

Report of Parking Manager

Report to Chief Officer (Highways and Transportation)

Date: 28 June 2015

Subject: Parking Places Order on Castle Street Temporary Car Park, Leeds City Centre

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): City & Hunslet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The Council is opening a short stay pay and display temporary car park on land previously occupied by the International Pool building in Leeds City Centre. Access is via Castle Street.
2. A parking places order is proposed which will enable Civil Enforcement officers to issue Penalty Charge Notices to any vehicles parked in contravention of the restrictions.

Recommendations

3. The Chief Officer (Highways and Transportation) is requested to :
 - i) note and approve the contents of this report ;
 - ii) instruct the City Solicitor to advertise a draft amendment Order to the Leeds City Council (Off Street Parking Places) Consolidation Order 2010 to incorporate the car park as shown on drawing No. SD/2925/GA/3 as a temporary off street car park to operate on the days and between the times stated and to introduce the tariffs as detailed in paragraph 3.2 and if no valid objections are received to make and seal the Order as advertised.

1 Purpose of this report

To seek authority to promote an amendment Order to the Leeds City Council (Off Street Parking Places) Consolidation Order 2010 to include Castle Street car park as a temporary off street car park .

2 Background information

- 2.1 The old International Pool building was demolished in 2009 and the site has remained empty since then. Although it is being marketed as a development site at the time of writing no potential purchaser had been identified. The surface has been compacted and provides a suitable surface for a car park. The site includes a vehicle entrance in tarmac from Castle Street and perimeter fencing. It has been used as overflow parking and storage area for one off events such as Tour de France but otherwise has not been used since demolition.
- 2.2 Temporary planning consent has been granted for using the site as a car park for a period of 3 years. There are a number of planning conditions, the most relevant ones being :
- Minimum penalty charge of £25 for over 5 hours stay
 - Must be locked between 6am – 9.30 am
 - Full lighting scheme required
- 2.3 The decision to open the car park and secure planning consent has already been promoted by City Development, Asset Management service. The purpose of this report is to promote an Order amending the existing Leeds City Council (Off Street Parking Places) Consolidation Order 2010 which allows the Council's Civil Enforcement Officers to issue Penalty Charge Notices to vehicles that contravene the restrictions. A ticket issued without the temporary car park being incorporated into the 2010 Consolidation Order is not legally enforceable. Therefore if an amendment Order is not promoted the Council will need to operate the car park in a different way, for example by staffing it or installing a barrier system.

3 Main issues

- 3.1 There will be space for about 300 cars, although this is an estimate as the temporary car park will not be surfaced and individual bays will not be indicated. There is already a short stay restriction in place in the on street parking spaces in the area and the recommended tariffs are in line with these prices. This should prevent the temporary car park from competing with the existing Council owned spaces.
- 3.2 The following tariffs are recommended :

Monday to Friday 9.30am - 6.00pm

Up to 1 hour	£2.60
Up to 2 hours	£4.90
Up to 3 hours	£5.50
Up to 4 hours	£6
Up to 5 hours	£7

Maximum stay 5 hours

After 6pm £2.00

Saturday 9.30am - 6.00pm

Up to 1 hour	£1.00
Up to 2 hours	£2.00
Up to 3 hours	£3.00
Up to 4 hours	£4.00
Up to 5 hours	£5.00

After 6pm £2.00

 Sunday 10.00am – 6.00pm

Up to 4 hours	£1.00
Over 4 hours	£4.00

After 6pm £2.00

 Bank Holidays FREE

- 3.3 There will be 10 disabled spaces at the St Pauls Street end of the car park, these will be provided with a tarmac surface and clear lining and will be reserved for blue badge holders.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Members have been consulted as part of the planning process.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 An Equality Screening Document is attached. No implications have been identified. Motorists who display a disabled parking badge will be exempt from the 5 hour restriction and able to park for an unlimited period.

4.4 Resources and value for money

- 4.4.1 The costs of these changes are estimated at £3000 which will be met from the Parking services revenue budgets. Ongoing enforcement costs will be met from the income from Penalty Charge Notices. If there are few offences patrols will be reduced accordingly.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 The decision to introduce a limited waiting restriction is an Administrative Decision that can be made under the Scheme of Delegation; the decision is not subject to Call In.

4.6 Risk Management

- 4.6.1 The main risk is introducing a new regime that is unsuitable and leads to low occupancy, representing poor use of the car park asset and increased congestion. The effect of the changes will be closely monitored following its introduction.

5 Conclusions

- 5.1 There is a need to promote an amendment Order to the Leeds City Council (Off Street Parking Places) Consolidation Order 2010 to include Castle Street car park as a temporary off street car park to allow the Council to enforce the restrictions.

6 Recommendations

- 6.1 The Chief Officer (Highways and Transportation) is requested to :
- i) note and approve the contents of this report ;
 - ii) instruct the City Solicitor to advertise a draft amendment Order to the Leeds City Council (Off Street Parking Places) Consolidation Order 2010 to incorporate the car park as shown on drawing No. SD/2925/GA/3 as a temporary off street car park to operate on the days and between the times stated and to introduce the tariffs as detailed in Paragraph 3.2 and if no valid objections are received to make and seal the Order as advertised.

7. Background documents¹

- 7.1 Equality Impact screening document.
- 7.2 Plan of the Car Park (ref SD/2925/GA/3)

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.