



Date: 20 March 2014

Hinckley & Bosworth
Borough Council

A Borough to be proud of

To: **Members of the Executive**

Mr SL Bray (Chairman)
Mr DC Bill MBE (Vice-Chairman)
Mr DS Cope
Mr WJ Crooks

Mr DM Gould
Mr KWP Lynch
Mr MT Mullaney
Ms BM Witherford

Copy to all other Members of the Council

(other recipients for information)

Dear member,

Please find attached the car parking report that was marked 'to follow' on the agenda for the meeting of the **EXECUTIVE** on **WEDNESDAY, 26 MARCH 2014**.

It has also been agreed by the Chairman that the attached item of business 'Supplementary budget for trade waste' which was omitted from the agenda be accepted.

I would be grateful if you could place these with your papers for the meeting.

Yours sincerely

Rebecca Owen
Democratic Services Officer

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EXECUTIVE 26 MARCH 2014

**HINCKLEY HUB CAR PARKING UPDATE
REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY
DIRECTION)**



Hinckley & Bosworth
Borough Council

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WARDS AFFECTED: CASTLE WARD

1. **PURPOSE OF REPORT**

- 1.1 To update Executive on the progress made in providing additional long stay car parking for the Hinckley Hub. Executive are asked to agree the short term actions that will be taken to provide car parking until a longer term solution is agreed.

2. **RECOMMENDATION**

- 2.1 Executive agree the actions at:

- 4.5-6 for the use of Rock Garage site as temporary staff parking;
- 4.7 for the use of Westfield Community Centre as parking for LCC staff; and
- 4.9 for the extension of staff concessionary parking for a further six months.

Executive notes the actions at:

- 4.4 for future re-designation of car parks and options for future consideration; and
- 4.8 possible proposals for car parking provision off Willowbank Road

Further reports on these actions will be brought to Executive as required. .

- 2.2 Note that every solution contained in the report will require supporting highway restrictions to be enforced around the location of the Hinckley Hub in order to restrict people's ability to choose a "no cost" and more convenient location to park. This will require LCC support alongside local residents to provide a complete local residents parking solution including yellow line restrictions and enforcement.

3. **BACKGROUND**

- 3.1 The end of January 2014 saw the commencement of the demolition contract for the former Council Offices. This will lead to the permanent closure of the former Council Offices short and long stay car parks and make way for the proposed new Leisure Centre Development and its associated infrastructure.
- 3.2 In May 2014, the commonly used car-park located nearest to the Hinckley Hub in Brunel Road will close to make way for the construction phase of the new Bus Station Development. In its place a 530 short stay car park facility is proposed to support the new retail / leisure development.

- 3.3 In June 2014, the Leisure Centre development on the former Council Offices site will also begin its construction phase. This will cause some minor disruption to the Mount Road long stay car park during highway alteration works. It is anticipated however that Mount Road car park will remain operational during and beyond the construction of the Leisure facility.
- 3.4 The impact of these developments coupled with the impact of the on street parking problems around Argents Mead and on street parking around the Hinckley Hub have led to the suggestion that there is a need for additional long-stay parking within easy walking distance of the Hub.
- 3.5 This report sets out the options for parking solutions and progress made on each.
- 4.0 Existing Town Centre Car Parks
- 4.1 The current situation in Hinckley provides 1261 spaces available (682 short stay, 579 long stay) on 20 car parks. The closure of the Brunel Road and bus station car parks will reduce this by 149 short stay spaces and 123 long stay spaces.
- 4.2 Current peak occupancy for all car parks is 65% or 817 spaces (483 short stay, 334 long stay)
- 4.3 In August 2015, a further 560 short stay car parking becomes available. No additional long stay car parking spaces are to be delivered in the redevelopment of Hinckley town centre.
- 4.4 Re designation of existing car parks.

The complete existing capacity and predicted usage of car parks in the town centre have been the subject of a report produced by Caroline Roffey Head of Street Scene Services. The conclusion of this data collection puts forward the following considerations for the future which will be the subject of future reports-

Options for consideration between Sept 2015 – March 2016

1. Resignation of car parks from short stay to long stay (Mansion street, Trinity Lane East, Thorneycroft, Stockwell Head are possibilities)
2. Changes to HBBC Hub staff parking
3. BID offers to support existing members
4. Introducing a ultra short stay tariff
5. Changes to Leisure centre users parking
6. Reduce cost of season tickets to reduce on street parking

Options for Hub car parks

7. Charge staff for Willowbank car park spaces
8. Introduce Ultra short stay (30 minute spaces)
9. Introduce pay and display for after 2 hours on Hub

4.5 Rock Garage Site

Goodman Development – The Development Director of Goodman has offered the former Rock Garage site adjacent to Johnsons Dry Cleaners on the Rugby Road for an interim car park provision.

