

**Decision under Delegated Powers**  
**To approve the replacement of the existing Parking Places Order and the addition of new restrictions**

**Officer Requesting Decision**

Street Scene Manager

**Officer Making the Decision**

Head of Regulatory Services

**Decision**

1. To approve the replacement of the current Parking Places Order (2007) and subsequent variations and amendments with a consolidated order incorporating past changes and new additions as listed below thereby giving clarification to the order.
2. To approve the following changes and additions to the new replacement order:
  - i. The change of payment method for (part of) Granby Street car park from Pay and Display to Pay on Foot and thereby changing the car park from 'short stay' Parking to 'long stay'.
  - ii. Introduce limited 2 hour waiting bays at the Nook car park, Anstey with Penalty Charge Notices (PCNs) for vehicles in contravention of the parking restrictions.
  - iii. Introduce limited 45 Minute waiting bays at Station Road car park, Quorn with Penalty Charge Notices (PCNs) for vehicles in contravention of the parking restrictions.
  - iv. Introduce limited 2 hour waiting bays at the Council's 'Visitors car park' in Southfields offices with Penalty Charge Notices (PCNs) for vehicles in contravention of the parking restrictions

**Authority for Decision**

Part three of the Constitution (dated 14/8/12) contains authority to the Head of Regulatory Services to:

- provide, manage and maintain the Council's off-street car parks and in consultation with the Head of Paid Service, to manage staff parking arrangements (item 6 on page 3-44)
- To make amendments to Parking Place Orders, issue notices under section 35C of the Road Traffic Regulation Act 1984 and collect car parking fees and issue fixed penalty notices in accordance with those Orders. (item 7 on page 3-44)

**Decision and Date**

**Background**

1. The current Parking Places Order was introduced in 2007 when the Council changed to 'decriminalised parking enforcement'. Since, that date there have been a number of changes to the PPO including new tariffs, new restrictions and changes to enforcement legislation. The replacement Parking Places Order

(PPO) is recommended to consolidate these variations and amendments made to the PPO (2007) and to include a number of additional schemes as listed below and to provide clarification on existing tariffs and parking restrictions. Therefore it is considered timely to remove the current PPO and replace with a consolidated Order. The additions to the order could have been done as further amendments but a replacement order has been done to simplify the final document. This is purely administrative and is not a change to any of the processes.

2. Background to the additions to the PPO

- i. Granby Street Pay on Foot: The Council has stated in the Corporate Plan 2012-16 under 'Our Place to Grow and Prosper' '... We will create another Pay on Foot car park in Loughborough by 2014.'

The PPO needs to be updated to allow for this change to the mechanism for paying for parking. 'Pay on foot' will mean the driver pays for parking for the length of stay instead of paying for a pre-determined time. The 'Pay on Foot' method of parking is regarded as a more customer friendly service as it eliminates PCNs for overstaying in the car park.

As there would no longer be a restriction on the parking duration new tariffs are required to reflect parking stays over 3 hours. These also need to be stipulated in the PPO.

A capital project team has been set up to manage the works to the car park and procurement of the new equipment.

- ii. The Nook, Anstey: A busy village centre car park which is often full, a District & County Councillor has requested on behalf of local shops and businesses that up to 15 car park spaces are made limited waiting thereby creating a turnover of spaces for drivers. Consultation has been carried out in the form of a questionnaire to local users. There was general consensus that partial restrictions should be introduced to restrict the parking to two hours only in the designated marked bays. The Lead Member for Regulatory Services has also been consulted and agreed to the proposals. Patrols and enforcement would need to be carried out by the Street Wardens for vehicles parked in contravention but it is anticipated that this would only be on an ad hoc basis.
- iii. Station Road, Quorn: A busy village centre car park which is often full, the parish council has requested some car park spaces are made limited waiting to thereby creating a turnover of spaces for local shops and cafes. The parish has requested 12 spaces with a time restriction of 45 minutes, giving enough time for shoppers to go into the local shops and create a turnover of spaces. Consultation has taken place with local users in the form of a questionnaire. There was a consensus of agreement that short stay parking would be appropriate. The Lead Member for Regulatory Services has also been consulted and agreed to the proposals. To enforce the short stay parking Street Wardens would be required to patrol the car park on an ad hoc basis.

- iv. Visitors Parking at the Council Offices: the car park at the Council offices are designated for use by visitors to the Council offices for services and help from the reception helpdesk, however, the car park has been increasingly used by drivers who do not fit into this category. This includes council partners, town centre shoppers and staff. As there are currently no restrictions to the site it is not possible to take any enforcement action to stop misuse of the car park or inconsiderate parking. The Parking Places Order is required to introduce a limited wait restriction in the car park of 2 hours. To enforce the short stay parking Street Wardens would be required to patrol the car park on an ad hoc basis.

### Financial Implications

A service pressure has been identified for Granby Street car park on-going for the associated reduction from parking penalties. A net annual loss of £40,000 was approved at Council on the 25<sup>th</sup> February 2013. An additional Service Pressure of £10,000 has been submitted to cover the additional maintenance costs associated with the new Pay on Foot equipment. This has been approved by Cabinet on the 19<sup>th</sup> December 2013 and is subject to final Council approval.

The process of advertising and replacing the Parking Places Order involves a consultation process which includes advertising in the local paper. This will be approximately £1,200 for each advert. A minimum of two adverts are required. Existing budgets codes will be used to cover these costs.

New signs and bay marking will be required in Granby Street, Southfields, Quorn and Anstey Car Parks to implement these changes:

For the Quorn Car Park alterations there is a Planning S.106 agreement with funding of £5,000 allocated for car parking improvements with LCC, which will cover the cost of these changes.

Anstey the Nook, Granby Street, and Southfields Car Parks the associated costs for these are approximately £6,000, which will be covered within existing budgets in 2013-14.

### Risk Management

Risk Identified	Likelihood	Impact	Risk Management Actions Planned
Failure to deliver the replacement PPO at the same time as the delivery of the Pay on Foot Scheme, could result in loss of car parking income.	L	M	Project Board and Project Team has been set up to monitor the progress of the works.

Key Decision: No

Background Papers: