

REPORT TO THE MEETING OF THE SCRUTINY COMMISSION  
ON 27<sup>th</sup> November 2014

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**Status:** To Note  
**Title:** Car Parking Strategy Update  
**Originator:** Elaine Bird – Regulatory Services Manager  
**Where from:** Originator  
**Where to next:**

Objective: To note the current position with regards to the procurement of the car parking strategy.

1 Outcome sought from the Commission

*I.* To note the current position of the Car Parking Strategy.

2 Background

- 2.1 At its Meeting on 4<sup>th</sup> September 2014, The Scrutiny Commission requested that a scoping report on the procurement of the parking strategy to be brought to its next Meeting (27<sup>th</sup> November 2014).
- 2.2. The Car Parking Task Panel has in the past considered the relevance of the current car parking strategy and areas to be included in the review of the strategy document.
- 2.3. It was considered by the Task Panel that a study should be undertaken to gain an understanding of the current and predicted future car park usage. The study should cover the following areas:
- The impact of free parking for certain events during the year
  - The impact of a review of the pricing structure with particular reference to the possible introduction of a 1 hour parking tariff.
  - A review of the parking provision including the mix of long and short stay parking facilities and their locations.
  - A review of the use current parking machines to ensure appropriate methods of payment are available to the car park users.
- 2.4. The Council is a member of the Leicestershire Parking Partnership which covered the on and off street parking enforcement provision. Whilst Harborough District Council currently provides the on street enforcement for Leicestershire

County Council and the off street enforcement for 4 other Leicestershire authorities, each district council is responsible for the car parking provision within their area. During discussions with partner authorities within Leicestershire it became apparent there was the possibility to undertake a joint procurement exercise to reduce the cost of the process as there were a number of similarities in the requirements of Harborough District Council and another local authority within Leicestershire.

- 2.5 A joint scoping report was drawn up setting out the requirements of each local authority with regards to the review of their individual car parking strategies. We are currently waiting for the scoping report to be signed off prior to undertaking the procurement process. As the other authority is yet to sign off the document Appendix A sets out Harborough’s requirement for the strategy only.
- 2.5. Three potential providers have been identified who could undertake this work on behalf of both Councils.
- 2.6. The indicative timescales for the procurement process following the approval by the partner authority is set out in the table below

Action	Timescale
Invitations sent to interested parties to submit a quotation for the work	4 weeks subject to the procurement governance of the partner authority
Evaluation of the quotation submissions	3 weeks
Appoint successful contractor	
Agree timeframe for implementation of the review	2 weeks
Implementation of the review including all modelling and monitoring and stake holder consultation	Subject to above agreed timetable
Consultants develop draft report including draft action plan	4 weeks
Draft report to be considered by the Car Parking Task Group	Date to be confirmed

- 2.7 Once the contractor has been appointed and the timetable for implementation has been agreed by all parties, a briefing note will be developed to advise member on the progress.

### 3 Equality Analysis Implications/Outcomes (attach completed EA)

- 3.1 Whilst an equality analysis has not been undertaken as part of the development of this report, an analysis will be undertaken as part of the review of the strategy document.

## 4 Legal Issues

- 4.1 It is currently not a statutory obligation for District Councils to have a car parking strategy however the national Planning Policy Framework recognises the fact that having adequate car parking facilities with appropriate charging and enforcement can encourage town centre vitality.
- 4.2 Any alteration to the mix of the car parks or the tariff structure would require a variation to the current Off Street Parking Places Order.

## 5 Consultation

- 5.1 There has been an ongoing dialogue with the neighbouring Leicestershire authority through out the development of the scoping report.
- 5.2 Additional consultation will be undertaken with stakeholders during the development of the revised strategy.

## 6 Meeting the objective

- 6.1 Providing suitable car parking facilities meets the following Corporate Priorities:
- Working with Communities to develop places in which to live and be happy.
  - Provide the right public services to the right standard and deliver value for money.
  - Encourage a vibrant and sustainable business community intent on prosperity, employment and learning opportunities.
- 6.2 By providing suitable and sufficient car park provision, Harborough District Council is delivering the following critical outcomes:
- CO 2 The district offers a clean, green and safe environment in which to live, work and play.
- CO 4 Residents and businesses are informed, included and listened to.
- CO 5 The Council is efficient and resilient in its service delivery.
- CO 6 The Council makes the best use of its assets and resources.
- CO8 Businesses are able to access Council services easily.
- CO 11 People have opportunities to access culture and tourism.

## 7 Background Papers

- 7.1 None.

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**Previous report(s):**

**Information Issued Under Sensitive Issue Procedure: *N***