

To: City Executive Board

Date: 8th December 2010

Item No: 4

Report of: Head of Direct Services

Title of Report: Chargeable Parking Regime in Selected Park Areas

Summary and Recommendations

Purpose of report: To introduce a chargeable parking regime in various locations owned by Oxford City Council and managed by it's Leisure and Parks Service Area

Key decision? No

Executive lead member: Councillors Cook and Lygo

Policy Framework:

Improve the local environment and quality of life.

Transform the Council by improving value for money and service performance.

Recommendation(s):

- 1. To approve the introduction of a pay and display parking regime at 8 car parks as detailed in paragraphs 3-10**
- 2. To approve charges at the parking areas as set out in paragraph 27**
- 3. To approve the level of penalty charges as £100 discounted to £50 if paid within 14 days as referred to in paragraphs 21 and 22.**
- 4. To approve the promotion of a parking place order to be able to implement recommendations 1, 2 and 3 above.**
- 5. To authorise the Parking Manager to determine in which circumstances permits or concessionary parking should be given and to consider and determine any objections to the Orders.**

6. To recommend to Council that capital expenditure of £109K be incurred in order to meet the costs of the equipment and signage and that this sum is met from contingencies.

Appendices :

Appendix A – financial spreadsheet

Appendix B – risk register

BACKGROUND

1. The Leisure and Parks Service Area control and operate a number of parking areas which are either part of, or adjacent to park land. Such car parks are primarily used by visitors to these areas, but at times they are also used by non park users who are taking advantage of the fact that they currently offer free parking. Some of them are located in areas which make them both viable and attractive to commuters.
2. A survey has been carried out by parking staff in conjunction with Parks staff to establish whether any parking areas have particular problems with misuse by commuters or other users. There are some 10 areas which have been identified – and 7 of them have been identified as being the more significant in terms of income generation against the costs of implementation, with payback on capital investment being less than 3 years. The remaining 3 car parks may be viable but indications are that it could take in excess of 3 years to recover implementation costs.

SUGGESTED PARKING AREAS

3. **Cotteslowe – Harbord Road** - Has approximately 130 spaces plus an additional area of 50 spaces which is used as overflow in the Summer only. This area is heavily used by users of the park and the sports pitches. The main and overflow car parks are reported as being completely full at weekends and often two thirds full during week days/evenings. For a car park of this size a minimum of 3 pay machines would be advisable. There is free on-street parking in the roads adjacent to the park. The introduction of charging may displace parking into the residential streets.
4. **Hinksey Park, Abingdon Road** – This has 43 spaces and there has been a parking regime in place for approximately 2 years which has required users to obtain a timed ticket (free of charge) from the pay machine. This scheme has been very successful in deterring long term and commuter use. Users of the open air pool and boat club members currently are allowed to use the area for longer than the 2 hours permitted on the timed ticket. The pay machine can be easily adapted to require payment but an additional machine would be advisable.
5. **Port Meadow Walton Well Road** - This has approximately 35 spaces and is very well used. For the last 2 years it has been a

requirement for users to obtain a timed ticket at no charge from the ticket machine which gives up to 4 hours parking. This measure has been very effective in deterring commuter use. A number of users (particularly those with mooring rights) have the right to free parking in this area and permits have been produced to allow more than 4 hours parking. An additional pay machine would be needed.

6. **Alexandra Courts, Woodstock Road** – This has recently been marked out to give 26 spaces and is often used by people who are shopping or working in Summertown which then makes it difficult for users of the tennis courts to find a parking space. Would need 1-2 pay machines.
7. **Cotteslowe A40** – Approximately 40 spaces which get full fairly quickly at weekends when the park is busy. 2 pay machines are advisable. There is no power to the car park.
8. **Court Place Farm, Marsh Lane** – Approximately 50 spaces, not used much during the week except in the evenings if there is a match at the OXRAD stadium. Used fairly heavily at weekends by users of the sports pitches and other activities such as car boot sales. 1-2 pay machines are advisable.
9. **Horspath Rec** – Approximately 175 spaces used evenings and weekends only and it is recommended that charges will only be needed at these times. 3 pay machines will be required.
10. **Marsh Rec** – Approximately 50 spaces that are used by the public primarily at evenings and weekends only. 2 pay machines will be required for charging at these times.

