operation of the off street car parks.**

## **5.4 Interchangeable tickets**

- 5.4.1 At the present time tickets purchased on a Long Stay car park can be transferred, within the time period remaining, to any Long Stay car park in the Borough.
- 5.4.2 Members of the Group felt that the option to transfer tickets should be extended to all car parks not just long stay.
- 5.4.3 In addition better advertising of this change on the website, machine and tickets purchased was requested by the Group.
- 5.4.4 **Overview and Scrutiny Board is requested to support the Car Parking Review Group's decision to introduce interchangeable tickets across all of the Borough Council's off street car parks.**

## **5.5 Parking Review Group Forward Plan**

- 5.5.1 The Car Parking Review Group still has a number of items to consider over the course of the next year. It is intended to progress through the forward plan drawn up by the Group to deal with a number of outstanding items, including those to be added as a result of this report and the findings of the Group together with recommendations will be reported to Overview and Scrutiny Board and to Cabinet in due course.
- 5.5.2 The Car Parking Review Group work programme for 2017/18 is included for reference in Appendix C.

## **6. CONSULTATION**

- 6.1 The Car Parking Review Group has discussed a number of issues in relation to the parking function.
- 6.2 The items discussed by the Group and reported to the Overview and Scrutiny Committee will inform the recommendations being made to Cabinet in the Car Parking Fees and Charges Report.
- 6.3 If the charges are then approved by Cabinet a 'Notice of Variation' will be advertised and the charges implemented from the 1 March 2017 or as soon as possible thereafter.
- 6.4 North Yorkshire County Council, as Highways Authority, has been advised of the proposed changes.

## **7. IMPLICATIONS**

### **(a) Policy**

- 7.1 There are no changes in overall Council policy arising from the proposals in this report.

### **(b) Financial**

- 7.2 The proposals in the report seek to ensure that the 2% inflationary increase on Fees and Charges income as part of the Budget Savings Strategy is achieved.

### **(c) Risk**

- 7.3 See Appendix A.

### **(d) Legal**

- 7.4 The Council as agents for the County Council has powers under the Road Traffic Regulation Act 1984 to make relevant orders, levy charges and carry out enforcement.

### **(e) Other**

- 7.5 I have considered whether the following implications arise from this report and am satisfied that there is no identified adverse implication that will arise from the decisions:

Staffing  
Planning  
Crime and Disorder  
Health and Safety  
Environmental  
Equalities and Diversity

## **8. ACTION PLAN**

Report to Cabinet	- 17 January 2017
Advertise Notice of Variation	- January/ February 2017
Implement resulting order changes	- 1 March 2017

**Cllr Jane Mortimer**  
**Chair of the Car Parking Review Group**

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**Background Papers:**

Meetings of the Car Parking Review Group:  
16 & 28 November and 6 December 2016

IF YOU HAVE ANY QUERIES ABOUT THIS REPORT OR WISH TO INSPECT ANY  
OF THE BACKGROUND PAPERS, PLEASE CONTACT STUART CLARK  
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## APPENDIX A

### Risk Matrix

<b>Risk Ref</b>	<b>Date</b>	<b>Risk</b>	<b>Consequences</b>	<b>Mitigation</b>	<b>Current Risk Score</b>	<b>Target Score</b>	<b>Service Unit Manager/ Responsible Officer</b>	<b>Action Plan</b>
1	20.12.16	Proposed tariffs not approved	Failure to meet Members' Group requirements	Adopt proposals in the report	C3	B2	S Clark	As detailed in report
2	20.12.16	Proposed tariffs not approved	Failure to meet Budget requirements	Adopt proposals in the report	C3	B2	S Clark	As detailed in report



## Glossary of Terms

Risk	An event which may prevent the Council achieving its objectives
Consequences	The outcome if the risk materialised
Mitigation	The processes and procedures that are in place to reduce the risk
Current Risk Score	The likelihood and impact score with the current mitigation measures in place
Corporate Objectives	An assessment of the Corporate Objectives that are affected by the risk identified.
Target Risk Score	The likelihood and impact score that the Council is aiming to achieve
Service Unit Manager	The Service Unit or Officer responsible for managing the risk
Action Plan	The proposed actions to be implemented in order to reduce the risk to the target score

## Risk Scoring

Impact	5					
	4					
	3					
	2					
	1					
		A	B	C	D	E
	Likelihood					

### Likelihood:

A = Very Low  
 B = Not Likely  
 C = Likely  
 D = Very Likely  
 E = Almost Certain

### Impact

1 = Low  
 2 = Minor  
 3 = Medium  
 4 = Major  
 5 = Disaster

**APPENDIX B**

**Scarborough Car Parks**

<b>Car Park</b>	<b>Duration</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>Proposed</b>	<b>Change</b>
Castle Road (July & August only)	1 hour	£1.50	£1.50	£1.50	£1.50	£1.50	No change
Falconers Road	2 hours	£2.50	£2.50	£2.50	£2.60	£2.60	No change
King Street	3 hours	£3.50	£3.50	£3.50	£3.60	£3.60	No change
North Street	4 hours	£4.50	£4.50	£4.50	£4.60	£4.60	No change
St Nicholas Parade	6 hours	£5.00	£5.00	£5.00	£5.60	£5.60	No change
St Thomas Street							
Victoria Road							

<b>Car Park</b>	<b>Duration</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>Proposed</b>	<b>Change</b>
Castle Road (excluding July and August)	2 hours	£3.00	£3.00	£3.00	£3.00	£3.00	No change
Friarsway	4 hours	£4.00	£4.50	£4.50	£5.00	£5.00	No change
North Terrace	6 hours	£5.00	£5.50	£5.50	£6.50	£7.00	£0.50
Westwood	24 hours	£6.00	£6.50	£6.50	£7.50	£8.00	£0.50
William Street							

<b>Car Park</b>	<b>Duration</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>Proposed</b>	<b>Change</b>
Eastborough	1 hour	£2.00	£2.00	£2.00	£2.00	£2.00	No change
Marine Drive **	2 hours	£3.00	£3.00	£3.00	-		
Quay Street	3 hours	-	-	-	£4.00	£4.00	No change
South Bay Underground	6 hours	£5.00	£5.50	£5.50	£6.00	£6.50	£0.50
	24 hours	£6.00	£6.50	£6.50	£7.50	£8.00	£0.50

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Northstead Lower	1 hour	£2.00	£2.00	£2.00	£2.00	£2.00	No change
Spa Drive	2 hours	£3.00	£3.00	£3.00			
Spa Forecourt	3 hours	-	-	-	£4.00	£4.00	No change
West Pier	6 hours	£5.00	£5.50	£5.50	£6.00	£6.00	No change
Weaponness Valley Road	24 hours	£6.00	£6.50	£6.50	£7.50	£8.00	£0.50

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Scalby Mills **	1 hour	£1.50	£1.50	£1.50	£2.00	£2.00	No change
Victoria Park **	2 hours	£2.00	£2.00	£2.00			
	3 hours	-	-	-	£4.00	£4.00	No change
	6 hours	£4.00	£4.50	£4.50	£6.00	£7.00	£1.00
	24 hours	£5.00	£5.50	£5.50	£7.50	£8.00	£0.50

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Northstead Upper **	1 hour	£1.50	£1.50	£1.50	£1.50	£1.50	No change
	2 hours	£2.00	£2.00	£2.00	£2.50	£2.50	No change
	6 hours	£4.00	£4.50	£4.50	£5.00	£6.00	£1.00
	24 hours	£5.00	£5.50	£5.50	£7.00	£8.00	£1.00

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Albion Road	2 hours	£1.50	£1.50	£1.50	£2.00	£2.00	No change
	4 hours	£2.50	£2.50	£2.50	£3.00	£3.00	No change
	6 hours	£3.50	£4.00	£4.00	£5.00	£5.00	No change
	24 hours	£4.50	£5.00	£5.00	£6.00	£6.00	No change

### Whitby Car Parks

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Church Street	1 hour	£2.00	£2.00	£2.00	£2.00	£2.00	No change
	2 hours	£3.00	£3.00	£3.00			
	3 hours	-	-		£4.00	£4.00	No change
	4 hours	£4.00	£4.00	£4.00			
	6 hours	£5.00	£5.50	£5.50	£6.00	£6.00	No change
	24 hours	£6.00	£6.50	£6.50	£7.50	£8.00	£0.50

