

## 2. **EXISTING CONDITIONS**

### 2.1. Off-Street Public Car Parking – Council Operated

2.1.1. There are approximately 1088 (1180 on Saturdays) Council operated off-street public car parking spaces within the study area. The majority of these are located at the Granby Street, Beehive Lane, and Browns Lane sites - see **Figure 2**.

2.1.2. Of the total number of spaces, 58 (61 on Saturdays) are allocated for disabled users, 7 are allocated for parents and toddlers, and 6 are allocated for shopmobility users. The Department for Transport (DfT) document 'Inclusive Mobility' recommends that a total of 6% of the total number of parking spaces in car parks should be allocated for disabled users. In Loughborough this equates to approximately 65 disabled spaces during the week and 71 disabled spaces on Saturdays. The existing number of disabled parking spaces in CBC car parks is as shown in **Table 1**:-

**Table 1:- Number of parking spaces in CBC operated public car parks**

Car Park	Total No. of Spaces	Total No. of Disabled Spaces	Percentage of Disabled Spaces
Beehive Lane	590	13	2.2%
Browns Lane	192	8	4.2%
Granby Street	183	27	14.8%
Macaulay House	32	7	21.9%
Pinfold Gate	48	2	4.2%
Southfield Extension	43	1	2.3%
Southfield Offices	0 (92 on Saturdays)	0 (3 on Saturdays)	0 (3.3% on Saturdays)
Overall	1088 (1180 on Saturdays)	58 (61 on Saturdays)	5.3% (5.2% on Saturdays)

2.1.3. **Table 1** demonstrates that the overall level of disabled provision currently offered in Loughborough is below 6%.

2.1.4. Beehive Lane, Southfield Offices, Southfield Extension, Browns Lane, and Pinfold Gate car parks have less than 6% of their spaces allocated for disabled users. Granby Street and Macaulay House car parks have more than 6% of their spaces allocated for disabled users to reflect their close proximity to the town centre. It is understood that CBC's lease on Macaulay House finishes in 2010 and the public car park will close.

2.1.5. An analysis of the location of each car park in relation to the town centre has been undertaken. The analysis considers a 5 minute walking distance at a relatively modest walking speed (1.2 metres per second), which would include people at the slower end of the walking spectrum such as the elderly or accompanied children, and an “average” walking speed of 1.8 metres per second – see **Figure 3**. The analysis demonstrates that when using a 1.8m/s walking speed each Council operated car park is within 5 minutes walking distance of the majority of the town centre with the exception of Browns Lane Car Park which is within 5 minutes walking distance of the Market Street / Market Place area only. When using a 1.2m/s walking speed the analysis demonstrates that each Council operated car park is within walking distance of the town centre, although Browns Lane Car Park is within 5 minutes walking distance of the periphery of the town centre only. All CBC operated car parks are well within a 10 minute walk of the town centre for both 1.2 m/s and 1.8m/s walking speeds.

## 2.2. Off-Street Public Car Parking – Privately Operated

2.2.1. There are 1553 privately operated off-street public car parking spaces within the study area. These are located at The Rushes, Carillon Court, Sainsbury's, Regent Place, and Somerfield – see **Figure 2**.

2.2.2. Using the ‘Inclusive Mobility’ figure of 6% would indicate that 93 of the overall number of privately operated off-street public spaces should be allocated for disabled users. Of the total number of spaces, only 61 are allocated for disabled users. 7% of the total number of disabled spaces at The Rushes Car Park are allocated for disabled users. The percentage of disabled spaces at all other privately operated public car parks is below 6%. 52 spaces are allocated as parent and toddler spaces with the highest percentage of these at Regent Place Car Park (5% of the total).

2.2.3. As with the Council operated car parks an analysis of the location of each car park in relation to the town centre has been undertaken. Again this considers a 5 minute walking distance at both 1.2m/s and 1.8m/s walking speeds – see **Figure 3**. The analysis demonstrates that when using a 1.8m/s walking speed each Council operated car park is within 5 minutes walking distance of the majority of the town centre, with the exception of Regent Place and Sainsbury's car parks which are within 5 minutes walking distance of the Market Street area only. When using a 1.2m/s walking speed the analysis demonstrates that each Council operated car park is within walking distance of the town centre, although, Regent Place and Sainsbury's car parks are within 5 minutes walking distance of the periphery of the town centre only. All privately operated public car parks are well within a 10 minute walk of the town centre for both 1.2 m/s and 1.8m/s walking speeds.

2.2.4. In addition to the 1553 privately operated public off-street spaces identified in paragraph 2.2.1 there are approximately 318 privately operated public spaces allocated specifically for users of the associated facility, for example there are 66 spaces associated with the Ramada Hotel.

### 2.3. On-Street Parking

2.3.1. There are approximately 347 on-street car parking spaces within the study area. The maximum length of stay varies between 30 minutes, 60 minutes, and 120 minutes. A total of 25 spaces are allocated as disabled spaces, equating to approximately 7% of the total. There is no specific guidance relating to the percentage of disabled spaces required for on-street parking provision. However, applying a figure of 6% (as relevant guidelines recommend for off-street spaces) would indicate that the number of off-street disabled spaces is adequate. These are located along Packe Street, Devonshire Square, Baxter Gate, and Biggin Street. The location of on-street parking spaces is shown in **Figure 4**.

2.3.2. During market days (Thursdays and Saturdays) the number of on-street spaces along Devonshire Square is reduced by approximately 9 standard spaces, 3 disabled spaces, and 4 taxi spaces.

### 2.4. On-Street Residential Car Parking

2.4.1. There are approximately 2153 on-street residential car parking spaces available to permit holders. Non-permit holders can park in these spaces for up to 1 hour.

### 2.5. Private Non-Residential (PNR) Private Car Parking

2.5.1. CBC have confirmed that in January 2003 there were approximately 1446 privately operated private car parking spaces throughout the study area as shown on **Figure 5**. This number is likely to have declined slightly as a result of new development occurring between January 2003 and now.

### 2.6. Summary of Parking Provision

2.6.1. The overall total number of parking spaces consists of:-

- 1088 (1180 on Saturdays) CBC operated public car parking spaces
- 1553 privately operated public car parking spaces
- 347 on-street public car parking spaces
- 2153 on-street residential car parking spaces
- 1446 private non-residential car parking spaces

## 2.7. Cycle Parking

2.7.1. There are 98 privately maintained cycle stands in the town centre. The majority of these are located at The Rushes, Regent Place, and Sainsbury's. There are 66 CBC maintained cycle stands located in the town centre. The majority of these are located in the vicinity of High Street, Market Place, Market Street, and Granby Street. All cycle stands throughout the town centre are Sheffield Stands. Cover is provided over 6 Sheffield Stands at Browns Lane Car Park. All other stands are uncovered, although the roof of The Rushes Shopping Centre gives partial cover to some stands. The location of all stands is shown on a plan in **Appendix A**.

## 2.8. Shopmobility

2.8.1. There are 6 existing shopmobility spaces at Macaulay House car park. As outlined in paragraph 2.1.4 CBC's lease on Macaulay House finishes in 2010 and the public car park will close.

## 2.9. Tariff Structure

### CBC Car Parks

2.9.1. Parking charges apply Monday to Saturday at all CBC operated car parks. All CBC car parks currently operate using a pay and display method of payment. There are no charges on Sundays or Bank Holidays and parking for disabled users is free. The tariff structure as shown in **Tables 2** and **3** applies at CBC operated off-street public car parks:-

**Table 2:- Tariff structure at all Council operated public car parks (except Browns Lane)**

Length of Stay	Tariff
30 mins	20p
1 hour	50p
2 hours	£1.40
3 hours	£2.20
4 hours	£3.00
5 hours	£4.70
Over 6 hours	£5.70
18:00 – midnight	50p

**Table 3:- Tariff structure at Browns Lane Car Park**

Length of Stay	Tariff (non leisure centre and non-bowls club users)	Tariff (leisure centre users)
30 mins	40p	
1 hour	£1.00	
2 hours	£2.00	40p
3 hours		70p
4 hours		£1.00
5 hours		£1.30

2.9.2. Although designated as a town centre car park, the tariff structure at Browns Lane Car Park was introduced to deter non-leisure centre and non-bowls club users from using the car park. Leisure centre and bowls club users are required to first park their vehicle then purchase a ticket from inside the respective facility and return to their vehicle and display the ticket. A standard pay and display system applies to non-leisure centre and non-bowls club users. Previously a single tariff structure applied to all users of the car park and under this system the car park was well used by town centre, leisure centre, and bowls club users. Evidence from ticket sale information suggests that since the existing tariff structure was introduced, only a small minority of car park users are non-leisure centre and non-bowls club users. Furthermore anecdotal evidence suggests that some of these users may in fact be leisure centre and bowls club users who are frustrated with the existing system and opt to pay the larger tariff because it's more convenient.

2.9.3. Leisure Centre or Bowls Club users have recently been given the option of being able to purchase 10 tickets in advance. However, this system has been subject to abuse. Some people have been using the advanced tickets to park at Browns Lane car park without going to the leisure centre or bowls club, whereas others have amended the date on the ticket and re-used them.

#### Private Car Parks

2.9.4. Each privately operated public car park has a different tariff structure. Regent Place is open 24 hours 7 days a week and is operated by LPS Parking and is free for 2 hours for people shopping at Regent Place Retail Park. All other users (including disabled users) have to pay the standard tariff. Regent Place operates a pay and display method of payment. Site observations suggest that the site is patrolled although it is not known how often. If staying in the car park for more than 2 hours or not shopping at the Retail Park the tariff structure as shown in **Table 4** applies (including Sundays):-

**Table 4:- Tariff structure at Regent Place Car Park**

Length of Stay	Tariff
1 hour	£1.50
2 hours	£2.00
3 hours	£3.00
Evening (18:00 – 08:00)	£1.00

- 2.9.5. The tariff structure at Regent Place Car Park is greater than the tariff enforced at CBC operated car parks.
- 2.9.6. Sainsbury's Car Park has until very recently operated as a pay on foot car park. However, the car park now operates as a free car park with a maximum stay of 3 hours there is no return within 2 hours. The car park is operated by Euro Car Parks.
- 2.9.7. Ticket sale information for Sainsbury's Car Park when it operated as a pay on foot car park is unavailable. Whilst the car park was operated as a pay on foot car park it had 2 entry and 2 exit barriers. It was often the case that the barriers weren't operated and as such the car park operated free of charge. As such it is unknown how many people paid for parking or how many of the vehicles were associated with Sainsbury's customers.
- 2.9.8. The Rushes Car Park is a pay on foot car park operated by NCP and is free to those who spend at least £5.00 in participating stores (Marks and Spencer, Woolworths, and LA Fitness). The tariff structure as outlined in **Table 5** applies (including Sundays):-

**Table 5:- Tariff Structure at The Rushes Car Park**

Length of Stay	Tariff
1 hour	60p
2 hours	£1.50
3 hours	£2.30
4 hours	£3.70
5 hours	£4.70
24 hours	£5.70

- 2.9.9. It is noticeable from **Table 5** that although The Rushes Car Park is open until midnight it does not operate a reduced evening tariff. Furthermore there is no reduced tariff for disabled users. This makes use of The Rushes Car Park more expensive in comparison to CBC operated car parks beyond 18:00 unless shopping in one of the stores entitling the user to free parking.

2.9.10. Carillon Court is open between 07:00 and 19:00 7 days a week. It is a pay and display car park operated by Jones Lang LaSalle and is free on Sundays. The tariff structure as outlined in **Table 6** applies at other times:-

**Table 6:- Tariff Structure at Carillon Court Car Park**

Length of Stay	Tariff
1 hour	50p
2 hours	£1.30
3 hours	£2.10
4 hours	£4.50

2.9.11. Carillon Court operates a lower tariff than CBC operated car parks for a 2 and 3 hour stay but a greater tariff for a 4 hour stay. Car park information available at the car park does not indicate whether there are charges for disabled users.

2.9.12. No ticketing arrangement is in operation at Somerfield Car Park and as such no charges are applied. The car park is open between 08:00 and 18:00 Monday to Wednesday, 08:00 to 19:00 Thursday to Friday, 08:00 to 16:00 on Saturdays, and 10:00 to 16:00 on Sundays. The car park is operated by Euro Car Parks and although the site is patrolled, anecdotal evidence suggests that there is little enforcement of the maximum 2 hour stay.

#### On-Street Parking

2.9.13. All public on-street parking is free of charge throughout the week.

#### 2.10. Market Traders

2.10.1. Every Thursday and Saturday a market is held in the town centre. Stalls locate along Market Street, Market Place, and Devonshire Square. There is no formal arrangement in operation regarding vehicle parking for traders, although vehicles have been observed parking in the Southfield Extension Car Park.

2.10.2. Given the height restrictions at Beehive Lane, Carillon Court, and The Rushes car parks, these sites are unsuitable for use by market traders.

#### 2.11. Powered Two Wheeler (PTW) Parking

2.11.1. The term 'Powered Two Wheelers' includes motorcycles and mopeds. Travel by PTWs is more environmentally friendly and requires less road space. However, it can be at the expense of public transport use and personal injury accident rates are higher amongst PTW

users. Nevertheless PTWs are legitimate road users and adequate PTW parking should be provided. The existing provision of PTW parking in the town centre is considered to be poor. The number of designated spaces is low and the quality of these spaces is of a low standard, particularly because there is no covered PTW parking. Designated PTW parking is provided at Granby Street and Beehive Lane car parks. At Granby Street this consists of 8 Sheffield Stands and a car parking space allocated for PTWs. At Beehive Lane Car Park an area has been designated for PTW parking but there are no anchor points for securing the vehicles. PTW parking occurs at other car parks although this tends to involve riders chaining their PTW to cycle stands or leaving them free standing. There are no charges for PTW parking in CBC car parks.

2.11.2. Security is a major concern amongst PTW users when parking their vehicle. Provision of a stand where riders can secure their PTW against is preferable. Ground and raised anchor points are available in a variety of forms.

2.11.3. A survey of existing PTW parking was undertaken on Thursday 25<sup>th</sup> January 2007 between the hours of 12:30 and 13:00. 5 PTWs were parked at Granby Street Car Park and 1 was parked in The Rushes Car Park.

## 2.12. Coach Parking

2.12.1. Coach parking is provided at Browns Lane Car Park with space for 2 buses. Coaches often take people to the Museum or Library located along Granby Street. It is considered that designated coach parking for these destinations could be better.

## 2.13. Taxi Facilities

2.13.1. Key taxi ranks serving the town centre are located along Devonshire Square, Biggin Street, Granby Street, and High Street.

## 2.14. Secure Parking

2.14.1. 'Park Mark' is a safer parking award given by the Police to car parks that are registered with the 'Park Mark' scheme and meet the necessary standards. The criteria used in the assessment of surface level and multi-storey car parks differ slightly but the following areas are assessed:-

- Boundaries and perimeters
- Vehicular access
- Management practice



- Signage
- Surveillance
- Crime recording and statistics
- Parking areas
- Pedestrian access
- Lighting

2.14.2. Beehive Lane, Granby Street, Pinfold Gate, and The Rushes car parks all currently have 'Park Mark' status. Car parks with 'Park Mark' status tend to be reviewed on an annual basis. In order to be awarded 'Park Mark' status car parks must be registered with the scheme. Assessment of a particular car park can be requested at any time. 'Park Mark' status was rejected for Browns Lane Car Park towards the end of 2006. This was primarily due to a lack of surveillance, and a poor level of maintenance. Since the 'Park Mark' inspection the CCTV at Browns Lane car park has been replaced and is now monitored by the Police central control room.

#### 2.15. Audit of Existing Car Parks

2.15.1. WYG undertook an audit in January 2007 to assess the standard of each major car park identified in **Figure 2**. The audit was based on the guidelines applied by the Association of Chief Police Officers when deciding whether or not a car park should be awarded 'Park Mark' status. The results are summarised below.

2.15.2. Granby Street car park is a surface level car park with a single access / egress. The car park is well maintained and has a clear layout. The pay and display machines are of a good standard. The car park is patrolled and has CCTV.

2.15.3. Beehive Lane car park is a multi-storey car park with a single access and two egress barriers. The car park is well maintained with information points on each level. The method of circulation can be confusing and it was considered that lighting does not illuminate the car park particularly well.

2.15.4. Southfield Road Extension car park is a surface level car park with a single access / egress. The pay and display machines are of a good standard and although there are no direction signs the car park is small and as such signing is not considered necessary. There is no CCTV and no lighting.

2.15.5. Macaulay House car park is a surface level car park with a single access / egress. There are a high proportion of disabled and shopmobility spaces which are clearly signed. The pay and display machines are of a good standard but there is no CCTV. Although lighting isn't

provided from within the car park itself the adjacent street lighting provides coverage of the car park.

- 2.15.6. Browns Lane car park is a surface level car park with a single access / egress. The pay and display machines are of a good standard and are well lit. CCTV is present and direction signing is clear. The car park is divided into two sections. The 'extension' car park to the rear of the site is considered to be secluded.
- 2.15.7. Pinfold Gate car park is a surface level car park with a single access / egress. It is well maintained and the pay and display machines are of a good standard. Internal car park signs are limited but given the size and layout of the car park this doesn't cause problems.
- 2.15.8. Regent Place car park is a surface level car park with two accesses and two egresses. It is well maintained and although signing is limited the internal layout operates well. Lighting is of a good standard with natural surveillance from residential properties and the retail outlets.
- 2.15.9. Carillon Court car park is a multi-storey car park and has a single access and egress. The pay and display machines appear to be older than those in other car parks in Loughborough. Lighting is good. Direction signing is clear.
- 2.15.10. Sainsbury's car park is a surface level car park with one access and two egresses. The method of circulation is clear given the good standard of direction signage. Lighting is of a good standard.
- 2.15.11. The Rushes car park is a multi-storey car park and has one access and one egress with 2 barriers at each. Although the method of circulation on the ground floor could be confusing, direction signing is of a good standard. Signing of the ticket machines is limited. Lighting is of a high standard and CCTV is present.
- 2.15.12. Somerfield Car Park is a multi-storey car park with a single access and single egress. The overall standard of this car park is very poor. There is no direction signing, poor quality lighting, no CCTV, and is poorly maintained.
- 2.15.13. Full results of the audit are presented in **Appendix B**.

## 2.16. Car Park Survey Information

### ***Public Car Parks Operated By CBC***

2.16.1. Car park ticket sale information has been obtained from CBC for all CBC operated public car parks. In order to obtain occupancy data it has been assumed that the duration of stay of each vehicle is the full length of the ticket purchased. CBC car parks are Beehive Lane, Browns Lane, Granby Street, Macaulay House, Pinfold Gate, Southfield Offices, and Southfield Extension.

2.16.2. Browns Lane Car Park is designated as a town centre car park and is used by town centre, leisure centre, and bowls club users. Ticket sale information has been sought from the following sources:-

- Direct from the ticket machine – data made available from CBC
- Direct from the leisure centre – leisure centre unable to provide details
- Direct from the bowls club – bowls club unable to provide details

2.16.3. Therefore, available ticket sale information at Browns Lane Car Park is limited.

2.16.4. Data for all other car parks has been provided for a whole day. Survey information is presented in **Appendix C**. Occupancy data for Wednesday, Thursday, and Saturday in November and December has been obtained. These days were agreed with CBC as being representative of a typical weekday, a weekday market day, and a weekend. November was chosen because it represents a typical month in terms of car park ticket sales and December was chosen because it is the peak month of the year in terms of ticket sales. **Table 7** summarises the information as follows:-

**Table 7:- Summary of occupancy data at CBC operated car parks**

	Percentage Occupancy					
	Wednesday Busiest Hour		Thursday Busiest Hour		Saturday Busiest Hour	
	November	December	November	December	November	December
Beehive Lane	26	37	47	65	93	97
Granby Street	58	100	76	100	96	100
Macaulay House	8	28	36	56	56	36
Pinfold Gate	48	83	35	93	100	93
Southfield Offices	NA	NA	NA	NA	69	37
Southfield Extension	74	67	86	100	90	100
Browns Lane	5	2	4	18	10	8
Overall (excluding Browns Lane)	32	50	48	69	90	92

*Note:- Browns Lane Car Park data includes CBC data only and not the concession tickets associated with the leisure centre or bowls club.*

2.16.5. The Institution of Highways and Transportation (IHT) document 'Parking Strategies and Management' states that parking occupancy should be at no more than 85% of capacity. Analysis indicates that overall CBC car parks operate within capacity under typical and peak conditions. Nevertheless **Table 7** demonstrates that the distribution of parked vehicles is uneven with higher occupancy rates identified at Granby Street and Southfield Extension car parks during the week. During the peak hour on Saturday the highest occupancy rates are at Beehive Lane, Granby Street, Pinfold Gate, and Southfield Extension car parks.

2.16.6. Although Browns Lane Car Park is designated as a town centre car park the ticket sale information indicates that it is not used in this way. During consultation exercises (see Chapter 3) it became apparent that under the existing system leisure centre and bowls club users become particularly frustrated. This suggests that these sales could well be leisure centre or bowls club users who do not buy a ticket in the leisure centre or bowls club and instead opt to purchase a ticket from the pay and display machines in the car park. On the basis that Browns Lane Car Park is a leisure centre and bowls club car park the key issue is capacity in the evening. Therefore, a survey was undertaken by WYG at Browns Lane Car Park on Thursday 22<sup>nd</sup> February 2007 between 18:00 and 21:00 following confirmation from CBC that this time period on a Thursday is typically the busiest period of the week. The survey recorded the occupancy and duration of stay of vehicles parked in the car park. Designated spaces were surveyed as well as undesignated spaces. The results are presented in **Appendix C** and summarised in **Table 8** as follows:-

**Table 8:- Summary of evening occupancy and duration survey at Browns Lane Car Park**

	Occupancy					
	18:00-18:30	18:30-19:00	19:00-19:30	19:30-20:00	20:00-20:30	20:30-21:00
Main Car Park (standard spaces) (vehicles)	113 (98%)	105 (91%)	112 (97%)	102 (89%)	107 (93%)	101 (88%)
Main Car Park (disabled spaces) (vehicles)	4	4	6	5	4	2
Extension Car Park (vehicles)	45 (66%)	43 (63%)	55 (81%)	44 (65%)	40 (59%)	47 (69%)
Illegal Parking (vehicles)	13	13	13	4	9	13
Total (vehicles)	175	165	186	155	160	163
Total (percentage)	91	86	97	81	83	85

2.16.7. There are a total of 192 spaces in the main car park and car park extension. Overall occupancy of the car park was above the 85% threshold or slightly below this figure. Occupancy of the main car park was above the 85% threshold throughout the duration of the survey. However, occupancy of the extension car park was below this threshold throughout. Vehicles opted to park illegally in the main car park instead of using the main car park, indicating that some people dislike parking in the extension car park.

2.16.8. It was noted during the survey that occupancy of the car park was highest on the hour. This is most likely because it is at these times when activities in the leisure centre start and finish. As such there is a 'changeover' of vehicles in the car park as people enter and leave the leisure centre. The results of the parking beat presented in **Table 8** do not accurately reflect this as the survey was undertaken throughout the full duration of each 30 minute period given the time it takes to record number plate details of each vehicle. Whilst the first 5 and last 5 minutes of each period may be during the 'changeover' period the other 20 minutes were not. As such the totals in **Table 8** are slightly below the level occurring at each changeover period.

#### ***Public Car Parks Privately Operated***

2.16.9. Sainsbury's has provided details of a survey undertaken at their car park on Friday 12<sup>th</sup> January 2007, and Saturday 13<sup>th</sup> January 2007. Management at Sainsbury's have confirmed that Fridays and Saturdays are the busiest store days.

2.16.10. The results of this survey are presented in **Appendix C** and are summarised in **Table 9** as follows:-

**Table 9:- Summary of occupancy data at Sainsbury's Car Park**

	Percentage Occupancy		
	Fri (Jan)		Sat (Jan) Busiest Hour
	11:00-12:00	12:00-13:00	
Sainsbury's	84	82	90

2.16.11. The results in **Table 9** indicate that the 85% threshold is exceeded on a Saturday. Occupancy on a Friday is below the 85% threshold.

2.16.12. Ticketing information (or other information enabling car park occupancy to be established) was requested from each of the privately operated public car parks. Carillon Court, Regent Place, and Somerfield were unable to provide the required level of information. Although a suitable level of information has in the past been available in relation to The Rushes car park recent changes to the computer system mean that this information is unavailable for any date before the new system was installed.

2.16.13. Car park occupancy surveys were undertaken by WYG at Carillon Court, Regent Place, Somerfield, and The Rushes car parks. Surveys were undertaken on Wednesday 17<sup>th</sup> January 2007, Thursday 25<sup>th</sup> January 2007, and Saturday 27<sup>th</sup> January 2007 and recorded the number of vehicles in each car park on an hourly basis. The results are presented in **Appendix C** and are summarised in **Table 10** as follows:-

**Table 10:- Summary of occupancy data at privately operated public car parks**

	Percentage Occupancy		
	Wed Busiest Hour	Thur Busiest Hour	Sat Busiest Hour
	January	January	January
Carillon Court	61	73	92
Regent Place	21	29	97
Somerfield	70	80	98
The Rushes	72	93	100
Overall	57	71	97

2.16.14. The results in **Table 10** indicate that overall the privately operated public car parks operate below the 85% threshold during the weekday peak hour but above it during the Saturday peak hour. Nevertheless, as with CBC car parks there is some variation between car parks. The Rushes Car Park has the highest level of occupancy during the week with it exceeding 85% on Thursday. There is considerable spare capacity at Regent Place Car Park during the week. On Saturday occupancy at all car parks exceeds 85% with occupancy during the peak hour above 90% at all car parks. These results suggest that on Saturdays there is an existing

capacity problem at the privately operated public car parks, especially given that the surveys were undertaken in January.

## 2.17. On-Street Parking

2.17.1. Data relating to the occupancy of on-street parking spaces was unavailable from CBC. As such on-street occupancy and duration surveys were undertaken by WYG for town centre on-street parking spaces. The location of each road surveyed is shown in **Figure 4**. Surveys were undertaken on Wednesday 17<sup>th</sup> January 2007, Thursday 25<sup>th</sup> January 2007, and Saturday 20<sup>th</sup> January 2007 and recorded the number and vehicle registration plate details of vehicles parked on-street on an hourly basis. The results of the on-street occupancy survey are presented in **Appendix C** and are summarised in **Table 11** as follows:-

**Table 11:- Summary of on-street occupancy data**

Road	Wednesday			Thursday			Saturday		
	Lowest Occupancy (%)	Maximum Occupancy (%)	No. Hours Above 85% Occupancy	Lowest Occupancy (%)	Maximum Occupancy (%)	No. Hours Above 85% Occupancy	Lowest Occupancy (%)	Maximum Occupancy (%)	No. Hours Above 85% Occupancy
Packe St	0	75	0	0	100	1	50	88	4
Granby St	86	100	8	82	100	6	79	100	5
Wards End	85	100	7	100	100	8	100	100	8
Devonshire Sq	74	100	6	100	100	8	79	100	7
Bedford Sq	100	100	8	97	100	8	97	100	8
High St / Leicester Rd	56	95	4	80	97	7	56	75	0
South St	50	100	6	100	100	8	50	100	2
Packe Horse Lane	57	86	4	71	86	6	57	100	6
Moira St	64	96	2	92	100	8	88	100	8
Baxter Gate				64	86	1	57	100	5
Sparrow Hill				100	100	8	83	100	7
Church Gate	45	55	0				81	100	7
Lemyngton St	80	100	6	80	100	5	60	90	3
The Coneries	44	94	2	69	100	6	63	100	2
Cradock St	77	92	3	58	92	2	54	85	0
Nottingham Rd	44	72	0	67	83	0	50	83	0
Bromhead St				57	100	5	29	86	5
Rectory Place				100	100	8	88	100	8
Steeple Row	100	100	8	100	100	8	100	100	8
Biggin St	40	100	3	40	100	7	60	100	2
Overall	81	90	4	82	95	7	71	93	7

Note:- All spaces along Packe Street are allocated for disabled users. 8 of the 19 spaces along Devonshire Square are allocated for disabled users. 7 of the 14 spaces along Baxter Gate are allocated for disabled users. All of the spaces along Biggin Street are allocated for disabled users. 2 of the spaces along Church Gate are allocated for disabled users.

2.17.2. The results in **Table 11** indicate that with the exception of Nottingham Road the occupancy level of on-street spaces along all roads was above 85% at some point during the survey period. This occurred infrequently along some roads but throughout the full length of the day along others. Giving consideration to each of the roads surveyed the busiest roads were



Granby Street, Wards End, Devonshire Square, Bedford Square, Sparrow Hill, Rectory Place, and Steeple Row.

2.17.3. The results of the duration surveys undertaken for on-street parking spaces in January are presented in **Appendix C** and are summarised in **Tables 12 and 13**:-

**Table 12:- Summary of vehicles parking on-street staying longer than permitted (percentage of total)**

Road	Maximum Length of Stay	Percentage Of Vehicles Staying Longer Than The Maximum Time Permitted (09:00-17:00)		
		Wednesday	Thursday	Saturday
Packe St	disabled	0	0	3
Granby St	60 mins	22	27	17
Wards End	30 mins	38	36	8
Devonshire Sq	30 mins + disabled	12	2	8
Bedford Sq	60 mins	24	24	18
High St / Leicester Rd	30 mins + 120 mins	44	37	21
South St	30 mins	18	67	12
Packe Horse Lane	120 mins	50	50	16
Moirs St	60 mins	46	42	43
Baxter Gate	60 mins + disabled	24	37	8
Sparrow Hill	60 mins	26	56	30
Church Gate	60 mins + disabled	38	37	15
Lemyngton St	30 mins	43	33	21
The Coneries	30 mins	25	32	8
Cradock St	30 mins	32	32	19
Nottingham Rd	30 mins + 60 mins	47	45	19
Bromhead St	60 mins	*	53	40
Rectory Place	120 mins	*	43	50
Steeple Row	120 mins	28	40	28
Biggin St	30 mins + disabled	4	9	0
Average		29	32	18

Note:- \* = Data not available.

**Table 13:- Percentage of vehicles parking on-street longer than permitted (length of stay)**

Road	Length of illegal parking (09:00-17:00)											
	1 – 2 hours			2 – 3 hours			3 – 4 hours			Over 4 hours		
	Wednesday (%)	Thursday (%)	Saturday (%)	Wednesday (%)	Thursday (%)	Saturday (%)	Wednesday (%)	Thursday (%)	Saturday (%)	Wednesday (%)	Thursday (%)	Saturday (%)
Packe St	-	-	-	-	-	-	-	-	3	-	-	-
Granby St	11	13	10	2	1	1	-	-	1	10	13	5
Wards End	14	9	2	3	4	2	-	9	-	22	15	4
Devonshire Sq	6	-	3	4	-	3	-	-	1	2	2	1
Bedford Sq	9	14	14	6	3	2	4	2	1	6	5	1
High St / Leicester Rd	-	6	9	13	8	3	2	3	2	29	21	7
South St	-	-	6	6	33	-	-	11	-	12	22	6
Packe Horse Lane	14	-	16	7	19	-	-	13	-	29	19	-
Moira St	17	11	12	5	6	1	5	2	4	19	24	25
Baxter Gate	11	11	6	4	6	-	4	3	2	15	17	-
Sparrow Hill	13	-	15	4	25	12	-	-	-	9	31	3
Church Gate	-	9	6	8	6	4	-	9	-	31	14	6
Lemyngton St	28	13	6	8	-	3	-	-	3	8	20	9
The Coneries	6	6	3	6	2	1	8	2	1	6	21	3
Craddock St	3	4	14	3	9	2	11	3	1	14	16	2
Nottingham Rd	32	3	9	3	3	3	5	6	3	8	33	3
Bromhead St	NA	12	15	NA	12	5	NA	6	20	NA	24	-
Rectory Place	NA	14	31	NA	-	4	NA	-	-	NA	29	15
Steeple Row	5	8	13	5	4	5	2	2	4	17	26	6
Biggin St	-	6	-	-	-	-	-	-	-	4	3	
<b>Overall</b>	<b>34</b>			<b>16</b>			<b>9</b>			<b>41</b>		

- 2.17.4. The results in **Table 12** demonstrate that on some roads over half of the vehicles parking during the day are doing so for a period of time longer than permitted. The percentage of vehicles parking longer than permitted was less on Saturday than Wednesday and Thursday.
- 2.17.5. A likely reason for the percentage of vehicles staying longer than the maximum time permitted being less on Saturday when compared with Wednesday and Thursday is the reduced number of commuters parking in Loughborough at weekends. Trips of this nature will involve a length of stay typically greater than 4 hours and **Table 13** indicates that these make up the largest proportion of vehicles parking longer than permitted. This is supported further still by the results in **Table 13** which indicate a lower number of vehicles parking for 4 hours or more on Saturday.
- 2.17.6. **Table 13** demonstrates that the largest proportion of vehicles parking for a period of time longer than permitted were doing so for 4 or more hours, with vehicles parking for 1 to 2 hours comprising the second largest proportion.
- 2.17.7. **Table 13** demonstrates that 75% of vehicles parking longer than permitted are doing so for 1 to 2 hours or more than 4 hours. It is anticipated that vehicles parking on-street are short stay trips likely to be associated with shopping trips (supported by the Customer Satisfaction Survey undertaken by BMG Research which indicated that 60% of trips were retail related), or long stay trips likely to be associated with commuter trips.
- 2.17.8. Where the length of stay is greater than 4 hours the opportunity for vehicles to find available spaces is reduced because the turnover of spaces is also reduced. Furthermore, where a large proportion of vehicles are occupying spaces for the full length of the day they are effectively reducing the on-street parking capacity of the road for other users. Enforcement of parking restrictions should be greatly improved following the introduction of CPE (discussed in paragraphs 5.10.1 to 5.10.6) and the turnover of on-street parking spaces should be much improved.

## 2.18. Survey of Illegal Parking

- 2.18.1. CBC and Leicestershire County Council (LCC) indicated that illegal parking (vehicles parking on double or single yellow lines outside of permitted times) is prominent on Fennel Street, Derby Square, and Ashby Square. In order to clarify the existing situation a snapshot survey of illegal parking was undertaken by WYG on Thursday 25<sup>th</sup> January 2007. This was undertaken between 11:30 and 12:30 and identified the primary areas where illegal parking was occurring. This was undertaken on roads that were not included as part of the on-street occupancy and duration surveys. A significant amount of illegal parking was observed along Fennel Street and in the vicinity of Derby Square / Ashby Square. Further illegal parking was

observed in a number of areas throughout the town, in particular along Baxter Gate, Bridge Street, and Broad Street.

2.18.2. During the on-street surveys undertaken on Wednesday 17<sup>th</sup> January 2007, Thursday 25<sup>th</sup> January 2007, and Saturday 20<sup>th</sup> January 2007 a record of the number of vehicles parking on double yellow lines was made on all surveyed roads. Although illegal parking was observed throughout the survey area it was more apparent along Baxter Gate, High Street / Leicester Road, Granby Street, and Devonshire Square.

#### 2.19. Car Park Validation Surveys

2.19.1. Validation occupancy surveys were undertaken by WYG on Thursday 25<sup>th</sup> January 2007 between the hours of 10:30 and 11:30 at the following CBC car parks:- Beehive Lane, Granby Street, Pinfold Gate, Macaulay House, Southfield Offices, and Southfield Extension. This was undertaken in order to validate the data received from CBC and recorded the number of vehicles parked in each car park. The results are presented in **Appendix C** and are summarised in **Table 14** below:-

**Table 14:- Summary of car park validation survey**

Car Park	Percentage Occupancy		
	WYG (10:30-11:30)	CBC (12:00-13:00)	
	January	November	December
Beehive Lane	74	47	65
Granby Street	100	76	100
Pinfold Gate	65	35	93
Macaulay House	53	36	56
Southfield Extension	98	86	100

2.19.2. The validation survey was undertaken outside of the peak hour. A comparison of the validation survey results and the November and December peak hour ticket sale data from CBC has been undertaken. Based on the number of tickets sold during the period 2005 / 2006 occupancy during January should be greater than November but less than December. **Table 14** demonstrates that this is the situation at Granby Street, Pinfold Gate, Macaulay House, and Southfield Extension car parks. However, Beehive Lane car park had a higher level of occupancy at the time of the validation survey compared with the November and December peak hour information from CBC.

2.19.3. The validation survey was undertaken outside of the peak hour. Furthermore use of the ticket sale information obtained from CBC to estimate November and December occupancy levels

assumes that vehicles stay in each respective car park for the full duration of the ticket purchased, thus assuming the 'worst-case' scenario in terms of occupancy levels. With these factors in mind it would be expected that the validation survey results would demonstrate occupancy levels slightly below those derived from the ticket sale information obtained.

2.19.4. It would appear that the ticket sale information from CBC is underestimating the occupancy at Beehive Lane car parks. The data provided by CBC records the number of tickets sold rather than recording occupancy levels in each car park. Whilst the data has been used to estimate occupancy levels in each car park there are a number of reasons why there appears to be a discrepancy, in particular illegal parking not recorded by CBC's ticket sale information or the date and time of the validation survey being a particularly busy time. As such it is not recommended that the information from CBC is amended based on the results of a single validation survey.

## 2.20. Cycle Parking Survey

2.20.1. Existing cycle stands are located as shown in **Appendix A**. A survey was undertaken of existing cycle stand usage on Thursday 25<sup>th</sup> January 2007. There are a total of 180 Sheffield Stands in the town centre. During the survey there were 55 cycles secured to cycle stands. However, the 10 stands located in the vicinity of the library were out of use at the time of the survey. The most popular stands at the time of the survey were located at Sainsbury's Car Park, Granby Street Car Park, Beehive Lane Car Park, and in the vicinity of Market Street / High Street. In addition to the cycle parking recorded in the survey, cycles were observed chained against railings and other street furniture. This was particularly noticeable in the vicinity of High Street, Market Place, Market Street, and Devonshire Square.

2.20.2. Cycles parked at Regent Place Car Park, Sainsbury's Car Park, and Browns Lane Car Park are likely to be associated with the retail park, supermarket, and leisure centre respectively rather than other town centre uses. In terms of town centre parking the other stands are considered more appropriate for town centre users.

2.20.3. Although future demand for cycle parking can be estimated based on known demand, in many instances the provision of additional cycle parking can in itself generate an increase in cycle trips. During University term time it is anticipated that the demand for cycle parking will be greater.

