

Meeting of:	<b>Cabinet</b>
Date of Meeting:	<b>Monday, 24 February 2020</b>
Relevant Scrutiny Committee:	Environment and Regeneration
Report Title:	Car Parking - Guiding Principles and Charges
Purpose of Report:	To agree the Guiding Principles and Charges for Car Parking 2020/21
Report Owner:	Joint Report of the Cabinet Member for Neighbourhood Services and Transport and Cabinet Member for Education and Regeneration
Responsible Officer:	Miles Punter - Director of Environment and Housing Services
Elected Member and Officer Consultation:	<p>Legal - Committee Reports  Procurement Officer  Equality Co-ordinator  Head of Regeneration and Planning  Operational Manager, Property  Operational Manager, Regeneration  Neighbourhood Services and Building Accountant</p> <p>No ward members have been consulted on this Report as it is a strategic project and its impact is Vale wide</p>
Policy Framework:	This report is a matter for Executive Decision by Cabinet

### Executive Summary:

- There is a requirement to ensure the best possible access to the Vale's commercial and tourist areas. One way of doing this is by having appropriate public transport and active travel networks in place and ensuring that car parking spaces are available for those who need them most.
- When managed properly, car parking can benefit the economic activity of areas that it serves. It facilitates good access to towns and amenities for residents, workers, shoppers and visitors. There is a need to invest in adequate car parking for those who want to visit the Vale of Glamorgan and those who work within resorts and town centres. It is not simply about maximising car parking space, it is more about ensuring that car parks are well maintained and are accessible as well as ensuring that there are a range of options available to meet short and long stay visitors, businesses and employees in a way that does not detract from the economic viability and vitality of an area.
- This Report outlines the guiding principles and charging regimes for car parks and charges following consideration of the comments received to the consultation undertaken on Capita's Draft Parking Strategy in Summer of 2018 and reviews of a previous Draft Parking Policy undertaken by the Environment and Regeneration Scrutiny Committee on 4<sup>th</sup> April 2019 and Corporate Resources Scrutiny Committee on 11<sup>th</sup> April 2019.
- The guiding principles and charging regimes proposed are summarised as follows:

### Town Centre Car Parks

- **ALL FREE** except at the proposed Shoppers' Car parks at Wyndham Street, Barry and Town Hall Cowbridge. Charges proposed for Shoppers' Car Parks up to 2 hours FREE, up to 4 hours £2.00, and all day £6.00. Tariffs applicable 6 days per week Monday-Saturday from 8am to 6pm with blue badge holders free.
- **NO CHARGES** are proposed for on street car parking within any of the town centres.
- The Llantwit Major car parks are subject to separate consideration and discussions with Llantwit Major Town Council and are not covered by this Report.

### Resort and Coastal Car Parks

- **NO CHARGES** are proposed for on street car parking at any of the resorts.
- Resort car park charges (Barry Island – Southerndown – Ogmores by Sea) will remain as they are for the summer months but will apply all year round (Resort car parks will not be subject to any seasonal variation in tariff reflecting their all year-round use). Late afternoon and early evening tariffs will continue to apply.
- Annual Permits will be available for coastal resort car parks for the first time at a cost of £50 for 6 months and £100 for 12 months. Disabled persons with blue badges would park for free.
- Bus and coach parking at resorts will be set at £30.00 all day.
- Other coastal (non-resort) car parks at Barry (Cold Knap and Bron y Mor), Llantwit Major Cwm Colhuw, Penarth Cliff Walk, Ogmores by Sea (Portabello), West Farm Southerndown and Llwyn Passat Penarth are used by a mix of residents and visitors to the area and are largely seasonal in demand. Therefore, **NO CHARGES** are proposed at these car parks.

### Country Parks Car Parks

- **NO CHARGES are proposed until after 10am** in Cosmeston Lakes and Porthkerry Country Park. After 10am until 8pm from 1<sup>st</sup> March to 30<sup>th</sup> September and until 5pm from 1<sup>st</sup> October to end of February charges are proposed with up to 2 hours parking for £1.00, up to 4 hours, £2.00 and £4.00 all day. Bus and coach parking at £30.00 all day. Parking permits will be available for 6 months at £30 or £50 per annum which can be used at either Country Park. Disabled persons with blue badges would park for free.

### Waiting Restrictions and Traffic Regulations

- No charges or changes to the current Residents Parking permit Policy are proposed for 2020/21 which will remain **FREE** to eligible residents.
- All existing Traffic Regulations will remain in force unless subject to separate consideration and consultation.
- It is not proposed to introduce any additional traffic regulations to prevent displacement parking in the town centres or the areas surrounding the Country Parks. The need or otherwise for additional measures will be assessed as necessary in due course. In the interim, appropriate signing will be installed in residential areas in the immediate vicinity of Cosmeston Country Park and Barry Island to deter displacement parking.
- A further Report will be presented to Cabinet providing an update on enforcement and to consider if any further residential parking requirements are required.

### Ways to Pay and Exemptions

- This Report proposes to use modern solar powered 'Pay and Display' Machines with coins and chip/pin/contactless options. Digital payment methods including a Parking App will also be improved through investment in new technology. Consideration is also to be given to installing electric charging points within car parks and on street.

### Leisure Centres

- Leisure Centre Car Parks at Barry, Cowbridge and Penarth are subject to separate discussions with Legacy Leisure as part of the ongoing contract negotiations. Legacy Leisure has requested the introduction of controls in these car parks to favour leisure centre users and this will be the subject of a further report to Cabinet in the near future.

## **Recommendations**

1. That Cabinet notes the proposed Car Parking – Guiding Principles and Charges and Equality Impact Assessment as attached at Appendices 1 and 2 to this Report.
2. That this Report is referred to Scrutiny Committees (Environment and Regeneration and Corporate Performance and Resources) for consideration.
3. That following consideration by Scrutiny Committees (Environment and Regeneration and Corporate Performance and Resources), the Proposed Car Parking – Guiding Principles and Charges for 2020/2021 and Equality Impact Assessment attached at Appendices 1 and 2 are further considered by Cabinet.
4. That, subject to consideration by Scrutiny Committees (Environment and Regeneration and Corporate Performance and Resources), Cabinet considers a delegation to the Director of Environment and Housing in consultation with the Leader, the Cabinet Member for Neighbourhood Services and Transport, the Managing Director and Head of Finance to source the most economically advantageous method of financing the purchase and installation of equipment for car parks as required to support the implementation of this Policy.
5. That a further report is received by Cabinet providing an update on Enforcement of Parking in the Vale of Glamorgan.
6. That a further report is received by Cabinet detailing the arrangements for improving Leisure Centre users parking in Barry, Cowbridge and Penarth.
7. That a further report be received in relation to parking arrangements in Llantwit Major, following the conclusion of discussions with Llantwit Major Town Council.

## **Reasons for Recommendations**

1. To advise Cabinet of the proposed Car Parking – Guiding Principles and Charges for 2020/21 and accompanying Equality Impact Assessment.
2. To ensure that the views of the relevant Scrutiny Committees are considered prior to a decision being taken by Cabinet on the final Car Parking- Guiding Principles and Charges for 2020/2021.
3. To further consider the Car Parking – Guiding Principles and Charges for 2020/21 and Equality Impact Assessment.
4. To ensure that the infrastructure required to facilitate charging is sought in the most economically advantageous way.
5. To ensure parking enforcement matches the needs of the approved parking proposals.
6. To obtain the agreement of Cabinet for the introduction of new parking controls at these locations.
7. To advise Cabinet of arrangements in Llantwit Major

## 1. Background

1.1 The Council has previously consulted on various options in relation to the managing of car parking across the Vale of Glamorgan. Those consultations considered the range of car parking spaces for which the Council has responsibility, including, town centre car parks, resort car parks, coastal car parks, country parks car parks and on street parking. In addition, the consultations considered the Policy relating to residents car parking permits.

1.2 Cabinet will recall the Report presented on 18th March 2019 on these matters in respect of a Proposed Parking Management Policy for the Council's area for the period 2019 to 2020 following the extensive public consultation in Summer 2018. The link to this report is shown below:

<https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-03-18/Proposed-Parking-Management-Policy-2019-20.pdf>

1.3 The 18th March 2019 Cabinet Report was also considered by the Environment and Regeneration Scrutiny Committee on 4th April 2019 and subsequently at the Corporate Performance and Resources Scrutiny Committee on 11th April 2019. The recommendations from both Committees were reported back to Cabinet on 1st July 2019. The link at this report is shown below:

[https://www.valeofglamorgan.gov.uk/en/our\\_council/Council-Structure/minutes\\_agendas\\_and\\_reports/agendas/cabinet/2019/19-07-01.aspx](https://www.valeofglamorgan.gov.uk/en/our_council/Council-Structure/minutes_agendas_and_reports/agendas/cabinet/2019/19-07-01.aspx)

where it was resolved that:

**"THAT the reports be noted and fed into a comprehensive and in-depth review of these matters". (Minute C25 1st July 2019 refers).**

The link to the minutes is shown below:

<https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2019/19-07-01/Minutes-19-07-01.pdf>

1.4 The Council should seek to ensure that residents, visitors and businesses have the best possible access to the Vale's many attractive commercial and tourist areas. Parking is an asset, which when properly managed can benefit the economic activity of the area that it serves. It is not simply about maximising car parking space, it more about ensuring that the parking spaces we have are well maintained and are accessible, as well as offering a range of options to meet short and long stay visitors, businesses and employees so as not to detract from the economic viability and vitality of an area.

1.5 It is on that basis that this report is written. Taking into account the previous reports and consultations on this matter it proposes a significantly revised set of

Guiding Principles and Charges taking into account many of the comments made throughout the previous consultation and scrutiny meeting processes.

## **2. Key Issues for Consideration**

**2.1** Attached at Appendix 1 is the proposed 'Car Parking – Guiding Principles and Charges for 2020/21'. Attached at Appendix 2 is the Equality Impact Assessment for the proposals and Appendix 3 contains financial data relating to the viability of car parking charges.

