

North Yorkshire County Council
Business and Environmental Services

Executive Members

26 March 2021

1 Hour Free Parking on High Street, Northallerton and Market Place, Knaresborough

Report of the Assistant Director – Highways and Transportation

1.0 Purpose of Report

- 1.1 To apprise the Corporate Director of Business and Environmental Services (BES) and BES Executive Members of the performance of the temporary one hour free parking concession introduced in September 2020 to allow a further decision to be taken on whether to continue with the allowance or otherwise.

2.0 Background

- 2.1 In February 2020, Northallerton BID Company Ltd submitted a petition requesting the County Council reviews its existing on-street parking operation on High Street, Northallerton in context of its parking policy and extends the free parking allowance from its current duration of 30 minutes to two hours with immediate effect.
- 2.2 The petition was reviewed by way of the County Council's Right to Challenge Parking Policy Petition Scheme with the findings and recommendations presented to and approved by the Executive on 28 July 2020.
- 2.3 That review determined the existing Pay and Display (P&D) system on High Street remained an appropriately applied parking management operation in accordance with the strategic approach and policy objectives and therefore should continue in its current operation. It was however, agreed to investigate the potential for increasing the free parking time allowance on that part of High Street north of Friarage Street.
- 2.4 Notwithstanding the above, the Executive tabled and approved a separate proposal to extend the 30 minutes free parking allowance on High Street, Northallerton to one hour for the remainder of 2020 to support local businesses and shoppers in result of the ongoing Covid-19 situation and social distancing measures.
- 2.5 That extension became operational in early September 2020 applicable to all P&D parking spaces on High Street and in Market Place Knaresborough (which also offers a tariff free period within the P&D Zone) and was to remain until 31 December 2020. It was requested by The Executive that performance is monitored to allow a further decision to be taken on whether to continue with the allowance or otherwise.
- 2.6 In response to the decision by the Executive not to support the petition, Northallerton BID Company raised a number of questions concerning the information contained in the report and highlighted a procedural oversight in discharging the consultation process as set out in the petition policy.

- 2.7 To allow time to analyse performance for the planned concessionary period and for the Executive to retake the decision because of that procedural oversight, the Corporate Director of BES in consultation with BES Executive Members approved in December 2020, the extension of the 1-hour free parking allowance to apply until 31 January 2021.
- 2.8 In January 2021, a revised report was presented to the Executive setting out performance data and including consultation responses from the Federation of Small Businesses, Northallerton Town Council and Hambleton District Council which had been absent from the original review. The Executive once again determined that the existing P&D system on High Street remained an appropriately applied parking management operation in accordance with the strategic approach and policy objectives. It was however approved by the Executive to extend the 1 hour free parking allowance to 31 March 2021.

3.0 Performance Monitoring

- 3.1 At the time of writing this report the temporary one-hour free parking allowance has been in operation for six-months, therefore there is only a relatively limited amount of data available to identify any change or trend and this inevitably confines the ability to draw definite conclusions. In addition to this, the ongoing COVID-19 restrictions and the national lockdown periods means the unique circumstances during which the increased free period has applied makes it challenging to be able to draw any direct comparisons in performance against previous years or in year. The Government has recently published the Roadmap for releasing the lockdown restrictions that will see all retail reopen on 12 April 2021 at the earliest along with outdoor hospitality.
- 3.2 The main performance indicator is the parking transaction data. However, to try to develop a more comprehensive representation, the following data sets have been used in the analysis;
- P&D Ticket Machine Transaction Data
 - Enforcement Data - Penalty Charge Notices (PCNs) issued
 - Traffic flows
- 3.3 P&D Machine Transaction Data – High Street, Northallerton:
Comparing the September 2020 – February 2021 transaction figures for the same period in 2019/20, shows that the overall number of transactions has reduced by just over 88,000 from 275,729 to 187,498. However, this data is significantly influenced by the factors set out in paragraph 3.1.
- 3.4 The 275,729 transactions in 2019 / 2020 were split between the different tariffs as follows; 30 minute tariff free 192,646 (69.8%), one hour paid 38,206 (13.9%) and two hours paid 44,877 (16.3%).
- 3.5 Comparatively, for this period in 2020 / 2021 the 187,498 transactions were split between the different tariffs as follows; one hour free 173,271 (92.4%) and two hour paid 14,227 (7.6%)
- 3.6 Enforcement Data - Penalty Charge Notices:
Since the introduction of the free one-hour parking concession a total of 372 penalty charge notices have been issued for parking contraventions. Of those notices 207 were for not displaying a valid ticket and 165 were for parking after the expiry of a paid for ticket (the data does not provide information to what tariff band the expired ticket related). These are the expected contraventions typical of P&D operation. The

issue of these PCNs were distributed relatively evenly during this period and comparative to the same period in 2019 in which 387 PCNs were issued.

