

ISLE OF ANGLESEY COUNTY COUNCIL	
Report to	EXECUTIVE COMMITTEE
Date	13 JANUARY 2014
Subject	To provide an update with regards to the recommendations of a Parking Task and Finish Panel together with the consideration of measures to increase 2014/15 parking revenue including new pay and display sites.
Portfolio Holder(s)	COUNCILLOR RICHARD DEW
Lead Officer(s)	Dewi R Williams (Head of Service – Environment and Technical Services)
Contact Officer	Dewi R Williams
Nature and reason for reporting	
<p>To provide an update to the Executive Committee with regards to the recommendations of a Parking Task and Finish Panel established in 2011 to review parking income. Also to seek the Executive's approval for the introduction of measures that would increase parking revenue for 2014/15 in accordance with income targets which includes proposed new pay and display sites.</p>	

A – Introduction / Background / Issues
<p>In February 2011, the Executive resolved to approve the recommendations of a Task and Finish Panel that was established to review and identify opportunities for additional parking income in accordance with revenue targets.</p> <p>The Task and Finish Panel proposed a three year programme which has been implemented by the Service. In the first year (2011/12), tariff increases were introduced in the Service's permanent pay and display sites. In the second financial year (2012/13), tariff increases were introduced in the seasonal car parks. In the third year (2013/14), additional parking income was to be sought from new sites.</p> <p>The Task and Finish Panel also proposed areas for the introduction of residents' parking schemes and for the Authority to commence surveys. The Authority is currently in the process of conducting these surveys.</p> <p>This report seeks approval for the continuation of the Task and Finish Panel's recommendations, specifically in relation to the implementation of new pay and display sites and approval of proposed parking fees and charges applicable for 2014/15.</p>

B – Considerations

i) Parking Task and Finish Panel Update

A Parking Task and Finish Panel established in January 2011 discussed parking tariff increases and the implications of introducing new pay and display sites across the Island. A previous decision by the Portfolio Holders for Finance and Highways to approve the possibility of establishing additional pay and display sites was called in for Scrutiny and subsequently referred to the Full Council. This meeting resolved to establish a Task and Finish Panel to review parking income. Proposals developed by the Parking Task and Finish Panel were approved by the Authority's Executive Committee in February 2011.

In accordance with the recommendations of the Panel, tariff increases were introduced in 2011/12 and 2012/13 in order to achieve income targets. The Authority has been progressing with the proposal for 2013/14 which was the introduction of new pay and display sites. It was resolved by the Panel that of the eight sites considered, five locations should initially be offered to the relevant community council under a lease agreement. (Cemaes, Benllech Square, Rhosneigr, Church Bay & Rhoscolyn). Should the community council not wish to enter into a lease agreement, the Authority could then introduce pay and display conditions. Amended restrictions were to be introduced in the remaining three locations (Stanley Crescent, Holyhead; Station House, Llangefni; & Benllech Library).

Appendix A provides an update regarding the work of the Parking Task and Finish Panel and the current situation with regards to the original locations considered. Protracted discussions with community councils have delayed the process but it is anticipated that lease agreements will be in place between the Authority and the Llanbadrig and Llanfair Mathafarn Eithaf Community Councils by April 2014. In the absence of final agreements by this date it is intended to introduce pay and display conditions in the relevant car parks.

The Parking Task and Finish Panel originally proposed that discounted parking be provided in Stanley Crescent Car Park, Holyhead. As there are concerns regarding the precedent implications of this decision, the Executive is asked to consider amending this and that standard car parking charges are imposed in this car park.

The Panel also originally proposed that parking at Station House Car Park, Llangefni remain free but limited to 1 hour. Concerns are raised regarding the onerous enforcement implications of this proposal. It is considered that Station House Car Park could provide a short term pay and display facility to this part of Llangefni, providing parking for vehicles traveling down Allt Station that would otherwise have to travel around the one way system. Therefore the Executive is asked to consider introducing short stay (maximum 2 hours) pay and display conditions here.