**2.2** This Report is structured under the following headings:

Town Centre Car Parks  
Coastal Car Parks  
Country Parks Car Parks  
Leisure Centres  
Existing Restrictions and Traffic Regulations  
Ways to Pay and Exemptions

**2.3** For each heading the main issues raised from the Environment and Regeneration and Corporate Resources Scrutiny Committees in April 2019 are presented together with analysis and the current car parking proposal.

### **Town Centre Car Parks**

#### **The Main Issues from the Scrutiny Committees in April 2019**

**2.4** The Scrutiny Committees when they considered the matter in April 2019 did not support town centre charges for parking. The Committees considered that turnover of car parking spaces can be successfully achieved with better enforcement of existing regulations without the need for charging. They were also concerned with the potential inequality with some staff, such as teachers at Holton Road School, having to pay for parking at Court Road multi-storey whereas other Council staff benefitted from free parking. Free parking for volunteers was recommended by the Corporate Performance and Resources Committee. The Committees also recommended that should some car parks at Llantwit Major be transferred to the Community Council to operate, that these car parks should be bought up to a good standard before any transfer.

#### **Analysis and Proposals- Town Centre Car Parks**

**2.5** Parking is an extremely valuable asset which, when properly managed, can benefit the economic activity of the areas that it serves. As a service to the customers who use town centres, the provision of accessible parking can assist its economy. Studies have shown that it is access to parking, not the number of spaces that is important. Uncontrolled parking can have a negative effect on town centres especially where those using the parking spaces are not spending

their money in the Town Centre. The 'Public Opinion Survey 2018' identified that there are problems with our town centres with parking availability. Of those sampled, 75% of those residents rated the availability of parking in Town Centres as either poor or very poor. It is likely that this absence of parking is informing certain shopping preferences and discouraging some residents from visiting Town Centres, choosing other locations instead.

**2.6** Currently the Council chooses to provide and maintain its car parks in its town centres, but it is not under a statutory duty to do so. This is an expensive non - statutory activity accounting for around £250k expenditure every year. The Court Road Multi-storey car park accounts for almost £150k of this alone. The Council also pays Business rates on car parks in its ownership. By way of example, Wyndham Street car park in Barry attracts a rate bill of £11,493.10 per annum and Cowbridge Town hall car park business rates stand at £16,700.50 per annum. The Council also, where it can afford to do so, assists access to town centres by providing support and facilities for other modes of transport such as bus and further infrastructure such as cycle racks and widened pavements for those people who wish to walk or cycle to their town centre.

**2.7** Having further considered the issue and taken into account the feedback received as a result of engagement with users, businesses, visitors and the Scrutiny Committees, the following approach is proposed (Page 5 of Appendix 1 refers):

- No charges will be applied to on-street car parking within any town centres in the Vale of Glamorgan.
- Any waiting restrictions currently in force, and any future changes to waiting restrictions will be informed by an assessment of demand and need for on street car parking at that time and only following further engagement and consultation.
- In relation to car parks, an element of free car parking will remain in car parks currently available in town centres.
- Charges will be introduced in two car parks in town centres, namely Wyndham Street in Barry and the Town Hall Car Park in Cowbridge. These car parks will be designated as 'shoppers car parks' and sign posted as such. There will be a free 2-hour period in both car parks. This should encourage turnover of car park spaces in town centres.
- The charging period for the Shoppers car parks is proposed as 08:00hrs to 18:00hrs 6 days per week (Monday to Saturday) with no charges on a Sunday. Up to 2 hours FREE, Up to 4 hours £2.00 and all day £6.00.
- Other Council car parks in Barry and Cowbridge town centres will remain free of charge, with no restrictions. These car parks in Barry are Court Road

Multi-storey, Thompson Street, Kendrick Road, Civic Offices (weekends only) and in Cowbridge are The Butts and Southgate. This provides car parking space for businesses and school teachers as required.

- The car parks in Llantwit Major are subject to separate consideration and discussions with the Llantwit Major Town Council and are not covered in this Report. It is however accepted that before any transfer of assets is made to Llantwit Major Town Council, such facilities would need to be fit for purpose.

- 2.8** The Equality Impact Assessment for implementing charging at the town centre shopper car parks has shown no detriment for those persons who use a car to travel to Town Centres and are blue badge holders, as it is proposed to maintain free town centre car park spaces with no time restrictions for those showing blue badges.

### **Coastal Car Parks**

#### **The Main Issues from the Scrutiny Committees in April 2019**

- 2.9** The Scrutiny Committees recommended that there should not be any charges for parking at the coastal car parks of Cold Knap Barry, Bron y Mor Barry, Cwm Colhuw Llantwit Major and Cliff Walk Penarth. They also recommended that annual permits should be transferable to other vehicles and sites. In terms of the current charges operating in the main resort car parks at Barry Island, Ogmere by Sea and Southerndown, the Committees recommended that the charge of £1.00 for one hour be supplemented by two hours for £2.00 and that the charges for these car parks remain seasonal.

#### **Analysis and Proposals - Coastal Car Parks**

- 2.10** Having further considered the issues and considered the feedback received as a result of engagement with users, businesses, visitors and the Scrutiny Committees in April 2019, the following approach is proposed (Page 7 of Appendix 1):
- No charges will be applied to on-street car parking within any coastal resorts in the Vale of Glamorgan. This will allow all residents and visitors to access free parking on street of up to 2 hours depending on location.
  - Any waiting restrictions currently in force and any future changes to waiting restrictions will be informed by an assessment of demand and need for on street car parking at that time and only following further engagement and consultation.
  - In relation to coastal resort car parks there will be a single tariff that will apply all year round to reflect the all year-round popularity of these locations.



- A permit scheme will be introduced for use at all resort car parks which will offer considerable value for money for regular users.
- 2.11** There are coastal (resort) car parks where charges are currently levied including at Harbour Road Barry Island (main and overflow), Nells Point Barry Island, Southerndown and Ogmore by Sea Resort car parks (Cymrau/Clifftop, Brig y Don and Rivermouth). The tariffs at these car parks reflect that the car parks are generally well used by visitors to the area, as they are the closest car parks to our major seaside resorts and the charges have been long established (and accepted) over time.
- 2.12** With resorts becoming 'all year' round destinations, it is proposed that these car parks are not subject to any seasonal variation and that a consistent all year charge is levied. In summary the proposals outline charges for cars 0-1 hour at £1.00, 1 hour plus £6.00 between 8.00am and 4pm. From 4:01pm to 10:00pm or 11:00pm, (11:00pm in Barry, 10:00pm in Ogmore by Sea and Southerndown), a reduced charge is applicable, namely £1 for 1 hour or £3.00 for the remainder of the day. Other charges apply for buses and coaches with disabled persons and solo motorcycles parking for free. These charges would be for 7 days per week.
- 2.13** Visitors to these car parks not wishing to stay all day but for multiple hours will be able to access pay by phone, text or 'app' arrangements to purchase time by the hour whilst away from the car parks. Further, to assist regular users of these car parks a car specific permit will be available for each car park at an annual cost of £100, less than 28 pence per day. Six-month permits will also be available at a cost of £50. The permits are non-transferable and are car park and vehicle specific. Combined with this, free parking will continue to be available on street, subject to any current restrictions.
- 2.14** Buses and coaches will be charged £30.00 per day at all resort car parks.
- 2.15** No charges are proposed for the remaining, more local, non-resort coastal car parks at Barry (Cold Knap and Bron y Mor), Llantwit Major (Cwm Colhuw), Ogmore by Sea (Portabello), Penarth (Llwyn Passat and Cliff Walk) and Southerndown (West Farm). These car parks are used by a mix of local residents and also visitors to the area and add to the many opportunities for residents to stay active and healthy.
- 2.16** Overnight parking will continue to be prohibited in these car parks and people who are interested in staying overnight will be directed to the many camp sites and businesses who offer appropriate accommodation.

## **Country Parks Car Parks**

### **The Main Issues from the Scrutiny Committees in April 2019**

- 2.17** The Scrutiny Committees recommended that annual permits be transferable to other vehicles and sites as well as wishing to see more detail on how any issues of parking displacement would be dealt with. The Corporate Performance and Resources Scrutiny Committee considered that free parking should be available at country parks up until 10am and that one parking permit should be available for residents, which is transferable between town centres, resorts and country parks.

### **Analysis and Proposals - Country Parks Car Parks**

- 2.18** Having further considered the issues and the feedback received as a result of engagement with users, businesses and visitors the following approach is proposed (Page 9 of Appendix 1):
- Car parking charges will be introduced in Porthkerry and Cosmeston Country Parks, to assist in supporting the variety of educational and environmental services offered at these locations.
  - There will be no charges in force before 10-00am each morning to allow local residents to continue to access the facilities during the early morning at no charge.
  - A permit scheme will be introduced which will offer considerable value for money for regular users.
  - The Council will regularly consider the need or otherwise for any residents parking in neighbouring residential areas taking into account the demand for car parking and impact on residents over time. In the interim, appropriate signage will be used to deter displacement car parking in residential areas in the vicinity of Cosmeston Country Park as is the case in Barry Island.
- 2.19** It is proposed to charge at both Cosmeston Lakes and Porthkerry Country Park all year round. After 10am up to 2 hours parking is proposed as £1.00, up to 4 hours £2.00 and all day £4.00 with bus/coach £30.00 all day.
- 2.20** The Scrutiny Committee process illustrated significant objection to the previous hours suggested for charging. Therefore, to assist residents to continue to park for free and use the facilities at no cost during the early morning, it is proposed to only charge between the hours of 10am to 8pm from 1<sup>st</sup> March to 30<sup>th</sup> September and from 10am to 5pm from 1<sup>st</sup> October to the end of February, 7 days per week. This proposal should assist the many residents who use the country parks early in the morning. Further it is proposed to allow the purchase

of a vehicle specific, non- transferable permit for use in both country parks for £50 for 12 months or 6 months for £30.

