

Lichfield City Centre Car Parking Strategy

Report of the Cabinet Member responsible for Major Projects

Date:	9 th November 2021
Agenda Item:	3
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Key Decision?	YES
Local Ward Members	All Members



CABINET

1. Executive Summary

- 1.1 The Lichfield City Centre Masterplan was approved by the Council in October 2020 and provides the strategic context for the Lichfield City Centre Car Parking Strategy (“the Strategy”). The strategy proposed through this report is based on an evidence base produced by consultants appointed in January 2021. The consultants reviewed existing parking provision, current usage and forecast future parking requirements, and produced a report with a set of recommended actions. They also undertook extensive stakeholder and public engagement between February-March 2021.
- 1.2 The resulting City Centre Car Parking Strategy (Appendix A) aligns with the Council’s aspirations and ambitions as set out in the Lichfield City Centre Masterplan. It is supported by a Project Delivery Action Plan (Appendix B), detailing the proposed projects for implementation, the resources required and responsibility for their delivery. Indicative costs are included for all projects. Further work will be needed to finalise costs and source appropriate funding for any additional expenditure items.
- 1.3 The evidence base created in developing the strategy is submitted with this report (Appendix C).
- 1.4 The Strategy reflects existing and expected future capacity, and sets the quality, pricing and technology targets for use in the Council’s car parks alongside informing the Council’s approach to car park management and meeting users’ needs and expectations. Together, the strategy and action plan set out a plan to manage the future of car parking in the City Centre, helping to establish future parking behaviours and to improve the experience for residents and visitors to the City’s car parks.

2. Recommendations

- 2.1 It is recommended that Cabinet:
 - i) approves the Car Parking Strategy (Appendix A) and Project Delivery Action Plan (Appendix B).
 - ii) recommends to Council:
 - a) to allocate an additional £650,000 to the Medium Term Financial Strategy (£630,000 in the Capital Programme and £20,000 in the revenue budget detailed in the financial implications section) for the delivery of interventions contained in the Project Delivery Action Plan.
 - b) The funding for these projects will be provided either through external funding or in the event this is not available, from the car park earmarked reserve.

3. Background

- 3.1 The Lichfield City Centre Masterplan was endorsed by the Council in October 2020. A Delivery Plan was agreed by the Project Board earlier this year and sets out the actions to deliver the first 5 years of the Masterplan. This document sets out that delivery of a car parking strategy is a priority and should be delivered by January 2022.
- 3.2 2020 Highway & Transportation Consultants (“2020”) were commissioned in January 2021 to undertake work to develop an evidence base that would help the Council to create a comprehensive route map with respect to the long term approach to car parking provision within Lichfield city centre.
- 3.3 The consultants specifically looked at car parks that serve Lichfield city centre and provide for both short and long stays. There are approximately 2,100 spaces across the various car parks that LDC operate (note: the Council no longer operate Gresley Row or Backcester Lane Car Parks, however they have been included in this study as at the time of commission the Council did still operate them).
- 3.4 A report was prepared by 2020, which considers the future of car parking in the city centre, taking into account the existing national and local policy and context. It includes detailed recommendations about the future car parking provision serving the city centre and how this could look and function.
- 3.5 The report by the consultants was informed by stakeholder and public engagement. Whilst Covid restrictions meant that the engagement could not be carried out in person, alternative ways of seeking views, including online meetings with key stakeholders, displaying suggested proposals on the Council’s website, use of social media and the use of an online survey meant a wide audience was reached. The public engagement took place over a four-week period between the 22nd February and 21st March 2021. The discussion topics and questionnaire covered issues including:
- Reasons for visiting and mode of transport
 - The location(s) of the car park or road you use
 - Finding a space and any issues in doing so
 - Whether there is sufficient parking in the city centre
 - The parking experience including directional signage, safety, and locations
 - The cost of parking
 - When and how you would like to pay for parking
 - How Lichfield compares to neighbouring towns.
- 3.6 In total the survey questionnaire was completed 1,071 times. All comments received as part of the engagement were noted and analysed and were used in the development of the strategy. A summary of the Stakeholder and Public Engagement consultation responses (Appendix D).
- 3.7 Officers used the consultant’s report, evidence base and suggested recommendations to develop a final Car Parking Strategy (Appendix A), which achieves Council aspirations as to the future operation of the car parking estate and also aligns with ambitions set out in the Lichfield city centre Masterplan. The strategy sets the following objectives for parking in the city centre:
- *Provide sufficient parking capacity that will support city activities and the local economy, including a range of parking offers to suit different needs.*
 - *Provide appropriately located long and short-term parking provision that encourages an even use of all car parks.*
 - *Provide car parking, which is easy to locate, access and safe to use.*
 - *Provide car parking that offers a range of convenient payment options for the user.*

- Support carbon reduction and air quality management goals by providing the infrastructure for additional electric vehicle charging.
- Provide for a fee charging structure which appropriately balances customer expectations as to the quality of experience with the costs of maintenance, management of, and investment in, the current car park estate.

