

AGENDA

Meeting: Environment Select Committee

Place: Kennet Committee Room, County Hall, Bythesea Road, Trowbridge, BA14 8JN

Date: Tuesday 16 January 2018

Time: 10.30 am

Please direct any enquiries on this Agenda to Natalie Heritage, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718062 or email natalie.heritage@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114/713115.

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Membership:

Cllr Ian Blair-Pilling
Cllr Derek Brown OBE
Cllr Matthew Dean
Cllr Peter Evans
Cllr Peter Fuller
Cllr Sarah Gibson
Cllr Mike Hewitt

Cllr Tony Jackson
Cllr Bob Jones MBE
Cllr Jacqui Lay
Cllr Ian McLennan
Cllr Nick Murry
Cllr Steve Oldrieve

Substitutes:

Cllr Ernie Clark
Cllr Brian Dalton
Cllr Sue Evans
Cllr Jose Green
Cllr Mollie Groom
Cllr Russell Hawker

Cllr Ross Henning
Cllr George Jeans
Cllr Brian Mathew
Cllr Stewart Palmen
Cllr Ricky Rogers

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AGENDA

PART I

Items to be considered while the meeting is open to the public

1 Apologies

To receive any apologies or substitutions for the meeting.

2 Minutes of the Previous Meeting (*Pages 7 - 22*)

To approve and sign the minutes of the Environment Select Committee meeting held on 21 November 2017.

3 Declarations of Interest

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 Chairman's Announcements

To receive any announcements through the Chairman.

5 Public Participation

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact Kieran Elliott, 01225 718504, kieran.elliott@wiltshire.gov.uk for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution.

Those wishing to ask questions are required to give notice of any such questions in writing to Kieran Elliott, 01225 718504, kieran.elliott@wiltshire.gov.uk no later than 5pm on **Tuesday 9 January 2018** in order to be guaranteed of a written response. In order to receive a verbal response questions must be submitted no later than 5pm on **Thursday 11 January 2018**. Please contact the officer named on the front of this agenda for further advice. Questions may be asked without

notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 Wiltshire Council Waste Management Strategy (Pages 23 - 40)

At the Environment Select Committee meeting held on 25 October 2016, a report was considered which provided an update of the council's Joint Municipal Waste Management Strategy 2006-2016. It was discussed at this meeting that a new Strategy would start to be developed in 2017 and that elected members should have a greater role in the early development of the new strategy.

With this in mind, member workshops were scheduled for discussion of key waste management challenges and the future of household waste and recycling services in Wiltshire. A report was presented to the Environment Select Committee on 19 September 2017; this report provided an update on emerging themes arising from the members' workshops and these themes were used in the development of a questionnaire for public consultation.

The public consultation started on 4 September and ran until 14 November 2017. The following report provides an initial overview of the results of the public consultation and identifies the key themes emerging from these results.

7 Amendments to the Wiltshire Local Transport Plan (LTP) 2011-2026 - Car Parking Strategy (Pages 41 - 130)

The Council's parking services is facing significant operational cost pressures. To address the pressures facing the Council and the parking service, it was considered that a number of charging policies and practices needed to be looked at and possibly reviewed. In light of this, a public consultation exercise was held between 28 September and 23 November 2017.

Following Cabinet's consideration of the pre-consultation LTP Car Parking Strategy report on 12 September 2017, the Environment Select Committee received the report at its meeting on 19 September 2017; where members were asked to consider the Committee's role in the process to make any amendments to the Wiltshire LTP Car Parking Strategy.

This reports sets out the results of the consultation and the draft recommended option proposals. The Committee is invited to respond to both of the above, to help inform Cabinet's consideration of the report on 30 January 2018.

8 Local Provision on Public Transport - Rail (Pages 131 - 140)

Following the drafting of the Council's Business Plan 2017-27, the Chairman felt that under the heading 'Transport and Infrastructure' - public transport, specifically the provision from rail, ought to be a priority topic of consideration for

the Committee. It was seen to be important for the Committee to understand how transport outcomes are being improved for Wiltshire's residents, through the provision from rail services. The Committee subsequently ratified this addition to the Forward Work Plan (FWP) on 19 September 2017.

The following report details the relationship between the Council and train operating companies and how the Council is working with the rail industry and other associated partners, to help improve transport outcomes for Wiltshire.

9 Highways and Streetscene Task Group - Executive Response *(Pages 141 - 146)*

On 21 November 2017, the Environment Select Committee endorsed the Final Report of the Highways and Streetscene Task Group. The Committee resolved to refer the following Task Group's recommendations to the relevant Cabinet member for response at the Committee's next meeting on 16 January 2018.

10 Updates from task groups and representatives on programme boards *(Pages 147 - 148)*

To receive any updates on recent activity for active task groups and from members of the Environment Select Committee who have been appointed as overview and scrutiny representatives on programme boards.

11 Forward Work Programme *(Pages 149 - 158)*

To note and receive updates on the progress of items on the forward work programme.

Under the revised Overview and Scrutiny (OS) arrangements there is now a single OS work programme controlled by the OS Management Committee, linked to priorities in the Business Plan.

Therefore it should be noted that, whilst any matters added by Members are welcome, they will be referred to the OS Management Committee for approval before formal inclusion in the work programme for the Environment Select Committee.

A copy of the Overview and Scrutiny Forward Work Programme for the Environment Select Committee is attached for reference.

12 Urgent Items

Any other items of business which the Chairman agrees to consider as a matter of urgency.

13 Date of Next Meeting

To confirm the date of the next scheduled meeting as 13 March 2018.

ENVIRONMENT SELECT COMMITTEE

DRAFT MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING HELD ON 21 NOVEMBER 2017 AT KENNET COMMITTEE ROOM, COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.

Present:

Cllr Ian Blair-Pilling, Cllr Matthew Dean, Cllr Peter Evans, Cllr Peter Fuller, Cllr Sarah Gibson, Cllr Mike Hewitt, Cllr Tony Jackson, Cllr Bob Jones MBE, Cllr Jacqui Lay, Cllr Ian McLennan, Cllr Steve Oldrieve and Cllr George Jeans (Substitute)

Also Present:

Cllr Ross Henning, Cllr Philip Whitehead and Cllr Bridget Wayman

45 Apologies

Apologies for absence were received from Cllr Nick Murry, substituted by Cllr George Jeans, and Cllr Derek Brown.

46 Minutes of the Previous Meeting

Resolved

To approve, for signing by the Chair, the minutes of the meeting held on the 19 September 2017 as a correct record.

47 Declarations of Interest

There were no declarations of interest.

48 Chairman's Announcements

The Chairman explained that announcements on the progress of activities for the committee would be considered under the "Forward Work Programme" item.

49 Public Participation

The Chairman explained that rules of public participation and invited the members of the South West Wiltshire Green Party to make representations and ask supplementary questions should they wish to.

The original questions and answers are attached for ease of reference.

In response to the supplementary questions at the meeting the following information was provided by the Cabinet Member for Highways, Transport and Waste and the Director for Waste & Environment:

1. The outcome of the consultation would be publicly available and an electronic version would be provided to Mr Jarvis;
2. The figures for the feasibility study for food waste management had been updated; this would be reviewed should this be recognised as a priority area for the council;
3. The Cabinet Member would review whether the council tax bill itemised waste collection and processing costs;
4. Waste collection and management contracts have flexibility clauses to allow for changes;
5. With regards to reprocessing capacity locally Wiltshire Council was engaging with central government, DEFRA and the Environment Agency as this was a national issue affecting the industry overall;
6. With regards to the Advanced Thermal Treatment plant it would be the responsibility of the Environment Agency to apply conditions and monitor emissions to ensure the adequacy of measures put in place to protect human health and the environment.

50 **Highways and Street Scene Task Group - Final Report**

The Chair of the Task Group introduced the final report of the task group and recognised that there had been progress and that some recommendations within the report had already been implemented or superseded by changes throughout the lifetime of the task group.

The committee's attention was drawn to the fact that the council was, mostly, listed as average in the National Highways and Transport (NHT) Annual Report (2017). It was pointed out that there was often little correlation between the actual state of highways and the outcomes of satisfaction surveys; this had been recognised by NHT and further work was being undertaken to gain more from satisfaction surveys.

During the ensuing debate the committee was informed, by the Ringway representative, of a survey on the Parish Stewards scheme which had been circulated to all town and parish councils.

Resolved

1. **To invite a NHT representative to attend a future meeting of the committee to provide further information on the significance of the results for Wiltshire.**

2. **To circulate the outcome of the Parish Steward satisfaction survey to all councillors, so that they could monitor the situation in their area.**
3. **To endorse the report of the Task Group and refer it to the Cabinet Member for Highways, Transport and Waste for response at the Committee's next meeting.**

51 **Highways Infrastructure Asset Management System**

The committee received a presentation from Paul Bromley, Highways Asset Manager, on the proposed updated Highways Infrastructure Asset Management System.

The committee was informed of the procurement process undertaken and given a brief overview of the technology that would be available.

There were many benefits highlighted including the system enabling the council to set its own threshold for intervention, the ability to precisely identify the areas with poor skid resistance, efficiency through mobile working and avoidance of duplication.

During the ensuing debate it was clarified that the data gathered through the system would inform maintenance programmes as well as future inspection programmes and that there were on-going discussion with the IT service to ensure that there would be adequate internal support for mobile working.

Resolved

1. **To thank the officer for the comprehensive presentation.**
2. **To support the work that the Highways Service is undertaking to procure an updated Highways Infrastructure Asset Management System.**

52 **Local Highways Investment Fund**

The Cabinet Member for Highways, Transport and Waste introduced the report and highlighted some key areas, including that 17% of roads had been resurfaced, the reduced backlog of maintenance, and the additional funding to area boards for footways to be repaired.

Topics highlighted during the ensuing debate included:

- Recognising that the highways investment fund had been a success and that the challenge would now be to prioritise resources to ensure that the rest of the programme could be delivered;
- That unclassified roads represented around 50% of the network in Wiltshire and maintenance of these had started being addressed in recent years;

- That overrunning verges had been identified as an area for work and that lists of schemes had been established to be undertaken, subject to funding.

Resolved

- 1. To endorse that good progress had been made regarding implementing the ‘Local Highways Investment Fund 2014 – 2020’.**
- 2. To support the statement that there had been a substantial improvement in the condition of Wiltshire’s roads in recent years, but further investment was still required.**
- 3. To note the provisional highway maintenance scheme lists for 2018/19, which had been prepared for each of the Area Boards, and accept that these would have to be finalised when budgets are agreed.**
- 4. To recognise that a further £4,861,000 would be required to bring the funding up to the £21,000,000 annual investment (as envisaged in the original Local Highways Investment Fund 2014 – 2020 report), assuming the Department for Transport funding was at the anticipated levels.**

53 Public Transport Review Update

The Cabinet Member for Highways, Transport and Waste introduced the report.

Topics highlighted during the ensuing debate included:

- That there was no statutory requirement to provide post-16 education transport;
- That the additional cost incurred by passenger transport on detours due to closed roads was comparatively minimal;
- There were still recognised areas for improvement for efficiency for the non-urgent patient transport (NEPTS) and SEND and social care transport.

Resolved

- 1. To endorse how the £500,000 worth of savings to the Passenger Transport Budget, as asked by Cabinet in October 2016, had been achieved**
- 2. To support further work being undertaken on the integration of NEPTS and SEND and social care transport**

- 3. To receive an update on progress in the autumn 2018 on the work being undertaken on the integration of NEPTS and SEND and social care transport.**

54 **Executive Response to the Public Transport Review Task Group**

The Director Highways & Transport introduced the Executive Response to the final report of the Public Transport Review task group and pointed out that the three recommendations of the task group had been accepted by the Executive and that two of the three recommendations had been implemented (recommendations 1 and 3).

Resolved

To note the executive response to the Final Report of the Public Transport Review Task Group and that the three recommendations of the task group have been accepted by the Executive.

55 **Highways Annual Review of Service**

The Cabinet Member for Highways, Transport and Waste introduced the report and highlighted concern regarding an increase in the number of killed and seriously injured.

Topics highlighted during the ensuing debate included:

- Current work from Ringway to identify further savings for disposal of waste;
- That there were constant adjustment of in and out sourcing of resources on a service by service basis. Enough resources had been retained in-house to develop strategies, inform councillors and provide interface with customers;
- Services would be taken back in-house if identified as a benefit to do so;
- The Highways Consultancy contracts would be due for renewal in December 2019;
- Area boards would be provided with lists of footways and would make decision for prioritisation.

Resolved

- 1. To endorse the Highways Annual Review of Service (which described the service delivery during 2016/17), and the improvements that had been made following the award of the new highways contract and supplier arrangements.**
- 2. To note that the new highways contract with Ringway Infrastructure Services started in April 2016 and to support the view that the transition to the new highways contract had gone well; performance during the first year of the contract had been good, and an**

extension of three months was being awarded in accordance with the condition of contract.

- 3. To note that the Highways Consultancy contract with Atkins started in December 2012, and an eighteen month extension to the contract had previously been awarded.
To support the view that performance had continued to be good in the fourth year of the contract, and to support the proposal to award a final six month extension, in accordance with the provisions of the contract.**
- 4. To receive a further update on the Highways Consultancy contract and the procurement process towards the end of 2018 (the new contract would start in December 2019).**
- 5. To endorse the Highways Performance Management Framework; which indicated that overall there had been good progress and performance during 2016/17.
To accept that the increase in the number Killed and Seriously Injured on our roads is a cause for concern, which will require further consideration.**
- 6. To agree that performance of the service area of 'Highways' continues to be reviewed by the Committee on an annual basis, through a Review of Service report.**

56 **Amendments to the Wiltshire Local Transport Plan (LTP) 2011-2026 - Car Parking Strategy**

The committee considered the Amendments to the Wiltshire Local Transport Plan (LTP) 2011-2026 - Car Parking Strategy.

The Cabinet Member for Highways, Transport and Waste informed the committee that the decision regarding Option 1 'Applying an inflation increase to all parking charges' would be made prior to Christmas 2017.

Following questions on the harmonisation of parking across the county it was clarified that there had been a two-stages harmonisation process. The first harmonisation followed the classification of urban areas as defined in the Core Strategy developed in 2011. The second harmonisation in 2014-15 was a more detailed analysis of parking demand in local areas and taking into account local circumstances.

Resolved

- 1. To endorse the process of the Public Consultation currently underway for the Car Parking Charges**

- 2. To await the outcome of the Consultation before considering the Strategy again, at the 16 January 2018 meeting, prior to the Strategy returning to Cabinet on 30 January 2018.**

This would exclude Option 1 as a decision would have already been made and councillors would have to make individual representations on the consultation with regards to Option 1.

57 **Task Group Update**

The Chair introduced the task group update.

Resolved

- 1. To endorse the establishment of the proposed waste contracts task group.**
- 2. To note the briefing meeting on the 'Clean Up Wilts' litter campaign to be held**
- 3. To support that the item titled 'Emissions' remains as a 'to be confirmed' item on the Committee's forward work programme.**

Councillors Lay, Jones and Oldrieve (if evening meetings) volunteered for the waste task group.

58 **Forward Work Programme**

The Senior Scrutiny Officer updated the committee on the current forward work programme as circulated for Management Select Committee, including the outcomes of the meetings between the Chairman, Vice-Chairman and Executive Members.

During the ensuing debate members of the committee mentioned the following areas as potential future work for overview and scrutiny:

- Development of the Local Plan as part of its review; and as part of this investigating opportunities for energy generation
- The impact of the government Green Energy Strategy on Wiltshire;
- Investigating food waste collection options;
- Devolution and transfer of recreation areas.

It was agreed that the waste items would be considered again following the outcome of the consultation, that the green energy item would be discussed with officers once this area had been allocated to a director and that devolution and asset transfer would be considered should issues become apparent with the upcoming programme of devolution and asset transfer.

The Chair invited the committee to vote on establishing priority for four areas of work:

- Waste task group;
- Development of local plan;
- Development where needed;
- Release of public land.

Resolved:

- 1. To circulate the updated forward work programme to the committee;**
- 2. To add the following future work for the committee in priority order as follows:**
 - a. Release of public land;**
 - b. Development where needed;**
 - c. Development of local plan;**
 - d. Waste task group.**

59 **Urgent Items**

None.

60 **Date of Next Meeting**

The next scheduled meeting was confirmed as 16 January 2018.

(Duration of meeting: 10.30 am - 1.15 pm)

The Officer who has produced these minutes is Marie Gondlach, of Democratic Services, direct line 01225 713597, e-mail marie.gondlach@wiltshire.gov.uk

Press enquiries to Communications, direct line (01225) 713114/713115

Introduction

It is clear that we are entering a new era concerning resource management, carbon management and waste recycling. Our waste, waste awareness and re-use and recycling innovation will change at a faster pace than ever before

South West Wiltshire Green Party recently submitted a response to Wiltshire Council's Waste and Recycling Survey 2017. During the consideration of our response a number of questions arose which South West Wiltshire Green Party are submitting now.

Questions 1 & 2 to be asked by Bill Jarvis**Questions 3 to be asked by Marie Hillcoat****Question 4 to be asked by Harriet James****Question 5 & 6 to be asked by Christopher Walford****Question 1 Waste Management Contracts**

As of now, the plans for waste management over at least the next 8 years are cast in contracts already let.

For collections, the new 8 year contract is with Hills. As of July 2018, they will be collecting more plastics, but not all, in our blue bins. They will also be collecting glass separately. This contract is until 2025.

For disposal, even more onerous contract periods have been set until 2036 (Lakeside, 50,000 tonnes per year) and 2038 (Hills, 60,000 tonnes per year). Each of these is a minimum tonnage. However good we become as recyclers, 110,000 tonnes will HAVE to be provided to these contracts every year or the Council will suffer penalties.

According to the Council's End Use Register 2016/7 waste figures, Wiltshire are already suffering penalties. In 2016/17 Lakeside only received c45kte; Hills only received 59kte, of which (after moisture losses) a mere 1.3% was recycled.