- 2.21** Taking account of the Equality Impact Assessment undertaken on this proposal policy as well as consultation comments it is also proposed to allow free parking for people who are blue badge holders.

### **Existing Restrictions and Traffic Regulations**

#### **The Main Issues from the Scrutiny Committees in April 2019**

- 2.22** The Scrutiny Committees were concerned that the implementation of parking charges could result in displacement parking to surrounding residential streets where there are no active Traffic Regulation Orders. This was particularly the concern for Country Parks and other locations, if parking charges were introduced. In respect of Residents' Parking Permits the Corporate Performance and Resources Committee recommended that for those individuals who already had an existing permit, that their first permit should be free. Some minor changes were also suggested to the Residents Parking Policy by the Environment and Regeneration Scrutiny Committee.

### **Analysis and Proposals - Existing Restrictions and Traffic Regulations**

- 2.23** It is accepted that some displacement parking occurs when charges are introduced, irrespective of whether the parking charges are introduced in town centres, coastal areas or country parks.
- 2.24** Having considered the matter further and listened to the concerns expressed, It is not proposed to bring in any additional measures to prevent any displacement parking until it has been possible to assess the situation further and whether any displacement parking is occurring and if it is causing parking management issues for residents and businesses. Even when this is known any additional parking restrictions to assist residents to park will need to be considered carefully and consulted on as required by the Regulations. In relation to Cosmeston Country Park, and Barry Island appropriate signage will be installed to deter displacement car parking. The effectiveness of this approach will also be reconsidered after an initial trial period.
- 2.25** The Council currently operates a Residents Parking scheme which exists predominantly in the town centre areas of Barry and Penarth and was created by South Glamorgan County Council, the previous Highway Authority. This is a free service. The Vale of Glamorgan as Local Highway Authority has never previously supported any addition to these facilities due largely to the costs of their introduction. Following concerns raised this report no changes are currently planned to the way the Scheme operates currently with permits remaining free to eligible residents.

## **Ways to Pay and Exemptions**

### **The Main Issues from the Scrutiny Committees in April 2019**

- 2.26** The Scrutiny Committees raised concerns and comments relating to parking infrastructure, enforcement and technology. There were concerns regarding the use of ticket machines where number plates details are to be provided as well as the need for more cashless options such as contactless or chip and pin.
- 2.27** Further, the current parking enforcement regime was considered not effective enough and that before charges are introduced there is a need to ensure that current parking rules and regulations are more effectively managed and enforced.

### **Analysis and Proposals - Ways to Pay and Exemptions**

- 2.28** A report was presented to Cabinet on 18th February 2019 in respect of the provision of an in-house enforcement service which relates to both environmental and Civil Parking Enforcement (CPE). The report included proposals for the future of the Council's Enforcement Service and recommended the creation of a centralised in-house enforcement team that provides more flexibility and controls both environmental enforcement and CPE.
- 2.29** A further Report will be presented to Cabinet shortly updating members on the current Enforcement activities. However, since Cabinet approved the move to a new in-house enforcement team three officers have transferred to the Council from the Council's previous environmental enforcement partner, 3GS and from 1<sup>st</sup> April 2020, a further 4.5 full time equivalent Civil Parking Enforcement Officers will transfer from the Bridgend Council to the Vale of Glamorgan Council. Further, an Enforcement Manager to manage both environmental and parking enforcement is currently being recruited.
- 2.30** In terms of technology and infrastructure it is proposed to use 'Pay and Display' Machines. The solar powered 'pay and display' machines will accept coins and take contactless payments/ Chip and pin but not bank notes and will require inputting the vehicle registration number plate in full. Tickets will be required for all stays regardless of whether a charge is levied. The collection of cash from the machines will be managed either by an external contractor or by an officer in-house depending on which offers the best value for money.
- 2.31** Proposals are currently under consideration by the Council to provide new modern parking payment machines at all existing Council chargeable car parking sites. These proposals are subject to a capital bid for financial year 2020/21 and will be considered by Council in February 2020.
- 2.32** Any approval of these proposals would provide income generating opportunities to use the space on the reverse of parking tickets to advertise. It is possible to

print different advertisements on a single roll of tickets. An example of fees charged by another local authority for such a service is £600 plus design costs per 100,000 tickets. Further it would be possible to sell advertising on the parking meters themselves and further work will also be undertaken regarding possible advertising within the car parks, this being a service offered by many other Local Authorities

### **Leisure Centre Car Parks**

- 2.33** As part of the on-going contract negotiations to extend the Leisure Management Contract (Cabinet Minute C434 – 1st October 2018) it is proposed that new parking management controls be introduced at Barry, Cowbridge and Penarth Leisure Centres. This matter will be the subject of a further report to Cabinet.

## **3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?**

- 3.1** The current proposals better reflect the views of the public and elected Members. They depart considerably from the initial car parking policy proposals put forward in March 2019 and demonstrate the importance of involving and listening to the views of local people.
- 3.2** The implementation of car parking charges allows better management and control of parking which will encourage the free movement of vehicles and assist in keeping roads free from congestion and, in so doing, assist in addressing climate change implications in the longer term. The additional income obtained better secures the long term sustainability of off street parking and also allows for increased investment in these facilities over time.
- 3.3** The optimisation of car parking through the introduction of parking charges can ensure adequate provision of safe affordable parking facilities that will provide infrastructure to support local businesses and attract the public thereby increasing economic activity and growth as well as encouraging future investment within local communities. There is a shortage of short-term parking in Cowbridge in particular and the increased turn-over of parking spaces resulting from parking charges will help to prevent the problem of this becoming worse over time as car ownership and parking demand increases.
- 3.4** Parking charging can increase parking availability for shoppers and visitors which can in turn improve highway safety and the management of the highway network and will reduce the potential for incidents of disorder.
- 3.5** The proposed Car Parking- Guiding Principles and Charges (February 2020) aligns with the Well-Being Objectives of the Corporate Plan 2020/2025, the Medium - Term Financial Plan and the Council's Commercial Opportunities and Income Generation Strategy.

## 4. Resources and Legal Consideration

### Financial

- 4.1** The tables below provide a summary of the estimated net income achievable if the Car Parking- Guiding Principles and Charges (February 2020) is fully implemented for the car parks highlighted in this report. Costs that are already being incurred within the car parks have not been taken into account in the table below as these will still be incurred if the proposals are not implemented. The year 1 additional net income figure if the proposals are implemented is estimated at £117k assuming the upfront costs of machine purchase and installation are funded via the capital programme and paid back over 7 years.

#### Car Park Charging - Year 1 - Capital funded with payback over 7 years

	Town Centre	Coastal Car Parks (additional income by charging same tariff all year round)	Country Parks	Total
Additional Year 1 Costs	£18,555	£0	£22,266	£40,821
Additional Year 1 NNDR	£0	£0	£64,500	£64,500
Additional Year 1 Gross Income	-£63,093	-£27,476	-£131,453	-£222,022
Additional Year 1 Net Income	-£44,538	-£27,476	-£44,687	-£116,701

- 4.2** The tables at Appendix 3 provide a breakdown of the estimated costs and income for each proposed chargeable car park. The table provides an analysis over 7 years of the costs and income for each car park. It is estimated that over the 7 year period the net income provided by all car parks is £916k.

### Employment

- 4.3** There are limited employment Implications with regard to this report. Increased levels of enforcement will likely be required dependent on what is agreed.

Therefore, the effects on employment will only be positive, with additional enforcement staff being employed on a planned cost neutral basis.

## **Legal (Including Equalities)**

### **Equalities**

**4.4** The Public Sector Equality Duty (section 149 of the Equality Act 2010) came into force in April 2011. Public Authorities like the Council are required, in carrying out their functions, to have due regard to the equality needs set out under s.149 of the Equality Act 2010 to:

(a) Eliminate discrimination (both direct and indirect discrimination), harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;

(b) Advance equality of opportunity between persons who share a relevant protected characteristic and person who do not share it;

(c) Foster good relations between person who share a relevant protected characteristic and persons who do not share it.

**4.5** The relevant protected characteristics are: age, disability, gender reassignment pregnancy and maternity; race, religion or belief; sex; sexual orientation: section 149 (7) of the Equality Act.

**4.6** Direct discrimination occurs if, because of a protected characteristic, a local authority treats a person less favourably than it treats or would treat others.

**4.7** Indirect discrimination occurs if a local authority applies to a person a provision, criterion or practice which is discriminatory in relation to a relevant protected characteristic of that person ("B"). A provision, criterion or practice is discriminatory if:

- The local authority applies, or would apply, it to persons with whom B does not share the characteristic;
- It puts, or would put, persons with whom B shares the characteristic at a particular disadvantage when compared with persons with whom B does not share it;
- It puts, or would put, B at that disadvantage and
- The local authority cannot show it to be a proportionate means of achieving a legitimate aim.