It was proposed by the Task and Finish Panel that Benllech Library Car Parks remain

free, but limited to a maximum stay of 1 hour. With regards to the imminent development of a new medical centre in one of these car parks, it is considered that this is appropriate to avoid the car park filling-up with staff from the medical centre all day.

As referred to in the Appendix, a draft Off-Street Parking Order was prepared and advertised in July 2013. The Order included all of the Authority's free and unregulated sites. The Order was required to enable the Authority to implement the Parking Task and Finish Panel's resolution in introducing pay and display and to regulate parking in the identified car parks. The Order would also have enabled the Authority to effectively manage parking in its other sites, especially in relation to the abuse of disabled bays and overnight camping.

Objections were received to the draft order and the Authority's Planning and Orders Committee on 6th November 2013 refused to confirm the Order. The Planning and Orders Committee on 4th December 2013 were asked to review the decision with an assurance that any future proposals for pay and display sites would be considered and approved firstly by the Executive. The Planning and Orders Committee resolved to confirm the Off-street order subject to this condition.

Therefore, where the local Community Council has declined the opportunity to manage the car park, or where it has not been possible to reach agreement with the Community Council in terms of a lease agreement by 31 March 2014, the Executive is asked to consider and approve the establishment of pay and display sites at the following locations. For reference, the anticipated income from these sites is also included (as provided to the Parking Task and Finish Panel in 2011, based on tariffs at the time). The projected income was based on comparable locations and parking trends and the income levels will increase if parking fees increase in 2014/15 or subsequent years.

Location	Projected Annual Income
High Street / Gwelfor Car Park Cemaes	£11,500
Benllech Square	£6,000
Rhosneigr	£7,000
Porth Swtan / Church Bay	£2,500
Rhoscolyn	£2,500

The Executive is also asked to consider and approve the establishment of pay and display conditions in the following locations –

- Stanley Crescent, Holyhead
- Station House, Llangefni.

The Executive should be aware that these are the same sites originally considered and proposed by the Parking Task and Finish Panel in 2011. The Executive resolved

to approve the Task and Finish recommendation in February 2011.

ii) Residents Parking

The Parking Task and Finish Panel resolved to investigate the establishment of resident parking schemes in –

- Westend, Beaumaris
- High Street and Beach Road, Rhosneigr
- Church Terrace and Bridge Street, Llangefni
- Edmund Street, Baptist Street, Tower Gardens, Holyhead.

Surveys have been conducted with regards to the support for schemes in Beaumaris, Church Terrace, Llangefni and Holyhead. Schemes in Llangefni and Beaumaris will progress but there was insufficient interest and support in Holyhead to justify implementation of a scheme. A policy and guidance document will be prepared in the near future together with fees and charges associated with implementing a residence parking scheme will be drafted for approval by the Portfolio Holder.

iii) Parking Charges

The Highways budget within the Environment and Technical Service is facing the need to achieve savings of 9.61% in the 2014/15 Financial Year. Additional revenue from parking has been identified as a means of achieving the required savings with a figure of £100k set.

The following options are provided for consideration –

a) Permanent Pay and Display Sites

Tariff Band	Current Tariff	Proposed Tariff
30 minutes	-	50p
1 hour	50p	80p
2 hours	80p	£1.00
4 hours	£1.00	£1.50
12 hours	£2.50	£3.00

Implementing this proposal is projected to provide an additional annual income of £62,700.

b) Seasonal Pay and Display Sites

Tariff Band	Current Tariff	Proposed Tariff
4 hours	£2.50	£3.00
12 hours	£3.50	£4.00
Vehicle and trailer	£5.00	£6.00

Implementing this proposal is projected to provide an additional annual income of £21,500.

c) Season Ticket

Currently the Authority provides an opportunity for the public to purchase a season ticket for use in all of the Island's pay and display car parks. A 12 months ticket costs £120, whilst a 6 months ticket costs £80. In addition, residents of Anglesey aged 65 and over are able to obtain a 12 months season ticket for £80. Cerdyn Cymru concessionary bus passes are available to those aged over 60. It was also resolved by the Executive in February 2011 that Councillors should be charged the same rate as a standard 12 month permit for use of the allocated bays at the County Offices in Llangefni. These permits are also applicable in all of the Authority's pay and display car parks.