Hill's MBT plant sent 18.7kt to landfill which must have cost Council tax payers over £1.5m in landfill tax (£84.40 per tonne) paid to central government.

Council Tax payers are unable to see if they are getting good value for money from these contracts because the gate fees and income from recyclates are hidden by a veil of 'commercial confidentiality'. Neither is it known if the Lakeside contract requires a minimum calorific value per ton or if there are minimum contractual tonnages for landfill.

When the new collection contract starts in 2018, the amount of recycling should improve, with all plastics (except 2D) being recycled and glass collected separately. Good quality recovery could make modest improvements to recycling rates.

Question 1: In light of the above can the Committee explain what was the purpose the Waste Survey and Consultation and what improvement can the people of Wiltshire expect to see in Waste Management because of it?

Question 2 Food Waste Management

- 110 Local Authorities in England are now operating successful food waste collections.
- With "smart" collections, food waste can be collected efficiently.

- Gate fees for food waste into Anaerobic Digesters are at an all-time low and plants are already operating in Wiltshire.
- Output from Anaerobic Digestion plant can benefit the local community through heat and power, including the gas availability for transport use.
- Keeping food waste out of residual waste collected delivers a significant improvement in potential recycle quality and subsequent resale value

Question 2: There is strong evidence that food waste collections and processing through AD plant can deliver significant economies and improvements in the waste management process. Why are Wiltshire Council not introducing this process?

Question 3 Open and Transparent approach to waste management

More ambitious waste management with targets plus a transparent and flexible forward approach to all waste management needs is essential if the County is to engage with the community to minimise costs and environmental impacts.

Question 3: How do the Council see the consultation process that has recently taken place building into an awareness campaign to improve recycling rates?

Question 4 Waste Management Contracts (2)

With the pace of change in waste type passing through the waste management system, all contracts to manage that need to be both flexible and easily terminated if they are no longer delivering best value or environmental benefit to the County.

Question 4: Can the Council confirm that all waste collection and management contracts let have such flexibility clauses and that future contracts will also have these?

Question 5 -Local Economy

With the changes in global positioning on waste, including Brexit and China's decision to stop import of recyclates from January 2018 there is a real opportunity for the County to push reprocessing locally.

At present the UK exports around 60% of all materials that could be reprocessed into new materials and goods. There is a dearth of such facilities in UK which has been created by the "easy" option of cheap export.

Question 5: Will Wiltshire Council set up a county-wide forum which will support and promote the development of such industry?

Question 6 Best Available Technology (BAT)

There is planning permission for an Advanced Thermal Treatment plant to process waste in Westbury that would otherwise go to landfill or Energy from Waste plant.

The proposed ATT plant does not use Best Available Technology in its design. The proposal is outdated and was designed for managing materials other than municipal waste. The emissions management system for this plant does not use the Best Available Technology to control the small particulate emissions in order to avoid harm to human health. It is generally agreed that the impact of these emissions has been underestimated in the past. The plant's proposed location is inappropriate as it has not taken into account the potential impact of the inevitable emissions on the local community.

Question 6: Will Wiltshire Council revisit the approval given to the ATT plant to ensure the company applies Best Available Technology to the facility and will the Council also confirm that they are not preparing to enter into long term minimum tonnage contracts with the company for supply to this plant?

South West Wiltshire Green Party Questions to Environment Select Committee Council Responses

Introduction

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Council Tax payers are unable to see if they are getting good value for money from these contracts because the gate fees and income from recyclates are hidden by a veil of 'commercial confidentiality'. Neither is it known if the Lakeside contract requires a minimum calorific value per tonne or if there are minimum contractual tonnages for landfill.

When the new collection contract starts in 2018, the amount of recycling should improve, with all plastics (except 2D) being recycled and glass collected separately. Good quality recovery could make modest improvements to recycling rates.

Question 1: In light of the above can the Committee explain what was the purpose of the Waste Survey and Consultation and what improvement can the people of Wiltshire expect to see in waste management because of it?

Before responding to the question immediately above please see the comments below on some of the points made.

The new waste and recycling collection contract is for a period of eight years as this is the expected life of a waste or recycling collection vehicle. This enables the council to pay for the vehicles over a period of time which ensures that the service is affordable. The contracts contain options to extend the contract period by up to a further eight years.

The contract periods of 25 years for the energy from waste and mechanical biological treatment plant contracts again reflect the expected life of the facilities and the high level of

capital investment required. Entering into a 25 year contract ensures that the gate fee the council pays is again affordable.

The council is required to meet minimum tonnage targets under the contracts. Should we fail to do so there is a requirement for the council to pay compensation to Hills in respect of any losses Hills have incurred. In respect of the Lakeside contract, Hills have supplemented the deliveries of the council's household waste with commercial waste in order to avoid any losses being incurred. In respect of the mechanical biological treatment plant the council and hills have agreed to combine two contract years to avoid the council incurring compensation payments during the current year. This provides a longer period of time over which the council and Hills will work together to ensure the required tonnage is delivered.

The MBT plant is designed to treat non-recyclable waste and it was never anticipated that a significant amount of recyclable material would be separated. The plant is equipped to extract aluminium and metal cans. These represent a small proportion of the waste delivered as much of the recyclable material will have been separated by each household into the black box and collected for delivery to the materials recovery facility at Lower Compton.

Once moisture has been lost from the waste and the solid recovered fuel produced from the treated material, there remains a significant proportion of waste remaining which, at present, is delivered to landfill. Landfill Tax is currently £86.10 per tonne and this will rise to £88.95 per tonne from 1 April 2018. There is a financial imperative to find an alternative, more sustainable, way for this material to be treated. In the meantime the landfill tax bill is considerably smaller than it would have been if 60,000 tonnes per annum continued to be delivered to landfill.

Under the Lakeside contract the council has to deliver waste which has a calorific value that falls within a range of values which would easily encompass that of the household waste collected at the kerbside from the grey lidded bins. There are no minimum contractual tonnages for waste to be landfilled.

The new waste and recycling collection contract commences on 30 July 2018. Glass will be collected separately from the black box. Paper, cardboard, food and drink cans, plastic bottles, pots, tubs, and trays (but not black plastic and plastic film), textiles and food and drink cartons will all be collected from the blue lidded bin.

It should be noted that the council expects a further 20,000 homes to be built in the county over the next period to 2026. Each household typically generates a tonne of waste per year. Even at 50% recycling this growth will be likely to require the current levels of landfill diversion contract capacity (110,000 t). This takes into consideration the expectation that the new kerbside recycling services commencing on 30 July 2018 will achieve an increase in materials recovered for recycling.

Last year nationally we exported almost four million tonnes of refuse derived fuel and solid recovered fuel so there is a significant infrastructure gap for the country should overseas markets reduce in capacity or increase in cost. The council is endeavouring to protect its position to ensure there is sufficient capacity for the foreseeable future. We will work with our contractor to ensure that we continue to manage waste in accordance with the hierarchy while meeting our contractual commitments. When the existing landfill diversion contracts were procured waste was continuing to grow year on year and we anticipated a third landfill diversion contract would be required to enable us to meet the 2020 target. We managed this risk by deferring the procurement of a third contract to avoid contractual commitments that we could not meet.

The consultation has been designed to capture the views of Wiltshire residents and organisations on a range of waste-related topics, including household recycling centre provision, adequacy of current container sizes and frequency of collection, and to attempt to assess gaps in service-users knowledge of the current system as well as establishing preferences for how the council communicates service information to users.

The time required to procure new services, mobilise them and communicate to the public is significant. The new strategy will inform the way decisions are made on the delivery of savings over the next period and the specifying of services for future contracts which could commence as early as 2025.

Question 2 Food Waste Management

- 110 local authorities in England are now operating successful food waste collections.
- With 'smart' collections, food waste can be collected efficiently.
- Gate fees for food waste into Anaerobic Digesters are at an all-time low and plants are already operating in Wiltshire.
- Output from Anaerobic digestion plant can benefit the local community through heat and power, including the gas availability for transport use.
- Keeping food waste out of residual waste collected delivers a significant improvement in potential recycle quality and subsequent resale value.

Question 2: There is strong evidence that food waste collections and processing through AD plant can deliver significant economies and improvements in the waste management process. Why are Wiltshire Council not introducing this process?

Where food waste collections have been introduced successfully this has normally coincided with the move from weekly to fortnightly collections of residual waste. The savings made from reducing residual waste collections are diverted to the introduction of food waste collections. The gate fees for anaerobic digestion plants may be reducing but there is still a gate fee to pay in addition to the collection costs.

Offering a food waste collection service does not guarantee that all food waste would be captured. As a consequence it would not be feasible to sort dry recyclables from residual waste. The best way to improve the quality of recyclable materials collected is to encourage residents to separate them at source.

A reassessment of the cost benefits of a food waste collection in 2009 continued to show that collection costs would remain unaffordably high given the requirement for a weekly collection across a large rural area such as Wiltshire. Significant amounts of food waste, including almost all food waste arising from households, are currently diverted from landfill via the two landfill diversion contracts. The impact of residents reducing the amount of food waste they produce once they store it separately presents a risk that redundant capacity would be built into the collection system. This could have a significant environmental and cost impact in a large county with disparate population centres.

Whilst we are aware that commercial Anaerobic Digestion plants operate in the county, food waste collections do not currently feature as part of our current waste strategy. However, we recognise there may be moves to ban certain wastes from landfill in the future, so wish to assess whether residents feel that they would wish to receive a food waste collection, despite the additional service costs this may entail.

Q3 Open and transparent approach to waste management

More ambitious waste management with targets plus a transparent and flexible forward approach to all waste management needs is essential if the County is to engage with the community to minimise costs and environmental impacts.

Question 3: How do the council see the consultation process that has recently taken place building into an awareness campaign to improve recycling rates?

The council will consider evidence that should enable it to set challenging but achievable targets for the period to be covered by the new strategy.

The survey contains questions directly aimed at assessing residents' awareness of the benefits of recycling, as well as their current behaviours in respect of recycling. It also aims to collate information on preferences expressed in respect of receiving information about the services. We anticipate that this will allow the council to better target future communications campaigns, with a view to increasing recycling rates and also help reduce the risk of contamination of loads collected for recycling.

Q4 Waste Management Contracts (2)

With the pace of change in waste type passing through the waste management system, all contracts to manage that need to be both flexible and easily terminated if they are no longer delivering best value or environmental benefit to the County.

Question 4: can the Council confirm that all waste collection and management contracts let have such flexibility clauses and that future contracts will also have these?

All of the current and new contracts contain provisions for the contracts and specifications to be varied over the life of the contracts, in order to allow for the benefits of technological advances to be realised when available and appropriate. The providers will also be required to propose innovations as opportunities become available, for the council to consider in the context of improving recycling performance against affordability. The council has previously taken the opportunity to work with its providers to extend the range of kerbside recycling, as well as the materials collected for recycling at its household recycling centres, and will continue to consider these opportunities into the future, and alongside further opportunities to divert waste from landfill.

The council recognises the benefit of flexibility in all of its contractual arrangements. However, in order to manage the risk for contractors entering into contracts with the council, the contracts contain provisions to reimburse the contractors' reasonable losses where these arise in the event of significant changes or early termination.

Q5 Local economy

With the changes in global positioning on waste, including Brexit and china's decision to stop import of recyclates from January 2018 there is a real opportunity for the County to push reprocessing locally.

At present the UK exports around 60% of all materials that could be reprocessed into new materials and goods. There is a dearth of such facilities in UK which has been created by the 'easy' option of cheap export.

Question 5: Will Wiltshire Council set up a countywide forum which will support and promote the development of such industry?

At present these materials are exported as this provides the most cost effective way of managing these materials. The lack of processing capacity in the UK reflects the fact that these services could not be provided competitively in this country. Any issues arising from a reduction in overseas markets, either as a consequence of leaving the EU or decisions made by China on environmental grounds, need to be considered at a national level. The key to development of such capacity is to ensure it is financially viable.

Question 6 Best Available Technology (BAT)

There is planning permission for an Advanced Thermal treatment plant to process waste in Westbury that would otherwise go to landfill or energy from waste plant.

The proposed ATT plant does not use Best Available technology in its design. The proposal is outdated and was designed for managing materials other than municipal waste. The emissions management system for this plant does not use the Best Available Technology to control the small particulate emissions in order to avoid harm to human health. It is generally agreed that the impact of these emissions has been underestimated in the past. The plant's proposed location is inappropriate as it has not taken into account the potential impact of the inevitable emissions on the local community.

Question 6: Will Wiltshire Council revisit the approval given to the ATT plant to ensure the company applies Best Available Technology to the facility and will the Council also confirm that they are not preparing to enter into long term minimum tonnage contracts with the company for supply to this plant?

It is Hills' responsibility to demonstrate that Best Available Techniques have been employed in the design of its facility. Planning permission has been granted and the next step would be for the operators to apply for an Environmental Permit from the Environment Agency, the regulator and enforcement authority in respect of waste facilities and emission control. The issuing of the permit would be subject to a public consultation, and if granted, would obligate the operator to meet appropriate emissions standards taking into account the design and location of the facility. These would be regularly monitored and assessed by both the operator and the EA. The EA would take enforcement action where the permit was subject to a breach of condition, provided this was reasonable and proportionate in the circumstances.

The council would not object to HWS proposing the ATT plant for processing SRF provided HWS demonstrate that delivering SRF to the ATT plant would enable them to comply with the requirements of the MBT contract.

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Wiltshire Council

Environment Select Committee

16 January 2018

Subject: Update on the development of a new waste management strategy for Wiltshire following a public consultation

Cabinet member: Councillor Bridget Wayman, Cabinet Member for Highways, Transport and Waste

Key Decision: No

Executive Summary

The report sets out that a total of 3,875 responses were received in response to the Wiltshire Council Waste and Recycling survey 2017 during the consultation period.

It gives an overview of the results of the survey and the key themes emerging from the consultation. A revised timetable for developing the new Waste Strategy is proposed.

Proposal(s)

To note the overview of the results of the Wiltshire Council Waste and Recycling survey 2017, the key themes emerging and initial proposals of how these will be used to inform and develop a draft strategy and to note the revised timetable for development and adoption.

Reason for Proposal

To ensure that Environment Select Committee members are updated on the development of a new waste management strategy, so that the views and priorities of members and residents continue to inform the future delivery of household waste and recycling services for Wiltshire residents.

Tracy Carter

Director Waste and Environment

Wiltshire Council

Environment Select Committee

Date of meeting 16 January 2018

Subject: Update on the development of a new waste management strategy for Wiltshire Council

Cabinet member: Councillor Bridget Wayman, Cabinet Member for Highways, Transport and Waste

Key Decision: No

Purpose of Report

1. The purpose of this report is to provide an initial overview of the results of the public consultation to inform the development of a new waste management strategy for Wiltshire Council and identify the key themes which are emerging.

Relevance to the Council's Business Plan

2. The council's vision is to create strong communities. One of the goals within the 'Strong Communities' priority is to achieve high recycling rates and reduced litter. Another key goal for the service is to recruit more volunteers and work with the voluntary and community sector. One of the challenges identified is supporting local communities on issues such as fly-tipping and littering, which are costly to address.
3. The business plan states that in order to achieve the goal of high recycling rates and reduced litter the council will increase opening hours at household recycling centres, where appropriate; deliver a new waste contract and recycling collection service; and support community initiatives such as litter picks and activities that reduce waste.
4. A new waste management strategy which reflects the views and priorities of Wiltshire residents will provide the strategic framework for the council to deliver the goals outlined in the business plan.

Background

5. At the Environment Select Committee meeting held on 25 October 2016, a report was considered which provided an update of the council's Joint Municipal Waste Management Strategy 2006-2016. At that meeting Councillor Toby Sturgis, then Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Operational Property and Waste, presented a report explaining that due to legislative and policy changes an updated version of the current strategy had been prepared and that a new strategy would start to be developed in 2017.

6. At this meeting, the committee also resolved that elected members should have a greater role in the early development of the new strategy. As a result member workshops were scheduled for discussion of key waste management challenges and the future of household waste and recycling services in Wiltshire.
7. A report was presented to the meeting of Environment Select Committee held on 19 September 2017. This report provided an update on emerging themes arising from the members' workshops held during July 2017. These themes were used in the development of a questionnaire for public consultation.
8. Environment Select Committee members were provided with the opportunity to comment on the draft public consultation questions before the survey was signed off by Councillor Bridget Wayman, Cabinet Member for Highways, Transport and Waste.
9. The public consultation started on 4 September and ran until 14 November 2017. During this period, press releases were issued, officers attended most community area board meetings and provided chairmen's announcements to highlight the survey. Notification was sent to all town and parish councils and hard copies of the survey were made available in the council's libraries.

Main Considerations for the Council

10. Residents, community groups and environmental groups were encouraged to contribute to the consultation by completing an online questionnaire or by completing a paper copy of the questionnaire. In addition some interested parties sent the council additional written comments setting out priorities for consideration by the council in the development of the new strategy.
11. A total of 3,875 responses were received. In addition to the multiple choice questions asked, the council wanted to ensure that residents were able to provide written comments in response to a number of questions. A total of 4,591 individual comments were received through the online questionnaire. A further 34 emails and letters were submitted containing additional detailed observations and notes.
12. The council is very pleased that the consultation generated a high response rate and will ensure that the comments and themes raised through the consultation are fully considered in the development of the draft strategy.
13. Whilst we are grateful to residents and organisations for choosing to submit so many comments, these are taking considerable time to collate and analyse. We are committed to analysing all comments in full so they can be considered in the development of the strategy. This means that we

are not able to present a draft strategy to the committee today as we had originally planned.

14. Appendix 1 contains each of the questions asked in the online consultation and sets out how respondents have answered each of the questions.

15. The new strategy will be developed in accordance with the waste hierarchy which prioritises those waste management practices which are more environmentally sustainable than sending waste to landfill. Reducing the quantity of waste we produce is at the top of the hierarchy, followed by re-using waste, recycling and recovering energy from waste. Landfill is at the bottom of the hierarchy as the option of last resort. The waste hierarchy is central to environmental legislation. Initial, high level analysis of the results and comments shows the following emerging themes which are linked to the waste hierarchy in the table below.

Waste Hierarchy	Emerging themes
Reduce	<ul style="list-style-type: none"> • Respondents felt that the council should be actively engaging with manufacturers and central government to reduce unnecessary waste that consumers and councils need to deal with. • Respondents are keen for the council to work with town and parish councils as well as schools and pre- schools to provide waste reduction and recycling workshops and information. • 57% of respondents would prefer to manage their food waste at home, without the need for a separate collection. • 10% of respondents would be interested in becoming a local recycling or composting champion.
Reuse	<ul style="list-style-type: none"> • Residents would generally not be prepared to travel further to visit a household recycling centre however some residents have indicated that they would be prepared to travel further should there be a reuse shop at the recycling centre and if the centre was open more often.
Recycle	<ul style="list-style-type: none"> • Respondents understand the benefits of recycling and strongly believe that it is important to recycle in order to protect the environment. • Respondents want to be able to recycle more materials from home and would like more information on what to recycle to make recycling more convenient • A proportion of respondents felt that they recycled all they can at home and therefore they do not need any incentive or information to encourage them to recycle more. • Regular and convenient communications at

	<p>home, including stickers and leaflets were preferred.</p> <ul style="list-style-type: none"> • Almost half of respondents are wrongly disposing of plastic packaging in their blue lidded bin. In addition 29% of residents were also putting food and drinks cartons into their blue lidded bin. • Residents strongly favoured fortnightly recycling collection, with only 7% of respondents suggesting that recycling could be collected less frequently.
Energy from Waste	<ul style="list-style-type: none"> • Generally respondents are supportive of recovering energy from waste in Wiltshire should it be financially beneficial to do so and if the technology is feasible.
Less to landfill	<ul style="list-style-type: none"> • There was strong support for all elements of the hierarchy rather than landfilling waste with encouraging more recycling being the most popular option.

16. The council will further analyse the results of the consultation and the comments received. These will then be used to inform development of a draft version of the future waste management strategy. This will be presented to the Environment Select Committee at its meeting to be held on 13 March 2018. The report will address the issues previously raised on why residents choose not to recycle and the draft strategy will contain strategic goals for waste management.

17. Once Environment Select Committee members have reviewed and commented upon the draft strategy, a further draft strategy will be presented to the council's Cabinet at its meeting to be held on 24 April 2018. Subject to Cabinet agreement the strategy will be presented to full Council on 22 May 2018 for adoption.

Safeguarding Implications

18. There are no specific safeguarding implications arising from this report.

Public Health Implications

19. There are no specific public health implications arising from this report.

Procurement Implications

20. There are no specific procurement implications arising from this report.

Equalities Impact of the Proposal

21. There are no specific equalities implications arising from this report.

Environmental and Climate Change Considerations

22. There are no specific equalities implications arising from this report.

Risk Assessment

23. As this report provides an interim update it is not considered necessary to complete a risk assessment.

Risks that may arise if the proposed decision and related work is not taken

24. Not applicable

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

25. Not applicable

Financial Implications

26. There are no specific financial implications arising from this report.

Legal Implications

27. There are no specific legal implications arising from this report.

Options Considered

28. This report provides an update on the development of the council's new waste management strategy therefore at this point there are no options to be considered.

Conclusions

29. The report sets out the response to the consultation and the themes that have emerged from the early analysis of the results. This report details a revised timeline for the development of the draft waste strategy, ensuring that Environment Select Committee members have an opportunity to comment on an early draft of the strategy before this is considered by Cabinet and full Council for adoption.

Proposal

30. That the Environment Select Committee:
- i) Accept the revised timetable for the consideration of a Draft Waste Management Strategy, as detailed above
 - ii) Note the overview of the results of the Wiltshire Council Waste and Recycling survey 2017, the key themes emerging and initial proposals of how these will be used to inform and develop a draft strategy

Tracy Carter
Director Waste and Environment

Report Author:

Vicki Harris, Senior Waste Services Officer

January 2017

Background Papers

The following documents have been relied on in the preparation of this report:

Responses to the Wiltshire Council Waste and recycling survey 2017

Appendices

Appendix 1: Waste Strategy: Online Consultation Questionnaire Results

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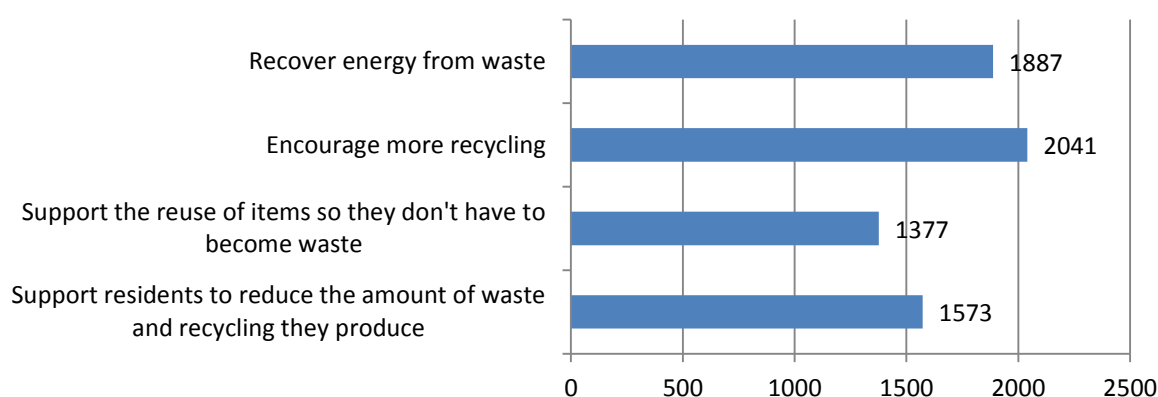
Results of Waste and Recycling Survey 2017

The council wants to develop a new waste management strategy in order to shape how we collect and manage household waste and recycling in Wiltshire over the next 10 years. We undertook a public consultation in order to ensure that our strategy is representative of Wiltshire residents' opinions on the future delivery of household waste management services. A total of 3,875 responses were received during the consultation period of 4 September to 14 November 2017.

Please find below the quantitative responses to the consultation. Some questions allowed more than one response, or could be answered with free-text. These have been identified throughout.

Waste and Recycling Priorities

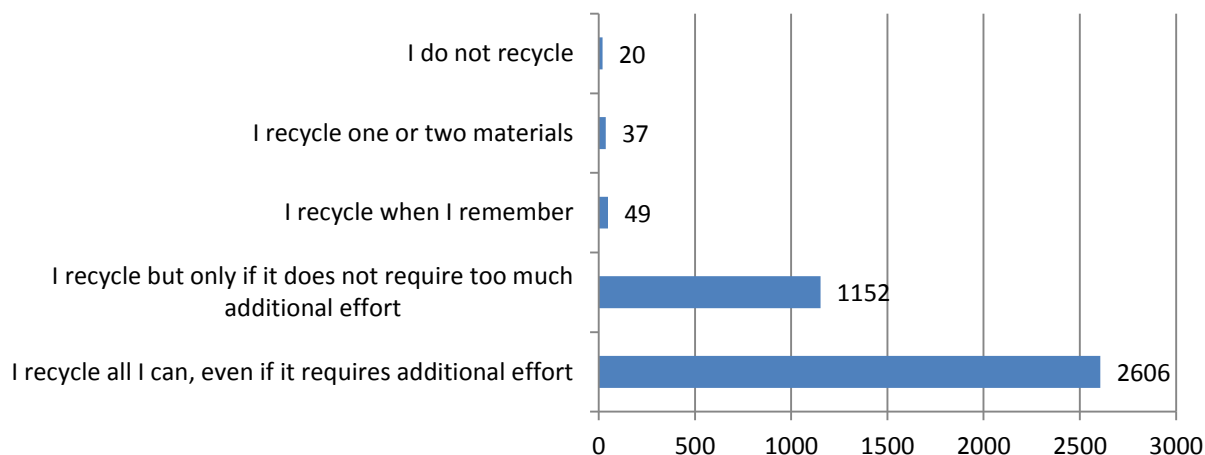
Qu 1. Wiltshire Council aims to reduce, reuse and recycle waste. If this cannot be done, we try to recover energy from waste where possible. Our least preferred option is to landfill waste. Which of the following do you think should be our priorities?
(up to two options could be chosen)



Qu 2. How strongly do the statements below reflect your attitudes and opinions on recycling at home?
(one option per question could be chosen)

	Strongly agree	Tend to agree	Neither agree or disagree	Tend to disagree	Strongly disagree
Recycling is easy	1125	1692	383	523	99
I understand the benefits of recycling	2927	817	53	14	13
Recycling is important to help the environment	3065	662	82	20	13
I find recycling fits into my normal routine	1835	1386	327	216	69
I would like to be able to recycle a wider range of materials	2864	634	227	74	35
I understand the recycling system in Wiltshire	1136	1483	650	418	140
I try to buy food and goods with reduced or recyclable packaging	827	1231	1242	385	145

Qu 3. Which of these statements best describes how you currently recycle at home?
(one option could be chosen)



If you do not recycle, please state why

Open text responses

Qu 4. The council must continue to review its services to ensure that they are efficient in order to achieve necessary budget savings. In previous years, we have reviewed our waste collection rounds to maximise efficiency, reduced opening hours and days at household recycling centres, charged for the collection of garden waste, and introduced permits for vans and trailers at household recycling centres.

Do you have any ideas of how we could make further savings from the waste and recycling budgets? For example we could charge for certain materials at our household waste recycling centres which are not household waste (soil, rubble and tyres).

Open text responses

Encouraging Recycling

Qu 5. Which form of communication would most encourage you to recycle more at home?

(up to two options could be chosen)

More information available on the council's website	555
Regular emails from the council's waste and recycling team with recycling information and updates	693
Social media updates from Wiltshire Council regarding recycling information and facts	451
Stickers on the bin specifying what can and can't go into them	1883
An information leaflet posted to all households	1265
None of these I recycle all I can anyway	1168

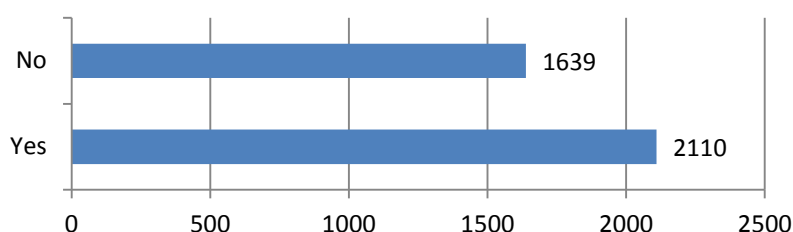
Qu 6. Which of the following would most encourage you to recycle more at home?
(up to two options could be chosen)

Information on comparative costs of putting recyclables into the non-recycled waste bin	716
Information on comparative environmental impacts of putting recyclables into the non-recycled waste bin	779
If there was an incentive for you to recycle more	1197
If there were penalties in place for not recycling	410
None of these I recycle all I can anyway	1951

Qu 7. What one thing would encourage you to recycle more?

Open text responses

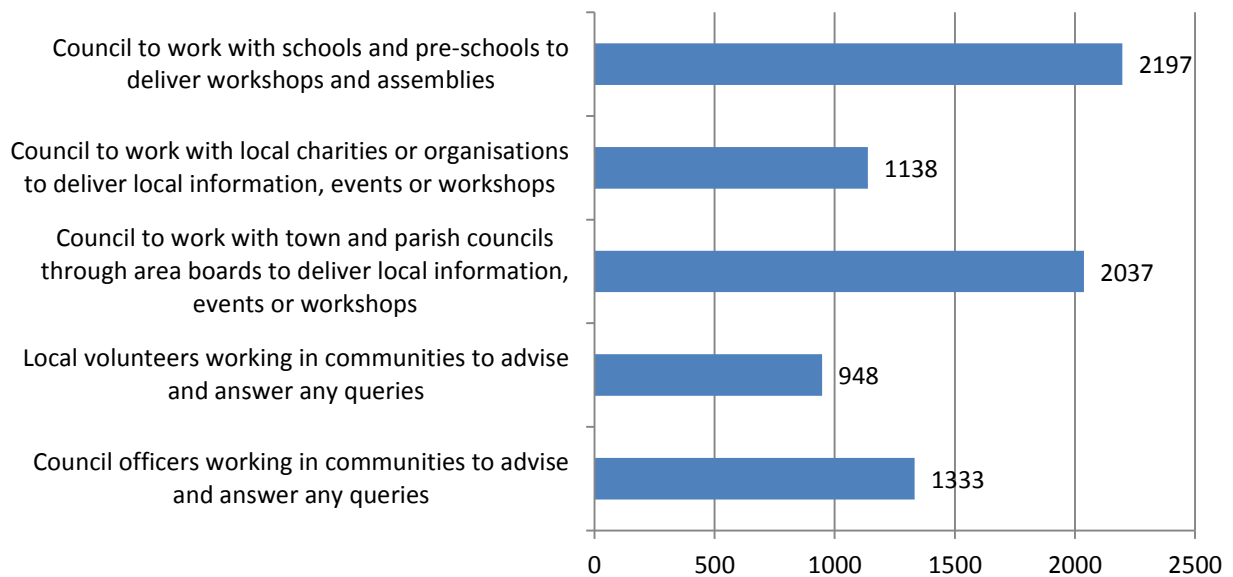
Qu 8. Would you be more likely to increase your recycling if local charities or community projects were to financially benefit from an increase in recycling?



Qu 9. How do you currently dispose of the below items?
(one option per question could be chosen)

	Blue lidded recycling bin	Black recycling box	Household recycling centre	Ordinary waste bin
Cans	98	3479	133	131
Glass bottles and jars	66	3574	142	57
Plastic bottles	3637	76	66	38
Plastic pots, tubs and trays	1749	70	620	1360
Paper	216	3150	215	229
Cardboard	3590	116	95	33
Clothing (excluding charity shop donations)	48	1118	1669	695
Food and drink cartons	1091	92	666	1918
Shredded paper	879	1074	505	975
Aerosols	146	1786	500	1311
Small electrical items	11	37	3090	611
Batteries	5	60	2711	806
Plastic bags/plastic film	292	23	618	2746

Qu 10. Which of the following do you think would be the best way to work with you and your community on waste and recycling?
(up to three options could be chosen)

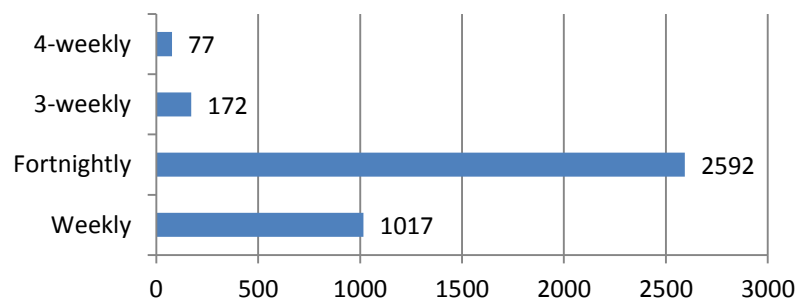


Waste and Recycling Collections

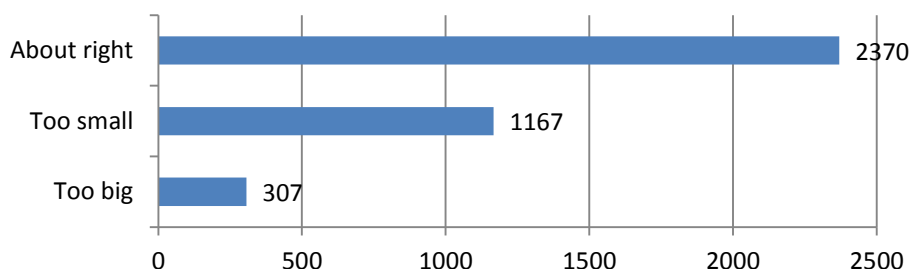
From 30 July 2018 recycling collections in Wiltshire will change and will become easier. Residents will be able to recycle all of the materials they currently put in the black box (excluding glass) in their blue-lidded recycling bin, as well as their plastic bottles and cardboard. From this time, you will also be able to recycle plastic pots, tubs and trays and food and drink cartons in the blue-lidded bins. Glass will continue to be collected from the black box. We plan to continue this as a fortnightly collection.

Over the next 10 years, further service changes may be required.

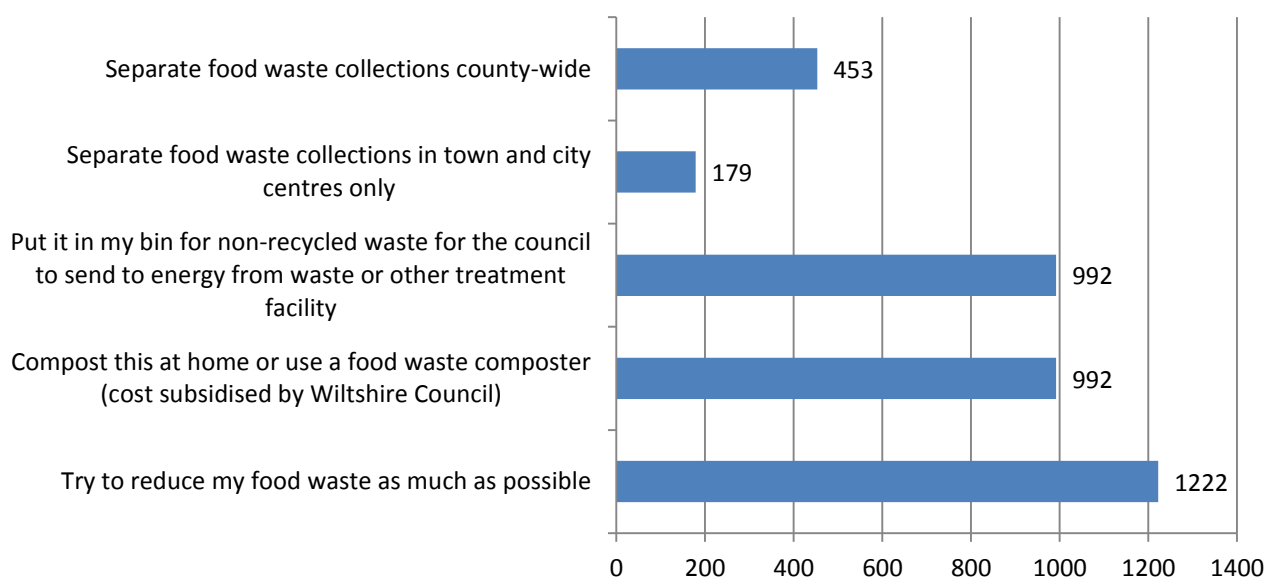
Qu 11. Do you think that your recycling should be collected:
(one option could be chosen)



Qu 12. With the increase in the range of materials that you will be able to recycle at home from 30 July 2018, do you think that the size of your non-recycled bin will be:
(one option could be chosen)

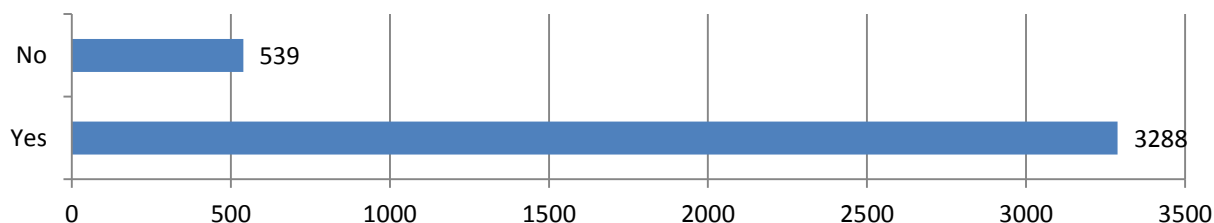


Qu 13. Currently the council does not collect food waste separately. The reason for this has been that separate collections are very expensive to operate, particularly in large rural counties such as Wiltshire and it is usual practice to collect food waste weekly. In addition, other local authorities have introduced food waste collections but found they did not collect as much food waste as hoped due to people reducing their food waste once they saw how much they were throwing away, people not producing much food waste, or people not wanting to store food waste in a separate container. How would you prefer to manage your food waste?
(one option could be chosen)

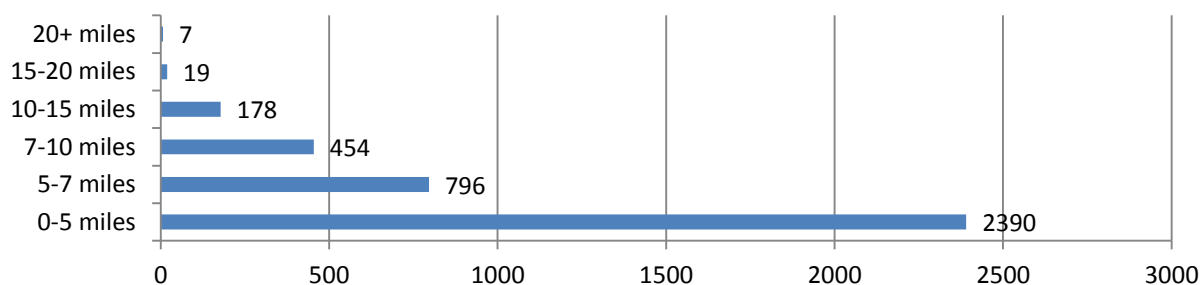


Household Recycling Centres

Qu 14. Household recycling centres are available for Wiltshire residents only and, due to the cost of waste disposal, we believe that non-Wiltshire residents using these sites currently have a significant financial impact. Would you be happy to apply for a free 'Resident Permit' or provide proof of residency at the household recycling centre? There would be no limit on the number of visits householders could make. (one option could be chosen)



Qu 15. How far do you currently have to travel to your nearest household recycling centre?



Qu 16. Which of the following might encourage you to travel further to a household recycling centre?

(one option per question could be chosen)

	Yes	Maybe if not too far	No, I don't want to travel any further
If there was reduced queuing	772	720	1937
If there were longer opening hours	1149	788	1499
If it was open 7 days a week	1305	766	1415
If it was a larger site with more bins	908	690	1673
If it was easier to access the site	943	660	1690
If there were less steps/bins themselves were easier to use	745	657	1756
If there was a reuse shop and/or charity type collection area	1294	793	1327

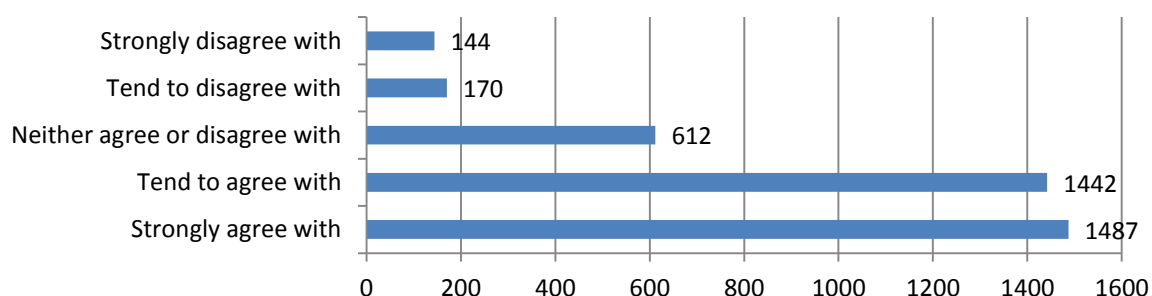
Qu 17. Which of the following household recycling centres do you use in Wiltshire?
(could chose as many options as needed)

	Mainly use	Occasionally use
Amesbury	264	245
Devizes	323	224
Everleigh	336	119
Honeyball, near Calne	350	90
Marlborough	301	130
Melksham	245	254
Purton	189	47
Salisbury	564	212
Stanton St Quintin	471	173
Trowbridge	406	145
Warminster	232	81
I use one elsewhere	142	130
I use other methods to recycle	133	187

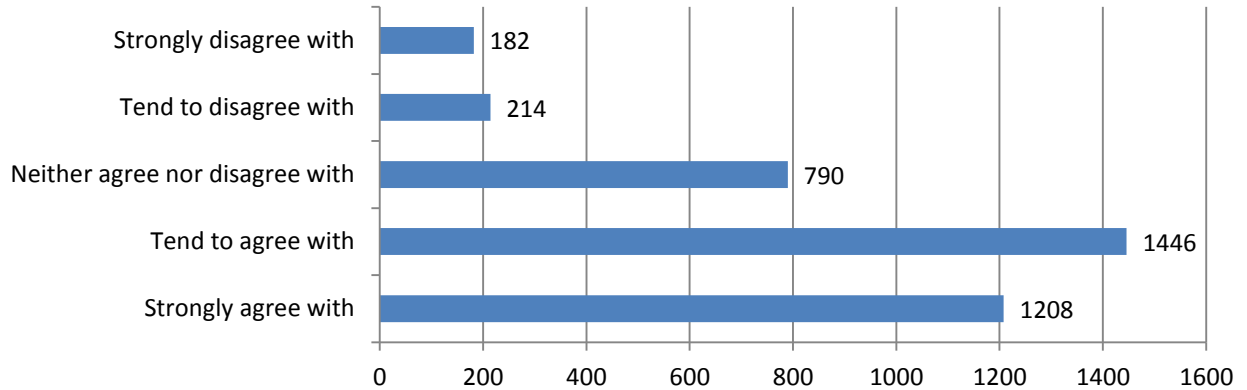
Currently 110,000 tonnes per year of Wiltshire households' non-recycled waste is diverted from landfill in two ways. Around 22 bin lorry loads of waste a day are sent to a mechanical biological treatment facility in Westbury where the waste is shredded, dried and becomes a fuel. This fuel is then sent to other European countries for use in energy from waste plants. In addition, nine articulated lorry loads of waste are sent daily to an energy from waste plant near Slough where waste is burnt to generate energy for export to the national grid. The Environment Agency are the regulatory body responsible for issuing environmental permits for the operation of waste management facilities. These permits contain conditions to protect human health and the environment.

More information on energy from waste plants can be found in a document published by the Department for Environment, Food and Rural Affairs: 'Energy from waste A guide to the debate' via the following link
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/284612/pb14130-energy-waste-201402.pdf

Qu 18. If it was financially beneficial, would the council building an energy from waste plant within Wiltshire be something that you:
(one option could be chosen)



Qu 19. The majority of energy from waste plants are built at a large scale to ensure that the fee charged is affordable for each tonne of waste disposed. Although the affordable technology does not yet exist, if it did and it was financially beneficial, would the council building small scale, community based energy from waste plants within your community in Wiltshire be something that you;
(one option could be chosen)

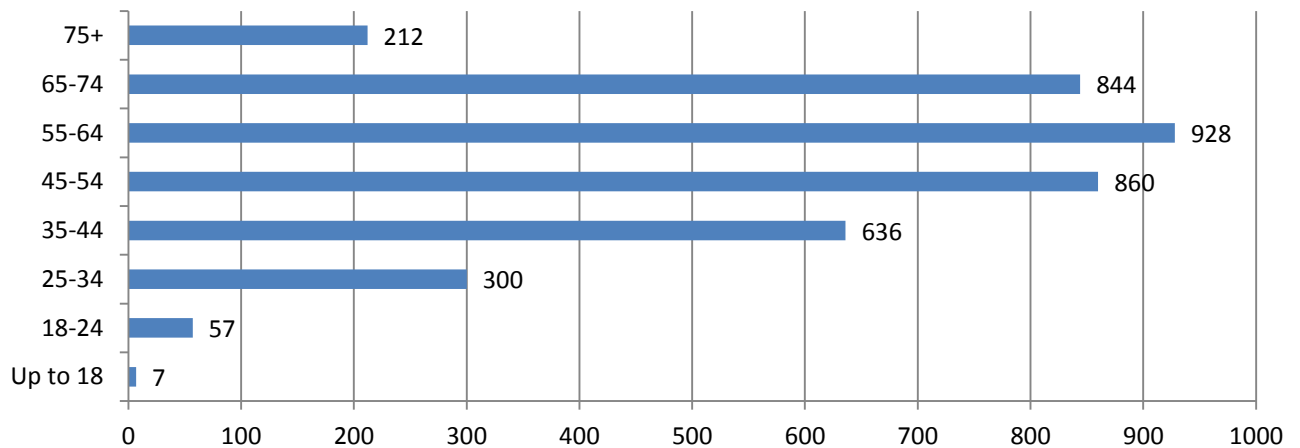


About you

Qu 20. What is your post code - we use this to map responses not to identify you.

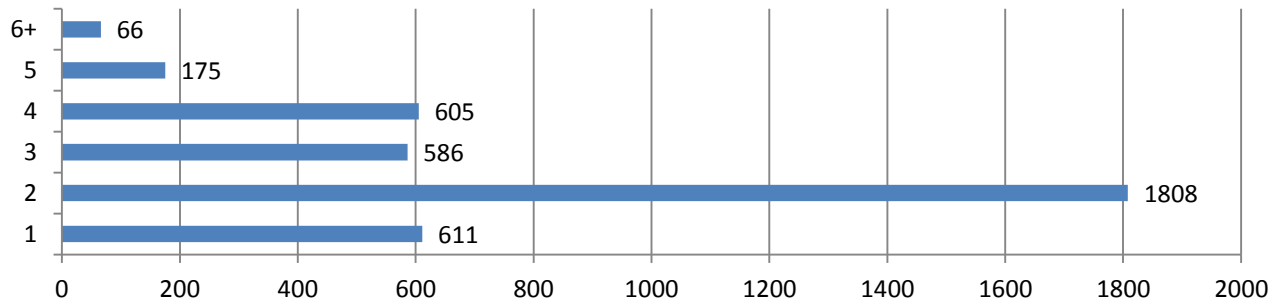
Not published.

Qu 21. What is your age range?
(one option could be chosen)



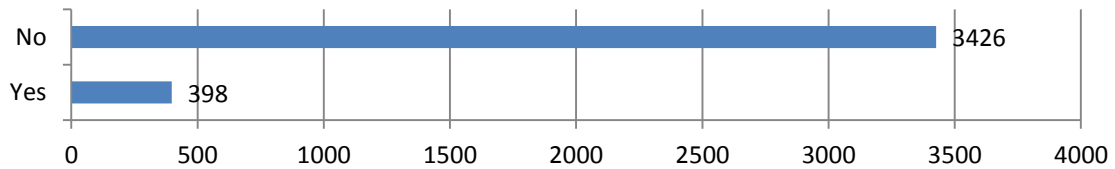
Qu 22. How many people live in your house?

(one option could be chosen)



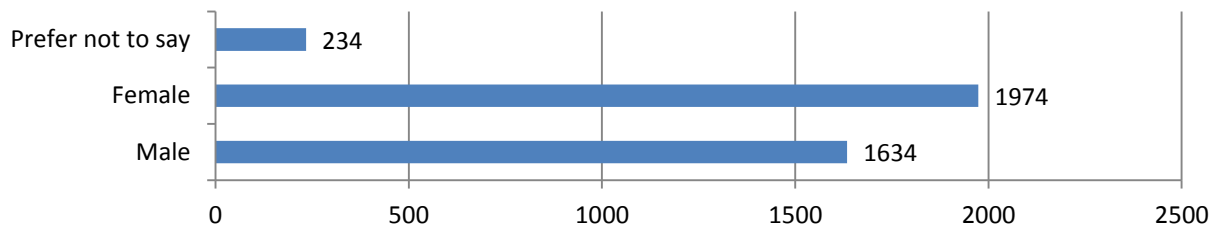
Qu 23. Would you be interested in becoming a local recycling or composting champion?

(one option could be chosen)



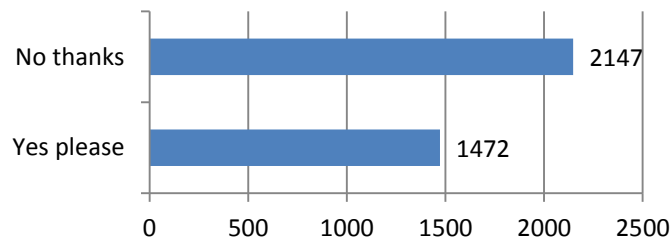
Qu 24. Are you?

(one option could be chosen)

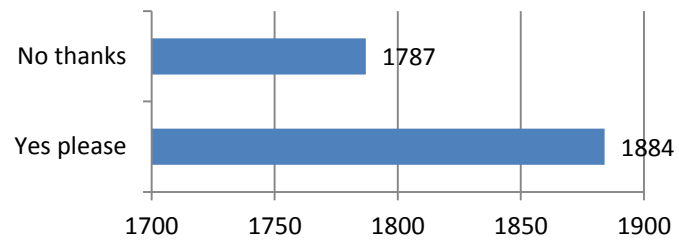


Qu 25. Would you like to receive email updates about the following?

Information on progress of the Council's waste strategy:



General information on waste and recycling collections and changes to services:



Wiltshire Council

Environment Select Committee

16 January 2018

Amendments to the Wiltshire Local Transport Plan (LTP) 2011-2026 – Car Parking Strategy

Purpose of Report

1. To:
 - (i) Provide details of the consultation responses in relation to Options 1 to 7.
 - (ii) Outline suggestions from respondents for alternative ways in which the estimated income increase from the options could be met by other means (Option 8).
 - (iii) Set out the draft recommended option proposals.
 - (iv) Set out the implementation timetable of the draft recommended option proposals.

Relevance to the Council's Business Plan

2. The Wiltshire Local Transport Plan (LTP) Car Parking Strategy is relevant to the following Business Plan 2017 - 2027 priorities:

Priority: Growing the economy

The car parking strategy can:

- Support the local economy (e.g. by making it easy for shoppers and visitors to park) and facilitate development growth (e.g. by enabling the planned housing and employment growth set out in the Wiltshire Core Strategy to 2026).
- Enhance the built and natural environment (e.g. by reducing the amount of land required for parking and by improving the look of streetscenes through the appropriate enforcement of parking contraventions).
- Manage residents' needs for car parking near their homes (e.g. by introducing residents' parking zones).
- Improve journey time reliability for road users (e.g. by designing and managing on-street parking facilities to reduce traffic conflicts and delays).
- Help fund public transport provision through the income generated on council owned car parks.

Priority: Strong Communities

The car parking strategy can:

- Enable community groups to take over (ownership and/or management) identified off-street car parks in accordance with the Council's Community Asset Transfer (CAT) Policy.
- Enable community groups to run identified car parking services in accordance with the Council's Delegation of Services to Town and Parish Councils and Funding of Delegated Services Policy.
- Make Wiltshire a safer place (e.g. by ensuring that car parks are 'safer by design').
- Encourage the use of sustainable travel modes and reduce reliance on the private car (e.g. by setting parking charges at appropriate levels).

Priority: Protecting the Vulnerable

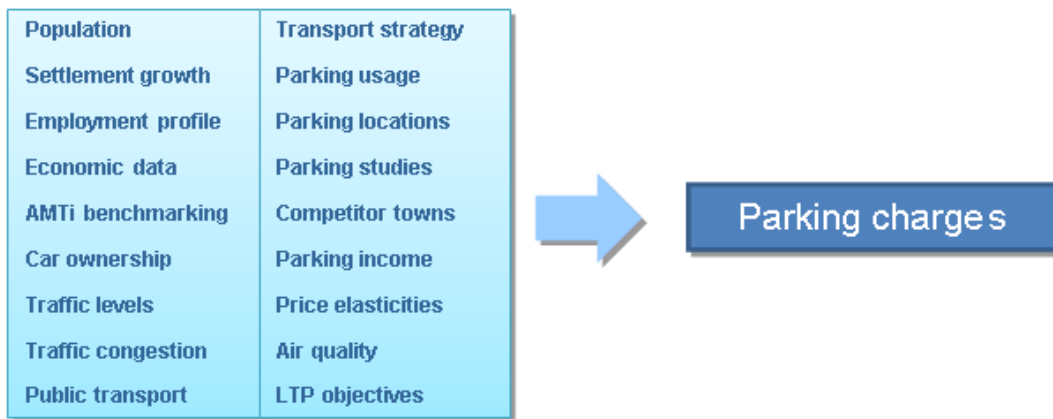
The car parking strategy can:

- Provide access to key services and facilities for special needs groups and mobility impaired (e.g. by providing appropriate Blue Badge spaces).

Background

Policy Context

3. The current Wiltshire LTP Car Parking Strategy was approved by Cabinet at its meeting on 17 March 2015 following a comprehensive review and consultation exercise in 2014 which attracted over 5,000 responses from individuals and organisations.
4. While there are a number of aspects to car parking management, in essence a balance needs to be found between three key factors:
 - **Regeneration:** using parking measures to support town centre regeneration.
 - **Restraint:** using parking controls as a means of restraining / managing traffic and improving environmental quality, or to encourage the use of sustainable transport modes.
 - **Revenue:** securing sufficient revenue to cover the costs of providing car parking, and using any surplus revenue to fund other important local services.
5. In order to help find the right balance between the above factors, relevant economic, social and environmental data was used to inform the review. A key outcome of this process was a move to a more 'fine grained' approach to car parking management, and in particular charges, based on the local circumstances of each car park / settlement (see table below).



6. Policy PS3 of the LTP Car Parking Strategy includes that “Parking charges will be set by the Council following consultation with the public, stakeholders and area boards”.

Operational Cost Pressures

7. The Council’s parking services is facing significant operational cost pressures. These include business rate payments, essential equipment upgrades and maintenance works, and inflation costs. The demands on the service are also increasing; particularly requests from residents, schools, businesses and parish / town councils asking for extra parking enforcement and maintenance to be undertaken. It is also important to note that surplus revenue from parking charges supports other transport measures including non-commercial, but essential local bus services. This is one of the main reasons why the Council has been in a position to retain the vast majority of these bus services, in contrast to other local authorities which have seen significant cuts to services.
8. The 2016/17 net income budget for car parking was £3.695 million. This consisted of a gross income budget of £7.666 million and a gross expenditure budget (including business rates overheads and depreciation) of £3.971 million. The net income budget (£3.695 million) contributes towards the provision of public transport revenue support and concessionary fares which had a net expenditure budget of £7.838 million in 2016/17.
9. To address the pressures facing the Council and the parking service as outlined and other pressures highlighted in the Council’s Medium Term Financial Strategy (MTFS), it was considered that a number of charging policies and practices needed to be looked at and possibly reviewed.
10. As outlined above, the Council continues to fund a number of transport measures, including supported bus services from car parking income. Failure to adequately meet the increasing cost and demand pressures facing parking services could result in an adverse impact on the Council’s ability to continue to fund some of these transport services.
11. To help address the pressures outlined above, a number of technology and operational improvements, with a ‘one off’ total cost of £125,000 and ongoing costs of £133,000 per annum, have been identified by officers as set out in paragraphs 61 to 66.

12. To address the operational and demand pressures outlined above, and to fund a number of proposed technology and operational improvements, seven possible charging options (and an additional option asking for proposals for alternative funding streams from local communities) were identified and included in a recent public consultation exercise (see paragraphs 16 to 20) that was approved by Cabinet at its meeting on 12 September 2017.

Charging Options Rejected by the Cabinet Member

13. Based on early discussions with the Cabinet Member prior to the Cabinet meeting on 12 September 2017, a decision was taken to reject the following charging options:
- The introduction of evening charges at all car parks. Reason: While a number of key competitor towns have evening charges, it was felt that their introduction in Wiltshire would harm the evening economy.
 - Changes to Blue Badge holders charging regime. Reason: In view of the Council's priority to 'Protect the Vulnerable' in its Business Plan 2017 – 2021, it was considered that this option should not be taken forward.

Previous Environment Select Committee Resolution

14. A report to Environment Select Committee at its meeting on 19 September 2017 asked members to consider its role in the process to make any amendments to the Wiltshire LTP Car Parking Strategy.
15. The resulting resolution was as follows:

The Committee endorsed the contents of the report and the options presented for Public Consultation and agreed to await the outcome of the detailed Consultation before considering the Strategy again, at its 16 January 2018 meeting, prior to the Strategy returning to Cabinet on 30 January 2018.

Public Consultation Exercise

16. A public consultation exercise was held between 28 September and 23 November 2017.
17. The consultation was hosted on the Wiltshire Consultation Portal (<http://consult.wiltshire.gov.uk/portal>) and included a link to the questionnaire which sought responses on the options agreed by Cabinet at its meeting on 12 September 2017:
- Option 1: Seeking ways to mitigate against an inflation increase across all parking charges
 - Option 2: Introduce Sunday and Bank / Public Holiday charging at all car parks
 - Option 3: Charge in all Wiltshire Council car parks
 - Option 4: Move the free event parking offer in November and December to other times of year
 - Option 5: Base season ticket prices on the standard rate charges

- Option 6: Harmonise residents' parking permit charges
 - Option 7: Reduce the period of time or parking grace from 15 minutes to 10 minutes in all car parks
18. The questionnaire also included a question (termed Option 8) on: 'Proposals for alternative ways to fund from the local community'.
19. In addition to the questionnaire, the following supporting information was made available:
- Range of parking charges in Wiltshire
 - Off-street parking charges in key competitor towns
 - Schedule of proposed increased car parking charges
 - Proposed charges in currently free car parks
 - Proposed season ticket charges
 - Equality Analysis Evidence Document (EAED)
 - Frequently Asked Questions
 - Link to the Joint Strategic Assessment webpage.
20. A variety of means were used to inform people of the consultation. A news release was issued on 28 September 2017 (as a result, the consultation was picked up by several local news outlets). In addition, an article was included in the 11 September 2017 edition of the Parish Newsletter and the October 2017 and November 2017 Cabinet Member Highways Newsletters. Information was also contained on the Wiltshire Council Facebook and Twitter feeds.

Main Considerations for the Council

Overall Consultation Responses

21. In total, 1,377 people and organisations responded by completing questionnaires:

Respondent	Number
Local resident	1171
Someone who visits or works in the area	71
A local business or commercial concern	24
A councillor	29
An existing resident car permit holder	40
An existing car season ticket holder	16
Someone representing an organisation	18

22. The organisations represented were as follows (plus two responses where the organisation was not provided):
- Federation of Small Businesses
 - Federation of Small Business for Wiltshire
 - Malmesbury and St Paul Without Residents' Association
 - Malmesbury Town Council
 - Melksham Railway User's Group
 - Melksham Town Council

- Melksham Without Parish Council
- Old Baptist Chapel, Chapel Lane, Chippenham
- Salisbury and District Chamber of Commerce and Industry
- Salisbury Federation of Small Businesses
- Southwick Country parkrun
- St Edmunds Community Group
- St Paul Malmesbury Without Parish Council
- Trowbridge Town Council
- Warminster Town Council
- Westbury Town Council

23. The questionnaire responses by settlement are shown below:

Amesbury	38	Bradford on Avon	41
Calne	14	Chippenham	113
Corsham	55	Devizes	164
Downton	13	Malmesbury	105
Marlborough	101	Melksham	51
Mere	3	Pewsey	23
Royal Wootton Bassett	151	Salisbury	334
Tidworth	1	Tisbury	5
Trowbridge	100	Warminster	21
Wilton	9	Westbury	27

24. Separate written comments (i.e. non-questionnaire returns) have been received from the following town / city councils (see **Appendix 1**):

- Chippenham Town Council
- Corsham Town Council
- Devizes Town Council
- Labour Group, Salisbury City Council
- Marlborough Town Council
- Melksham Town Council
- Salisbury City Council
- Trowbridge Town Council

25. Separate written comments were also received from the following (a summary of the comments is attached at **Appendix 2**):

- Businesses
- Councillors
- Individuals
- Salisbury Business Improvement District / Salisbury Chamber of Commerce / Federation of Small Businesses
- Southwick Country Parkrun
- TransWilts Community Interest Company

Option 1 - Consultation Responses

26. The overall questionnaire response to Option 1 'Seeking ways to mitigate against an inflation increase across all parking charges' was as follows:

Option	Number supporting
An inflationary increase to current pay and display parking charges	808 (63%)
Support a reduction in the equivalent funding of public transport and other highway services	480 (37%)

Option 2 - Consultation Responses

27. The overall questionnaire response to Option 2 'Introduce Sunday and Bank / Public Holiday charging at all car parks' was as follows:

Option	Number supporting
Wiltshire Council implementing Sunday and bank holiday charges in all its car parks (including those that are currently free during the week)	534 (40%)
Spreading the income requirement across the chargeable car parks within that local community with the resulting cost increase to parking charges	399 (30%)
A reduction in the equivalent funding of public transport and other highway services	394 (30%)

Option 3 - Consultation Responses

28. As part of the consultation, charges were proposed to be introduced in the following currently free car parks (or part of):

- Market Place, Devizes
- Station Car Park, Melksham
- Central, Amesbury
- Burnham Road, Malmesbury
- Southwick Country Park, Trowbridge
- Westbury Leigh, Westbury
- Smallbrook Lane, Warminster

29. The overall questionnaire response to Option 3 'Charge in all Wiltshire Council car parks' was as follows:

Option	Number supporting
Wiltshire Council implementing charges in all its car parks	691 (53%)
Spreading the income requirement across the chargeable car parks within that local community with the resulting cost increase to parking charges	314 (24%)
A reduction in the equivalent funding of public transport and other highway services	309 (24%)

30. A locational analysis of the questionnaire responses to Option 3 is set out in **Appendix 3**.

Option 4 - Consultation Responses

31. The overall questionnaire response to Option 4 'Move the free event parking offer in November and December to other times of year' was as follows:

Would you support the council withdrawing the use of its free event parking offer in November and December?	Number supporting
Yes I would support this	762 (56%)
No I would not support this	589 (44%)

32. A total of 390 respondents provided comments in answer to the question: *If you said no why is this?* The majority of comments made related to the following themes:

- The option only provides a small financial benefit to Wiltshire Council.
- The decision should be left to a town council's discretion.
- Local retailers need help at Christmas to combat the internet and encourage people to shop locally.

Option 5 - Consultation Responses

33. The overall questionnaire response to Option 5 'Base season ticket prices on the standard rate charges' was as follows:

Option	Number supporting
Wiltshire Council amending its season ticket prices so that they reflect at least 50% of the normal daily charge	879 (66%)
Spreading the income requirement across all chargeable car parks across Wiltshire with the resulting cost increase to parking charges	201 (15%)
A reduction in the equivalent funding of public transport and other highway services	250 (19%)

Option 6 - Consultation Responses

34. The overall questionnaire response to Option 6 'Harmonise residents' parking permit charges' was as follows:

Option	Number supporting
Harmonising the charges for residents' permits and limited waiting permits across Wiltshire	486 (37%)
Harmonising the charges for residents' permits and limited waiting permits charges across Wiltshire with the introduction of a two tiered charging regime with a second permit being a higher charge	498 (38%)

Spreading the income requirement across all car parks across Wiltshire with the resulting cost increase to parking charges	112 (9%)
A reduction in the equivalent funding of public transport and other highway services	219 (17%)

35. A locational analysis of the questionnaire responses to Option 6 is set out in **Appendix 3**.
36. A number of responses regarding the on-street residents' permit scheme in Salisbury requested that the operational hours should be extended from 8am – 6pm to 8am – 8pm to discourage commuters and visitors to the city from parking in residential areas.

Option 7 - Consultation Responses

37. The overall questionnaire response to Option 7 'Reduce the period of time or parking grace from 15 minutes to 10 minutes in all car parks' was as follows:

Would you support Wiltshire Council reducing the parking grace period from 15 minutes to 10 minutes across all its car parks?	Number supporting
Yes I would support this	655 (48%)
No I would not support this	704 (52%)

38. A total of 381 respondents provided comments in answer to the question: *If you said no why is this?* The majority of comments made related to the following themes:
- The option only provides a small financial benefit to Wiltshire Council.
 - 10 mins is too short a time – 15 minutes is a reasonable time period.
 - No real positive impact on the turnover of parking spaces.

Option 8 - Consultation Responses

39. With regard to Option 8, 'Proposals for alternative ways to fund from the local community', a total of 666 respondents provided comments in answer to the question: *Do you have any other suggestions how funding could be found to cover the increases needed?*
40. To aid comprehension, all the comments to the above question have been categorised as follows:

Suggestion	Number of Comments	Officers Response
Reduce Wiltshire Council councillor expenses / staff salaries	85	<p>The salary scales for Wiltshire Council staff are nationally negotiated with the trade unions on an annual basis and therefore the Council is bound by the national negotiations. In the past few years the majority of council staff have received just a 1% annual pay award and increments have also been frozen for the last two years. If staff salaries were reduced, the Council would not be able to recruit and retain staff with the right skills to deliver its services in the communities.</p> <p>Councillors receive a basic allowance which increases annually in line with the annual pay award. So again, there has been just a 1% increase in recent years.</p>
Maintain or cut parking charges (e.g. to increase use and therefore revenue, and to support town centres)	77	<p>As set out in paragraphs 4 and 5, the Council needs to find a balance between three key factors:</p> <ul style="list-style-type: none"> • Regeneration • Restraint • Revenue <p>To help achieve this, a more 'fine grained' approach to car parking management, and in particular charges, was supported and introduced as a result of the last review in 2014 based on the local circumstances of each car park / settlement.</p>
Harmonise parking charges across Wiltshire	67	As above.
Look for savings efficiencies and income opportunities elsewhere in Wiltshire Council	51	<p>The Council has an ongoing process of looking for efficiencies and income opportunities. It prioritises service provision and directs funds to those services which protect the most vulnerable. Unlike car parking, there is limited choice as to who provides services to the vulnerable or whether you want to use them or not.</p> <p>The Council will continue to review efficiencies and income opportunities and allocate funding in relation to its stated priorities.</p>

Suggestion	Number of Comments	Officers Response
Reduce public transport subsidies / Charge more to concessionary fare users	48	<p>Wiltshire Council consulted on the future of public transport in 2016. The consultation returned over 11,000 responses, the second highest response rate to any consultation held by Wiltshire Council. When analysing the responses it was clear that the general public is very supportive of public transport and wholesale reductions to bus subsidy were not taken forward. Instead, Wiltshire Council agreed to save £500,000 from those bus services that were less well used and did not meet the £3.50 per passenger trip subsidy as defined in the Wiltshire LTP. Those savings have since been achieved and demonstrate that there has been a reduction in subsidy for public transport.</p> <p>With regard to charging for a concessionary fares bus pass, or requesting that users of the concessionary pass make a contribution, this is not possible as legislation is clear that no charge can be made for the issue of a concessionary fares pass and it must be free to the user at point of use.</p>
Increase the current income of the parking service (e.g. better enforcement, increased fines and ensuring all ticket machines work)	42	<p>Parking services has recently recruited to long standing vacant civil enforcement officer positions allowing more effective enforcement.</p> <p>As part of this parking review, parking services has detailed a yearly expenditure profile for a rolling replacement programme to ensure the pay and display ticket machines operate efficiently and reliably. During the summer of 2017, all of the pay and display ticket machines in Salisbury were replaced as part of the new £1 coin implementation process.</p>

Suggestion	Number of Comments	Officers Response
Increase council tax (precept) / business rates	30	<p>Business rates are a national form of taxation with the levels of taxation and rates of taxation determined by central government. The Council cannot choose to set a local charge for businesses other than through the creation of a business improvement district. The majority of the business rates the Council collects go to central government.</p> <p>Council tax is a tax that is set locally and there is a limit on how much Council tax can be increased each year without balloting every household regarding any proposed increases. Recognising the pressure on household budgets, only in the last two years has Wiltshire Council had to raise council tax.</p>
Charge in Wiltshire Council staff car parks / Charge on all on-street bays	28	<p>The decision not to require Wiltshire Council staff to pay for parking was taken at a corporate level and plays an important part in staff retention and recruitment. A number of council staff must be able to park close to council buildings for emergency responses and many require vehicles for their duties. For operational reasons it is vital that parking arrangements, including free parking or parking reimbursement, meet this requirement.</p> <p>Councillors only receive free parking when undertaking council activities and it is not available for private use.</p> <p>The potential for charging on all on-street bays will be considered as part of ongoing town centre reviews.</p>
Introduce new technologies (e.g. pay on exit, variable charging, etc)	27	<p>Parking services is currently exploring new technology options. However, the costs of implementation must always be carefully considered against the benefits.</p>
Poor questionnaire	22	<p>The nature of the questionnaire was largely determined by the difficult choices and options available to the Council.</p>

Suggestion	Number of Comments	Officers Response
Support / Encourage more use of sustainable transport modes (e.g. to help make buses more commercially viable)	20	Subject to available funding, the Council seeks to support and encourage sustainable transport modes through a variety of means, including the Wiltshire Core Strategy and Wiltshire Local Transport Plan.
Explore commercial opportunities (e.g. events on car parks, sponsorship, etc.)	17	Parking services already uses Wiltshire Council car parks for events, such as filming locations, and the possibility of advertising in the car parks is currently being considered (advertising space is already sold on the back of pay and display tickets).
Transfer car parks to town councils / Seek further support from town councils	15	Localism opportunities such as these already form part of the Wiltshire LTP Car Parking Strategy (e.g. the Community Asset Transfer Policy, and the Delegation of Services to Town and Parish Councils and Funding of Delegated Services Policy).
Charge for Blue Badge parking and / or reduce the number of Blue Badge parking bays	14	The option of charging Blue Badge holders to park was considered but rejected by the Cabinet Member early on in the process.
Review Park and Ride operations	13	Wiltshire Council has worked with the bus company Salisbury Reds over the past few years to significantly reduce the subsidy paid to operate buses serving the five park and ride sites in Salisbury. Three of the sites now do not have dedicated buses operating to them - the commercial bus network simply diverts into these sites, making a saving of around £600,000 per annum. Work is ongoing with Salisbury Reds to further reduce costs at the other two sites.
Lobby central government to increase Wiltshire Council's overall funding level	8	This is undertaken through a variety of channels including the Local Government Association.