- 4.8** In short, indirect discrimination would arise if a local authority applies the same provision, criterion or practice to everyone, but it puts those in a certain protected group at a “particular disadvantage” when compared with persons who are not in that protected group. Even if a “particular disadvantage” arises, indirect discrimination does not arise if the provision, criterion or practice can be justified – i.e. if it is a proportionate means of achieving a legitimate aim. Members must pay due regard to any obvious risk of such discrimination arising in respect of the decision before them.
- 4.9** There is no real risk of direct or indirect discrimination as the Council is pursuing a legitimate aim and the decision to do so is a proportionate means of achieving that aim.
- 4.10** Having due regard to the need to advance equality of opportunity includes having due regard to the need to remove or minimise disadvantages suffered by them. Due regard must also be had to the need to take steps to meet the needs of such persons where those needs are different from persons who do not have that characteristic, and to encourage those who have a protected characteristic to participate in public life.
- 4.11** The steps involved in meeting the needs of disabled persons include steps to take account of the persons’ disabilities.
- 4.12** Having due regard to ‘fostering good relations’ involves having due regard to the need to tackle prejudice and promote understanding.
- 4.13** Complying with the duty may involve treating some people better than others, as far as that is allowed by the discrimination law.
- 4.14** The equality duty arises where the Council is deciding how to exercise its statutory powers and duties under the relevant legislation. The Council’s duty under Section 149 of the Act is to have ‘due regard’ to the matters set out in relation to equalities when considering and making decisions in relation to its statutory duties under those Acts. Accordingly, due regard to the need to eliminate discrimination, advance equality, and foster good relations must form an integral part of the decision-making process. Members must consider the effect that implementing a particular decision will have in relation to equality before making a decision. The council must have an adequate evidence base for its decision making. This can be achieved by means including engagement with the public. The potential equality impact of the proposals has been assessed and is included in Appendix 2. A careful consideration of this assessment is one of the key ways in which Members can show “due regard” to the relevant matters.
- 4.15** Where it is apparent from the analysis of the information that the proposals would have an adverse effect on equality then adjustments should be made to avoid that effect (mitigation). The findings of the Equality Impact Assessment can be found in section 7 of Appendix 2.



- 4.16** Members should be aware that the duty is not to achieve the objectives or take the steps set out in s.149. Rather, the duty on public authorities is to bring these important objectives relating to discrimination into consideration when carrying out its public functions. “Due regard” means the regard that it is appropriate in all the particular circumstances in which the authority is carrying out its functions. There must be a proper regard for the goals set out in s.149. At the same time, Members must also pay regard to any countervailing factors, which it is proper and reasonable for them to consider. The weight of these countervailing factors in the decision- making process is a matter for Members in the first instance.
- 4.17** The Council must also comply with the specific equality duties imposed by the Equality Act 2010 (Statutory Duties Wales Regulations 2011, SI 2011/1064 (“the Regulations”), particularly regulation 8 (imposing specific duties to make arrangements for assessing the impact of its policies/practices and monitoring of the same).
- 4.18** The matters raised in the Equality Impact Assessment are reflected within the proposed Car Parking- Guiding Principles and Charges (February 2020). A summary of the main issues raised are set out here:
- 4.19** Respondents via the 2018 consultation process suggested that there is a shortfall of designated disabled parking bays - a fund of £10k is available for financial year 2019/20 for the implementation of designated disabled bays to be made available in car parks.
- 4.20** Concerns regarding enforcement of disabled spaces and parking on pavements - a proposed new regime for parking enforcement is proposed. Full details are contained within this Report.
- 4.21** Concerns that potential charges for disabled drivers and topography of Barry town centre making it less accessible for non-driving disabled users - the current proposal makes it clear that there are to be no parking charges for disabled persons who have and display correctly a blue badge.
- 4.22** Concerns that some women feel unsafe using public transport, especially after dark. These proposals proposed limits the charging regime from 8am to 6pm in just two town centre car parks with the remaining car parks and 'on street' town centre parking remaining free. No changes are proposed to public transport as a result of this report.
- 4.23** Concerns were raised regarding the impact on retail, public sector and service workers in town centres and the gender breakdown, in addition to the accumulative effect on protected groups of public spending changes. The proposals offer free town centre car parking options.

- 4.24** Concerns were raised in the 2018 consultation about the impact of cost on church workers, parishioners and volunteers. Requests were made for free provision on Sundays. No charges are proposed to be levied on Sundays in town centre car parks and also offers volunteers and others a number of free car parking options in town centres on other days of the week.
- 4.25** A respondent to the 2018 consultation raised a concern about the non-availability of parking spaces near his dwelling and the potential impact on his heavily pregnant wife. The current proposals provide for the issue of parking free permits for eligible residents.
- 4.26** No issues were specifically raised within the 2018 consultation which identified any impact with regard to sexual orientation, gender reassignment, marriage and civil partnership, or the Welsh language.

In respect of the Welsh Language parking signs, 'pay and display' machines, parking tickets and associated documentation relating to car parking charging and will comply with all requirements of the Council's Welsh Language Policy

#### **Traffic Regulation Orders**

- 4.27** The proposals as set out in this report will be implemented by way of Traffic Regulation Orders required by the Road Traffic Regulation Act 1984 and Traffic Management Act 2004. In accordance with The Local Authorities' Traffic Orders (Procedure)(England and Wales) Regulations 1996 a 'Notice of Proposal' would be published in the press permitting the public a minimum of 21 days in which to submit any objections. That period will provide a de facto further consultation period of three weeks. Receipt of any objections would be considered by the Council prior to any orders being made, following which any 'Notice of Making' of the proposed Traffic Regulation Orders must be published in the press.
- 4.28** Relevant provisions set out in the Road Traffic Regulation Act 1984 permits highway authorities to make and vary Traffic Regulation Orders to regulate the movement of vehicular traffic, to improve the amenities within a particular area. The Council's responsibility for enforcing parking restrictions is set out in relevant provisions contained within the Traffic Management Act 2004.
- 4.29** Road Traffic Management Act 2004, Civil Enforcement of Road Traffic Contraventions, Operational Guidance to Local Authorities, December 2014 and section 55 of the Road Traffic Regulations Act 1984 makes provision for surplus revenue from car parking charging and enforcement to be used towards specified expenditure as set out below.

#### **Country Parks**

- 4.30** In relation to Country Parks, section 43 of the Country Parks Act permits the use of surplus revenue being used towards the maintenance costs of providing parking at the country parks and is integral to the park operation. The Council is

permitted under section 43 of the Country Parks Act 1968 to use any surplus revenue derived from charging for car parking at the Country Parks for both improvements and maintenance to the car parks at the Country Parks and for other improvements to the Country Parks e.g. provision of other visitor facilities.

- 4.31** However, the introduction of enforcement measures within the Country Parks would require the off-street parking orders which would become subject to the Council's Civil Parking Enforcement Order. Any surplus revenue would need to be applied in accordance with the provisions in section 55 of the Road Traffic Regulations Act 1984 to meet the provision of off-street parking facilities and to make good deficits to central funding, once met further surpluses will be confined to the provision of public transport services or to road improvements. Section 55 of the Road Traffic Regulations Act 1984 as amended by section 95 of the Traffic Management Act 2004 makes provision for additional purpose of using surplus income to fund local environmental improvements.

#### **Treatment of income**

- 4.32** Any net income gain from the implementation of the car parking strategy is required to be spent in accordance with the provision of s.55 of the RTRA 1984.
- 4.33** Any surplus shall be applied for all or any of the proposes specified within section 55(4) and if not so applied, shall be appropriated to the carrying out of some specific project falling within those purposes.
- 4.34** The purpose specified include:
- The making good to the council fund of any amount charged to that fund as above in the 4 years immediately preceding the financial year in question;
  - Meeting all or any part of the cost of the provision and maintenance by the Council of off-street parking accommodation, whether in the open or under cover;
  - The making to other local authorities or to other persons of contributions towards the cost of the provision and maintenance by them, in the area of the Council or elsewhere, of off-street parking accommodation, whether in the open or under cover;
  - If it appears to the Council that the provision in their area of further off-street parking accommodation is unnecessary or undesirable, the following purposes:
  - Meeting costs incurred, whether by the Council or by some other person, in the provision or operation of, or of facilities for, public passenger transport services;

- The purposes of a highway or road improvement project, being a highways improvement project connected with the carrying out by the appropriate highway authority (whether the Council or not) of any operation which constitutes the improvement (within the meaning of the Highways Act) of a highway in the Council's area;
- The purposes of environmental improvement, being (i) the reduction of environmental pollution, as defined by the Pollution Prevention and Control Act 1999 (c.24) (ii) improving or maintaining the appearance or amenity of, a road or land in the vicinity of a road, or, open land or water to which the general public has access, and (iii) the provision of outdoor recreational facilities available to the general public without charge, in the Council's area;
- In the case of such local authorities as may be prescribed, any other purposes for which the authority may lawfully incur expenditure.

**4.35** If it appears to the local authority that the provision in their area of further off-street parking accommodation is unnecessary or undesirable, the following purposes:

- Meeting costs incurred, whether by the Council or by some other person, in the provision or operation of, or of facilities for, public passenger transport services;
- The purposes of highway or road improvement project, being a highways improvement project connected with the carrying out by the appropriate highway authority (whether the Council or not) of any operation which constitutes the improvement (within the meaning of the Highways Act) of a highway in the Council's area;
- The purposes of environment improvement, being (i) the reduction of environmental pollution, as defined by the Pollution Prevention and Control Act 1999 (c.24) (ii) improving or maintain the appearance or amenity of, a road or land in the vicinity of a road, or, open land or water to which the general public has access, and (iii) the provision of outdoor recreational facilities available to the general public without charge, in the Council's area;
- In the case of such local authorities as may be prescribed, any other purposes for which the authority may lawfully incur expenditure.

## **5. Background Papers**

Cabinet Report – 25<sup>th</sup> February 2013: Final Revenue Budget Proposals 2013/14 and Financial Strategy to 2016/17. Reference V1 Car Parking full roll out of town centre car parking charges £340k savings for 2013/14.

Cabinet Report – 27<sup>th</sup> July 2015: Car Park Charging Proposals – Phase 1.

Cabinet Report 31<sup>st</sup> October 2016 – Civil Parking Enforcement and Town Centre Car Parking Update.

Cabinet Report – 2<sup>nd</sup> July 2018: Draft Parking Strategy.

Cabinet Report – 18<sup>th</sup> March 2019 – Proposed Parking Management Policy

Cabinet Reference 1<sup>st</sup> July 2019 – Proposed Parking Management Policy



The Vale of Glamorgan Council  
Car Parking- Guiding Principles and  
Charges  
February 2020

You can ask for this document in other formats such as large print, or on different colour paper.

