

**READING BOROUGH COUNCIL
REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES**

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	9 MARCH 2017	AGENDA ITEM:	10
TITLE:	CIVIC OFFICES - INTRODUCTION OF PAY AND DISPLAY PARKING		
LEAD COUNCILLOR:	COUNCILLOR TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
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1. EXECUTIVE SUMMARY

- 1.1 This report sets out a proposal to introduce formal waiting restrictions on RBC owned land, at the perimeter of the Civic Offices, for the purposes of improved traffic management and introduction of Pay and Display (P&D) parking for public use.
- 1.2 Corporate Facilities Management Team has identified potential for nineteen car parking spaces to become P&D bays. These comprise of fourteen spaces at the northern end of Simmonds Street and five spaces behind the barrier controlled visitor area to the South of the Civic Offices.
- 1.3 By formalising parking through the introduction of a traffic regulation order (TRO) the spaces will be added to the current public highway parking contract managed within the council's transport team. This facilitates the procurement through the current contract for the introduction of the new bays, the P&D equipment, signing and road-markings as well as enforcement.
- 1.4 Stakeholders have been consulted and there are only minor issues that can be managed internally. The five visitor spaces to the south of the Civic Offices accessed by the barrier will become P&D after 6:30 pm Monday to Friday and at all times Saturday and Sunday. The fourteen spaces at the top of Simmonds Street will be P&D all of the time. However key stakeholders including Kennet Day Nursery drop-off and RBC Corporate Maintenance will be provided with permits.
- 1.5 APPENDIX A - financial Implications

- 1.6 APPENDIX B - plan layout of the area with proposed P&D parking bays and enforcement area identified.

2. RECOMMENDED ACTION

- 2.1 That the report be noted.
- 2.2 That in consultation with the chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out statutory consultation and advertise this proposal in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996
- 2.3 That subject to no objections received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order.

3. POLICY CONTEXT

- 3.1 The provision of waiting/parking restrictions and associated criteria is specified within existing Traffic Management Policies and Standards.
- 3.2 This proposal is in line with maximising income opportunities and as these spaces are not within the public highway monies generated can help to fund essential services.

4. THE PROPOSAL

- 4.1 Currently ten vehicle spaces at the northern end of Simmonds Street are not used out of hours as they are predominantly chained off by the council. Where the bays are used it is mainly for the council's trade vehicles when visiting the Civic Office. These visits coincide with the Monday to Friday use of the building between 7.00 am until the end of the working day.
- 4.2 Other parking space in this northern area of Simmonds Street are six bays used by the nursery, and other services, for the purpose to drop-off and pick-up from 7.00 am until 18.30 hours Monday to Friday. It is often the case that these drop-off spaces are used as free parking during and outside of these hours by members of the public. Unlike the ten chained spaces there is no way of managing parking within the drop-off area unless a formal restriction is introduced. At the southern end of the building there are five spaces bookable during the normal working week and access is managed through barrier control.
- 4.3 Of the sixteen vehicle spaces at the northern end of Simmonds Street it is proposed to convert fourteen into P&D bays. These bays will be operational 24 hours a day 365 days a year. All of these fourteen bays will become available to RBC/contractors and nursery users by means of permits. This will increase the potential space for Nursery drop-off from six to fourteen helping with the busiest arrival and departure times of the week.

- 4.4 The two remaining spaces will be reserved for car club/electric vehicles only and will also be covered by the TRO to manage their use. The existing double yellow lines within the northern end of Simmonds Street will also be covered by the new TRO enabling enforcement of the whole area should it be required.
- 4.4 The five spaces at the southern end of the building will remain bookable for visitors during the working week and change to P&D from 6:30 pm until 7am only. At weekends the barriers will be left up (from 6:30pm Friday) to allow public parking during Saturday and Sunday (until 7am Monday). The existing disabled bays will also be included within the TRO to ensure that enforcement is possible should it be needed once the area is opened for wider public use.
- 4.5 For regular users that have access to the basement car park within the Civic Office nothing changes and access remains the same under this proposal.

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 This proposal supports the aims and objectives of the Council's strategic aims and contributes to the Local Transport Plan, as set out below:
- Safeguarding and protecting those that are most vulnerable - Disability parking spaces in Visitor parking area will remain as non-chargeable.
 - Providing the infrastructure to support the economy - The additional parking spaces will assist in supporting the town centre economy.
 - Remaining financially sustainable to deliver these service priorities - The income generated will assist the council to deliver its service priorities
 - To Develop Reading as a Green City with a sustainable environment and economy at the heart of the Thames Valley - Two of the spaces have been set aside for electric charging of vehicles
 - Sustainability: Two of the spaces have been set aside for electric charging of vehicles

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 Section 138 of the Local Government and Public Involvement in Health Act 2007 places a duty on local authorities to involve local representatives when carrying out "any of its functions" by providing information, consulting or "involving in another way".
- 6.2 Statutory consultation will be carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.
- 6.3 Representatives from the neighbouring estate have been consulted and no adverse comments received.

7. LEGAL IMPLICATIONS

- 7.1 Traffic Regulation Orders will require advertisement and consultation, under the Traffic Management Act 2004 and/or the Road Traffic Regulation Act 1984 and in

accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

8. EQUALITY IMPACT ASSESSMENT

8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- eliminate discrimination, harassment, victimization and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it

9. FINANCIAL IMPLICATIONS

9.1 See Appendix A.

10. BACKGROUND PAPERS

10.1 None

Appendix A

FINANCIAL IMPLICATIONS

The financial implications arising from the proposals set out in this report are set out below:-

Revenue Implications.

1. Proposed Tariff

up to	£
30 Minutes	.80
60 Minutes	1.50
2 Hours	3.10
3 Hours	4.20
4 Hours	5.00
Overnight	6.00 (18:30 - 07:00)

Annual income

Assuming 20% Occupancy	£19,568
Assuming 40% Occupancy	£29,777
Assuming 60% Occupancy	£58,705

2. Capital Implications

2 x Machines, Signage, Legal Services, Advertising, Ground Works. Estimated £16,000

3. Value for Money (VFM)

The scheme utilises the existing procurement exercise by parking services.

4. Risk Assessment.

The location carries a degree of risk as it needs to become established. Signage and marketing will reduce risks and the modelling has reflects the income targets.