Suggestion	Number of Comments	Officers Response
Force supermarkets / out-of-town shops to introduce parking charges	6	<p>The Wiltshire LTP Car Parking Strategy states the following:</p> <p><i>Policy PS5 - Managing publicly available private non-residential parking</i></p> <p><i>There will be a presumption that any planning application which includes provision for publicly available private non-residential parking will be required to provide an accompanying car park management plan and, subject to a case-by-case analysis, to implement parking restrictions and charges consistent with those of council run car parks in the local area.</i></p>
Introduce congestion charging / road user charging /workplace parking levy	6	<p>While opportunities for introducing these measures are kept under review, they are currently not considered relevant to Wiltshire's circumstances.</p>
Increase the number of car parking spaces (e.g. to increase revenue, support town centres, etc.)	5	<p>As set out in paragraphs 4 and 5, the Council needs to find a balance between three key factors:</p> <ul style="list-style-type: none"> • Regeneration • Restraint • Revenue <p>To help achieve this, a more 'fine grained' approach to car parking management, and in particular charges, was supported and introduced as a result of the last review in 2014 based on the local circumstances of each car park / settlement.</p>

Suggestion	Number of Comments	Officers Response
Residents permits scheme should be introduced in Marlborough	5	<p>The Wiltshire LTP Car Parking Strategy states the following:</p> <p><i>Policy PS8 - Residents' parking zones</i></p> <p><i>In those residential areas which suffer from the significant effects of on-street commuter and/or shopper parking, the Council will, subject to available resources, investigate and where appropriate introduce residents' parking zones in consultation with local residents and businesses.</i></p> <p>A process (Appendix B in the LTP Car Parking Strategy) has been developed that sets out how the Council will investigate, implement and operate residents' parking zones across the authority area.</p>
Introduce a retail reimbursement scheme	4	<p>Parking services has worked with town councils, individual retailers and community groups on this type of scheme and would welcome working on any other suggested schemes put forward.</p>
Introduce evening / overnight parking charges	4	<p>The option of introducing evening charges was considered but rejected by the Cabinet Member early on in the process.</p>
Install green technologies (e.g. chargeable EV points, solar panels, etc.)	4	<p>When motorists use EV parking bays it is a requirement that payment is made for the stay within the car park. Parking services is extending its stock of solar powered pay and display machines to further reduce expenditure.</p>

Suggestion	Number of Comments	Officers Response
Increase long-stay parking charges / reduce or maintain short-stay parking charges	4	As set out in paragraphs 4 and 5, the Council needs to find a balance between three key factors: <ul style="list-style-type: none"> • Regeneration • Restraint • Revenue To help achieve this, a more 'fine grained' approach to car parking management, and in particular charges, was supported and introduced as a result the last review in 2014 based on the local circumstances of each car park / settlement.
Other comments	100	

41. The 'Other comments' referred to above relate to comments on a wide range of other subjects and / or individual settlements or car parks.

Option Proposals

42. This section sets out the draft recommended option proposals. It should be noted that these are subject to consideration by the Corporate Leadership Team and Cabinet Liaison.

Option 1 - Seeking ways to mitigate against an inflation increase across all parking charges

43. Option 1 was to apply an inflation increase to all parking charges - despite rising operational costs and increasing service demands, the Council has not applied any inflationary increases to car parking charges since 2011. As this option could be implemented via a Traffic Regulation Order (TRO) variation notice (this involves publishing a notice of the changes in a local newspaper at least 21 days before the changes come into effect and also placing a similar notice in the car park(s) affected), Cabinet agreed the following proposal at its meeting on 12 September 2017:

Agrees that, subject to any responses received during the public consultation, Option 1 is implemented as soon as possible through a variation notice to the Traffic Regulation Orders and delegates authority to the Associate Director for Highways and Transport in consultation with the Cabinet Member for Highways, Transport and Waste to consider any suggestions from respondents for alternative ways in which the estimated income increase from the option could be met by other means, and, with the advice of legal and parking services, to negotiate and agree any resulting legal agreements.

44. An officer decision on the consultation responses and proposed implementation of Option 1 was made by the Director for Highways and Transport on 2 January 2018 (see **Appendix 4**).

45. The TRO variation notice is planned to be published in early January 2018 with the revised charges being implemented on 1 February 2018.

Option 2 - Introduce Sunday and Bank / Public Holiday charging at all car parks

46. Currently, Sunday charging is applied only in Salisbury, and Bank / Public Holiday charging in Amesbury, Bradford on Avon, Melksham, Salisbury, Trowbridge, Warminster and Westbury. By comparison, charges are applied Monday to Sunday (including Bank / Public Holidays) in all or most council car parks in the following key competitor towns: Bath; Bournemouth; Newbury; Southampton; and Swindon. In addition, Bank / Public Holiday charges are applied in: Cirencester and Frome. In the interest of improved fairness (i.e. between different towns in Wiltshire and between those people who park on Sundays and those who park Monday to Saturday) and efficiency (i.e. charging for the use of the car park service and asset), and based on the consultation response, it is proposed that Sunday and Bank / Public Holiday charging is applied in all relevant Wiltshire Council car park facilities (see **Appendix 5**).
47. If this option proposal is approved by Cabinet at its meeting on 30 January 2018, then Policy PS3 of the LTP Car Parking Strategy needs to be amended as follows:

Policy PS3 - Parking charges

Parking charges will be set for each Wiltshire Council car parking facility (on and off-street) taking account of the following factors:

- *the service role and strength of the local economy*
- *the utilisation of existing parking spaces*
- *traffic conditions on the local highway network*
- *the availability of sustainable transport modes*
- *the need to avoid 'searching' traffic*
- *parking charges in neighbouring areas*
- *the convenience and quality of parking locations*
- *the ability to manage on-street parking*
- *local environmental conditions*
- *relevant price elasticities of demand*
- *the requirement to provide an efficient Council parking service*
- *relevant LTP goals and objectives*

To reflect its greater convenience, where they are applied, charges for on-street parking will be set at a premium over the equivalent off-street parking charge.

~~*Sunday parking charges will be considered where there is an identified traffic congestion or air quality issue, or where there is a strong and established parking demand from shoppers or visitors.*~~

Parking charges will be set by the Council following consultation with the public, stakeholders and Area Boards.

Option 3 - Charge in all Wiltshire Council car parks

48. There is a small number of parking facilities (or part of) where currently charges are not applied. In the interest of improved fairness (i.e. between different towns in Wiltshire) and efficiency (i.e. charging for the use of the car parking service and asset), and based on the consultation response, it is proposed that the following action is taken in relation to each of the car parks identified in paragraph 28 (see **Appendix 6** for further details):

Car Park	Proposal
Central Car Park, Amesbury	Remove facility of free 'yellow' parking bays.
Market Place, Devizes	Introduce charges as set out in Appendix 6.
Burnham Road, Malmesbury	Introduce charges as set out in Appendix 6.
Station Car Park, Melksham	No charges to be introduced. Discuss the future management of the station car park with Great Western Railway, Network Rail and the TransWilts Community Rail Partnership.
Southwick Country Park, Trowbridge	Explore the possibility of an asset transfer / service delegation of the facility to the local community before 3 September 2018. If this is not possible, introduce charges as set out in Appendix 6.
Smallbrook Lane, Warminster	Introduce charges as set out in Appendix 6.
Westbury Leigh, Westbury	Explore the possibility of an asset transfer / service delegation of the facility to the local community before 3 September 2018. If this is not possible, introduce charges as set out in Appendix 6.

49. At its meeting on 17 March 2015, Cabinet approved a number of car parking localism opportunities (as set out in the LTP Car Parking Strategy) and delegated authority to the Associate Director for Highways and Transport in consultation with the Cabinet Member for Highways and Transport, and with the advice of legal and property services, to negotiate and agree any resulting legal agreements.

Option 4 - Move the free event parking offer in November and December to other times of year

50. The Council currently provides a number of free parking spaces to town / city councils to allocate on a discretionary basis to help support local events, initiatives and businesses. However, a number of town councils have used this initiative to provide free parking in the Christmas shopping period when parking demand is already high. Given this, and based on the consultation response, it is proposed that this initiative is withdrawn for use by town / city councils in the months of November and December.

- Option 5 - Base season ticket prices on the standard rate charges**
51. Season tickets are available for designated car parks (they are not valid in on-street parking areas). While a season ticket does not guarantee a parking space, they do offer considerable savings when compared to standard charges. As a result however, and particularly as they are popular with commuters, season tickets can increase car use (particularly at peak times), discourage the use of sustainable transport modes (as people have already paid for parking) and reduce the availability and turnover of parking spaces (as commuters often park for eight hours).
52. The increased take up of season tickets has impacted on the income of the Council due to the lower cost of parking for season ticket holders; currently, depending on the car park, season ticket holders receive up to an 85% discount on full day rate ticket prices. To address the income impact and help deal with the implications of season tickets outlined above, and based on the consultation response, it is proposed that all season tickets should be based on a standard discount percentage of 50% of the day rate for five days a week and for 48 weeks of the year (see **Appendix 7**). It should be noted that the proposed season ticket charges shown in **Appendix 7** are based on the existing day rates (i.e. the rates prior to the inflation increase set out under Option 1) as these were the season ticket charges set out in the consultation.

Option 6 - Harmonise residents' parking permit charges

53. Residents' parking permits are issued to residents living within residents' parking zones for use with their own vehicle. Permits issued can only be used with the vehicle assigned to the permit and are only valid for one year. Currently, there are considerable differences between the rates charged across Wiltshire (i.e. Salisbury residents' permits cost £20 for permits in limited waiting zones and £40 for permits in residents' only zones, whereas £90 is charged in other areas). Many neighbouring authorities also charge more for a second residents' parking permit.
54. Two options were included in the report to Cabinet at its meeting on 12 September 2017 (it should be noted that text detailing these options was not included in the consultation questionnaire):
- Option A: Increase the residents' permit in limited waiting zones from £20 to £60 and the permit in residents' only zones from £40 to £90.
 - Option B: Introduce a two tiered charging regime where residents' permits in limited waiting zones would be £60 for the first permit and £80 for the second permit (at the same address). The charge for the permits in residents' only zones would then be £90 for the first permit and £110 for the second permit (at the same address).
55. At the time of writing this report, officers are still in the process of considering the recommended proposal to be presented to Cabinet at its meeting on 30 January 2018.

Option 7 - Reduce the period of time or parking grace from 15 minutes to 10 minutes in all car parks

56. The Council currently offers a grace period for parking overstays of 15 minutes. The statutory period is 10 minutes.
57. In view of the consultation response, it is proposed that the grace period of 15 minutes is retained.

Option 8 - Proposals for alternative ways to fund from the local community

58. Overall, it is considered that none of the alternative funding proposals suggested could realistically replace the income uplift forecast under Options 1 to 7.

Timetable to Implement Options 2 to 6

59. To implement the amendment notice to the existing TROs in relation to charging options 2 to 6 the key stages would be:
- (i) Preparation of the TROs and supporting documents allowing for advice to be sought from the Council's legal team to ensure that once implemented, the TROs will be legally enforceable and not subject to challenge.
 - (ii) Required processes for public and other consultation on the TROs.
 - (iii) Preparation of a report to the relevant Wiltshire Council Cabinet Member who will consider any objections received during the TRO public consultation exercise before making a decision.
 - (iv) Required processes, as set out in the relevant legislation for the implementation of the TROs.
60. The proposed overall timetable to implement options 2 to 6 is set out below:

	Jan 18	Feb	Mar	Apr	May	Jun	Jul	Aug
Cabinet meeting								
TRO documents drafted liaising with council's legal team								
Documents checked / approved								
Advert sent to press and appears in local press								
TRO public consultation								
Objections received and report drafted and submitted to Cabinet Member								
Cabinet member report process								
Cabinet Member decision advised to people who made representations								
TRO(s) sealed and advertised								
TRO(s) operational								

Technology Improvements

61. The paragraphs below set out a number of technology improvements which can help address the rising demand from residents, schools, businesses and parish / town councils for parking enforcement at a time of constrained resources.
62. Local authorities are not currently allowed to use mobile Automatic Number Plate Recognition (ANPR) management for automatic enforcement and sending Penalty Charge Notices (PCNs) in the post. However, placing a civil enforcement officer (CEO) in an ANPR vehicle, so allowing drive pass checking of resident parking areas, is permitted where the CEO issues physical PCNs on illegally parked vehicles. Implementation of this system option will allow faster and more efficient checking due to the speed of movement of a car, which allows checking at speeds of up to 30 mph with modern technology. The forecast estimate identifies a 'one off' cost of £40,000 and operational revenue costs of £5,000 per annum.
63. The Council's parking services is currently facing constant requests from schools to address parking enforcement issues outside schools. Use of a static ANPR system is permitted on safety grounds where there is a Traffic Regulation Order (TRO) outside of an establishment such as a school. The static ANPR system will offer a fixed deterrent to reduce the unsafe and illegal parking on yellow lines, zig zags, etc. The proposal would be for the Council to purchase three cameras for a 'one off' cost of £60,000 with an on-going annual management and maintenance cost of £10,000. The schools or local community in question would fund the erection and removal costs.
64. Body Worn Video Cameras (BWVC) ensure that enforcement decisions are undertaken in a transparent way and, where evidence is required, that this is robust and available in a timely fashion. In addition, they ensure the safety of CEOs who often face both verbal and physical abuse and can be subject to accusations of inappropriate behaviour; currently two to three such incidents per month. Regrettably, this is an increasing occurrence locally and nationally. Many comparative councils have already introduced BWVCs in recognition of the risk to officers and for their protection. This will become an escalating risk to the Council and a potential staffing claim when issues occur. Alternatively, the Council could look at double shifting staff to work together and ensure safety. However, this will severely hamper staff effectiveness of resources and potential income.
65. Wiltshire Police has recently trialled and are introducing BWVC equipment for their officers. BWVC was first introduced to Wiltshire Police in 2006 and has been used by officers in neighbourhood policing and response teams in a number of small initiatives since then. The Council would work in partnership with the police and utilise the police BWVC system. The 'one off' cost of purchasing the system is £25,000 and £2,000 per annum is required to maintain the system.

Operational Improvements

66. To help meet the challenge of reduced overall council funding, maintenance of council car parks has been reduced to a minimum level. If continued, this could result in safety issues and claims for compensation from users. There are also areas where parking enforcement can no longer be undertaken as the signs and lines are not being maintained at an appropriate level. To apply the adequate level of maintenance at car parks as prescribed by the agreed standards, £116,000 of revenue funding per annum is required.

Safeguarding Implications

67. There are no direct safeguarding implications as a result of the proposals put forward in this report.
68. The Equality Analysis Evidence Document (EAED) identifies a number of potential indirect implications on identified Protected Characteristic groups (see paragraphs 77 to 79).

Public Health Implications

69. There are no direct public health implications as a result of the proposals put forward in this report.
70. The EAED identifies a number of potential public health related impacts on identified Protected Characteristic groups (see paragraphs 77 to 79). Public health issues also formed part of the Strategic Environmental Assessment undertaken for the review of the LTP Car Parking Strategy (see paragraphs 73 to 74).
71. A potential impact of implementing the proposed options is reduced car trips and circulating traffic, and possibly encouragement for people to use more sustainable transport modes such as walking, cycling and buses. In turn, this may have a positive impact on air quality, carbon emission, reliance on fossil fuels, activity levels and communities.

Environmental and Climate Change Considerations

72. There are no direct environmental and climate change implications as a result of the proposals put forward in this report.
73. The LTP Car Parking Strategy was subject to a Strategic Environmental Assessment (SEA) which includes consideration of a number of relevant topics:
- Biodiversity
 - Land, soil and water resources
 - Air quality and environmental pollution
 - Climatic factors
 - Historic environment
 - Landscapes (and townscapes)
 - Population
 - Healthy communities

- Inclusive communities
- Transport
- Economy and enterprise

74. The main purpose of an SEA is to evaluate whether a plan or strategy will result in any significant environmental effects, both positive and negative. No significant effects were identified in the SEA Environmental Report.
75. A potential impact of implementing the proposed options is reduced car trips and circulating traffic, and possibly encouragement for people to use more sustainable transport modes such as walking, cycling and buses. In turn this may have a positive impact on air quality, carbon emission, reliance on fossil fuels, activity levels and communities.

Equalities Impact of the Proposal

76. There are no direct equalities implications as a result of the proposals put forward in this report.
77. A draft Equality Analysis Evidence Document (EAED) covering all seven proposed charging options was included as a supporting document in the public consultation.
78. The possible impacts of implementing Option 1 to 6 on each identified Protected Characteristic group are considered to be as follows (a revised EAED covering Options 1 to 6 is attached at **Appendix 8**):

Age:

Issue: Young people and the elderly are more likely to be on low incomes and are therefore more likely to be adversely impacted by any higher parking charges.

Response: Surplus revenue from parking charges supports other transport measures including non-commercial, but essential local bus services. This is one of the main reasons why the Council has been in a position to retain the vast majority of these bus services, in contrast to other local authorities which have seen significant cuts to services.

Religion and Belief:

Issue: Introduced or higher parking charges for people attending places of worship on a Sunday.

Response: The proposed Sunday parking charges are significantly less than the Mon-Sat charges. Surplus revenue from parking charges supports other transport measures including non-commercial, but essential local bus services. This is one of the main reasons why the Council has been in a position to retain the vast majority of these bus services, in contrast to other local authorities which have seen significant cuts to services.

Other:

Issue: People on low incomes are more likely to be adversely impacted by any higher parking charges.

Issue: People living in rural areas with little public transport and who therefore need to use a car to access shops and services in the towns, are more likely to be adversely impacted by any higher parking charges.

Issue: Increased parking charges may have some influence on reducing the numbers of people accessing local towns and businesses (i.e. increased charges may result in people not visiting certain areas so often).

