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FRIDAY 2ND MARCH 2018

TO: THE EXECUTIVE BOARD MEMBER FOR ENVIRONMENT

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE **EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR ENVIRONMENT** WHICH WILL BE HELD IN **REGENERATION MEETING ROOM, COUNTY HALL, CARMARTHEN**, AT **2.00 PM**, ON **FRIDAY, 9TH MARCH, 2018** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Mark James CBE

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Janine Owen
Telephone (direct line):	01267 224030
E-Mail:	JanineOwen@carmarthenshire.gov.uk
Ref:	AD016-001

A G E N D A

1. DECLARATIONS OF PERSONAL INTEREST
2. TO SIGN AS A CORRECT RECORD THE DECISION RECORD OF THE MEETING HELD ON 15TH DECEMBER 2017 3 - 4
3. USE OF ALLOCATION OF 2017/18 WELSH GOVERNMENT FUNDING FOR PILOT PARKING INITIATIVES 5 - 14

EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR ENVIRONMENT

Friday, 15 December 2017

PRESENT: Councillor H.A.L. Evans (Executive Board Member – Environment)

The following Officers were in attendance:

S. Palmer, Project Officer - Towy Valley Path

K. Thomas, Democratic Services Officer

Room 72A , County Hall, Carmarthen - 2.00 - 2.15 pm

1. DECLARATIONS OF PERSONAL INTEREST

There were no declarations of personal interest.

2. PROPOSED RAISED PLATEAU, STATION ROAD, NANTGAREDIG

The Executive Board Member considered a report on proposals to install a raised plateau at Station Road, Nantgaredig on the southern approach to the village as part of the Council's Towy Valley Path Scheme to create a shared use path for cyclists and pedestrians between Carmarthen to Llandeilo and in so doing linking communities along that route, creating tourism opportunities and encouraging safe, sustainable and healthy travel. If adopted, the proposal would provide localised road safety improvements at Station Road whilst also providing a safer environment for users of the Towy Valley Path, in particular, 'family' cycling groups.

It was reported that in accordance with statutory procedures, a consultation exercise was undertaken from the 11th October 2017 to the 3rd November, 2017 by way of site notices, for the whole of the consultation period, together with the proposal's publication in the Carmarthen Journal. Following expiration of the consultation period, an objection had been raised from the owners of three properties situated in close proximity to the plateau. Those objections, together with the Departments response thereto, were detailed within the report and in Appendix 2.

As a consequence of that objection, the Department had examined 2 options for consideration by the Executive Board Member, with Option 1 being to proceed with the original proposal and Option 2 to replace the raised plateau with vehicle activated signs and road markings. The Department, having considered both options, recommended that based on an analysis of available traffic data, Option 1 be approved in the interest of wider road, pedestrian and cyclist safety within the Towy Valley Path programme of works.

RESOLVED that the objections received to the proposed installation of a raised plateau on Station Road, Nantgaredig be noted, but that the proposal be approved in the interest of wider road, pedestrian and cyclist safety within the Towy Valley Path programme of works.

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EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR ENVIRONMENT

9TH MARCH 2018

Executive Board Member:	Portfolio:
Cllr. H Evans	Environment

USE OF ALLOCATION OF 2017/18 WELSH GOVERNMENT FUNDING FOR PILOT PARKING INITIATIVES

Recommendations/key decisions required:

Approve the use of a £180,000 allocation from the Welsh Government in 2017/18 for pilot parking initiatives to procure and install 45 new pre-payment (pay-and-display) parking ticket machines in various town centre car parks operated by the County Council, with the aim of improving the customer experience to support the economy of town centres.

Reasons:

Approval is sought to use a £180,000 allocation from the Welsh Government in 2017/18 for pilot parking initiatives to procure new pre-payment (pay-and-display) parking ticket machines.

Directorate Name of Head of Service: Stephen G Pilliner Report Author: John McEvoy	Designation: Head of Transportation & Highways Road Safety & Traffic Manager	Tel No. 01267 228150 E Mail Address: sgpilliner@carmarthenshire.gov.uk
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Declaration of Personal Interest (if any):

None

Dispensation Granted to Make Decision (if any):

N/A

DECISION MADE:

Signed:

DATE: _____

EXECUTIVE BOARD MEMBER

The following section will be completed by the Democratic Services Officer in attendance at the meeting

Recommendation of Officer adopted	YES / NO
Recommendation of the Officer was adopted subject to the amendment(s) and reason(s) specified:	
Reason(s) why the Officer's recommendation was not adopted:	

EXECUTIVE SUMMARY
EXECUTIVE BOARD MEMBER DECISIONS MEETING FOR
ENVIRONMENT
9TH MARCH 2018

**USE OF ALLOCATION OF 2017/18 WELSH GOVERNMENT
FUNDING FOR PILOT PARKING INITIATIVES**

The Welsh Government has allocated £180,000 to Carmarthenshire County Council through the Welsh Government's Revenue Support Grant to fund pilot projects relative to parking. The funding was not hypothecated. The Welsh Government wanted to explore the relationship between the offer of free car parking, or reduction in charges, and generating a positive impact on Welsh towns and city centres. In response to a request in August 2017 from the Welsh Government's Homes and Places Division seeking an update on progress with the use of this allocation to fund pilot parking initiatives, the Council's Head of Highways and Transport submitted a monitoring report to the Welsh Government on the 31st August 2017.

A copy of the monitoring is enclosed with this report, please refer to Appendix 1

Description of pilot parking initiatives undertaken and rationale

The County Council has undertaken several trials of free parking initiatives in town centres, and currently supports five free days car parking per annum for all town centres to promote events at off peak trading periods. This programme is run in partnership with Chambers of Commerce and Town Councils. The Council has piloted and supported the following parking initiatives: -

- A free parking after three-pm initiative at Llanelli in late 2015;
 - A £1 flat parking fee to use the multi storey car park on Saturdays in the last 12 weeks of 2017;
- and measured the outcome of both initiatives. The Council has also implemented free limited waiting bays at town centres, and is seeking to extend this on-street scheme in Llanelli this year.

The Council will re-designate a number of short and long stay bays at town centre car parks in Carmarthen.

The overall objective is to improve the customer experience to support the economy of town centres, provide a mix of sustainable travel options and manage traffic flows.

In addition to this town centre traders have requested the Council modernise the metering technology to support payment via wireless debit and credit card facilities at Council run car parks to support card payments to improve the customer experience.

Recommendation:

Approve the use of a £180,000 allocation from the Welsh Government in 2017/18 for pilot parking initiatives to procure and install 45 new pre-payment (pay-and-display) parking ticket machines in various town centre car parks operated by the County Council, with the aim of improving the customer experience to support the economy of town centres.

DETAILED REPORT ATTACHED?

NO. APPENDIX 1

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: S. G. Pilliner Head of Transportation and Highways

Policy and Crime & Disorder	Legal	Finance	ICT	Risk Management Issues	Organisational Development	Physical Assets
NONE	NONE	YES	YES	YES	YES	YES

1. Policy, Crime & Disorder and Equalities

No implications.

2. Legal

The upgrade of parking ticket machines in various town centre car parks operated by the County Council will not require any amendments to the off-street parking places consolidated regulation order that sets the parking charge tariffs.

3. Finance

It is proposed that new parking ticket machines will be installed at various town centre car parks operated by the County Council to replace existing parking machines that have reached the end of their service life.

A tender exercise to purchase new parking ticket machines was undertaken in December 2017/January 2018, on behalf of the Council's Leisure and Highways & Transport divisions. Based on this tender competition a preferred supplier has been selected to supply, install and commission new parking ticket machines.

The cost to supply, install and commission each parking ticket machine is £3,950.00. With a budget allocation of £180,000 a total of forty five [45] new machines can be purchased from the preferred supplier.

The cost to service each new parking ticket machine will be £165.00 per quarter. This is an increase of £75. The current quarterly service cost per parking ticket machine of £90.00. The increased quarterly maintenance cost reflects the more advanced technology in the new machines. The increased cost to maintain the fleet of new parking ticket machines will be met from the Parking Services off-street parking places maintenance revenue budget.

The cost to purchase a new centralised car parking management software system (whereby all new parking machines are networked wirelessly to a centralised software system) is £12,447.95. There is no further cost for annual system licence and support of this system over the four year term of the contract to supply new parking technology. The cost of the new centralised car parking management software system will be met from the Parking Services off-street parking places maintenance revenue budget.

4. ICT

The controlling software and associated data storage for the new centralised car parking management system will be transferred from a local PC server based in the Council's Parking Services office in Parc Myrddin Carmarthen, to a cloud-based server operated by the software supplier.

5. Risk Management Issues

With regards to the potential for theft from and vandalism to parking ticket machines the Council's Parking Services Manager will continue to liaise with the Dyfed Powys Police Designing Out Crime Officer regarding the safety and security of the Council's town centre car parks, and regularly update individual car park risk assessment documents.

6. Physical Assets

The new parking ticket machines will be inspected daily by civil enforcement officers who are trained to check that the machines are operating correctly.

The new parking machines will be serviced on a quarterly basis by specially trained technician officers as part of the parking machine annual maintenance contract.

7. Staffing Implications

The council civil enforcement officer will carry out daily checks of the new parking ticket machines as part of their normal duties. The officers will receive training in the use and inspection of the new machines.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **S. G. Pilliner** Head of Transportation and Highways

1. **Scrutiny Committee** - Not applicable.
2. **Local Member(s)** - Not applicable.
3. **Community / Town Council** - Not applicable.
4. **Relevant Partners** - Not applicable.
5. **Staff Side Representatives and other Organisations** - Not applicable.

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Car parking charges: Executive Board : 26 th July 2016		http://democracy.carmarthenshire.gov.wales/documents/s7591/Summary.pdf
Environmental & Public Protection Scrutiny Committee Task & Finish Group Final Report 2015/16		http://democracy.carmarthenshire.gov.wales/documents/s7592/Report.pdf

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Eich cyf / Your ref
Ein cyf / Our ref



Llywodraeth Cymru
Welsh Government

Delivered by email

August 2017

Dear Sir / Madam

Pilot initiatives to explore the contribution free and other car parking strategies can make to the regeneration of our towns and cities

As part of the 2017-18 Budget Agreement with Plaid Cymru, £3 million has been allocated through the Revenue Support Grant to fund pilots to end town centre car parking charges. The purpose of the funding is to support pilots in every local authority to explore the relationship between the offer of free car parking, or reduction in charges, and generating a positive impact on Welsh towns and city centres.

Further to the letter sent to all local authorities on 15 March by the Cabinet Secretary for Communities and Children I am writing to lead officers seeking an update on progress. I would be grateful if you could complete and return the Monitoring Report on the following page to me by 31 August. Should you wish to return the form by email my address is leanne.thomas21@gov.wales

An important part of the process was to understand existing approaches and an online survey was completed by all local authorities. It is a pleasure to be able to share this Welsh Government report into Car Park Charging Strategies with you. It is available online by following the link below.

<http://gov.wales/statistics-and-research/car-park-charging/?lang=en>

If you have any queries please do not hesitate in contacting me.

Yours sincerely

Leanne Thomas
Homes and Places Division

Parc Cathays • Cathays Park
Caerdydd • Cardiff
CF10 3NQ

Canolfan Cyswllt Cyntaf / First Point of Contact Centre:
0300 0604400
leanne.thomas21@gov.wales

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

Pilot initiative to explore the contribution free and other car parking strategies can make to the regeneration of our towns and cities

Monitoring Report - August 2017

Local Authority	Carmarthenshire County Council
Areas covered by pilots Town / city / area	Carmarthenshire
Description of approach undertaken and rationale Outline the approach being undertaken and the objectives of the initiative	<p>The County Council has undertaken several trials of free parking initiatives in town centres and supports five free days car parking per annum for all town centres to promote events at off peak trading periods. This programme is run in partnership with Chambers of Commerce and Town Councils. The Council also piloted free parking after three initiative at Llanelli in 2015 and measured the outcome of the project. The Council has also implemented free limited waiting bays at town centres and are seeking to extend this at Llanelli this year. In addition to this town centre traders have requested the Council modernise the metering technology at Council run car parks to support card payments to improve the customer experience. The Council will re designate a number of short and long stay bays at town centre car parks in Carmarthen. The overall objective is to improve the customer experience to support the economy of town centres, provide a mix of sustainable travel options and manage traffic flows.</p>
Financial Outline the costs and how the funding is being used.	<p>The authority has currently issued a tender for the supply of new technology with a value of circa £150,000. Our existing five free parking days per annum costs £30,000 per annum and the introduction of limited waiting bays is currently being evaluated.</p>
Measuring Performance Outline your approach to measuring the impact of your pilots, including consideration of key performance indicators (such as footfall).	<p>Surveys have been undertaken on car park usage, footfall counters are in place at some locations and where the pilot was introduced for free car parking after three in 2015, there is a detailed report available that includes car park usage and customer feedback. In terms of the technology all our sites are remotely monitored and we have detailed analysis of car park usage over a number of years to analyse trends in performance once introduced.</p>

Timescales and completion date	Five free days are currently in place and run from April to March. Technology and changes to bays will be introduced in the first quarter of 2018.
Contact details for future reference	Steve Pilliner SGPilliner@Carmarthenshire.gov.uk Tel. 01267 228150

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