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Endeavour Wharf	2 hours	£3.00	£3.00	£3.00	£3.00	£3.00	No change
Marina Back	4 hours	£4.50	£5.00	£5.00	£5.00	£5.00	No change
	6 hours	£5.00	£5.50	£5.50	£6.50	£7.00	£0.50
	24 hours	£6.00	£6.50	£6.50	£7.50	£8.00	£0.50

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Cliff Street	1 hour	£1.50	£1.50	£1.50	£1.50	£1.50	No change
	2 hours	£2.50	£2.50	£2.50	£2.60	£2.60	No change
	3 hours	£3.50	£3.50	£3.50	£3.60	£3.60	No change
	4 hours	£4.50	£4.50	£4.50	£4.60	£4.60	No change
	6 hours	£5.00	£5.00	£5.00	£5.60	£5.60	No change

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Marina Front	1 hour	-	£1.50	£1.50	£2.00	£2.00	No change
	2 hours	£3.00	£3.00	£3.00	£3.00	£3.00	No change
	4 hours	£4.50	£5.00	£5.00	£5.00	£5.00	No change
	6 hours	£5.00	£5.50	£5.50	£6.00	£6.00	No change
	24 hours	£6.00	£6.50	£6.50	£7.50	£8.00	£0.50

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
St Hildas Terrace	1 hour	£1.50	£1.50	£1.50	£1.50	£1.50	No change
	2 hours	£2.50	£2.50	£2.50	£2.60	£2.60	No change
	3 hours	£3.50	£3.50	£3.50	£3.60	£3.60	No change
	4 hours	£4.50	£4.50	£4.50	£4.60	£4.60	No change
	6 hours	£5.00	£5.00	£5.00	£5.60	£5.60	No change
	24 hours	-	£7.50	£7.50	£7.50	£8.00	£0.50

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Abbey Headland **	1 hour	£1.50	£1.50	£1.50	£2.00	£2.00	No change
Pavilion Top **	2 hours	£2.00	£2.50	£2.50	£3.00	£3.00	No change
Pavilion Drive **	6 hours	£4.00	£5.00	£5.00	£5.50	£6.00	£0.50
West Cliff **	24 hours	£5.00	£6.00	£6.00	£6.50	£7.00	£0.50

### Northern Rural Villages Car Parks

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Bank Top RHB **	1 hour	-	£1.50	£1.50	£2.00	£2.00	No change
Station RHB **	2 hours	-	£2.00	£2.00	£3.00	£3.00	No change
Sandsend **	4 hours	£3.00	£3.50	£3.50	£4.00	£4.00	No change
	6 hours	£4.00	£4.50	£4.50	£5.00	£5.00	No change
	24 hours	£5.00	£5.00	£5.00	£6.00	£6.00	No change

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Bank Top Runswick **	1 hour	£1.50	£1.50	£1.50	£2.00	£2.00	No change
Bank Bottom Runswick **	2 hours	£2.00	£2.00	£2.00	£3.00	£3.00	No change
Bank Top Staithes **	4 hours	£3.00	£3.50	£3.50	£4.00	£4.00	No change
	6 hours	£4.00	£4.50	£4.50	£5.00	£5.00	No change
	24 hours	£5.00	£5.00	£5.00	£6.00	£6.00	No change

### Filey Car Parks

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Country Park **	1 hour	£1.50	£1.50	£1.50	£2.00	£2.00	No change
Station Avenue **	2 hours	£2.50	£2.50	£2.50	£3.00	£3.00	No change
West Avenue **	4 hours	£4.00	£4.50	£4.50	£5.00	£5.00	No change
	6 hours	£4.50	£5.00	£5.00	£6.00	£6.00	No change
	24 hours	£5.00	£5.50	£5.50	£7.00	£7.00	No change
Coble Landing **	1 hour	£2.00	£2.00	£2.00	£2.00	£2.00	No change
	2 hours	£3.00	£3.00	£3.00	£3.00	£3.00	No change
	4 hours	£3.50	£4.00	£4.00	£5.00	£5.00	No change
	6 hours	£4.50	£5.00	£5.00	£6.00	£6.00	No change
	24 hours	£6.00	£6.50	£6.50	£7.50	£7.50	No change

