

**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**  
**EXECUTIVE MANAGEMENT TEAM'S REPORT TO THE**  
**CABINET**

**Date** 16<sup>th</sup> September 2015

1. **REPORT TITLE** Off Street Parking Order

**Submitted by:** Engineering Manager - Graham Williams

**Portfolio:** Town Centres, Business & Assets

**Ward(s) affected:** Town

**Purpose of the Report**

To seek authority to amend the consolidated off-street parking order for the car parks contained in the report.

**Recommendations**

1. That members approve the consultation for the addition and variation of the existing consolidated off street parking order.
2. That members delegate the decision to make the order to the Executive Director of Regeneration and Development in consultation with the Cabinet portfolio holder for Town Centres Business and Assets.

**Reasons**

To bring the management of the car parks in line with the other town centre car parks it is appropriate that the Council considers varying the Off Street Parking Order. Subject to consultation it is recommended that the variation to the order is made by the Executive Director in consultation with the Portfolio Holder.

1. **Background**

- 1.1 The Council has a duty to manage off street parking with Civil Enforcement Parking Officers able to enforce parking in line with the relevant traffic regulation order. All on street parking is the responsibility for the County Council.
- 1.2 The management of the majority of the town centre car parks is undertaken in accordance with the Traffic Management Act and the associated Off Street Parking Order. There are a small number of car parks particularly around the Civic Offices which relied upon used enforcement legislation which is now no longer available and are therefore dependent on car users parking responsibly. Whilst the vast majority of car users do park considerately, there are increasing instances whereby the lack of control on these car parks causes problems with vehicles and private accesses being blocked in by other car park users.

2. **Issues**

- 2.1 The adopted Off Street Parking Orders do not currently cover all necessary areas and all time periods so are insufficient to enable the full enforcement approach where car users are

unwilling to co-operate. It is therefore recommended that the order is updated and consultation is undertaken.

2.2 Whilst completing this review it is appropriate for the Council to consider placing restrictions on the named car parks to enable effective and consistent charging and use of permits.

### 3. **Proposal**

3.1 To enable adequate management of the car parks the existing Off Street Parking Order needs to be varied and added to; this will enable a consistent management approach across all the car parks and appropriate charging.

3.2 The table below outlines the details of the proposed Off Street Parking Order variation. However the amendments can be summarised as: adding the Permit restrictions in the week to off street parking in Merrial Street and the Civic Offices, then introducing Permit parking on the car parks at Bankside, Rear of High Street and Fogg Street East.

Parking Place	Class of Vehicle	(a) days of operation (b) hours of operation	Charging Days and Hours	Maximum Period of Waiting	Charging Approach (Fees set annually)	Exiting, Additional or New
<b>Variation to Existing Car Parks</b>						
3. Merrial Street	Passenger vehicle Goods vehicle Motor vehicle	(a) All days (b) All hours	Saturday 08:00-21:00		Pay and Display	Existing
	Passenger vehicle Goods vehicle Motor vehicle	(a) All days (b) All hours	Monday – Friday 08:00-21:00	24 hours	Permit Only	Additional
4. Civic Offices	Passenger vehicle Goods vehicle Motor vehicle	(a) All days (b) All hours	Saturday 08:00-21:00		Pay and Display	Existing
	Passenger vehicle Goods vehicle Motor vehicle	(a) All days (b) All hours	Monday – Friday 08:00-21:00	24 hours	Permit Only	Additional
<b>New Car Parks</b>						
17. Bankside	Passenger vehicle Goods vehicle Motor vehicle	(a) All days (b) All hours	Monday – Saturday 08:00-21:00	24 hours	Permit Only	New
18. Rear High Street	Passenger vehicle Goods vehicle Motor vehicle	(a) All days (b) All hours	Monday – Saturday 08:00-21:00	24 hours	Permit Only	New
19. Fogg Street East	Passenger vehicle Goods vehicle Motor vehicle	(a) All days (b) All hours	Monday – Saturday 08:00-21:00	24 hours	Permit Only	New

3.3 Rear High Street already has individually numbered bays and it is proposed that the rear of Fogg Street East is marked in a similar way. These car parks are generally used by local businesses operating in the adjoining retail premises and therefore it is proposed to discuss the changes with these businesses in order that they may apply for a Permit. Should a Permit holder wish to purchase another Permit for the same numbered bay it is proposed to

charge an additional £25 per quarter for each additional same numbered Permit. This will provide a convenient option for Permit holders not wishing to swap the Permit between vehicles.

4. **Outcomes Linked to Sustainable Community Strategy and Corporate Priorities**

- 4.1 The effective management of the off-street car parking supports the operation of the town centre, contributing to a safe and viable area.

5. **Legal and Statutory Implications**

- 5.1 The variation to the existing Off Street Parking Order would be made under the Road Traffic Act 1984, with the enforcement being carried out in accordance with the Traffic Management Act 2004.

6. **Equality Impact Assessment**

- 6.1 The proposed changes to the Order should minimise the inappropriate use of disabled spaces by none Blue badge holders.

7. **Financial and Resource Implications**

- 7.1 There would be a capital cost of implementing the scheme of about £4,500; this includes the advertising associated with the order, the necessary signage and any necessary road marking.
- 7.2 The additional income generated by the proposed changes could be up to £13,000 depending on the sale of the Permits.

8. **Key Decision Information**

- 8.1 This is not a key decision as it only affects one ward and there are minor financial implications.

9. **Background Papers**

- 9.1 The proposed off street parking order is available on request from the Engineers' section.