You can ask for this document in Welsh. You will find a Welsh version on our web site

# CONTENTS

1. Summary
2. Introduction
3. Guiding Principles and links to Corporate Objectives
4. Town Centre Car Parks
5. Coastal Resort Car Parks
6. Other Coastal Car Parks
7. Country Parks Car Parks
8. Waiting Restrictions and Traffic Regulations
9. Ways to Pay and Exemptions

## List of Appendices

- a. Location of Off-Street Car Parks – Wyndham Street, Barry and Town Hall, Cowbridge.

## 1.0 Summary

This Document sets out the guiding principles for managing the use of and demand for the Council's various car parks across the Vale of Glamorgan.

The following general principles apply:

- There will be no charges for **on-street car parking** at any location in the Vale of Glamorgan, introduced as part of current arrangements.
- A range of options will apply, recognising the differing needs of users and that a one-size fits all approach is inappropriate.
- In **Town Centres**, to cater for a range of users from businesses, employees and visitors, the following applies:
  - Clearly signed **Shoppers car parks** will be introduced in Cowbridge (Town Hall) and Barry (Wyndham Street). These car parks will have an initial 2 hour free period, with charges thereafter
  - **Other town centre car parks** will remain free of charge.
- In **coastal resorts** (defined within the document) current summertime car park charges will be extended to apply all year round. There will be no charges for on-street car parking introduced as part of the current arrangements.
- In other **coastal areas**, no car park charges will be introduced as part of the current arrangements.
- In the two **Country parks** at Cosmeston and Porthkerry, parking charges will be introduced, albeit these will only apply after 10.00 a.m. to facilitate use by local residents.

## 2.0 Introduction

The Council wants to ensure the best possible access to the Vale's many attractive commercial and tourist areas. One way of doing this is by having appropriate public transport and active travel networks in place and ensuring that parking spaces are available for those who need them most.

Parking is an asset, that when managed properly can benefit the economic activity of areas that it serves. Adequate car parking assists in facilitating good access to towns and amenities for residents, workers, shoppers and visitors. The Council wants to invest in adequate car parking for those who want to visit the Vale of Glamorgan and those who work within resorts and town centres. It is not simply about maximising car parking space, it is more about ensuring that car parks are well maintained and are accessible as well as ensuring that there are a range of options available to meet short and long stay visitors, businesses and employees in a way that does not detract from the economic viability and vitality of an area.



This policy is required, as currently the Vale of Glamorgan Council has few methods in place to manage parking demand at many of its locations; notably town centres and Country Parks.

The Council declared a Climate Emergency in 2019. Over reliance on private motor cars can cause congestion in our towns, villages and at our visitor attractions. Such congestion increases the environmental impact on our residents and the area. In addition to the further enhancement of active travel options, managing car parking can help reduce these impacts, and the Council is mindful that this should be balanced with the need to sustain our town centres and businesses.

The Council has previously consulted on various options in relation to managing car parking across the Vale of Glamorgan, ranging from car parks that serve the town centres, those that allow for parking in resort and coastal areas as well as Country Parks and has listened to the views expressed. This approach is derived from a number of Parking Studies undertaken by external Consultants in 2013, 2015 and 2018. It is also informed by a public consultation exercise undertaken during 2018, detailed consideration by Scrutiny Committees in 2018 as well as further discussions.

The charges set out, will be reviewed annually alongside other fees and charges across the Council. Any additional or new charges or changes would only be applied following further engagement and consultation.

### 3.0 Guiding Principles and Links to Corporate Objectives.

The principles of this approach align with the Well-Being Objectives of the Corporate Plan 2020/2025, the Medium-Term Financial Plan and the Council's Commercial Opportunities and Income Generation Strategy and have been informed by previous consultation, external consultant studies and further discussions.

The principles are as follows:

- To increase parking turnover in town centres and other locations, and where possible retaining and increasing short term parking provision.
- To encourage active travel and modal shift as an alternative to using the motor car, thereby linking in with the Council's corporate objective of "Respect, enhance and enjoy our environment".
- To support Vale residents, businesses and employees by providing areas of free long and short-term parking where possible, thereby supporting employment and sustainable economic growth.
- To provide a financial contribution towards the costs of providing on and off-street car parking (subject to all relevant legislation), without reducing visitor numbers or otherwise detrimentally affecting the local economy.

- To allow the Vale of Glamorgan Council to further invest in car parking and alternative transport options, including the future provision of electric charging points and active and sustainable travel, contributing to supporting people at home and in their community.
- To contribute to the reduction of harmful emissions from motor cars in high trafficked and populated areas, again linking in with the need to respect, enhance and enjoy the environment.
- To embrace the use of digital technology where possible, to make paying for parking as straightforward as possible, thereby embracing innovation as the Council works with and for the community.

In considering an approach to our car parks, the Council is mindful of the need to support the local economy as well as the role they play in providing access to local services. Our consideration has included:

- The need to ensure that businesses and their employees who use vehicles for work are able to travel to and from work, particularly if public transport or other sustainable modes of transport is currently not an option,
- The need to ensure that shoppers and visitors to the Vale of Glamorgan are not disadvantaged due to the absence of car parking, thereby impacting on visitor numbers and the local economy and vitality of the area,
- The need to ensure that any visitors engaging in regular short trips to town centres to access local services are not disadvantaged, both as a result of the lack of car parking or the cost of car parking,
- The need to ensure that the Council can continue to maintain and improve public car parks, town centres, country parks and resorts for the benefit of all, in the face of increasingly challenging financial pressures.

## 4.0 Town Centre Car parking

Having considered the feedback received as a result of engagement with users, businesses and visitors, the following approach is proposed:

- No charges will be applied to on-street car parking within any town centres in the Vale of Glamorgan.
- Any waiting restrictions currently in force, and any future changes to waiting restrictions will be informed by an assessment of demand and need for on street car parking at that time and only following further engagement and consultation.
- In relation to car parks, an element of free car parking will remain in car parks currently available in town centres.
- Charges will be introduced in two car parks in town centres, namely Wyndham Street in Barry and the Town Hall Car Park in Cowbridge. These car parks will be designated as ‘shoppers car parks’ and will be signposted as such. There will be a free 2 hour period in both car parks.

- No charges will be introduced in any other car parks in any town centres by the Council.

**Shoppers Car Parks** – Barry and Cowbridge (Wyndham Street and Cowbridge Town Hall)

The charging period for these two car parks is 08:00hrs to 18:00hrs 6 days per week (Monday to Saturday). There are no charges on a Sunday.

The tariffs for the shoppers car parks are as follows :

<b>Duration</b>	<b>Up to 2 Hours</b>	<b>Up to 4 Hours</b>	<b>All Day</b>
	FREE (no charge)	£2.00	£6.00

**Other town centre car parks** in Barry and Cowbridge town centres will remain free of charge, with no restrictions and these are as follows:

Barry:

Court Road Multi-storey

Thompson Street

Kendrick Road

Civic Offices (weekends only)

Cowbridge:

The Butts

Southgate

The car parks in Llantwit Major are subject to separate consideration and discussions with the Llantwit Major Town Council and are not covered in this document.

Maps showing the location of the shoppers car parks are available at Appendix A.

## 5.0 Coastal Resort Car Parks

Having considered the feedback received as a result of engagement with users, businesses and visitors, the following approach is proposed:

- No charges will be applied to on-street car parking within any coastal resorts in the Vale of Glamorgan.
- Any waiting restrictions currently in force, (and any future changes to waiting restrictions) will be informed by an assessment of demand and need for on street car parking at that time and only following further engagement and consultation.
- In relation to car parks, there will be a single tariff that will apply all year round, to reflect the all year-round popularity of these locations. The previous summer or high season tariff will therefore apply all year.
- A permit scheme will be introduced which will offer considerable value for money for regular users.
- The Council will regularly consider the need or otherwise for any residents parking areas taking into account the demand for car parking and changes over time.

Tariffs exist at the coastal resort car parks as they reflect the fact that these car parks extremely popular and are used all year round. There is a need to efficiently manage and maintain car parking as well as the resorts for the benefit of visitors and local businesses. They are the closest car parks to our major seaside resorts and these charges have been long established over time.

Coastal Resort Visitor Car Parks - All Year Day Time Charges (apply to entry between 08:00hrs to 16:00hrs). Evening Charges (16:01hr to closing time as listed under each car park)

Location	Cars - All day fee	Bus/coach fee - all day	Evening fee - cars	Bus/coach fee - evening
Harbour Road (Main & overflow), Barry Island	Up to 1 hr - £1.00 All day- £6.00	Buses/Coaches (all day): £30.00	16:01 – 23:00 hrs Up to 1 hr - £1.00 All evening - £3.00	16:01 – 23:00 hrs £15
Nell's Point, Barry Island	Up to 1 hr - £1.00 All day-	Buses/Coaches (all day): £30.00	16:01 – 23:00 hrs Up to 1 hr - £1.00	16:01 – 23:00 hrs £15

	£6.00		All evening- £3.00	
Cymlau/Clif ftop, Southerndo wn	Up to 1 hr - £1.00 All day- £6.00	Buses/Coach es (all day): £30.00	16:01 – 22:00 hrs Up to 1 hr - £1.00 All evening - £3.00	16:01 – 22:00 hrs £15
Brig-Y-Don, Southerndo wn	Up to 1 hr - £1.00 All day- £6.00	Buses/Coach es (all day): £30.00	16:01 – 22:00 hrs Up to 1 hr - £1.00 All evening - £3.00	16:01 – 22:00 hrs £15
Rivermouth , Ogmore- by-Sea	Up to 1 hr - £1.00 All day- £6.00	Buses/Coach es (all day): £30.00	16:01 – 22:00 hrs Up to 1 hr - £1.00 All evening - £3.00	16:01 – 22:00 hrs £15

**Parking permits** are to be made available for coastal resort car parks and can be purchased for durations of 6 months at £50 or 12 months at £100 and are usable at any of the resort car parks.

## 6.0 Other Coastal Car Parks

The other coastal car parks have traditionally been free of charge. Whilst these may well be used by visitors to the area, they are mainly used by Vale residents. Such coastal areas represent valuable outdoor space for local residents and support active lifestyles and well-being throughout the year, albeit in greater demand during summer months.

No charges are proposed at this time.

The following car parks are identified as Coastal Car Parks:

- **Barry** – Cold Knap, Bron-y-Môr
- **Llantwit Major** – Cwm Col Huw
- **Penarth** – Cliff Walk

- **Llwyn Passat** – Penarth
- **West Farm** – Southerdown
- **Portabello** – Ogmores By Sea

Overnight parking is not permitted in any coastal car parks.

## 7.0 Country Parks Car Parks

Having considered the feedback received as a result of engagement with users, businesses and visitors, the following approach is proposed:

- Car parking charges will be introduced in Porthkerry and Cosmeston Country Parks, to assist in supporting the services offered at these locations.
- Being mindful of usage, there will be no charges in force before 10.00 a.m. each morning to allow local residents to continue to access the facilities during the early morning at no charge for car parking.
- A permit scheme will be introduced which will offer considerable value for money for regular users
- The Council will regularly consider the need or otherwise for any residents parking areas taking into account the demand for car parking and changes over time.

There are two Country Parks in the Vale of Glamorgan, Cosmeston Lakes, Penarth and Porthkerry Country Park in Barry. They are an extremely valuable resource and are enjoyed by visitors and local residents throughout the year. The Council has invested heavily in both Country parks with year-round educational programmes, environmental enhancement, improving and enhancing biodiversity as well as improving amenities for visitors through improved toilet facilities and play areas.

The two parks are increasingly popular and it has become necessary to consider ways of supporting activity at the parks and managing the parks for the benefits of visitors. There is also an increasing need to manage the demand for car parking at these locations.

Accordingly, it is necessary to look for ways to generate income, including parking charges throughout the year at the Country parks to help fund maintenance and repairs and to improve and develop the facilities available.

The charging regime for the car parks at these locations is as follows:

### Country Parks Car Park Tariffs

<b>Vehicle Type</b>	<b>Duration</b>	<b>Tariff</b>
Cars	Up to 2 hours	£1.00

	Up to 4 hours	£2.00
	All Day	£4.00
Bus / Coach	All Day	£30.00

Charging for Country Park Car Parks will be applied daily (7 days per week) and will apply between 10:00hrs to 20:00hrs (1st March to 30th September) and 10:00hrs to 17:00hrs, during the remaining time of year.

**Parking permits** are available and can be purchased for durations of 6 months at £30 or 12 months at £50 and can be used at either Country Park.

## 8.0 Waiting Restrictions and Traffic Regulations.

Any changes to waiting restrictions will be informed by an assessment of demand and need for on street car parking at that time and only following further engagement and consultation.

## 9.0 Ways to Pay and Exemptions

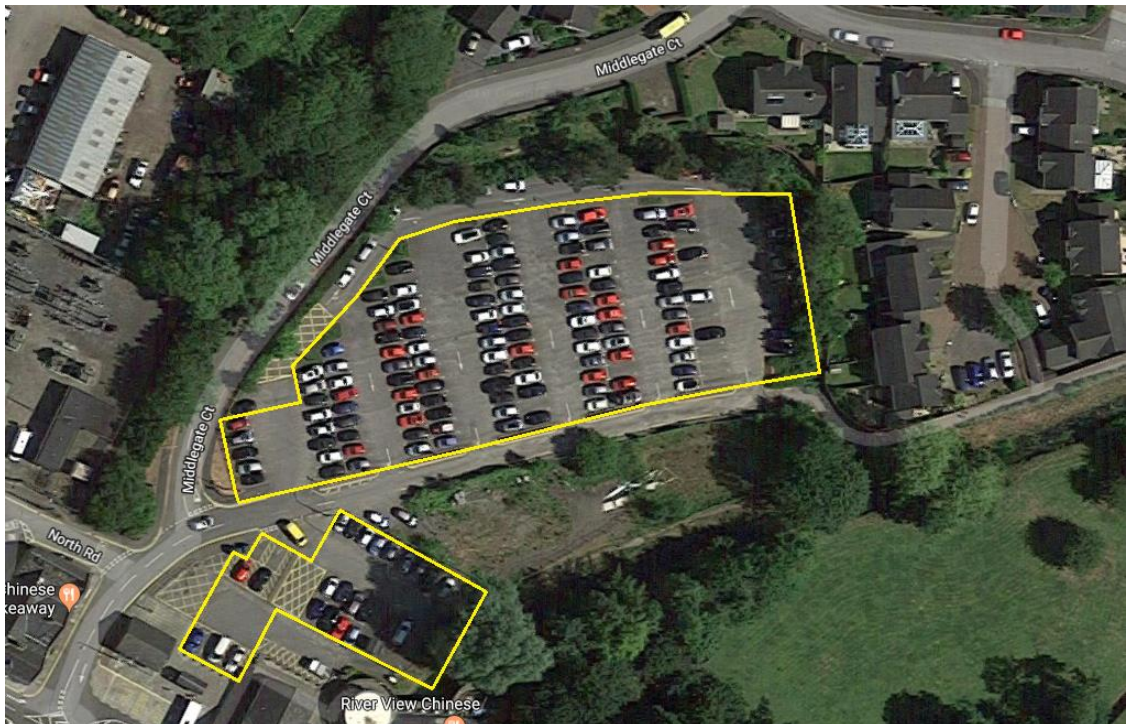
There will be no fees or time restrictions for disabled persons correctly displaying blue badges. In the same way, there will be no charges for solo motorcycles.

Payments for parking can be made via coins, pay by phone, via text, via smartphone (details available at each car park and on the Council's website [www.valeofglamorgan.gov.uk](http://www.valeofglamorgan.gov.uk)) or contact less/chip and pin.

Parking permits will be non-transferable and vehicle specific and have no monetary value. They will be available for periods of 6 months or 12 months.

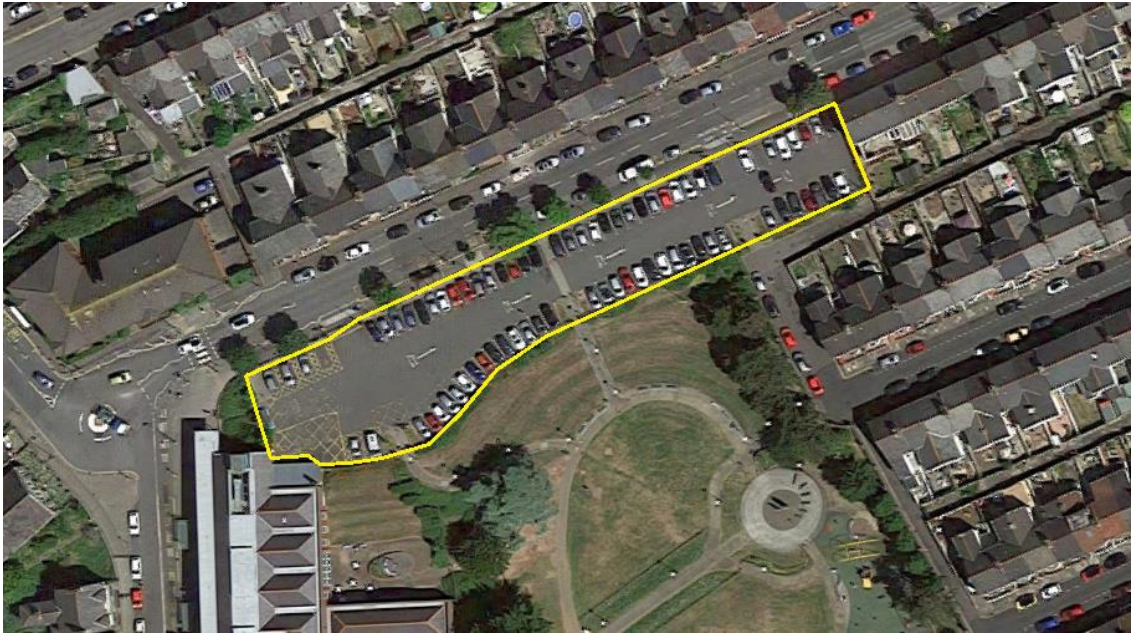
# Appendix A – Location of Shoppers Car Parks

Town Hall Square, Cowbridge





Wyndham Street, Barry



## Appendix 2

# Equality Impact Assessment

Please click on headings to find [general guidance](#) or section guidance with an example.

You will find supporting information in appendices at the end of the guidance.

When you start to assess your proposal, arrange to meet Tim Greaves, Equality Co-ordinator, for specific guidance. Send the completed form to him for a final check and so that he can publish it on our Vale of Glamorgan equality web pages.

Please also contact Tim Greaves if you need this equality impact assessment form in a different format.

### 1. [What are you assessing?](#)

The Vale of Glamorgan Council Car Parking – General Principles and Charges
--

### 2. [Who is responsible?](#)

<b>Name</b>	Emma Reed	<b>Job Title</b>	Head of Service
<b>Team</b>	Neighbourhood Services and Transport	<b>Directorate</b>	Environment and Housing Services

### 3. [When is the assessment being carried out?](#)

<b>Date of start of assessment</b>	5 <sup>th</sup> June 2018 and updated following consultation in February 2019 Further updated as a result of consideration by relevant Council Scrutiny Committees and recommendations by Cabinet to review all of the policy – July 2019 – January 2020
------------------------------------	---

## Appendix 2

### Equality Impact Assessment

#### 4. Describe the proposal?

<p><b>What is the purpose of the proposal?</b></p> <p>To provide Car Parking and General Principles and Charges for the Vale of Glamorgan</p>
<p><b>Why do you need to put it in place?</b></p> <p>To have an overview for parking arrangements for the Vale of Glamorgan and charges therein.</p>
<p><b>Do we need to commit significant resources to it (such as money or staff time)?</b></p> <p>Consultants Capita originally prepared the Draft Strategy (Cost approximately £48k). The consultation was managed in house by staff and a revised Parking Policy prepared. Further work undertaken between July 2019 and January 2020 to consider further in detail possible options. All Staff time within existing resources.</p>
<p><b>What are the intended outcomes of the proposal?</b></p> <p>To provide Car Parking and General Principles and Charges for the Vale of Glamorgan</p>
<p><b>Who does the proposal affect?</b></p> <p>The Proposal has the capacity to impact on all residents, businesses and visitors in the Vale of Glamorgan.</p> <p><b>Note:</b> If the proposal affects lesbian, gay, homosexual, or transgender people, ensure you explicitly include same-sex couples and use gender neutral language.</p>
<p><b>Will the proposal affect how other organisations work?</b></p> <p>Parking availability, quality and cost affects all those who use it including residents, businesses and visitors to the Vale of Glamorgan.</p>
<p><b>Will the proposal affect how you deliver services?</b></p> <p>The Proposal if approved will assist the Council to continue to provide accessible and well maintained parking facilities.</p>

## Appendix 2

### Equality Impact Assessment

**Will the proposal impact on other policies or practices?**

There should be minimum impact on other policies and practices.

**Can you change the proposal so that it further promotes equality of opportunity and fosters good relations?**

At the consultation stage the Consultant's reported the charges will apply to all persons who use the spaces regardless of the protected characteristics.

Respondents to the consultation suggested that there is a shortfall of designated disabled parking bays. A fund of £10k is available for 2019/20 for the implementation of designated disabled bays.

Respondents to the consultation raised concern regarding the enforcement of disabled spaces and parking on pavements. As a consequence a proposed new regime for parking enforcement is now proposed which will be the subject of a further report.

Concern was raised via the consultation at potential charges for disabled drivers and topography of Barry town centre making it less accessible for non-driving disabled users. The Parking Policy for 2019/20 makes it clear that there are no parking charges for disabled persons who have a blue badge.

Some women raised as part of the consultation that they feel unsafe using public transport, especially after dark. The Parking Policy now limits the charging regime from 8am to 6pm in town centres car parks with on street town centre parking remaining free. In town centres therefore you can effectively park for free all year after 4pm. No changes are proposed to public transport by this report.

Concerns were also made via the consultation regarding the effect on retail, public sector and service workers in the town centre and consideration of the gender breakdown thereof, as well as accumulative effect on protected groups of public spending changes. The Parking Policy Charges for 2019/20 offers a car and car park specific parking permit for individual car parks which in the long term car park at Barry works out at less than 50p per day or less than £1-00 a day in the chargeable town centre short term car parks.

Concerns were raised about the impact of parking costs on church workers, parishioners and volunteers. Requests made for free provision on Sundays. The Proposed Parking Policy for 2019/20 does not propose a charge on Sundays in town centre car parks.

A respondent raised a concern at non-availability of parking spaces near his dwelling and potential impact on heavily pregnant wife. The Parking Policy 2019/20 provides for the purchase of unlimited residential parking permits at a cost as identified in this Report.

## Appendix 2

### Equality Impact Assessment

The Proposal was reviewed between July 2019 and January 2020 (as per Cabinet Report of 24<sup>th</sup> February 2020) and the following:

The matters raised in the Equality Impact Assessment are reflected within the proposed Car Parking- Guiding Principles and Charges (February 2020) .An updated summary of the main issues raised are set out here:

Respondents via the 2018 consultation process suggested that there is a shortfall of designated disabled parking bays - a fund of £10k is available for financial year 2019/20 for the implementation of designated disabled bays to be made available in car parks.

Concerns regarding enforcement of disabled spaces and parking on pavements - a proposed new regime for parking enforcement is proposed. Full details are contained within this Report.

Concerns that potential charges for disabled drivers and topography of Barry town centre making it less accessible for non-driving disabled users - the current proposal makes it clear that there are to be no parking charges for disabled persons who have and display correctly a blue badge.

Concerns that some women feel unsafe using public transport, especially after dark - the proposed Parking Policy limits the charging regime from 8am to 6pm in just two town centre car parks with the remaining car parks and 'on street' town centre parking remaining free. No changes are proposed to public transport as a result of this report.

Concerns were raised regarding the impact on retail, public sector and service workers in town centres and the gender breakdown, in addition to the accumulative effect on protected groups of public spending changes. The proposals offer free town centre car parking options.

Concerns were raised in the 2018 consultation about the impact of cost on church workers, parishioners and volunteers. Requests were made for free provision on Sundays. The proposed proposal does not propose a charge on Sundays in town centre car parks and also offers volunteers and others a number of free car parking options in town centres.

A respondent to the 2018 consultation raised a concern about the non-availability of parking spaces near his dwelling and the potential impact on his heavily pregnant wife. The current proposals provides for the purchase of parking permits for free for eligible residents.

No issues were specifically raised identifying any impact within the consultation with regard to sexual orientation, gender reassignment, marriage and civil partnership, or Welsh language.

## Appendix 2

### Equality Impact Assessment

Any signs, pay and display machines, parking tickets and associated documentation relating to parking charging and Civil Parking Enforcement will adhere to the requirements of the Council's Welsh Language Scheme

#### **How will you achieve the proposed changes?**

Cabinet are due to consider the Car Parking – General Principles and Charges at their meeting on 24<sup>th</sup> February 2020.

#### **Who will deliver the proposal?**

The proposals will be delivered by officers of the Council.

#### **How will you know whether you have achieved the proposal's purpose?**

The Proposal will be subject to annual review in terms of how the car spaces are used, maintained and the income received.

### **5. [What evidence are you using?](#)**

#### **Engagement (with internal and external stakeholders)**

Yes via a series of drop in sessions over July to September 2018. Also interested parties spoke at the Scrutiny Committees that were held in April 2019 with their views being considered by Cabinet in July 2019 followed by the Report planned for 24<sup>th</sup> February 2020.

#### **Consultation (with internal and external stakeholders)**

Yes via responses to the consultation held in 2018. A consultation report was been prepared and is available as part of the report to be presented on 4<sup>th</sup> March 2019.

#### **National data and research**

Yes other Councils Parking documents have been considered as necessary.

## Appendix 2

### Equality Impact Assessment

**Local data and research**

Yes surveys have been undertaken as detailed in the 4<sup>th</sup> March report.

#### 6. How robust is the evidence?

**Does it show what the impact will be (positive and negative)?**

Yes

**What are the gaps?**

No gaps at this stage as far as can be ascertained but once the Proposal is implemented checking mechanisms will need to be in place to ensure that it is working correctly and also keep a check on any emerging equality issues.

**What will you do about this?**

Annual reviews of the Policy

**What monitoring data will you collect?**

To include car park usage, length of stay type of user (ie how many blue badge holders).

**How often will you analyse and report on this?**

Annually as part of the annual review of fees and charges.

**Where will you publish monitoring data and reports?**

On the Council's website.

#### 7. Impact

**Is there an impact?**

## Appendix 2

### Equality Impact Assessment

The consultation on the Draft Capita Parking Strategy showed a possibly impact on disabled persons, females, church goers. As a result of these issues being raised the Parking Policy has been adjusted accordingly as referred to in the Cabinet Report of 4<sup>th</sup> March 2019. The Policy has been further positively adjusted in February 2020 allowing for some town centre car parks to be free.

**If there is no impact, what is the justification for thinking this? Provide evidence.**

N/a

**If there is likely to be an impact, what is it?**

*See above under pages 2 and 3 above and also detail as contained in the Cabinet report of 4/3/19. As a result of the consultation and changes therein it is now considered that there will not be an adverse impact on the protected characteristics as outlined below.*

**Age**

**Disability**

**Gender reassignment, including gender identity** (ensure policies explicitly include same-sex couples and use gender neutral language)

**Marriage and civil partnership (discrimination only)**

**Pregnancy and Maternity**

**Race**

**Religion and belief**

**Sex**

**Sexual orientation** (ensure policies explicitly include same-sex couples and use gender neutral language)

**Welsh language**

**Human rights**



## Appendix 2

### Equality Impact Assessment

#### How do you know?

Explain this for each of the relevant protected characteristics as identified above.

See above and the results of the consultation report presented to Cabinet on 4/3/19.

#### What can be done to promote a positive impact?

Explain this for each of the relevant protected characteristics as identified above.

See above

#### What can be done to lessen the risk of a negative impact?

Explain this for each of the relevant protected characteristics as identified above.

See above Proposal adjusted based on the consultation to minimise impacts.

#### Will the impact be positive, negative or neutral?

Explain this for each of the relevant protected characteristics as identified above.

**Age** - neutral

**Disability** - positive

**Gender reassignment, including gender identity** (ensure policies explicitly include same-sex couples and use gender neutral language) - neutral

**Marriage and civil partnership (discrimination only)** - neutral

**Pregnancy and Maternity** - neutral

**Race** - neutral

**Religion and belief** – positive (free parking on Sundays)

**Sex** - neutral

## Appendix 2

### Equality Impact Assessment

**Sexual orientation** (ensure policies explicitly include same-sex couples and use gender neutral language) - neutral

**Welsh language** - neutral

**Human rights** - neutral

#### 8. Monitoring ongoing impact

**Date you will monitor progress**

Following implementation of the Proposal annually.

**Measures that you will monitor**

To include car park usage, length of stay type of user (ie how many blue badge holders).

**Date you will review implemented proposal and its impact**

Annually so March 2021 if implemented in April 2020.

## Appendix 2

### Equality Impact Assessment

#### 9. Further action as a result of this equality impact assessment

Possible Outcomes	Say which applies
No major change	
Adjust the policy	Policy has been adjusted from the original consultation draft based on the consultation impacts identified.
Continue the policy	
Stop and remove the policy	

#### 10. Outcomes and Actions

<p>Recommend actions to senior management team</p> <p>N/A</p>
<p>Outcome following formal consideration of proposal by senior management team</p> <p>N/A</p>

#### 11. Important Note

Where you have identified impacts, you must detail this in your Cabinet report when seeking approval for your proposal.