OTHER AREAS TO BE CONSIDERED IN THE FUTURE

11. There are 2 other areas which have been looked at; these are ;
, Shotover Country Park and Port Meadow (Godstow Road) For a variety of reasons these areas are not being pursued at this time.

PAY MACHINES

12. It is recommended that there are at least 2 pay machines at each site so that if one machine goes wrong then there is another one that can be used. If there is only one machine and it goes wrong, revenue cannot be collected and the rest of the days income is lost.
13. There are no spare machines so new pay machines would be required at a cost of approximately £4K each, which includes the base and installation costs. The new machines will have the capability for the user to input their car registration numbers and will have GSM capability so that information regarding faults and management information can be transmitted to the central computer.

14. The preference would be for mains powered machines – but in some car parks there is no mains electric supply so there will be no option but to install solar powered machines. Where it would be too costly to run electric cabling to different areas of the car parks, solar powered machines may also need to be used.

CLIMATE CHANGE/CARBON MANAGEMENT CONSIDERATION

15. A mains powered Metric Accent Pay and Display machine would use approximately £50 of electricity per year producing carbon emissions of 0.28 TCO₂/y for each machine installed.
16. A solar machine would require no electricity and therefore zero carbon emissions.
17. However the preference is for main powered machines where possible as these have the capacity to have a built in heater which ensures that the tickets do not get damp which gives greater working efficiency. Solar powered machines do not have such a heater and ticket jams are more prevalent. Solar powered machines are also limited to the number of tickets that they can be produced in a given time period on the available charge.

SIGNAGE

18. Clear signage will be needed adjacent to pay machines and in the relevant parking areas. This is required to ensure that all users are aware of the requirement to pay, and to warn of the penalty if they forget to do so. Signage is likely to cost at least £2-3K per car park, depending on the size of the area.

ENFORCEMENT

19. Enforcement will be carried out by car park enforcement officers by reference to penalties in the Parking Place Order. Penalties would be issued to any motorist not displaying a valid ticket, who overstays the expiry time on a ticket purchased or who parks in a manner in which the whole or part of the vehicle is outside of a marked bay. Where there are no bay markings a penalty may also be issued if it is deemed to be a nuisance.
20. The penalties will be for £100 but a reduced amount of £50 will be accepted if payment is made within 14 days. It is desirable to authorise Park Rangers to have the ability to issue penalties to complement the work of the Parking staff.
21. It is recommended that the Parking Manager is given the authority to determine whether concessionary permits be given to relevant users.

FINANCE

22. It is difficult to exactly quantify the expected revenue from these car parks. However, the evidence is that some of these areas are very well utilised, particularly at weekends, and this could be an important revenue stream for Oxford City Council. The net revenue has been estimated at approximately £107K per annum.
23. Modelling suggests that the car parks suggested will produce revenue and will pay back capital expenditure within three years.
24. Capital monies will be needed to fund this project. This money has not been previously identified. It is likely that £109K will be needed to fund signage, the new machines and their installation costs. Appendix A sets out the costs in detail.
25. If approved, it is recommended that this cost is met from contingencies.

SUGGESTED TARIFF

26. It is recommended that an appropriate tariff for all parking areas might be 50p for the first half an hour, £1 for up to 2 hours, £2 for up to 4 hours and £10 for more than 4 hours. This is out of step with other suburban car parks but reflects the different uses and customer base of the car parks.

PROCEDURES

27. The Road Traffic Regulation Act 1984 allows local authorities to provide off-street parking places. The Act also allows local authorities, by order, to make provisions as to the use of the parking place, the class of vehicle allowed to use the parking place, and the charges to be paid in connection with the use of the parking place.
28. The Council will be required to obtain the consent of the highway authority (Oxfordshire County Council) to the proposals contained in this report and then to promote an Order similar to those in place at its other off-street car parks. This Order is advertised and posted in the relevant parking areas and gives a period of 21 days for formal comments.

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List of background papers: Parking in parks excel spreadsheet

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