

**REPORT TO:** Cabinet Member Technical Services  
Cabinet Member – Leisure & Tourism

**DATE:** 3<sup>rd</sup> November 2010  
1<sup>st</sup> December 2010

**SUBJECT:** Proposed Car Park Charging Order – Crosby Civic Hall/Library,  
Hougoumont Avenue, Crosby Coastal Park, Blucher Street and Burbo  
Bank Car Parks

**WARDS  
AFFECTED:** Blundellsands/Church/Victoria

**REPORT OF:** Andy Wallis Planning & Economic Development Director

**CONTACT  
OFFICER:** Stuart Waldron Assistant Director Transport & Spatial Planning  
0151 934 4006

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

For Cabinet Member Technical Services to consider how to proceed with regards to the proposals to introduce Pay and Display Parking in the Waterloo and Crosby Coastal off-street car parks. As referred by the Crosby Area Committee.

To inform Cabinet Member Leisure and Tourism of the current position regarding Leisure facilities.

**REASON WHY DECISION REQUIRED:**

Council on the 17<sup>th</sup> December 2009 approved for inclusion in 2010/11 and future Council budgets income of £77,000 to be generated from the introduction of Pay and Display Parking in the Waterloo and Crosby Coastal area off-street car parks. The decision on the detail of the parking scheme and hence necessary Traffic Regulation Order for how this is to be achieved is delegated to the Crosby Area Committee. However, at their meeting on the 20<sup>th</sup> January 2010, the Crosby Area Committee referred the matter to Cabinet Member Technical Services. Hence a decision of the Cabinet Member Technical Services is now required to achieve Council's budget approvals.

**RECOMMENDATION(S):**

It is recommended that:

Cabinet Member Technical Services:

- i) Approve the proposed Traffic Regulation Orders for the introduction of a Pay & Display Car Parking scheme for the Waterloo and Crosby coastal off-street car parks, as detailed in the report.
- ii) Approve the progression of the necessary legal procedures, including those of public consultation and advertising the Councils intention to implement the orders.
- iii) Refer the report to Cabinet Member Leisure and Tourism for information.

**KEY DECISION:** No

**FORWARD PLAN:** No

**IMPLEMENTATION DATE:** Following the expiry of the 'call in 'period for the minutes of the meeting

**ALTERNATIVE OPTIONS:**

There are no alternative options to the making of a Traffic Regulation Order

**IMPLICATIONS:**

**Budget/Policy Framework:** Council on the 17<sup>th</sup> December 2009, considered a report on the Transformational Programme Update – Strategic Budget Review and approved savings that included:

- Introduction of pay and display charges to the Crosby Civic Hall/Library Car Park
- Establish pay and display parking on the Coastal car parks in Crosby

**Financial:** The Council resolution of the 17<sup>th</sup> December 2009 introduced a need to generate a surplus of £77,000 from the operation of pay and display on these car parks from 2010/11 onwards. This was subsequently amended by Council on the 4 March 2010, to £39,000 in 2010/11 reverting to £77,000 from 2011/12 onwards.

<b><u>CAPITAL EXPENDITURE</u></b>	<b>2009/ 2010 £</b>	<b>2010/ 2011 £</b>	<b>2011/ 2012 £</b>	<b>2012/ 2013</b>
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<b><u>REVENUE IMPLICATIONS</u></b>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

**Legal:** The Council approved the budget implication of the proposal on the 17<sup>th</sup> December 2009. Approving the detail of the necessary Traffic Regulation Order to achieve this is delegated within the constitution to the relevant Area Committee. The Area Committee have referred the matter to Cabinet Member Technical Services for determination.

**Risk Assessment:** Failure to progress the proposed will mean a shortfall of income to the Council budget in 2010/11 and future years.

**Asset Management:**

**CONSULTATION UNDERTAKEN/VIEWS**

FD 500 – The Interim Head of Corporate Finance & Information Services has been consulted and his comments have been incorporated into this report.

LEGAL SERVICES DEPARTMENT  
LEISURE AND TOURISM DEPARTMENT

**CORPORATE OBJECTIVE MONITORING:**

<b><u>Corporate Objective</u></b>		<b><u>Positive Impact</u></b>	<b><u>Neutral Impact</u></b>	<b><u>Negative Impact</u></b>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability	√		
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy		√	
8	Children and Young People		√	

**LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT**

Report to Crosby Area Committee – 20<sup>th</sup> January 2010, Proposed Car Park Charging Order – Crosby Civil Hall/Library, Hougoumont Avenue, Crosby Marina, Blucher Street and Burbo Bank Car Parks