2.21. CBC Car Park Revenue

2.21.1. For the period 2004 / 2005 the financial position of the car park service is shown in **Table 15** as follows:-

**Table 15:- Car Park Service Financial Summary (2004 / 2005)**

	£
Capital Charges	133,322.18
Support Service Recharges	138,262.04
Other Expenditure	258,472.93
Total Expenditure	530,057.15
Income	787,176.36
Net Surplus	257,119.21

*Note:- information for 2005 / 2006 not available*

2.21.2. CBCs income from ticket sales for the period 2005 / 2006 was as follows in **Table 16** and **Table 17**:-

**Table 16:- CBC Ticket Sale Income (2005 / 2006) Per Car Park**

Car Park	Income from Ticket Sales (£)
Beehive Lane	313,350.00
Pinfold Gate	64,300.00
Browns Lane	57,900.00
Granby Street	199,500.00
Southfield Offices and Macaulay House	14,000.00
Southfield Extension	30,200.00
<b>Total</b>	<b>679,250.00</b>

*Note:- income at Browns Lane car park includes tickets sold to leisure centre and bowls club users*

**Table 17:- CBC Ticket Sale Income (2005 / 2006) Per Ticket Type**

<b>Ticket Type</b>	<b>Income from Ticket Sales (£) 2005/2006</b>
30 mins	£14k
1 hour	£110K
2 hours	£327k
3 hours	£86k
4 hours	£51k
5 hours	£13k
6 + hours	£75k
Evening	£18k
Daytime / Evening tickets	£13k
<b>Total</b>	<b>£707k</b>

2.21.3. The totals identified in **Tables 16** and **17** differ. CBC have confirmed that this could be because **Table 16** presents income that is 'banked' on 'weekly banking dates' whereas **Table 17** presents the actual ticket count recorded by the software in the ticket machines. Another reason is difficulties recently experienced with the software in the ticket machines used to record the information in **Table 17**.

2.22. **Tables 16** and **17** demonstrate that during the period 2005 / 2006, 80% of the income from tickets sold was generated from Beehive Lane and Granby Street car parks. 64% of tickets purchased were for short stay trips (less than 2 hours). 22% of trips are for lengths of stay greater than 2 hours but less than 5 hours. 11% of trips are for lengths of stay greater than 5 hours with the remainder occurring in the evening. The proportion of long stay commuter-style trips is considered to be relatively low. Full details are presented in **Appendix D**.

2.23. Income from fines

2.23.1. Details of parking fine information for the period 2005 / 2006 has been provided by CBC for all CBC car parks. 3383 tickets were issued totalling £72,500, of which 66% were issued for expired tickets. 49% of the total number of tickets issued were at Granby Street Car Park. As a percentage of the overall number of tickets purchased during 2005 / 2006, the number of fines issued is 0.5%. Full details are presented in **Appendix D**.

## 2.24. Discounted Tickets

2.24.1. CBC issued a total of 259 discounted season tickets during 2006. March was the busiest month for issuing tickets with December the quietest.

## 2.25. Crime Statistics

2.25.1. CBC has provided details of recorded crime in CBC operated car parks for the period from November 2005 to October 2006. There were a total of 19 recorded crimes during this period occurring at Beehive Lane, Browns Lane, and Granby Street car parks. Full details are presented in **Appendix E**.

2.25.2. At Beehive Lane car park there were a total of 7 reported crimes including 4 incidents of items being stolen from vehicles, and 3 incidents of damage caused to vehicles. 3 of the reported crimes occurred after 18:00 i.e. outside of the period currently covered by CCTV. It is understood that CCTV coverage is to be extended beyond 18:00 in the near future. Beehive Lane car park had Park Mark status throughout the period considered (November 2005 – October 2006)

2.25.3. At Browns Lane car park there were a total of 7 reported crimes, of which all involved items being stolen from vehicles.

2.25.4. At Granby Street car park there were a total of 5 reported crimes, consisting of 2 incidents of items being stolen from vehicles, 2 incidents of damage being caused to vehicles, and one incident of a vehicle being stolen. Park Mark status was awarded to Granby Street car park in December 2006. All reported crimes were prior to this date.

## 2.26. Summary of Existing Conditions

2.26.1. There are a total of 2641 parking spaces within car parks (2733 on Saturdays) plus an additional 347 on-street spaces. Car parks with the highest proportion of disabled spaces are Granby Street and Macaulay House.

2.26.2. All CBC operated car parks (with the exception of Browns Lane) operate using a single tariff structure. Each privately operated public car park has its own tariff structure with The Rushes, and Regent Place offering free parking to their customers. Somerfield and Sainsbury's car parks operate free of charge for all town centre users.

2.26.3. Existing PTW parking is located at Granby Street and Beehive Lane car parks.



- 2.26.4. There are a total of 180 cycle stands throughout the town centre.
- 2.26.5. Beehive Lane, The Rushes, Granby Street, and Pinfold Gate car parks have 'Park Mark' status. 'Park Mark' status for Browns Lane Car Park was rejected towards the end of 2006.
- 2.26.6. The overall occupancy of CBC operated public car parks in Loughborough is below 85% on a Wednesday, Thursday, and Saturday during the peak hour.
- 2.26.7. The overall occupancy of privately operated public car parks in Loughborough is below 85% on a Wednesday and Thursday but above 85% on a Saturday.
- 2.26.8. Browns Lane Car Park operates above 85% of its capacity throughout its busiest midweek evening period.
- 2.26.9. The overall occupancy of on-street parking spaces is above 85% during the peak hours on a Wednesday, Thursday, and Saturday.
- 2.26.10. There is a significant problem of vehicles parking on-street for a length of time greater than permitted. The highest proportion of offenders park for between 1 and 2 hours, or greater than 4 hours.