Response: Surplus revenue from parking charges supports other transport measures including non-commercial, but essential local bus services. This is one of the main reasons why the Council has been in a position to retain the vast majority of these bus services, in contrast to other local authorities which have seen significant cuts to services.

79. If the implementation of Options 1 to 6 is not agreed by Cabinet at its meeting on 30 January 2018, then this could have the following possible impacts on each identified Protected Characteristic group:

Age / Other

Issue: The loss of additional parking revenue may impact on the Council's ability to support some non-commercial local bus services which provide access to essential services and facilities.

Disability:

Issue: The maintenance of car parks has been reduced to a minimum and if continued could become an issue in terms of accessibility particularly for disabled people.

Risks that may arise if the proposed decision and related work is not taken

80. There are no direct risk implications as a result of the proposals put forward in this report.
81. The relevant risks for the proposed Cabinet decision are considered to be as follows:
- (i) Failure to meet the Council's budget requirement.
 - (ii) Inability to effectively enforce regulations and increasing likelihood of insurance claims.
 - (iii) Reductions in supported bus services as a result of lower surpluses in off-street parking income.
 - (iv) Parking services unable to operate efficient parking management processes.
 - (v) Reduced ability to adequately deal with abuse incidents against civil enforcement officers.

Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks

- 82. There are no direct risk implications as a result of the proposals put forward in this report.
- 83. The relevant risks for the proposed Cabinet decision are considered to be as follows:

Risk	Action to mitigate the risk
Reputational impact of increasing parking charges by a five year inflation figure.	The consultation material outlined why a five year inflation increase in parking charges is justified and necessary.
Adverse impact of increased parking charges on businesses and local economies.	The public consultation provided the opportunity for comments to be made by all interested parties. Some relevant economic data (e.g. links to Joint Strategic Assessments) was included in the consultation material.
Adverse impact of increased parking charges on some Protected Characteristic groups.	An EAED has been developed to identify the potential impacts and any necessary actions.
Increase in inappropriate parking (e.g. in residential streets) as a result of increased parking charges.	Town parking reviews will continue in line with a prioritised programme. Better management and control of parking will be enabled by the increased investment from parking income and use of modern technologies.

Financial Implications

- 84. There are no direct financial implications as a result of the proposals put forward in this report.
- 85. Accountancy is supportive of the proposals to implement Options 1 to 6. Due diligence on the assumptions has been undertaken. Future income levels and impact will be monitored through the budget monitoring process.

Legal Implications

- 86. There are no direct legal implications as a result of the proposals put forward in this report.
- 87. Any significant changes to the terms and conditions applicable to car parks will require the processing of a TRO under the Road Traffic Regulation Act 1984 ('the 1984 Act') and the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996. In deciding whether or not to make a TRO, and exercising any of their powers under the 1984 Act, the Council also has a duty to (having regard to the matters specified in Section 122 (2)) secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking

facilities on and off the highway. The matters referred to in Section 122 (2) are; the desirability of securing and maintaining reasonable access to premises; the effect on the amenities of any locality affected; the importance of regulating and restricting the use of roads by heavy commercial vehicles; the national air quality strategy; facilitating the passage of public service vehicles including the safety and convenience of persons using public service vehicles and any other matters the Council considers to be relevant. Failure to adhere to any of the statutory processes could potentially result in the proposed changes being successfully challenged in the High Court.

88. The making of a TRO includes a statutory public consultation process over a period of 21 days to permit responses including any objections to be made. Any objections must then be considered before an Order is made.
89. For these purposes, a significant change would include:
 - (i) Imposing a charge where one did not previously exist.
 - (ii) Introducing free parking areas into a charging car park.
 - (iii) Changing the class of vehicle permitted to use a car park.
90. Failure to adhere to the statutory processes could potentially result in:
 - (i) The new charges being successfully challenged in the High Court resulting in loss of income and/or loss of reputation for the Council.
 - (ii) Delay arising from the Council being unable to increase the charges on the anticipated implementation date.
91. Where the only change proposed is an increase in parking charges, there is no statutory requirement to make a new TRO. Such changes can be implemented by notice. This involves publishing a notice of the changes in a local newspaper at least 21 days before the changes come into effect and also placing a similar notice in the car park(s) affected. However, the Council's LTP Car Parking Strategy provides that, before any parking charges are set, the Council will consult the public, stakeholders and area boards. Such consultation should, therefore, be carried out before notice of the increases is given.

Options Considered

92. The options considered are as set out in this report.

Conclusions

93. Except for Option 7, the majority of questionnaire responses were in support of the option in question being implemented.
94. Option 1 can be implemented separately through a variation notice to the relevant TROs. An officer decision on the consultation responses and proposed implementation of Option 1 was made by the Director for Highways and Transport on 2 January 2018. The TRO variation notice is planned to be published in early January 2018 with the revised charges being implemented on 1 February 2018.

95. With regard to Option 8, it is considered that none of the alternative funding proposals suggested could realistically replace the income uplift forecast under Options 1 to 7.
96. Given the results of the consultation, it is proposed that, subject to consideration by the Corporate Leadership Team and Cabinet Liaison, and the decision of Cabinet at its meeting on 30 January 2018, Options 2 to 6 are implemented via an amendment to the existing TROs (which includes a statutory consultation period). The outcome of the TRO amendment process would be subject to a Cabinet Member decision.

Proposal

97. That Environment Select Committee comments on the consultation responses and the draft recommended option proposals ahead of Cabinet considering both at its meeting on 30 January 2018.

Parvis Khansari Director - Highways and Transport

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5 January 2018

Appendices

- Appendix 1: Non-Questionnaire Responses from Town Councils
Appendix 2: Summary of Non-Questionnaire Responses (not including Town Councils)
Appendix 3: Locational Analysis of Options 3 and 6
Appendix 4: Record of Officer Decision
Appendix 5: Proposed Sunday and Bank Holiday Charges
Appendix 6: Proposed Actions in Currently Free Car Parks
Appendix 7: Proposed Season Ticket Charges
Appendix 8: Equality Analysis Evidence Document (EAED)

Background Papers

The following documents have been relied on in the preparation of this report:

None

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Appendix 1: Non-Questionnaire Responses from Town Councils

Town Council	Page Number
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Labour Group, Salisbury City Council	8
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Salisbury City Council	13
Trowbridge Town Council	15

Ref: MS/LE/Parking271017

27th October 2017

Joanne Patterson
Parking Services Manager
Wiltshire Council
County Hall
Bythesea Road
County Hall
Trowbridge
Wiltshire
BA14 8JN

Dear Joanne,

Parking Charges Consultation – Response from Chippenham Town Council

I can confirm that the Chippenham Town Council have given consideration to Wiltshire Council's Parking Charges consultation. I include the comments from the Town Council below;

OPTION 1

The Town Council consider that this question should not be a binary choice. Members questioned why public money has to be put towards subsidising private bus companies. The option for charging for parking at out of town car parks was raised and the Town Council were keen to understand if Wiltshire Council has engaged with any of the major retailers in the town with regard to parking provision. Members wanted a key consideration to be made for charging for out of town car parking. It was noted that increases in parking charges may place huge pressures on the town centre and reduce the viability of the town centre businesses.

OPTION 2

The Town Council agreed to the option of implementing Sunday and Bank Holiday charges for all Wiltshire Council Car Parking to raise £78,000 per year.

OPTION 3

The Town Council noted that there were currently no free Wiltshire Council car parking spaces within Chippenham. The Town Council is in agreement for Wiltshire Council to implement charges to all its car parking, raising £95,000, to bring other towns in line with Chippenham.

OPTION 4

The Town Council requested the option to retain free spaces over the November and December period, they agreed the free parking should be limited to a maximum of 3 hours.

OPTION 5

The Town Council suggest that Wiltshire Council amend season tickets to achieve equity across all towns. However, the Council believe that a 65% reduction, would be a more appropriate option.

OPTION 6

The Town Council agree with harmonising the charges for resident's parking permits and limited waiting permit charges across Wiltshire and the introduction of a two tiered charging regime with a second permit being a higher charge.

OPTION 7

The Town Council were generally unaware there was a grace period with parking times in all car parks, the view of the council is that the grace period should be reduced to 10 minutes.

OPTION 8

Alternative methods;

- The Town Council believe as a general principle that increasing the car parking charges in the town centres could adversely affect the viability of businesses.
- The Town Council fundamentally disagreed with the manner in which Wiltshire Council had constructed the questionnaire giving the recurring option of reducing public transport funding as the reason to increase charges.
- The Town Council wish to bring to the attention of Wiltshire Council the wider economic impact that parking charges have on the community and general viability of business ought to be considered by Wiltshire Council.
- Wiltshire may wish to investigate a Workplace Parking Levy (*as introduced by Nottingham City Council*) a charge levied on businesses to raise revenue to fund transport infrastructure, this could then be used to offset perceived deficits in parking income and in turn pressures on the council's Public Transport budget.

In conclusion, I trust that the comments of the Town Council are helpful and shall be taken into account and reported through to your Cabinet. If you require any clarification please contact me.

Yours sincerely,

M J Smith MBA LLB (Hons) C.Mgr FCMI
Chief Executive

Cc Cllr Bridget Wayman, Cabinet Member – Highways Transport and Waste

From: Simon Scott [<mailto:sscott@corsham.gov.uk>]

Sent: 28 November 2017 09:19

To: Hampton, Adrian

Cc: Parks, Bill

Subject: Parking Consultation

Good Morning Adrian,

Corsham Town Council's Property and Amenities Committee discussed the parking consultation at their last meeting and asked me to put forward their views; the relevant excerpt from the minutes is below and follows the order of the questions in the questionnaire:

P&A 48/17 Car Parking Review

The contents of Wiltshire Council's Car Parking Review consultation questionnaire were noted and it was agreed that a response should be made on behalf of the Town Council, to include the following comments:

- i) That the Town Council did not object to the inflationary increases where necessary;
- ii) That the Town Council was against the introduction of Sunday and Bank Holiday charging;
- iii) That the Town Council did not have an opinion on free car parks;
- iv) That the Town Council did not object to free parking for events in November and December being withdrawn;
- v) That the proposed season ticket increases were excessive, counterproductive and that they should be inflationary increases only;
- vi) That the Town Council did not have an opinion about harmonising resident parking schemes as this does not affect Corsham;
- vii) That the Town Council did not object to the reduction of the period of grace to the legal minimum.

Kind regards

Simon Scott

Simon Scott
Head of Technical Services
Corsham Town Council
Telephone: 01249 702138
Mobile: 07879 256215



Corsham
AT CHRISTMAS

Christmas Lights
Switch On and
Christmas Market
Friday 1 December
From 5pm - lights on at 6pm

The central graphic is a promotional poster for a Christmas event. It features the Corsham logo at the top, with the word "Corsham" in green and "AT CHRISTMAS" in a smaller green font below it. The text "Christmas Lights Switch On and Christmas Market Friday 1 December From 5pm - lights on at 6pm" is written in a red, serif font. The background of the poster is white with faint, light-colored snowflake patterns.

From: Simon Fisher [<mailto:Simon.Fisher@devizes-tc.gov.uk>]
Sent: 16 November 2017 12:47
To: Hampton, Adrian
Subject: PARKING CHARGES CONSULTATION

Good afternoon Adrian

Devizes Town Council has considered Car Parking Charges Consultation.

The Council does not feel it can provide its response through the consultation portal as the options for response are too restrictive and believe it will result in a skewed outcome.

The Council object to the link between parking and public transport. Devizes is not well served by public transport and making its funding a condition of the parking charge strategy will impact most significantly on the less well off in our community. From the consultation questions it is unclear what level of funding is proposed for public transport and why there be any reduction in public transport services when all the proposals are to increase parking revenue. If the status quo is maintained with parking, then the same should be with public transport funding although the Town Council strongly believes that public transport should have its own ring-fenced budget.

Set out below are the Town Council's responses to each of the questions.

- **1. Seeking ways to mitigate against an inflation increase across all parking charges**
Whilst there is a case for an inflationary increase it is regrettable that rather than smaller incremental increases, it has been left for so long that now there is such a significant proposed increase. Within the document the term improved fairness is referenced, however the current parking charges are clearly still based on the former District Council structure where Kennet made a higher charge than those in neighbouring districts of a similar sized town.
- **2 - Introduce Sunday and Bank / Public Holiday charging at all car parks.**
Historically this has not been paid for in Devizes. Whilst there is an argument that there should be some parity in the town the proposal would have a significant impact on many of the Devizes town centre residents who do not have their own parking spaces and do not need to move their vehicle for work purposes.

It is suggested that for Sundays and Bank Holidays a lower rate of flat fee is implemented. If there is to be a charge on Sundays and Bank Holidays then there has to be enforcement in every town for the scheme to have credibility.
- **3 - Charge in all Wiltshire Council car parks.**
The Town Council would strongly resist any charge being made to park in Devizes Market Place. As set out in 1, Devizes has a significantly higher rate of charge that comparable towns such as Calne and Bradford-on-Avon and this historically is because of level of free parking in the Market Place therefore, for Devizes the second option already applies.
- **4 - Move the free event parking offer in November and December to other times of the year.**
Devizes Town Council does not support this. The only rationale given for this was free parking used for Christmas shopping, when in reality the majority of towns

use it for Christmas Events and its loss would the ability to run these highly successful community activities end.

- **5 - Base season ticket prices on the standard rate charges**

We believe that this is ill thought through. There is no basis for the £280.000 year additional revenue as we do not know how often Season ticket holder park therefore there is no guarantee that it will produce the levels of income anticipated.

For Devizes it is felt that there are very few season ticket holders therefore any income would be minimal; however there is a real fear that rather than pay, those people who are no longer willing to pay for the season ticket, as they have no benefit, will park in residential areas creating further problems.

- **6 - Harmonise residents' parking permit charges**

We believe that there should be harmonisation across the county with a two tiered charging regime with a second permit being higher. However this has to be coupled with daily enforcement patrols.

- **7 - Reduce the period of time or parking space from 15 minutes to 10 minutes in all car parks**

We believe that a better level of enforcement is needed for those who do not follow a fair parking policy reducing the time to 10 minutes will re-enforce that message.

- **8 - Other comments**

Whilst we recognise that parking is not free and there has to be a charge for it. Pricing needs to be consistent across the county with no one town being penalised by being more expensive against its peer towns. The retail sector is extremely fragile and shoppers can make irrational decisions when it comes to parking.

Where a town is in discussion about areas for asset transfer, in Devizes's case the Market Place, the status quo should be maintained.

Parking enforcement is inadequate and therefore significant levels of revenue are going uncollected by those who abuse the current system. All these policy options seem to do is to seek to collect further revenue from those who are currently paying, without dealing with those who do not. Parking fees should be used to properly manage the system rather than be a revenue stream for other unrelated services.

Should you need any further clarification, please do not hesitate to contact me.

Kind regards

Simon Fisher
01380 722160

Wiltshire Council - Car parking charges consultation 2017 – Labour Group Salisbury City Council response.

Salisbury City Council recognises the importance of bus subsidies in giving communities an essential lifeline and for Salisbury it also provides increased day visits to local businesses. The Wiltshire Council approach to threaten bus subsidies in relation to car parking and residents' permit charges is not welcomed by this council, Further, funding of rural bus subsidies should not be raised from Salisbury's car parking charges. [Option 1]

Wiltshire Council claims to have not applied an inflation increase to its car parking charges since 2011. However it has introduced in the last two years lots of new car parking charges across Wiltshire, many in car parks that were formerly free parking. Users of Salisbury's car parks already have to pay substantially more than elsewhere in Wiltshire and therefore any percentage increase discriminates against regular users of Salisbury's car parks as the overall financial impact is disproportionate. Any above inflation increases to car parking charges would not be acceptable to this Council. As the proposed car parking charges are based on future CPI projections over 5 years, the proposed parking charges should not come into force before December 2020. [Option 1]

The 50% Proposal to base season ticket prices is acceptable if based on the sum [all day charge X 5 days a week X 46.75 Weeks a year divided by 2]. The 85% discount figure claimed currently is a misnomer even if a car park user was assumed to park in the City every single day of the year the discount would be only 63%. This is not reflective of those coming into the City to work. [Option 5]

Reduction of the grace period from 15 minutes to 10 minutes will not make any significant impact to the car park turnover rate and is not in the spirit for why the 15 minute parking grace was introduced. Any increased income will be of insignificant overall value. [Option 7]

The withdrawal of free event parking, having only recently been reintroduced would be rightly viewed with scepticism by the local community and would reduce the local offer that can be put in place for special community events. [Option 4]

This council is appalled at the proposed massive hike in residents parking permits, many residents face a 350% increase on their annual parking permit charge, with additional higher costs for additional vehicles. Residents' Parking Permits have never before been used to generate additional income to Wiltshire Council. The harmonisation of residents' parking permits should be at cost to run the parking permit service and to contribute toward the enforcement of the respective areas. Any above inflation increases to Salisbury residents' permit charges would not be acceptable to this Council unless Wiltshire Council can clearly demonstrate any charges that are levied above inflation will provide positive improvements to residents' parking issues in these areas. Any significant increase such as that proposed should be done with a slow gradual phased increase with the addition of monthly / 3 monthly payment period options. [Option 6]

Option 1 – Bus subsidy cuts or Projected CPI inflation increase over 5 years.

Option 2 – All car parks Sunday and Bank Holiday charges.

Option 3 – Start charging in free car parks.

Option 4 – Free event parking.

Option 5 – Base season ticket prices on the standard rate charges.

Option 6 – Harmonise residents parking permit charges.

Option 7 – Reduce the period of time of parking grace from 15 minutes to 10 minutes.

Option 8 – Alternative ways to fund from the local community.

Not all options have been responded to as they are not currently applicable to Salisbury or with full agreement of Councillors.

Marlborough Town Council

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COUNCIL OFFICES
5 HIGH STREET
MARLBOROUGH
WILTSHIRE
SN8 1AA

Mr Adrian Hampton
Head of Local Highways
Wiltshire Council
Bythesea Road
Trowbridge
BA14 8JN

20th November 2017

Dear Adrian

Car Parking Charges Consultation

Marlborough Town Council has considered its response to the consultation on options for parking charges across Wiltshire. As a corporate body, an online response is not appropriate and doesn't allow for additional comments on the proposals put forward and our Councillors have asked that a written response is given to you as Head of Local Highways.