This site was occupied by a second hand car sales business. This option is offered at zero rent but a request to cover the Non Domestic Rate liability of the site has been requested, this currently equates to £8,900pa but is subject to negotiation. The site will require the access gates to be repaired / replaced, appropriate signage put in place, appropriate line marking applied to the existing site surface and a surface treatment to kill existing vegetation and weed growth at a budgeted cost of £5k.

Goodman have cleared the parking surface prior to occupation and removed the existing dilapidated feather board fencing to the rear of the site and replaced with a temporary Heras fencing system.

- 4.6 The site will therefore be available for occupation from early May as a staff car park for a six month period with a review at three months to see if terms can be extended.

On occupation, this site will provide parking for 20 cars, this does not allow for disabled bays as this car park would be for Hub occupants only and designated disabled parking is already available within the existing short stay car park. It is proposed to charge for staff parking on this site along with half the spaces for car share vehicles to encourage the development of car sharing.

4.7 Westfield Community Centre

Westfield Community Centre has offered 20 dedicated parking spaces for a cost of £2500 for six months / £5000 per annum. They will paint out an area and it is proposed that this be occupied by LCC staff rather than open access due to the traffic on Rosemary Way and the likelihood of additional vehicles parking in Centre spaces. The cost is financed out of the permit charges already paid by LCC (£32,000) for long stay car park permits. It is a five minute walk which during certain times of day will require the access code to walk through Westfield School gates. It is recommended that this is trialled for six months to ensure adequate usage is made to justify the expenditure. LCC would be expected to manage the allocation.

4.8 Willowbank Rd

We have received a proposal from MRP Developments Ltd which improves the potential number of parking spaces on the previous Willowbank Rd option from 65 spaces to between 100 and 120 spaces. This solution will include the current employment site adjacent to the land vacant for development and would bring about a complete regeneration of the area. MRP have requested pre application advice from Planning following which a detailed business case will be brought to the Council for consideration.

4.9 Free parking permits for Hub based staff

Continuation of free parking permits for Hub based staff to encourage use of the Brunel Road sites (until closure) and Mount Road Long Stay Car Park. This has been offered free of charge to all staff for a six month period from

April 2014. The Travel Plan options will continue to be pushed through attendance at team meetings and intranet promotion.

4.10 Other Options considered

1. Sparkenhoe Business Centre
2. Bridge Road garage site
3. Hinckley Football Club
4. Land adjacent Hawley Road.

4.11 Officers will continue to seek traffic regulations for the surrounding roads with the Leicestershire County Council. This may cause some inconvenience to residents if parking is prohibited during the working week.

5.0 FINANCIAL IMPLICATIONS (KP)

5.1 The known financial implications for the short term parking solutions are documented below. At this time there are a number of uncertainties around the longer term actions which will be established during the decision making period.

Solutions for approval

5.2 As outlined in 4.5, the use of the "Rock" garage site has been offered at nil rent. A contribution of £4,450 (based on six months usage) will be required, along with a £5,000 for preparation work. Once negotiated, a supplementary budget request will be required for these costs to be funded from the relocation reserve or general fund balances, as determined by the Deputy Chief Executive (Corporate Direction) in accordance with financial procedure rules.

5.3 Spaces at the Rock site will be offered to paying staff at a rate of £17 per month after salary sacrifice (£21.80 before). Based on the available spaces, this could generate £1308 of income for the Council if fully utilised for 6 months. A supplementary budget for any income will be requested once take up of the spaces is known.

5.4 As outlined in section 4.7, the provision of the Westfield Community Centre for a six month period is £2,500. A supplementary budget for this cost will be approved by the Deputy Chief Executive (Corporate Direction) to be funded from the permit income received from Leicestershire County Council.

5.5 The extension of permits for hub staff for a further six months is not expected to cost the Council any money. Based on car parking activity since the permits were introduced it is not expected that extension of this scheme will impact car parking income.

Unknown Financial Implications

5.6 The financial implications for the longer term solutions (Willowbank road and redesignation of car parks) are not known at this current time. Any purchase of the Willowbank car park will require capital financing and General Fund will meet any MRP and interest costs as applicable. The impact on income from displacement will also require quantification once the options are agreed.

6.0 LEGAL IMPLICATIONS [MR]

6.1 Licenses for the Rock Garage site and Westfield Community Centre have been drawn up and are awaiting return. Contained within report.

7.0 CORPORATE PLAN IMPLICATIONS

The successful operation of the Hub and car parks around the town supports the aims of:

A vibrant place to work and live

Providing value for money and proactive services

8.0 RISK IMPLICATIONS

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Adverse publicity from residents relating to staff and visitor parking around the Hub	Proposed actions along with traffic regulation	R Parkinson

9.0 KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

10.0 CORPORATE IMPLICATIONS

By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications
- Planning Implications
- Voluntary Sector

Background papers: Executive Briefing – 7th November 2013
Report of Chief Officer (Environmental Health)

Contact Officer: Rob Parkinson 5641 Chief Officer (Environmental Health)

Malcolm Evans 5614 Estates & Asset Manager

Caroline Roffey 5782 Head of Street Scene Services

Executive Members: Cllr Keith Lynch

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EXECUTIVE – 26 MARCH 2014

**REQUEST FOR SUPPLEMENTARY EXPENDITURE AND INCOME
BUDGETS FOR TRADE WASTE SERVICES
REPORT OF DEPUTY CHIEF EXECUTIVE (COMMUNITY
DIRECTION)**



Hinckley & Bosworth
Borough Council

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WARDS AFFECTED: ALL WARDS

1. **PURPOSE OF REPORT**

To request approval for revisions to income and expenditure budgets in respect of Trade Waste services following notification from the Disposal Authority (Leicestershire County Council) that waste disposal charges will apply to trade waste collected from 1 April 2014.

2. **RECOMMENDATION**

That the Executive approves the following revisions to the budget relating to Trade Waste Services for 2014/15:

- a supplementary income budget of £12,000; and
- a supplementary expenditure budget of £38,500 for estimated disposal charges effective from 1 April 2014

3. **BACKGROUND TO THE REPORT**

The Council commenced a trade waste collection service in 2011. At this time Leicestershire County Council (LCC) agreed that waste disposal charges would not be charged in respect of trade waste collected to assist this Council develop its trade waste service. In December 2013, LCC indicated their intention to implement disposal charges with effect from 1 April 2014 the cost of which was confirmed on 20 February 2014 as £94.25 per tonne plus VAT. This equates to circa £38,500 in disposal costs based on the current number of trade bins serviced.

The original trade waste income budget set in October for 2014/15 was £73,000 based on the trade customer base at this time. Due to the successful growth of the service since October, the present income forecast for 2013/14 is £85,000 and therefore it is recommended that 2014/15 reflects these levels. This increase will offset some of the disposal costs that will be incurred resulting in a net forecasted income of £46,500 for 2014/15.

4. **FINANCIAL IMPLICATIONS [SJE]**

- 4.1 The Council approved budget position for 2014/15 is an income budget of £73,000 in relation to charging for trade (also known as commercial) waste collection. No expenditure budget for disposal costs is included on the basis of the current arrangements.
- 4.2 In 2013/14, income collected to date for trade waste collection is in excess of £80,000 and is projected to be approximately £85,000 by year end. Therefore, it is realistic to expect a similar level of income in 2014/15. A supplementary of £12,000 is requested to increase the income budget in 2014/15 from £73,000 to £85,000.
- 4.3 Using the current number of trade bins serviced, it has been estimated that a supplementary expenditure budget will be required of £38,500. This figure has used LCC's proposed disposal charge of £94.25 per tonne. It should be noted that in the

scenario that if the number of bins serviced decreases, although there would be a saving on this expenditure budget line, a larger pressure would be generated on income generation (due to less than projected charge income).

- 4.4 The Financial Procedure Rules indicate that a supplementary of between £25,001 and £50,000 requires Executive approval. These supplementary budgets will be funded from general fund balances.
- 4.5 Waste issues are covered by the Environmental Protection Act 1990. Collection services of trade waste are required to be charged for, although charges can be waived in some circumstances. HMRC has so far found no evidence that the non-taxation would significantly distort competition within the meaning of Article 13(1), and so therefore VAT is not added to the collection charge (it falls outside the scope of VAT and is categorised as non-business).
- 4.6 Where a waste disposal authority makes a charge to a waste collection authority for the disposal of waste, in this case LCC charging HBBC, this liability also falls outside the scope of VAT. This is because of the fact that the only body that can undertake this function is a local authority. Some waste disposal authorities were taxing these charges but it was confirmed with CIPFA that this practice would cease by 1st April 2011.

5. LEGAL IMPLICATIONS [MR]

Section 45 of the Environmental Protection Act 1990 allows the Council to charge a reasonable fee for the collection of non household waste including commercial waste.

6. CORPORATE PLAN IMPLICATIONS

The trade waste collection service contributes to the cleaner greener neighbourhood's outcome.

7. CONSULTATION

No consultation undertaken for this report.

8. RISK IMPLICATIONS

It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
A reduction of income to the Council	Retain collection of trade waste with household waste to ensure efficiency in collection costs and that the service continues to provide	Caroline Roffey

Potential loss of customers if charges have to be increased to compensate for additional expenditure.	a net income surplus. Ensure price increases remain competitive.	Caroline Roffey
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9. **KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS**

Trade waste collections are available to all businesses in the Borough.

10. **CORPORATE IMPLICATIONS**

By submitting this report, the report author has taken the following into account:

- Community Safety implications
- Environmental implications
- ICT implications
- Asset Management implications
- Human Resources implications
- Planning Implications
- Voluntary Sector

Background papers: None

Contact Officer: Darren Moore ext 5976
Executive Member: Councillor Bill Crooks

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