## 1.0 Background

- 1.1 Council on the 17<sup>th</sup> December 2009, considered a report on the Transformational Programme Update – Strategic Budget Review and approved savings that included:
- Introduction of Pay and Display charges to the Crosby Civic Hall/Library Car Parks.
  - Establish most of Pay and Display parking on the Coastal Car Parks in Crosby.
- 1.2 The Council approved the proposals anticipate a surplus of £77,000 for inclusion in the Council budget from 2010/11 onwards.
- 1.3 Under the Council's Constitution approval of the Traffic Regulation Orders (TRO) required to implement these measures is delegated to the Area Committee.
- 1.4 Crosby Area Committee on the 20<sup>th</sup> January 2010, considered a report seeking approval for a pay and display scheme on the following off-street car parks including details for the proposed scale of charges:
- Civic Centre/Library Car Park
  - Hougoumont Avenue Car Park
  - Crosby Coastal Park Car Park
  - Blucher Street Car Park
  - Crosby Leisure Centre Car Park
  - Burbo Bank Car Park
- 1.5 The Crosby Area Committee resolved to refer the matter to the Cabinet Member Technical Services with a request that the car parks and car parking charges, including a possible subsidy for residents, in the Crosby Area be re-examined.
- 1.6 During consideration of the report a number of issues were raised with the request that Cabinet Member Technical Services take this into consideration.
- 1.7 In view of the request by the Area Committee and subsequent delay in progressing the scheme Cabinet and Council on the 4<sup>th</sup> March 2010 resolved to amend the income targets as follows:

	Total Revised £m
2010/11	0.039
2011/12	0.077
2012/13 onwards	0.077

## 2.0 Issues raised by Crosby Area Committee

- 2.1 The main issues raised that have been further discussed with Crosby Ward Councillors at Transportation Member Officer Working Party meetings in June and October 2010 can be summarised as follows:

- i) Consultation with local businesses and residents

Issues raised by the Waterloo Traders Association in January 2010 and by the Waterloo Business Village Partnership at a joint meeting of the Sefton Business Village/Enterprises in February 2010, raised the following issues:

- To reduce impact on local businesses in Waterloo 2 hour free parking is required (i.e. charges only to apply to longer stay parking)
- Annual permits required
- Leisure car parks to have reduced hours – say 10.00a.m to 5.00p.m
- On-street parking on South Road area to be reviewed to increase availability of short-term parking.

ii) Condition of Car parks

A number of these car parks, particularly Burbo Bank, require investment to bring facilities up to an acceptable standard.

### **3.0 Cabinet Member Proposals**

3.1 Cabinet Member has reviewed the Area Committee and local traders requests and considered the detailed implications on the Parking and Leisure Services and proposes the following:

i) Initial Free Period for Short Stay parking

A free first half hour period is currently being provided at Crosby Town Centre off-street car parks to aid short stay visits to shops, banks etc. Due to the level of resources required to effectively manage and enforce this facility, the Parking Service Review in November 2008 proposed its removal and the introduction of a small initial charge. Cabinet on the 27<sup>th</sup> November 2008, resolved to defer the change until April 2010. The proposal is still subject to review linked to town centre development proposals.

The intention is still to progress this change and it is considered the Crosby Town centre and Waterloo off-street car parks should have consistent charging regimes. Consequently, to avoid abortive costs in having to change charges in Waterloo soon after implementation it is proposed not to include a free initial half hour period.

ii) Residents Permits

In accordance with similar schemes to access Council seafront car parking in Formby and Southport, it is proposed to offer a Sefton Residents Car Park Pass for the four Crosby Sea front car parks at an initial annual charge of £35. Discussions are ongoing between the Planning and Economic Development and Leisure and Tourism Departments on developing an efficient administrative system for the permit with applications being primarily through an online system or at Crosby Library. Details will be finalised prior to the Pay and Display charges being introduced.

iii) Operational Times – Leisure Car Parks

This is noted and agreed would be beneficial to local residents, hence operation times on the Coastal Leisure car parks will be 10.00a.m to 5.00p.m

iv) Review of On-street

There is an ongoing review of parking in the South Road Area considering day time and evening demands. This will take account of Members requests that use of available parking capacity in roads that access onto South road be maximised, potentially through increased use of dual use parking bays for residents and businesses. Consultation will initially be undertaken with Ward Councillors in the near future

v) Refunds etc

Visitors to the Crosby Leisure Centre currently pay a charge to use the facilities, in consultation with the private company that operates the facility, a refund to cover the parking charge will be provided. A similar system operates across other leisure car parks throughout the borough.

However, as the library does not make a charge for use of the facility, to introduce a refund system would place high administrative demands on limited resource and is therefore not proposed to be included in the scheme.

Further consideration has been given to the proposals at Crosby Coastal Park Car Park and how this will operate in relation to parking at the Lakeside Adventure Centre. It is now proposed for the pay and display system to include this facilities car park and the Centre will administer a refund system.

vi) Consultation

The Council in December 2009 approved the implementation of a scheme and the budget implications. The views of business, as represented by Local Traders and the Village Partnership, have been taken into consideration. As the car parks are for visitors to the areas there is no direct impact on residents parking that in the case of Waterloo is extensively covered by Residents Privileged Parking Schemes. In accordance with statutory requirements the draft traffic regulation orders will be published and advertised for receipt of objectives

vii) Displaced Parking

Detailed on-street surveys in the vicinity of all the car parks will be undertaken prior to the commencement of the charges. Any transfer of parking to adjacent areas as a result of introducing the charges can then be quantified. If issues are identified appropriate traffic management measures will then be considered commensurate with the impact of the parking to the safe free flow of traffic and access to properties and services. Measures considered will range from provision of 'H' bracket markings to a range of waiting restrictions and possibly resident privilege parking in specific circumstances.

viii) Improvements to Car Parks

The scope and scale of necessary improvement will be assessed and programmed for implementation as financial resources permit. It is currently recognised that improvements to the Burbo Bank Seafront Car Park requires early attention.

Administration/management of car parks

The responsibility for the six off-street car parks being considered for Pay & Display charges is split between the portfolios of the Cabinet Member technical Services and Cabinet member Leisure and Tourism. Proposals are being developed for one department, probably the Traffic Services Unit of the Planning and Economic Development Department who currently manage the council town Centre and on-street parking sites, to take responsibility for all Waterloo and Crosby seafront car parks. Arrangements will be put in place with regard to existing resources, and distribution of costs and income.

**4.0 Proposal**

4.1 Further to consideration of the issues raised by Crosby Area Committee and the Business Partnership as outlined above the revised proposed scheme is as follows:

Scale of Charges

In November 2009, Cabinet approved a 5 year programme of charges for Council parking throughout the borough. This included a general increase to Pay and Display charges from the 1<sup>st</sup> April 2011. Although the charges in Waterloo/Crosby may be introduced prior to April 2011, to avoid additional cost by requiring changes to machines to accept new charges soon after installation the April 2011 charges will apply from the date of implementation.

To maintain continuity of charges in the Crosby Area proposed charges accord with those in the off-street car parks in Crosby Town Centre.

Hougoumont Avenue off-street car park

Times of operation: 8.00a.m – 6.00p.m – Monday to Saturday (6 days)

Charges: up to 30 minutes-	20p
Up to 2 hours -	80p
Up to 4 hours -	£1.50
Over 4 hours -	£3.00



### Crosby Civic Hall/Library

Times of operation: 8.00a.m – 6.00p.m – Monday to Saturday (6 days)  
Free Parking on Sunday

Charges: up to 30 minutes-	20p
Up to 2 hours	- 80p
Up to 4 hours	- £1.50
Over 4 hours	- £3.00

### Crosby Coastal Park/Blucher Street/Crosby Leisure Centre/Burbo Bank

Times of operation: 10.00a.m – 5.00p.m – Monday to Sunday (7 days)

Charges: up to 30 minutes-	20p
Up to 2 hours	- 80p
Up to 4 hours	- £1.50
Over 4 hours	- £3.00

Crosby Leisure Centre/Crosby Coastal Park – Pay and Display machines will issue a dual ticket to enable a system of refunds for visitors paying to use facilities at the Crosby Leisure Centre and Crosby Lakeside Adventure Centre.

## **5.0 Timescale/Procedure for Making Traffic Regulation Order**

- 5.1 Once the Traffic Regulation Order has been initially approved, the proposal will have to be advertised to permit the receipt of objections.
- 5.2 Consequently, subject to the approval of this report, a notice would be placed in the Crosby Herald in mid November 2010. A period of 21 days must be allowed for written submissions.
- 5.3 If objections are submitted they will be considered by Cabinet Member Technical Services. Consequently, objections would be formally considered in mid December 2010.
- 5.4 It will take a minimum of 10 weeks to produce the delivery and installation of the Pay and Display machines; hence if no objections are received the scheme could be implemented in February 2011. If objections are received subject to the outcome of Cabinet Member's consideration of these objections the earliest a scheme could become optional would be mid April 2011. Further delays could occur should the 'call in' procedure be involved at either formal stage.

## **6.0 Financial Implications**

### **6.1 Income**

The estimated full year income from the total scheme is £140,000, with annual operational costs of £30,000 leaving a surplus of £110,000.

The detailed accounting of this income and costs will be agreed between the Technical Services and Leisure & Tourism portfolios.

Subject to the progress of the Traffic Regulation Orders, as discussed in 5.0 above, income in 2010/11 could be at least in the order of £10,000. This is below the Council budget requirement of £38,000.

## 6.2 Implementation Costs

The overall cost for introducing the scheme at the 6 sites is £145,000. Previous practice with the introduction of Pay and Display schemes has been to have an implementation date early in the financial year and to recover implementation costs from first year income. The prudential borrowing cost of this equates to £16,400pa over 10 years. This will be offset against the surplus of £110,000 shown in 6.1 above, to leave a net projected surplus of £93,600. This will enable the budget target of £77,000 to be achieved for 2011/12 onwards.

## 7.0 **Recommendation**

- 7.1 It is recommended that Cabinet Member Technical Services proceed with the necessary Traffic Regulation Orders to introduce a scheme of pay and display charges on the Waterloo and Crosby Coastal Car parks as detailed in the report.
- 7.2 It is recommended that Cabinet Member Technical Services approve the progression of the necessary legal procedures, including those of public consultation and advertising the Council's intention to implement the orders.
- 7.3 The report be referred to Cabinet Member Leisure and Tourism for information.