Increases are proposed in the cost of the 12 month and 6 month parking season tickets. It is proposed that the provision of a discounted parking season ticket for residents of the Island aged 65 and over continue for a further year at a charge of £100 but be abolished in April 2015. This would enable ample opportunity to publicise that the concession would be abolished.

Season Ticket Type	Current Fee	Proposed Fee
12 months Season Ticket	£120	£150
6 months Season Ticket	£80	£100
12 months Concessionary Season Ticket	£80	£100 for 2014/15 but abolished from April 2015 onwards
12 months Councillor Parking Permit	£120	£150

Implementing this proposal is projected to provide an additional annual income of £17,700 from 2015/16 with a sliding scale increase in 2014/15 depending on the month of purchase of permits.

iv) Approval of other parking related Fees and Charges

In addition to the parking season ticket fees previously detailed, approval is also sought for the following –

a) Parking Season Tickets

- Change of vehicle details and the re-issue of a new permit on submission of the existing one – from £10 to Free
- Replacement of a lost or missing parking permit - from £10 to £20 (including standard permits, concessionary permits, Councillor permits and Isle of Anglesey County Council staff permits).

b) Car Park Possession Applications

Currently the possession of a car park or a section of it for a purpose other than parking, such as a building site compound or for an event is subject to an application charge of £100. In addition a monthly charge of either £50 or £100 (part or full possession) applies or the potential pay and display income based on the number of parking bays used.

To simplify the process it is proposed to abolish the application fee but to charge a fee of between £80-100 per week for a compound that requires 4-6 bays regardless if the site is a pay and display car park. This is based on guidance provided by the Authority's Property Section. Applications for a smaller compound should be charged proportionally to the above rate. It is proposed that further guidance be sought from the Property Section in circumstances where a large area of a car park is required.

It is proposed that charitable or community events are exempt from these charges.

v) Christmas Parking

On the basis of a proposal by the Parking Task and Finish Panel, the Authority resolved in February 2011 to provide free parking two weeks prior to Christmas in the Authority's pay and display site. Despite the substantial loss of income to the Authority, this is a popular scheme with strong public support. A number of other local authorities provide similar schemes but only implement free parking after 10am. This is based on anecdotal evidence that permitting free parking encourages greater use by commuters who at other times make use of free parking facilities. This leads to car parks becoming full first in the morning, limiting the availability for shoppers who arrive later. With consideration to increased financial pressures, the Executive is asked to consider future Christmas parking arrangements, with the following

options provided –

Option 1

Provide free parking in the Authority's short term car parks, located in Holyhead, Llangefni and Menai Bridge, one full week prior to Christmas. It would only be permissible to park for free for up to 2 hours in these car parks.

Estimated cost implication to the Service - £3,000.

Option 2

Provide free daily parking after 10am in all pay and display car parks, one full week prior to Christmas.

Estimated cost implications to the Service - £6,750

C – Implications and Impacts		
1	Finance / Interim Head of Function (Resources) and Section 151 Officer	
2	Head of Function Legal & Administration / Monitoring Officer	
3	Human Resources	
4	Property Services (see notes – separate document)	
5	Information and Communications Technology (ICT)	
6	Equality (see notes – separate document)	
7	Anti-poverty and Social (see notes – separate document)	
8	Communication (see notes – separate document)	

C – Implications and Impacts	
9	Consultation (see notes – separate document)
10	Economic
11	Environmental (see notes – separate document)
12	Crime and Disorder (see notes – separate document)
13	Outcome Agreements