3.8 From these objectives, topics (themes) are derived, and under each topic a series of appropriate actions required to achieve the Council’s aspirations for parking in the city centre have been set. These actions are identified for the following topics:

- Parking capacity
- Technology
- Parking location
- Quality of parking experience
- Car Parking charging
- Enforcement

3.9 The final strategy was considered by the City Centre Masterplan Task & Finish Group at a meeting held on 21st October 2021. The group raised the following comments:

- *It was acknowledged that the Strategy and Action Plan presented to the Task and Finish Group were much improved and showed a clear direction that the Council wishes to take in terms of the future car parking provision within the city centre.*
- *The Task and Finish Group were happy for the Strategy and Action Plan documents to go forward to Cabinet for approval.*

3.10 A Project Delivery Action Plan, **Appendix B**, has then been developed with input from Cabinet and Project Board members to ensure delivery of actions identified under each topic area. The Action Plan details the proposed projects for implementation, the resources required and responsibility for their delivery. Indicative costs are also included.

3.11 The majority of actions in the action plan will be resourced from internal resources and existing budgets. However the action plan also includes several interventions that require additional capital funding – either from external grant funding or the Council’s Medium Term Financial Strategy. The additional Capital funding is detailed in the financial implications section below.

Alternative Options	<ol style="list-style-type: none"> 1. Members could request alternative proposals to those set out above in order to bring forward the implementation of the City Centre Car Parking Strategy 2. Members could decide not to implement the proposals as set out within the Strategy and Action Plan 																																
Consultation	<ol style="list-style-type: none"> 1. The Car Parking Strategy has been subject to officer, key stakeholder and public engagement as outlined in the main body of this report. 2. The Lichfield City Centre Masterplan Task & Finish Group have considered the document. Their comments are set out at section 3.11. 3. There will be public engagement and consultation as necessary on major projects that come forward as part of the Action Plan. 																																
Financial Implications	<p>The financial implications of projects identified in the action plan and recommended to be added to the Medium Term Financial Strategy are detailed below:</p> <table border="1" data-bbox="280 1816 1538 2096"> <thead> <tr> <th colspan="8">Capital Projects</th> </tr> <tr> <th>Project</th> <th>Description</th> <th>Priority</th> <th>2021/22</th> <th>2022/23</th> <th>2023/24</th> <th>2024/25</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>3.1</td> <td>Pilot scheme to implement ANPR Pay on Exit barrier system in Friary MS to test success of system.</td> <td>1</td> <td>£150,000</td> <td></td> <td></td> <td></td> <td>£150,000</td> </tr> <tr> <td>3.3</td> <td>Install VMS in line with recommended locations developed in the car parking</td> <td>2</td> <td></td> <td>£150,000</td> <td></td> <td></td> <td>£150,000</td> </tr> </tbody> </table>	Capital Projects								Project	Description	Priority	2021/22	2022/23	2023/24	2024/25	Total	3.1	Pilot scheme to implement ANPR Pay on Exit barrier system in Friary MS to test success of system.	1	£150,000				£150,000	3.3	Install VMS in line with recommended locations developed in the car parking	2		£150,000			£150,000
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	signage strategy, also in unison with the installation of ANPR pay on foot system.						
3.4	Card Payment systems to be made available in all car parks.	1	£100,000				£100,000
3.5	Following success of 3.1, implement pilot installation of Pay on Exit barrier system to Lombard Street Car Park.	3			£150,000		£150,000
5.1	Install Electric Vehicle charge points in city centre car parks, at a rate proportionate to demand identified through regular parking surveys and stakeholder consultation.	1	£80,000				£80,000
Total			£330,000	£150,000	£150,000	£0	£630,000

	External Funding / Existing Budgets	(£250,000)	(£198,000)	(£150,000)	£0	(£598,000)
	Existing Section 106		(£32,000)			(£32,000)
Total		(£250,000)	(£230,000)	(£150,000)	£0	(£630,000)

Revenue Projects							
Project	Description	Priority	2021/22	2022/23	2023/24	2024/25	Total
3.2	Develop a detailed car parking signage strategy	1	£20,000				£20,000
Total			£20,000	£0	£0	£0	£20,000

	External Funding / Existing Budgets	(£20,000)	£0	£0	£0	(£20,000)
Total		(£20,000)	£0	£0	£0	(£20,000)

Any revenue implications related to these projects will be funded through existing budgets.

