

Report to Cabinet

26th March 2020

By the Cabinet Member for Local Economy and
Parking

DECISION REQUIRED



Not Exempt

BT Car Park Commuter Tariff

Executive Summary

BT Car Park is located within Horsham town off North Street less than 200 yards from Horsham train station. The car park has 88 spaces and is predominantly used by Horsham District Council staff Monday to Friday and has very little use on weekends.

The location of the car park makes it ideal for offering commuter parking for the train station. There is currently limited commuter parking in this location, this does cause commuters to park in local roads.

It was agreed at Cabinet on the 23 January 2020 as part of the Medium Term Financial Strategy the Council would introduce commuter parking options for the BT Car Park.

Staff who use the BT Car Park will be moved into the town centre car parks where there is sufficient capacity, this will free up spaces for commuters. The pay and display option for short stay parking which is currently in place and supports the local destinations such as the Capitol would stay the same.

The proposal within this report lays out the all-day parking options for commuter parking, this has taken into consideration the pricing of other town centre car parks and commuter parking options. The payment process will be undertaken using the Council's virtual permit system, allowing customers to manage their parking through an online account. It is also proposed to amend the charging period to cover the morning hours.

Recommendations.

The Cabinet is recommended:

1. To introduce a new commuter tariff for the BT Car Park.
2. To change the charging hours to start earlier in the morning from the current 10am-5pm to 6am-5pm.

Reasons for Recommendations

The reasons for recommending these changes are:

- I. Required to meet the agreed Medium Term Financial Strategy.
- II. To maximise the use of this car park.
- III. Address shortfalls in commuter parking availability within the close vicinity of the train station

Background Papers

N/A

Wards affected: All town centre wards

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Background Information

1 Introduction and Background

- 1.1 The location of the BT Car Park offers Horsham District Council an opportunity to maximise the use of a car park which is currently underused, by offering commuter parking where there is a need for all day parking options.
- 1.2 Currently the car park is operated through a pay and display operation aimed at short stay parkers with no long stay parking options. The car park is predominantly used by staff Monday to Friday. It is possible to relocate these staff cars into our town centre car parks which have capacity
- 1.3 Not only will this proposal address the issue of limited parking for commuters but it also offers an income opportunity highlighted within the Medium Term Financial Strategy approved by Council on 12 February 2020.
- 1.4 It is proposed that a separate commuter tariff and payment option via the organisations virtual permit system be introduced. This will offer a convenient way of paying and best value for the users. Additionally the charging periods will be adjusted to allow people to park before the current 10am limit.

2 Relevant Council policy

- 2.1 This supports the relevant Corporate Plan priorities set out below:
- 2.2 A Thriving Economy
Towns and Villages are lively and welcoming – Improve the car parks within Horsham and continue to enhance the rural car parks to improve access to our town and village centres
- 2.3 A Modern and Flexible Council
People and businesses can deal with us online when they choose to.
The Council continues to provide the quality, value for money services that people need through the 2020's.

3 Details

- 3.1 The proposed new tariff is set to encourage all day parking for commuters, the pricing is based on other long term parking available within the town.
- 3.2 This tariff proposal is set out below.

Period	Proposed BT price
Daily (Monday to Saturday)	£6
Sunday/ Bank Holiday	£1.50
Weekly	£23
Monthly	£88
Annual	£930

- 3.3 This is for all day parking aimed at commuters using the local train station. The tariff will be purchased via the online virtual permit system MiPermit allowing the customer to create an account and self-manage their parking needs. There will no change to the current pay and display options for short stay parkers.
- 3.4 Currently the chargeable hours are 10am – 5pm Monday to Friday, this is to actively discourage people from purchasing pay and display tickets before 10am as this is predominately a staff car park. The new parking period is proposed to start from 6am to 5pm Monday to Friday to allow for commuters to park early in the morning. They will be able to park earlier than 6am and still use their account to purchase their parking.

4 Next Steps

- 4.1 There are a number of steps that need to be followed to change the car park tariffs in order to meet the requirements of the Council's Constitution and the Traffic Management Act 2004. The remaining steps, with provisional dates, are:

Date	Action
26 March 2020	Cabinet decision
3 April 2020	Public Consultation
24 April 2020	End of Consultation – 5 day cool off
4 May 2020	Go live

- 4.2 In the light of the Covid-19 outbreak there is a high likelihood we will postpone the implementation of this change beyond its original planned start of 4 May.

5 Views of the Policy Development Advisory Group and Outcome of Consultations

- 5.1 The proposal was shared with the Local Economy and Parking Policy Development Advisory Group on 11 March 2020 and the comments are included within the report.
- 5.2 Director of Corporate Resources supports these proposals.

6 Other Courses of Action Considered but Rejected

- 6.1 Various tariff options have been reviewed to ensure that all of the objectives are met.
- 6.2 This proposal does not impact on any future opportunities for this car park.

7 Resource Consequences

- 7.1 The proposal is set to meet the financial aims set out within the approved Medium Term Financial Strategy which was agreed at Council on 12 February 2020. A delayed implementation due to Covid-19 and related reduced commuting is likely to

mean this change will not meet the proposed income included in the budget for 2020/21.

- 7.2 The likely implementation costs associated with this change are around £400, which can be absorbed in current budgets.
- 7.3 These changes do not impact on the overall operation of the car park.
- 7.4 There are no other consequences.

8 Legal Consequences

- 8.1 Changes to a Parking Order Process – To adhere to the Traffic Management Act 2004, the Council will have to undertake a 21-day public consultation on the proposed changes, this is through advertisements in the car park and local paper. The Council will then consider any representations received and whether any amendments need to be made to the order.

9 Risk Assessment

- 9.1 As with any new parking charges being introduced such as tariff changes there is always the concern of displacement of cars onto surrounding residential roads. This is unlikely within this case as the aim is to increase the number of commuter parking bays on this side of the town.
- 9.2 Any decision Cabinet make will still be subject to public consultation as per the Parking Order Process for amendments.
- 9.3 Communications for staff will be taking place to implement a smooth transition between car parks. There will then be an advertising campaign to promote the new facility.
- 9.4 Due to COVID-19 outbreak, and the Government's advice to work from home where possible, there is a high risk, that we cannot mitigate, this change will not meet its income target in the first year.

10 Other Considerations

- 10.1 The Council's provision for disabled parking remains unchanged.