CH – Summary
<p>In view of the need to increase revenue, the Environment and Technical Service will continue with the implementation of measures approved by the Executive in February 2011 to introduce additional parking income from existing free parking sites.</p> <p>In accordance with the findings of a Parking Task and Finish Panel, five proposed pay and display sites will be initially offered on lease to community / town councils. Where no agreement is made by the 31 March 2014, the Environment and Technical Service will seek to proceed and instigate legal consultation of establishing these additional pay and display sites. In addition it is also proposed to establish pay and display parking conditions in a further two locations.</p> <p>The Service has continued with the implementation of residents parking schemes which will enable the Authority to improve the management of parking and facilitate local residents to park nearer to their own properties. A further report will be provided to the Portfolio Holder seeking approval of a policy and guidance document together with fees and charges associated with introducing and operating such schemes.</p> <p>Income from pay and display car parks provides a valuable contribution to the services provided by the Authority. Substantial reductions in the budget for 2014/15 will have implications on the degree of services provided with additional income from parking identified as a means of reducing the impact of the budget cuts. Tariff increases have been proposed for the Authority’s permanent and seasonal car parks together with the charge raised for parking permits. A number of other charges are raised by the Authority in relation to the use of car parks for a purpose other than</p>

parking, which have been detailed in this report. Finally the report requests the Executive to consider options for the traditional parking concession provided prior to Christmas.

D – Recommendation

That it is resolved to -

- i. Provide the opportunity for community groups to lease and manage car parks originally considered by the Task and Finish Panel as potentially new pay and display sites. Where no agreement is reached by 31 March 2014, approve the County Council's decision to instigate consultation for the introduction of pay and display car parks in the following sites -
 - High Street / Gwelfor Car Park, Cemaes
 - Benllech Square
 - Rhosneigr
 - Porth Swtan / Church Bay
 - Rhoscolyn
- ii. Approve the introduction of pay and display parking conditions in the following locations-
 - Stanley Crescent, Holyhead
 - Station House, Llangefni
- iii. Approve the introduction of restrictions that would continue to provide free parking but limit the maximum duration of parking to 1 hour in the car parks adjacent to the Library / Medical Centre, Benllech.
- iv. Approve the increase in the price of parking as follows, applicable from 1 April 2014.

Permanent Pay and Display Sites

Tariff Band	Tariff
30 minutes	50p
1 hour	80p
2 hours	£1.00
4 hours	£1.50
12 hours	£3.00

Seasonal Pay and Display Sites

Tariff Band	Tariff
4 hours	£3.00
12 hours	£4.00
Vehicle and trailer	£6.00

Parking Season Ticket

Season Ticket Type	Fee
12 months Season Ticket	£150
6 months Season Ticket	£100
12 months Concessionary Season Ticket	£100 for 2014/15 but abolished from April 2015 onwards
12 months Councillor Parking Permit	£150
Re-issue of a season ticket – change of vehicle details (on submission of exiting ticket)	Free
Replacement of lost or missing season ticket	£20

- v. Approval of other fees and charges associated with the possession or partial possession of a car park for a purpose other than for parking being £80-£100 per week for a site requiring 4-6 parking bays, applicable in all parking sites with smaller request charged proportionally. Also the approval that charitable and community events be exempt from these charges.

- vi. Consider and approve the preferred option with regards to the provision of free parking prior to Christmas in car parks where pay and display conditions normally apply.

Name of author of report: Alun Roberts

Job Title: Parking Officer

Date: December 2013

Appendices:
Appendix A – Update on the additional pay and display sites originally considered by the Parking Task and Finish Panel in January 2011.

Background papers
None

Appendix A

Update on the additional Pay and Display site considered by the Task and Finish Panel

In January 2011 a Task and Finish Panel was established to consider parking income proposals including the establishment of new pay and display car parks.

The following is an update of the progress to date of the car parks considered by the Task and Finish Panel –

High Street or Gwelfor Car Park, Cemaes

Resolved	Environment and Technical Service to investigate the legal status of the car park and any possible reason preventing charging for parking on this site. Site to be offered on lease to the Community Council. If no agreement, Local Authority to introduce pay and display conditions.
Current position	Site owned by the County Council, and no covenant restricting use of the site. Authority has provided an opportunity for the Community Council to lease the car park based on suitable and agreed terms. Community Council have confirmed their intention to lease the car park and Property Section have prepared a 'Heads of Terms' document for consideration. Draft off-street order made to enable enforcement of any restrictions imposed by the Community Council. Order not confirmed by the Planning and Orders Committee.
Next stage	Awaiting Community Council agreement of the 'Heads of Terms'. Full tenancy agreement to be drafted following initial agreement of terms. Anticipated agreement in place for 1 st April 2014.