3.7 Traffic Flows:

Although traffic volume data is not a direct information source for parking, it can assist in correlating other data sets. As identified in the July 2020 report to the Executive traffic flows have remained relatively static since P&D was introduced at an average of around 13,500 vehicles per day traveling on High Street. Flow data for 2020 shows an expected reduction at 10,370 vehicles (latest figures which is consistent with reduced flows across the county). This indicates that the reduction of transactions is linked with fewer vehicles travelling to Northallerton that can be attributed to the effects of the COVID-19 restrictions and not because of parking charges during this time period.

4.0 Conclusions

- 4.1 Data for High Street, Northallerton shows that, in comparison to the same period in 2019 / 2020, demand for the one hour free parking is 92.4% of all transactions, an increase of 8.7% and the two hour demand is 7.6%, a reduction of 8.7%.
- 4.2 Data relating to Market Place Knaresborough shows that, in comparison to the same period in 2019 / 2020, demand for one hour free parking is 90% of all transactions, an increase of 12% and the two-hour demand is 10%, a reduction of 12%.
- 4.3 Although the current circumstances are not reflective of typical conditions and caution must be applied in the interpretation of this data, it nevertheless provides a fair indication that time requirements for the vast majority of shoppers/visitors to Northallerton is under one hour and similarly in Knaresborough.
- 4.4 It was determined through the review carried in response to the parking petition, and as approved by the Executive in January 2021, that the existing permanent P&D arrangements are considered appropriate and fit for purpose for High Street and the strategic approach to parking management in Northallerton and are in accordance with the strategic approach and policy objectives. Given that the Roadmap for relaxing the lockdown restrictions has set out that all retail will reopen on 12 April 2021 at the earliest along with outdoor hospitality it is considered appropriate to return the parking management arrangement to the permanent restrictions that existed prior to September 2020.
- 4.5 In conclusion there is no basis from the performance of the 1 hour free parking to be introduced on a permanent basis and that the continuation of it in any format continues to be contrary to the strategic approach to parking management and compromises the countywide operation. Furthermore, the planned easing of restriction in the forthcoming months supports the reversion back to normal operation to aid traffic management and to provide better turnover of spaces.
- 4.6 It should be noted however that on the cessation of the 1 hour free parking, there would be a lead in time of up to 4 weeks and a cost of around £2,000 for the machine provider to revert to the previous permanent tariffs. Discussions with the contractor have indicated that should members wish to end the temporary extension then the earliest date would be 18 April 2021.
- 4.7 It is important however to keep in mind that The Executive previously approved the review of parking on that part of High Street to the north of Friarage Street to consider increasing the free parking time allowance. That commitment remains and

outline work on that has commenced to determine the scope and context of that review and will be linked with the lifting of the temporary arrangement and carried out in conjunction with stakeholders such as the Northallerton BID.

5.0 Equalities Implications

- 5.1 There are no equality implications arising from the existing parking structure remaining in its present format and operation. However, any amendment to the section of High Street north of Friarage Street would be subject to an Equalities Impact Assessment as and when proposals are developed. Current assessment available in Appendix A of this report.

6.0 Financial Implications

- 6.1 There will be an initial cost for the machine provider to make the necessary hardware/software changes of £2000 that would be funded from the CPE budget.
- 6.2 The permitted uses for any surplus arising from CPE are set out in Section 55 (as amended) of the Road Traffic Regulation Act 1984. The Act limits how local authorities can spend any surplus income in respect of parking places, once expenditure and the costs of the enforcement operation have been met. The surplus can be used for parking, or alternatively where parking is unnecessary or undesirable, the surplus can be used for public transport, highways or environmental improvements. The surplus can be spent anywhere in North Yorkshire as the whole county is a designated Civil Enforcement Area.

7.0 Legal Implications

- 7.1 There are currently no implications on the existing Traffic Regulation Order providing for charges in the Pay and Display zone(s) (“the TRO”). Any further considerations in respect of the free time period would require consideration if permanent proposals were looked at in more detail.

8.0 Climate Change Impact Assessment

- 8.1 The proposed will not have any climate change impact. The assessment is included as Appendix B to this report.

9.0 Recommendations

- 9.1 It is recommended that The Executive approves:
- i. That the temporary 1-hour free parking extension for High Street, Northallerton and Market Place, Knaresborough concludes on 18 April 2021.

BARRIE MASON
Assistant Director – Highways and Transportation

Author of report: Andrew Clare

Initial equality impact assessment screening form (As of October 2015 this form replaces 'Record of decision not to carry out an EIA')			
This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.			
Directorate	Business and Environmental Services		
Service area	Highways and Transportation		
Proposal being screened	Northallerton High Street & Knaresborough Market Place Temporary 1- hour free parking performance and review.		
Officer(s) carrying out screening	Andrew Clare		
What are you proposing to do?	Remove the temporary free 1-hour parking management operation and revert to existing 30 minutes free parking management operation.		
Why are you proposing this? What are the desired outcomes?	To continue with the temporary free 1 hour free parking allowance would not be in accordance with the strategic approach to parking and traffic management and would compromise the network benefits gained		
Does the proposal involve a significant commitment or removal of resources? Please give details.	No		
Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYCC's additional agreed characteristic As part of this assessment, please consider the following questions:			
<ul style="list-style-type: none"> To what extent is this service used by particular groups of people with protected characteristics? Does the proposal relate to functions that previous consultation has identified as important? Do different groups have different needs or experiences in the area the proposal relates to? 			
If for any characteristic it is considered that there is likely to be a significant adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your Equality rep for advice if you are in any doubt.			
Protected characteristic	Yes	No	Don't know/No info available
Age		No	
Disability		No	
Sex (Gender)		No	
Race		No	
Sexual orientation		No	
Gender reassignment		No	
Religion or belief		No	
Pregnancy or maternity		No	
Marriage or civil partnership		No	
NYCC additional characteristic			