Approved by Section 151 Officer

Yes

Legal Implications

1. There are no legal implications directly arising from the approval of this car parking strategy or action plan.
2. There are expected to be some legal implications when projects are brought forward for implementation (e.g. contract awards etc). These will be considered in due course as each project is brought forward for implementation.

Approved by Monitoring Officer

Yes

Contribution to the Delivery of the Strategic Plan

1. The Car Parking Strategy and the associated delivery documents will particularly help to support and deliver the Council's strategic objectives of developing prosperity and shaping places to benefit residents and business.
2. The implementation of projects will also assist in enabling residents and those who access services and facilities within Lichfield city centre to live healthy and active lives.

Equality, Diversity and Human Rights Implications

1. An Equality Impact Assessments is being undertaken to explore the impacts that may arise out of this strategy and associated action plan.

Crime & Safety Issues

1. The implementation of the project to develop a car park improvement plan (including improved lighting and pedestrianised walkways) is intended to provide a safer environment for the car park

	<p>user.</p> <p>2. The installation of pay on exit barrier systems will reduce the number of people avoiding paying to use the car parks.</p>
Environmental Impact	<p>1. Some of the projects that will emanate from the Action Plan will be contribute to the Council's ambitions regarding sustainable development. For example the encouragement of the use of electric vehicles via the provision of new EV Charging Points will contribute to the Council's ambitions in terms of its Climate Change pledge.</p>
GDPR / Privacy Impact Assessment	<p>1. Note that the use of ANPR will lead to the use of personal data.</p>

	Risk Description	How We Manage It	Severity of Risk (RYG)
A	Some of the proposals contained within the Action Plan may not be welcomed by all stakeholders	<p>The public and other key stakeholders have played an active part in the formulation of the Car Parking Strategy, therefore it should reflect the aims and objectives as set out previously.</p> <p>Further public consultation can take place on specific projects as they are brought forwards for delivery.</p>	<p>Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow</p>
B	The Car Parking Strategy is not taken forward by the Cabinet as a basis for the management and development of city centre car parks	Members have played an active part in the formulation of the document and have had the opportunity to provide consultation responses to the draft strategy and therefore it should reflect the aims and objectives as set out previously	<p>Likelihood: Green Impact: Yellow Severity of Risk: Yellow</p>
C	To take the Action Plan forward capital and revenue funding will be needed and this has not yet been included in the MTFS or Infrastructure Delivery Plan.	A budget will be drawn up and approved within the MTFS and reported on regularly. Options for funding from other public bodies is already being and will continue to be researched. Funding options for projects will be further considered.	<p>Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow</p>
D	Officer resource may not be available and delivery of the projects may be delayed	Additional recruitment took place for a further team member within the Major Development Projects team in December 2020. Further resource requirements for the team are currently being identified	<p>Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow</p>
E	The impact of Covid-19 on centres is not yet ascertained. Economic instability will have an impact on investment funding of major infrastructure projects. Local government funding may also decrease and the ability to bring forward development projects may be severely hampered	Further work to consider the long term impact of the pandemic on city centre car park usage will be considered throughout the delivery process. Budgets and work programmes will be adjusted as necessary.	<p>Likelihood: Red Impact: Red Severity of Risk: Red</p>
F	The car parking strategy doesn't/cannot identify the car parking requirements moving forward due to uncertainty of development mix on development sites	The Masterplan sets out the vision for development on each of the major development sites. However there may need to be some variance from this due to viability/deliverability issues. This is acknowledged within the car parking strategy and will be carefully monitored as and when the proposed development mix is clearer.	<p>Likelihood: Yellow Impact: Yellow Severity of Risk: Yellow</p>

Background documents

Appendix A – Final Lichfield City Centre Car Parking Strategy

Appendix B – Project Delivery Action Plan

Appendix C – 2020 Highway & Transportation Consultants Draft Car Parking Strategy

Appendix D - Stakeholder and Public Engagement Consultation Responses

Relevant web links

Any links for background information which may be useful to understand the context of the report