Rhosneigr

Resolved	Car park to be offered on lease to the Community Council. If no agreement, Local Authority to introduce pay and display conditions.
Current position	Site owned by the County Council, and no covenant restricting use of the site. Authority has provided an opportunity for the Community Council to lease the car park. Community Council have confirmed their intention not to enter into a lease agreement. Draft Off-street order made but not confirmed by the Planning and Orders Committee.
Next stage	Off-street order required in order to impose pay and display charges in the car park.

Benllech Square

Resolved	Environment and Technical Service to investigate the legal status of current lease agreement with the Community Council. Opportunity given to the Community Council to continue lease based on a review of terms and fees. Should Community Council not wish to continue lease, Authority to instigate legal and consultation process for the introduction of pay and display parking charges.
Current position	Property Section have confirmed lease between the Community Council and the Authority but unable to trace a copy of the agreement. Authority has provided an opportunity for the Community Council to lease the car park based on suitable and agreed terms. Community Council have confirmed their intention to lease the car park and Property Section have prepared a 'Heads of Terms' document for consideration. Draft off-street order made to enable enforcement of any restrictions imposed by the Community Council. Order not confirmed by the Planning and Orders Committee.
Next stage	Awaiting Community Council agreement of the 'Heads of Terms'. Full tenancy agreement to be drafted following initial agreement of terms. Anticipated agreement in place for 1 st April 2014

Porth Swtan / Church Bay

Resolved	Car park to be offered on lease to the Community Council. If no agreement, Local Authority to introduce pay and display conditions.
Current position	Site owned by the County Council, and no covenant restricting use of the site. Authority has provided an opportunity for the Community Council to lease the car park. Community Council have confirmed their intention not to enter into a lease agreement. Draft Off-street order made but not confirmed by the Planning and Orders Committee.
Next stage	Off-street order required in order to impose pay and display charges in the car park. Authority also to consider the need for double yellow lines restrictions on the highway outside the car park in order to reduce the risk of parking displacement.

Rhoscolyn

Resolved	Car park to be offered on lease to the Community Council. If no agreement, Local Authority to introduce pay and display conditions.
Current position	Property Section has confirmed that the site is in the ownership of the County Council. Covenant restricting the capacity of the car park to 60. Authority has provided an opportunity for the Community Council to lease the car park. Community Council have confirmed their intention not to enter into a lease agreement. Draft Off-street order made but not confirmed by the Planning and Orders Committee.
Next stage	Off-street order required in order to impose pay and display charges in the car park.

Stanley Crescent, Holyhead

Resolved	To introduce all day parking charges at a rate of £1.00 per day.
Current position	Site owned by the County Council, and no covenant restricting use of the site. Draft Off-street Order made but not confirmed by the Planning and Orders Committee.
Next state	Off-street Order required in order to impose pay and display charges in the car park.

Station House, Llangefni (small parking area adjacent to old station buildings)

Resolved	To continue with free parking but restrict the maximum duration of stay in this area to 1 hour.
Current position	An off-street order exists for this site but it has previously been agreed not to introduce charges or restrictions without informing the Town Council, Councillors and local residents.
Next stage	Consult with relevant bodies to introduce measures to introduce short-stay pay and display parking up to 2 hours maximum.

Benllech Library / Glanrafon Car Park

Resolved	To introduce limited waiting parking restrictions of 1 hour free.
Current position	Car park opposite proposed medical centre and will be subject to access improvements. No restrictions at present.
Next stage	Consult with relevant bodies to introduce measures to restrict the maximum duration of stay in this car park to 1 hour. Off-street Order required in order to impose and enforce restrictions in this car park.