People in rural areas		No	
People on a low income		No	
Carer (unpaid family or friend)		No	
Does the proposal relate to an area where there are known inequalities/probable impacts (e.g. disabled people's access to public transport)? Please give details.	No.		
Will the proposal have a significant effect on how other organisations operate? (e.g. partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics? Please explain why you have reached this conclusion.	No		
Decision (Please tick one option)	EIA not relevant or proportionate:	X	Continue to full EIA:
Reason for decision	To bring the parking management arrangements back in line with the strategic approach to parking and traffic management.		
Signed (Assistant Director or equivalent)	Barrie Mason		
Date	17/03/21		



Climate change impact assessment

The purpose of this assessment is to help us understand the likely impacts of our decisions on the environment of North Yorkshire and on our aspiration to achieve net carbon neutrality by 2030, or as close to that date as possible. The intention is to mitigate negative effects and identify projects which will have positive effects.

This document should be completed in consultation with the supporting guidance. The final document will be published as part of the decision making process and should be written in Plain English.

If you have any additional queries which are not covered by the guidance please email climatechange@northyorks.gov.uk

Please note: You may not need to undertake this assessment if your proposal will be subject to any of the following:

Planning Permission
Environmental Impact Assessment
Strategic Environmental Assessment

However, you will still need to summarise your findings in in the summary section of the form below.

Please contact climatechange@northyorks.gov.uk for advice.

Title of proposal	1 Hour Free Parking on High Street, Northallerton and Market Place, Knaresborough
Brief description of proposal	Maintain existing Pay & Display Parking on High Street, Northallerton and Market Place, Knaresborough
Directorate	BES
Service area	Traffic Engineering
Lead officer	David Kirkpatrick
Names and roles of other people involved in carrying out the impact assessment	Andrew Clare
Date impact assessment started	11.3.21

Options appraisal

Were any other options considered in trying to achieve the aim of this project? If so, please give brief details and explain why alternative options were not progressed.

None

What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?

Please explain briefly why this will be the result, detailing estimated savings or costs where this is possible.

The temporary extension of free parking on High Street, Northallerton and Market Place Knaresborough has had an impact on parking income but it is not possible to quantify at this stage.

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p>Positive impact (Place a X in the box below where</p>	<p>No impact (Place a X in the box below where</p>	<p>Negative impact (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> • Changes over and above business as usual • Evidence or measurement of effect • Figures for CO₂e • Links to relevant documents 	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>	
<p>Minimise greenhouse gas emissions e.g. reducing emissions from travel, increasing energy efficiencies etc.</p>	Emissions from travel		X				
	Emissions from construction		X				
	Emissions from running of buildings		X				
	Other		X				
<p>Minimise waste: Reduce, reuse, recycle and compost e.g. reducing use of single use plastic</p>			X				
<p>Reduce water consumption</p>			X				

APPENDIX B

<p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p>	<p>Positive impact (Place a X in the box below where</p>	<p>No impact (Place a X in the box below where</p>	<p>Negative impact (Place a X in the box below where</p>	<p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> • Changes over and above business as usual • Evidence or measurement of effect • Figures for CO₂e • Links to relevant documents 	<p>Explain how you plan to mitigate any negative impacts.</p>	<p>Explain how you plan to improve any positive outcomes as far as possible.</p>
<p>Minimise pollution (including air, land, water, light and noise)</p>		X				
<p>Ensure resilience to the effects of climate change e.g. reducing flood risk, mitigating effects of drier, hotter summers</p>		X				
<p>Enhance conservation and wildlife</p>		X				
<p>Safeguard the distinctive characteristics, features and special qualities of North Yorkshire's landscape</p>		X				
<p>Other (please state below)</p>		X				

Are there any recognised good practice environmental standards in relation to this proposal? If so, please detail how this proposal meets those standards.

None

Summary Summarise the findings of your impact assessment, including impacts, the recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

There are no impacts within the assessment, as the project is a review of the performance of the temporary adjustment to the existing permanent Pay and Display parking scheme. Any future decisions made to future permanent proposals will be subject to further assessment.

Sign off section

This climate change impact assessment was completed by:

Name	David Kirkpatrick
Job title	Traffic Engineering Team Leader
Service area	Traffic Engineering
Directorate	BES
Signature	<i>David Kirkpatrick</i>
Completion date	11.3.21

Authorised by relevant Assistant Director (signature): **Barrie Mason**

Date: 17/03/21