#### 12. Publication

**Where will you publish your approved proposal and equality impact assessment?**  
 On the Council's website and with the Cabinet report for 4<sup>th</sup> March 2019. With the Further Cabinet Report due to be considered on 24<sup>th</sup> February 2020.

## Appendix 2

### Equality Impact Assessment

In addition to anywhere you intend to publish your approved proposal and equality impact assessment, you must send a copy to Tim Greaves, Equality Co-ordinator, to publish on the equality pages of the Vale of Glamorgan website.

#### 13. [Authorisation](#)

<b>Approved by (name)</b>	Emma Reed
<b>Job Title (senior manager)</b>	Head of Service
<b>Date of approval</b>	4 <sup>th</sup> February 2020
<b>Date of review</b>	March 2021

Car Parking Viability - Up front costs paid back over 7 years

Assumptions

- i) Machines & Installation costs paid back over 7 years
- ii) Cost of new Pay & Display machines £4500. Coins & Card Only machines - no change given.
- iii) Cost of installation with external cabinet £4031.48. Cost without Cabinet £2581.48
- iv) Software upgrades (£261 per machine) per annum
- v) Signage costs (£515.28 per machine) are annual due to price increases
- vi) £375 maintenance fee per year per machine plus 2 x callouts at £110 per callout
- vii) Only additional NNDR costs have been shown on Country Parks (inflated on 3% per annum). They are already paid on Town Centre Car Parks
- viii) Replacement tickets assumed 3 rolls (4000 per roll) per machine per annum @ £27 per roll
- ix) Cash collection assumed @ £20 per machine per collection. Assumed 1 collection per machine per week.
- x) All machines assumed to be solar powered
- xi) Back office costs - assumed no additional costs as car parks will be managed by existing staff.
- xii) Costs for maintenance of machines, signage, back office and software uplifted by 3% per annum. Costs of cash collection reduced by 5% per annum to account for increased use of contactless/electronic payments

		Town Centre - Shopper Car Parks			Country Parks Car Parks			Resort Car Parks		TOTAL
		Barry	Cowbridge		Penarth	Barry		Barry Island		
		Wyndham Street	Town Hall Square	Sub Total	Cosmeston	Porthkerry	Sub Total	Resort Car Parks - same charges all year round	Sub Total	Grand Total
	No of machines	2	3	5	3	3	6		0	11
	Estimated chargeable Parking Spaces	70	160		500	360				
<b>Capital Cost</b>	Machines - Cost (ii)	£ 9,000.00	£ 13,500.00	£ 22,500.00	£ 13,500.00	£ 13,500.00	£ 27,000.00	£ -	£ -	49500
	Installation Cost (iii)	£ 8,062.96	£ 12,094.44	£ 20,157.40	£ 12,094.44	£ 12,094.44	£ 24,188.88	£ -	£ -	44346
<b>Cost breakdown per annum - assuming payback of capital cost</b>	Machines payback per annum (i)	£ 1,285.71	£ 1,928.57	£ 3,214.29	£ 1,928.57	£ 1,928.57	£ 3,857.14	£ -	£ -	7071
	Installation Payback per annum	£ 1,151.85	£ 1,727.78	£ 2,879.63	£ 1,727.78	£ 1,727.78	£ 3,455.55	£ -	£ -	6335
	Software Upgrades (iv)	£ 522.00	£ 783.00	£ 1,305.00	£ 783.00	£ 783.00	£ 1,566.00	£ -	£ -	2871
	Associated signage (v)	£ 1,030.56	£ 1,545.84	£ 2,576.40	£ 1,545.84	£ 1,545.84	£ 3,091.68	£ -	£ -	5668
	Machine Maintenance (vi)	£ 1,190.00	£ 1,785.00	£ 2,975.00	£ 1,785.00	£ 1,785.00	£ 3,570.00	£ -	£ -	6545
	Additional NNDR costs (vii)			£ -	£ 37,500.00	£ 27,000.00	£ 64,500.00	£ -	£ -	64500
	Replacement Tickets (viii)	£ 162.00	£ 243.00	£ 405.00	£ 243.00	£ 243.00	£ 486.00	£ -	£ -	891
	Cash Collection (ix)	£ 2,080.00	£ 3,120.00	£ 5,200.00	£ 3,120.00	£ 3,120.00	£ 6,240.00	£ -	£ -	11440
	Energy Costs (x)			£ -			£ -		£ -	0
	Back Office (xi)	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	0
Civil Parking Enforcement	Cost Neutral	Cost Neutral	£ -	Cost Neutral	Cost Neutral	£ -	Cost Neutral	£ -	0	
<b>Costs - 7 years</b>	Total Costs (Year 1)	£ 7,422.13	£ 11,133.19	£ 18,555.31	£ 48,633.19	£ 38,133.19	£ 86,766.38	£ -	£ -	105322
	Total Costs (Year 2) 3% inflation (xii)	£ 7,464.54	£ 11,196.81	£ 18,661.36	£ 49,821.81	£ 39,006.81	£ 88,828.63	£ -	£ -	107490
	Total Costs (Year 3) 3% inflation	£ 7,510.53	£ 11,265.80	£ 18,776.34	£ 51,049.55	£ 39,910.10	£ 90,959.65	£ -	£ -	109736
	Total Costs (Year 4) 3% inflation	£ 7,560.16	£ 11,340.24	£ 18,900.40	£ 52,317.50	£ 40,843.87	£ 93,161.37	£ -	£ -	112062
	Total Costs (Year 5) 3% inflation	£ 7,613.48	£ 11,420.22	£ 19,033.70	£ 53,626.80	£ 41,808.96	£ 95,435.76	£ -	£ -	114469
	Total Costs (Year 6) 3% inflation	£ 7,670.56	£ 11,505.84	£ 19,176.39	£ 54,978.61	£ 42,806.24	£ 97,784.85	£ -	£ -	116961
	Total Costs (Year 7) 3% inflation	£ 7,731.46	£ 11,597.19	£ 19,328.64	£ 56,374.15	£ 43,836.60	£ 100,210.75	£ -	£ -	119539
<b>Income 7 Years</b>	Estimated Income Year 1 (Excl VAT)	-£ 16,164.00	-£ 46,929.00	-£ 63,093.00	-£ 83,964.00	-£ 47,489.00	-£ 131,453.00	-£ 27,476.00	-£ 27,476.00	-222022
	Estimated Income Year 2 (Excl VAT)	-£ 16,648.92	-£ 48,336.87	-£ 64,985.79	-£ 86,482.92	-£ 48,913.67	-£ 135,396.59	-£ 28,300.28	-£ 28,300.28	-228683
	Estimated Income Year 3 (Excl VAT)	-£ 17,148.39	-£ 49,786.98	-£ 66,935.36	-£ 89,077.41	-£ 50,381.08	-£ 139,458.49	-£ 29,149.29	-£ 29,149.29	-235543
	Estimated Income Year 4 (Excl VAT)	-£ 17,662.84	-£ 51,280.59	-£ 68,943.42	-£ 91,749.73	-£ 51,892.51	-£ 143,642.24	-£ 30,023.77	-£ 30,023.77	-242609
	Estimated Income Year 5 (Excl VAT)	-£ 18,192.72	-£ 52,819.00	-£ 71,011.73	-£ 94,502.22	-£ 53,449.29	-£ 147,951.51	-£ 30,924.48	-£ 30,924.48	-249888
	Estimated Income Year 6 (Excl VAT)	-£ 18,738.51	-£ 54,403.57	-£ 73,142.08	-£ 97,337.29	-£ 55,052.77	-£ 152,390.05	-£ 31,852.21	-£ 31,852.21	-257384
	Estimated Income Year 7 (Excl VAT)	-£ 19,300.66	-£ 56,035.68	-£ 75,336.34	-£ 100,257.41	-£ 56,704.35	-£ 156,961.76	-£ 32,807.78	-£ 32,807.78	-265106
<b>Net Income - 7 Years</b>	Net Income (Year 1)	-£ 8,741.87	-£ 35,795.81	-£ 44,537.69	-£ 35,330.81	-£ 9,355.81	-£ 44,686.62	-£ 27,476.00	-£ 27,476.00	-£ 116,700.31
	Net Income (Year 2)	-£ 9,184.38	-£ 37,140.06	-£ 46,324.43	-£ 36,661.11	-£ 9,906.86	-£ 46,567.96	-£ 28,300.28	-£ 28,300.28	-£ 121,192.68
	Net Income (Year 3)	-£ 9,637.85	-£ 38,521.17	-£ 48,159.03	-£ 38,027.86	-£ 10,470.98	-£ 48,498.83	-£ 29,149.29	-£ 29,149.29	-£ 125,807.15
	Net Income (Year 4)	-£ 10,102.68	-£ 39,940.34	-£ 50,043.02	-£ 39,432.23	-£ 11,048.64	-£ 50,480.87	-£ 30,023.77	-£ 30,023.77	-£ 130,547.66
	Net Income (Year 5)	-£ 10,579.24	-£ 41,398.78	-£ 51,978.03	-£ 40,875.42	-£ 11,640.33	-£ 52,515.75	-£ 30,924.48	-£ 30,924.48	-£ 135,418.26
	Net Income (Year 6)	-£ 11,067.95	-£ 42,897.74	-£ 53,965.69	-£ 42,358.67	-£ 12,246.53	-£ 54,605.21	-£ 31,852.21	-£ 31,852.21	-£ 140,423.11
	Net Income (Year 7)	-£ 11,569.20	-£ 44,438.49	-£ 56,007.70	-£ 43,883.26	-£ 12,867.75	-£ 56,751.01	-£ 32,807.78	-£ 32,807.78	-£ 145,566.49
<b>TOTAL</b>	Total Net Income Years 1-7	-£ 70,883.18	-£ 280,132.40	-£ 351,015.58	-£ 276,569.35	-£ 77,536.90	-£ 354,106.25	-£ 210,533.81	-£ 210,533.81	-£ 915,655.64