### COACH PARKING

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
William Street, Scarborough	24 hours	£10.00	£10.00	£10.00	£10.00	£10.00	No change
Esplanade & Scalby Mills, Scarborough **							
West Cliff, Whitby ** Country Park & West Avenue, Filey **							
Marina Back, Whitby	24 hours	£15.00	-	£15.00	£15.00	£15.00	No change

\*\* - All Seasonal charging from 1 March to 31 October

### 2-7 Day Car Parking Permits

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
All Car Parks - Boroughwide  (formerly all long stay car parks)	2 days				£14.00	£14.00	No change
	3 days				£21.00	£21.00	No change
	4 days				£28.00	£28.00	No change
	5 days				£35.00	£35.00	No change
	6 days				£42.00	£42.00	No change
	7 days				£49.00	£49.00	No change

### All Other Parking Permits

Car Park	Duration	2013/14	2014/15	2015/16	2016/17	Proposed	Change
Albion Road, Scarborough	Annual	£316.00	£316.00	£316.00	£332.00	£332.00	£0.00
Friarsway, Scarborough	Annual	£401.00	£401.00	£401.00	£421.00	£421.00	£0.00
Westwood, Scarborough	Annual	£401.00	£401.00	£401.00	£421.00	£421.00	£0.00
William Street, Scarborough	Annual	£316.00	£316.00	£316.00	£332.00	£332.00	£0.00
Annual Permit (All days)	Annual	£458.00	£458.00	£458.00	£481.00	£481.00	£0.00
Annual Permit (Mon-Fri)	Annual	£418.00	£418.00	£418.00	£439.00	£439.00	£0.00
All Short Stay Car Parks	Annual	£1,485.00	£1,485.00	£1,485.00	£1,550.00	£1,550.00	£0.00
Monthly Long Stay	Monthly	£53.00	£53.00	£53.00	£55.00	£55.00	£0.00
Country Park, Filey	Annual	£94.00	£94.00	£94.00	£100.00	£100.00	£0.00
West Avenue, Filey	Annual			£94.00	£100.00	£100.00	£0.00
Old Council Offices Yard, Filey	Annual	£333.00	£333.00	£333.00	£350.00	£350.00	£0.00
Khyber Pass	Annual	£627.00	£627.00	£627.00	£627.00	£627.00	£0.00
Midland Bank	Annual	£732.00	£732.00	£732.00	£732.00	£732.00	£0.00
St Hildas Terrace	Annual	£627.00	£627.00	£627.00	£627.00	£627.00	£0.00
Tin Ghaut	Annual	£732.00	£732.00	£732.00	£732.00	£732.00	£0.00
Upper Harbour	Annual	£627.00	£627.00	£627.00	£627.00	£627.00	£0.00
Staithe Staith	Annual	£195.00	£195.00	£195.00	£205.00	£205.00	£0.00
Brickhills Robin Hoods Bay	Annual	£376.00	£376.00	£376.00	£387.00	£387.00	£0.00
West Cliff	Annual	£115.00	£115.00	£115.00	£125.00	£125.00	£0.00
Whitby Winter	Annual	£174.00	£171.00	£171.00	£180.00	£180.00	£0.00
Runswick Bay Householder	Annual	£105.00	£105.00	£105.00	£110.00	£110.00	£0.00
Summer Permit - Villages	Annual	£105.00	£105.00	£105.00	£110.00	£110.00	£0.00
Robin Hoods Bay Resident	Annual	£30.00	£30.00	£30.00	£30.00	£30.00	£0.00
Staithe Resident	Annual	£30.00	£30.00	£30.00	£30.00	£30.00	£0.00

## APPENDIX C

### Car Parking Review Group: Work Programme 2017/18

Date	Topic	Action Plan	Comments
January 2017 February 2017	<ul style="list-style-type: none"><li>Residents Parking Scheme Options and Costings</li><li>Electric Vehicle Parking</li></ul>	Report to O&S – April/May 2017	
March 2017	<ul style="list-style-type: none"><li>Motorhomes (Aires)</li><li>Electric Vehicle Parking</li></ul>	Report to O&S - May 2017	
April 2017	<ul style="list-style-type: none"><li>Parking Fees and Charges Concessions</li></ul>	TBC	
September 2017	<ul style="list-style-type: none"><li>Fees and Charges 2018/19</li></ul>	Report to O&S - December 2017 Report to Cabinet - January 2018	

Other items to be added as agreed.