In general terms, the Town Council is aware of the increasing pressures on budgets but, the link made between surplus revenue from car parking charges and propping up local public transport doesn't really fit with Marlborough. With some of the highest parking charges in the county, we have still seen the recent withdrawal of two bus services and reductions in a commuter bus link to Great Bedwyn Station. This feels like being penalised through a lack of investment in the town, more especially so when it's clear that other towns have received significant investment in new facilities – Corsham (a campus), Melksham (a campus), Malmesbury (a Community Centre), etc.

To help spread the message about the consultation, the Town Council promoted it through its online communication networks as well as informing local groups, including businesses. However, it's clear that the message wasn't received loud and clear by many of your customers – those who actually use your car parks. There were no posters displayed or notices on ticket machines. Season ticket holders were not separately notified nor were those registered for automated cashless parking sent texts encouraging them to take part. So, no real effort made to reach everyone affected. It's been drawn to our attention that there may be an issue around the legalities of that. A ruling following the Supreme Court's 2014 Haringey Council Tax case was that a local authority has to contact all those who will be or are likely to be affected by the outcome of a consultation. That's a given, not best practice.

As part of work towards the Marlborough Area Neighbourhood Plan, a Car Parking Study was undertaken by consultants People & Places which involved face to face and online consultation. The overall analysis concluded that Marlborough was short of car parking spaces, much more so than comparable market towns. Though this is a separate issue, some facts from the study will be still useful in terms of harnessing public opinion.

Two relevant points, both listed under negative perception of car park pricing, were:

- *Qualitative feedback from businesses and town centre users highlighted the need to reduce the cost of parking*

- 71% of town centre users rated car parking as a negative aspect of Marlborough, nearly double the National Small Towns average.

So, unaffordable parking will affect local retailers and businesses and may put town centre users off coming to Marlborough. Or, with a mix of few available parking spaces and high charges, workers and visitors could look to park in more residential areas, or even illegally (blocking accesses, etc.) Add to this a reduced bus service and there'll be an increased reliance on cars – something that all tiers of government are working to combat.

On the options put forward, Councillors had the following comments:

Option 1 – Seeking ways to mitigate against an inflation increase across all parking charges

There is a lack of clarity around how surplus funds raised from car park charges have been used to support other highways services. It's not clear what these other services are and how this is set out in WC budgets. Councillors also asked whether a commitment by Kennet District Council to harmonise parking charges across Wiltshire bringing them in line with those in Marlborough was still to be honoured. Marlborough still appears to be one of those leading the field.

Option 2 – Introduce Sunday and Bank/Public Holiday charging at all car parks. There is no support for the introduction of charges on Sundays and public holidays in Marlborough.

Option 3 – Charge in all Wiltshire Council car parks. At the moment all WC-owned car parks in Marlborough have charges. There should be no move to charge for the 2 hours restricted free parking in The Parade and 30 mins restricted parking on the side of the High Street.

Option 4 – Move free event parking offer in November and December to other times of the year. A withdrawal of the free parking allocations during November and December would mean that the Marlborough Christmas Lights Event could not go ahead in future years (it would cost £2,300 to buy the spaces – unaffordable for the Town Council). In addition, the Town Council has used its allocation to give spaces in the centre of the High Street for the Charity Christmas Tree donated by the Rotary Club - again this would no longer happen should that allocation be removed.

Option 5 – Base season ticket prices on the standard rate charges. Calculations show that this would involve an 82% rise in charges in Marlborough. This would be unaffordable to residents, workers and businesses. Season ticket holders are not guaranteed a parking space so would, on top of the enormous charge, have to pay at the normal daily parking rate if they had to use alternative car parks. One suggestion would be to make Kennet Place a season ticket holders only car park.

Option 6 – Harmonise residents' parking permit charges. There are no residents' parking permit schemes in Marlborough. It needs one.

Option 7 – Reduce the period of time or parking grace from 15 minutes to 10 minutes. Local councils in England must, by law, allow 10 minutes grace after the end of the time paid for before an enforcement notice is issued. Reducing this from 15 minutes is simply adhering to that law. The Council has no reason to object to it.

Option 8 – Proposals for alternative ways to fund from the local community. There have been many occasions over the last year or so where ticket machines are covered or are not working – this clearly has an impact on revenue collected. Better overall enforcement of parking is needed too. Sometimes, Enforcement Officers are not seen in Marlborough for several days. A focus on the non-payers rather than those who pay would help to increase those revenue streams.

Yours sincerely


Mrs S A Parker, MFLCM
Town Clerk

From: Clare Harris [<mailto:Clare.Harris@melkshamtown.co.uk>]
Sent: 11 October 2017 11:12
To: Hampton, Adrian
Subject: Car Parking Consultation - additional information

Hi Adrian

I have completed the online survey on behalf of MTC but members had a little more information they wished to add and there was not really anywhere on the form to submit general comments, for good reason I am sure! Please find below an excerpt from the minutes of the Community Development committee meeting FYI.

Concern was expressed that the proposal to revise season ticket prices would mean that workers in the town would be faced with an enormous increase in parking charges overnight if the proposed revisions to be implemented. This would not only be unpalatable for affected individuals but may also have the consequential impact of workers in the town seeking free parking and thereby causing traffic congestion in residential areas within the town, a problem that would be exacerbated if free parking at the Melksham House site were to be withdrawn upon the advent of the prospective Health and Well Being Centre.

RESOLVED: *To respond to the questions posed within the consultation exercise in the terms agreed by the Committee and to emphasise the Town Council's grave concerns in relation to the proposals to revise season ticket charges and the consequential adverse impacts this would have.*

Thanks Adrian
Kind regards
Clare

Clare Harris
Deputy Town Clerk



Melksham Town Council
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Wiltshire
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Parvis Khansari
Corporate Director for Highways and Transport
Wiltshire Council
Bythesea Road
Trowbridge
BA14 8JN

30 November 2017

Our Ref: Man/63800/CT

Dear Parvis

Re: Car Parking Charges Consultation

I write on behalf of Salisbury City Council (SCC), regarding the Wiltshire Council Parking Charges Consultation.

Salisbury City Council recognises the importance of bus subsidies in providing rural communities an essential access to services offered in Towns and Cities, such as businesses, Schools and Healthcare. We are aware that this is applicable to Salisbury and specifically on Market days where there is an increase in foot fall from the surrounding areas. However, we feel that linking this with increasing Car parking charges and specifically Residents parking is totally inappropriate.

We understand that Car parking charges need to increase in line with inflation for maintenance and to improve their access, attractiveness, and security. We welcome that with any increase in charges (maximum of 12%) that there should be harmonisation across Wiltshire Car parks and that for Salisbury we would wish to see charging on exit as most National car parks do. Ideally using Contactless as this would improve the offering specifically for Salisbury as a Tourist destination.

With regards to Sunday parking (option 2) SCC supports the proposal that Sunday and bank / public holiday charges are introduced at all Wiltshire Council car parks as estimated this would raise an additional £78,000 a year.

SCC is also supportive of a consistent approach to car parking charges across all Wiltshire Car parks (option3) and that the projected potential annual revenue raised of £95,000.

SCC does not support the withdrawal of free event parking, having only recently been reintroduced within Salisbury. (Option4) At the most recent Christmas Light Switch-On event Salisbury saw a reported 10,000 visitors to the city and it was clear that many vehicles were parked illegally close to the city centre.

SCC is supportive of the 50% Proposal to base season ticket prices assuming this is based on a monthly charge, (Option 5) as a suggestion we would welcome quarterly and annual season tickets options with possible saving options too. SCC recognises that many Rail users use the Central Car Park and this would align with Railway season ticket options.

SCC is unable to support a massive hike in Resident's parking fees, (option 6) in order to 'Harmonise residents' parking permit charges across Wiltshire'. The justification is particularly tendentious given that 3,800 of the 3,875 Wiltshire resident parking permits are issued to Salisbury residents. However, we are supportive of increasing fees to reflect inflation (12%), which should be enforced more effectively than at present. There is evidence from residents that commuters are chancing parking in residential areas because they know that in an average week getting one fine is cheaper than paying for parking for a week. Thus the lack of regular parking enforcement makes this a favourable statistical gamble. Hence frustration from local residents unable to park near their homes.

SCC strongly disagrees with amending the grace period of up to 15 minutes before a penalty charge notice is issued (option 7), which SCC feels would be petty and antagonistic.

Additional Comments re: Income stream

SCC believes that improving the offering from the Park and Ride sites should enable a better income stream for example if ALL park and ride busses passed or connected with the railway station then this would benefit commuters. However, there would have to be an extension to the time that the last P&R Busses leaving the City. There is a need to find a provision for Rail Commuters before Southern Rail decide to develop a multi storey car park as they have done in Andover and other commuter stations to London.

Representatives of the City Council are looking forward to meeting Cllr Wayman and Mr Khansari in due course as soon as a mutually convenient date can be arranged as agreed at the Environment Select Committee meeting of 21st November and hope this may facilitate a further consultation response on behalf of the City Council.

Yours sincerely

Cllr. Jeremy R L Nettle
Chair of Planning and Transportation
Salisbury City Council

From: Lance Allan [<mailto:Lance.Allan@trowbridge.gov.uk>]
Sent: 16 November 2017 14:59
To: Hampton, Adrian
Cc: Wayman, Bridget; Fuller, Peter; Payne, Graham; Palmen, Stewart; Bill Austin
Subject: Parking charges consultation

Adrian, I have just 'completed' the parking charges consultation on behalf of the town council and found a number of problems with the structure of the survey. Therefore I am providing below the town council's preferred responses to each question:

**Q1 Someone representing an organisation
Trowbridge Town Council**

Q2 Trowbridge

Q3 In light of the above, which option below would you most support (please tick one option only)
An inflationary increase to current pay and display parking charges
Support a reduction in the equivalent funding of public transport and other highway services.

NEITHER – The decisions regarding stay length and charges should be delegated to each town council with a fee payable to Wiltshire Council equivalent to the current net income for those car parks in that town. Trowbridge Town Council believes that this would deliver greater net financial benefit in Trowbridge in particular as the current charging regime already delivers a net cost to Wiltshire Council and the proposed increase is unlikely to deliver higher income.

Q4 In light of the above, which option below would you most support (please tick one option only)
Wiltshire Council implementing Sunday and bank holiday charges in all its car parks (including those that are currently free during the week);
Spreading the income requirement across the chargeable car parks within that local community with the resulting cost increase to parking charges
A reduction in the equivalent funding of public transport and other highway services.

NONE – The decisions regarding stay length and charges should be delegated to each town council with a fee payable to Wiltshire Council equivalent to the current net income for those car parks in that town. Trowbridge Town Council believes that this would deliver greater net financial benefit in Trowbridge in particular as the current charging regime already delivers a net cost to Wiltshire Council and the proposed increase is unlikely to deliver higher income.

Q5 In light of the above, which option below would you most support (please tick one option only)
Wiltshire Council implementing charges in all its car parks
Spreading the income requirement across the chargeable car parks within that local community with the resulting cost increase to parking charges
A reduction in the equivalent funding of public transport and other highway services.

NONE – Considering the market and alternative options for each car-park. Although outside the town boundary, charging in Southwick Country Park will have a significant impact upon the parking situation in neighbouring streets and at the tea room. It is an unsustainable proposal.

- Q6 Would you support the council withdrawing the use of its free event parking offer in November and December? It is estimated this would raise an additional £5,000 a year.
Yes I would support this
No I would not support this
If you said no why is this?

RESOLVED: That Trowbridge Town Council opposes the proposal to remove the option of free-parking allocation to towns in November and December as this change would significantly harm local town-centre businesses. Additionally the town council considers that in order to improve the financial viability of council car-parks in Trowbridge the management of them should transfer to Trowbridge Town Council.

- Q7 In light of the above, which option below would you most support (please tick one option only)
Wiltshire Council amending its season ticket prices so that they reflect at least 50% of the normal daily charge
Spreading the income requirement across all chargeable car parks across Wiltshire with the resulting cost increase to parking charges
A reduction in the equivalent funding of public transport and other highway services.

NONE – Considering the market and alternative options for each car-park. Increasing charges to levels which do not match the market in local car-parks is unsustainable, for example the station car park in Trowbridge has season ticket prices which are lower than the neighbouring Wiltshire Council car-parks. Trowbridge cannot sustain the same charges as Chippenham. It is an unsustainable proposal.

- Q8 In light of the above, which option below would you most support (please tick one option only)
Harmonising the charges for residents' permits and limited waiting permits across Wiltshire.
Harmonising the charges for residents' permits and limited waiting permits charges across Wiltshire with the introduction of a two tiered charging regime with a second permit being a higher charge.
Spreading the income requirement across all car parks across Wiltshire with the resulting cost increase to parking charges.
A reduction in the equivalent funding of public transport and other highway services.

- Q9 Would you support Wiltshire Council reducing the parking grace period from 15 minutes to 10 minutes across all its car parks? It is estimated this would raise an additional £5,000 a year.
Yes I would support this
No I would not support this

- Q10 Do you have any other suggestions how funding could be found to cover the increases needed?

The decisions regarding stay length and charges should be delegated to each town council with a fee payable to Wiltshire Council equivalent to the current net income for those car parks in that town. Trowbridge Town Council believes that this would deliver greater net financial benefit in Trowbridge in particular as the current charging regime already delivers a net cost to Wiltshire Council and the proposed increase is unlikely to deliver higher income.

Regards

Lance Allan BSc FSLCC

Town Clerk & Chief Executive

Trowbridge Town Council, The Civic Centre, St Stephen's Place, Trowbridge, BA14 8AH

Email lance.allan@trowbridge.gov.uk Call 01225 765072 Mobile 07702 977978

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Appendix 2: Summary of Non-Questionnaire Responses (not including Town Councils)

Ref	Type	Summary of Comments
1	Individual	Inflation increase will perpetuate a flawed pricing system – need to assess all charges based on individual car park circumstances. Provided comments on several individual car parks.
2	Councillor	Proposed charges at Southwick Country Park should be withdrawn for a number of reasons: 1) The site is not fit for use as a paying car park; 2) The charge of 80p/hr is extortionate; 3) Southwick Country Park relies on the Friends of the Park for its maintenance and upkeep and this also applies to the car park; 4) Friends of Southwick County Park (FSCP) give very freely of their time; 5) If these volunteers are forced to pay car parking charges to attend it is likely that this group will diminish or cease completely; 6) The park is frequently used by school parties as part of their education programme; 7) Visitors will not pay the charge; 8) Parking outside the car park on the A361 Frome Road is time unlimited.
3	Individual	Difficulty in finding a residents parking space. Suggestion to allow resident permit holders to make use of the short-stay metered bays in the Salisbury.
4	Individual	A poor questionnaire and consultation. Why is the Council consulting on some of these issues and it seems that the Council is going to enact the options anyway.
5	Town Council	See Appendix 1.
6	Organisation	Southwick Country parkrun is a free to enter 5km run that takes place every Saturday at 9am in Southwick Country park. It typically attracts 300 local people of all ages and abilities. The imposition of a parking charge would impact on this health and community initiative.
7	Individual	Disgust at proposals for Devizes Market Place. Changing the current arrangements will have a dire effect for those wishing to stop for a short period and on Devizes itself.
8	Individual	Concern that issue of residents parking permits continues to increase in Salisbury with greater pressure than ever on the limited spaces available. Suggests that Council increases duration of residents parking permit from 6pm to 8pm.
9	Individual	Increase in charge for Salisbury residents parking permit is “criminal”. As majority of permits are issued in Salisbury, charges elsewhere should be harmonised at Salisbury levels. Salisbury seems to be regarded as a "cash cow" for the rest of the county.

Ref	Type	Summary of Comments
10	Individual	Putting up car park charges is not the answer. Central car park in Salisbury is now half empty. Low charges might bring more money as more people will park there. With high charges, Salisbury will lose out to local competitors.
11	Individual	Charges should be set to achieve a 90% occupancy level in car parks. This will both increase Wiltshire Council's revenue and get more people to the shops. Currently there are more shops vacant and to let than there have been for years so now is not the time to put across the board 12% uplift in prices.
12	Organisation	Charges should not be implemented at Melksham Station until after a masterplanning exercise (which includes Wiltshire Council) is completed.
13	Increase	Increase in season tickets will hit low paid retail workers. As survey is aimed at motorists, the option to reduce public transport is likely to be popular – but public transport is a vital service to many. Adverse impact on Southwick Park and volunteering. Base charges on usage of car park and/or variable charging mechanisms. Overall, proposals seen to be more about generating revenue than about creating an holistic transport system and vibrant and high quality town centres.
14	Individual	Sunday and BH charges should be as low as possible to encourage footfall. Need for affordable residents parking permit charges. Salisbury is used as a 'cash cow'. Binary choices in survey.
15	Individual	Cynically designed survey. All parking charges should be harmonised before adding any deemed necessary increase.
16	Individual	Given majority of residents parking permits apply in Salisbury, harmonisation of charges should be down not up. Visitor parking permits should also have been included in the consultation. Increase time period for residents permits from 6pm to 8pm.
17	Individual	Deficiencies in the way some questions are posed.
18	Individual	Increase residents parking permit time period from 6pm to 8pm.
19	Individual	Wiltshire Council should be trying to create a pro-business / shopping environment with low car parking charges rather than seeing parking charges in Salisbury as purely a short-term cash cow. Declining rental values will impact on rateable values and business rates, resulting in the Council having less money.
20	Business	Increase in season tickets for Marlborough workers is an outrage. Fair parking prices for workers and business owners who contribute to the footfall should be available.

Ref	Type	Summary of Comments
21	Business	Increase in season ticket charges is beyond affordability. Business owners struggle with retention of staff at present. Ultimately will result in more empty shops which Marlborough does not need.
22	Individual	Poor survey document. Wiltshire Council should consider planning policy and responsibility for the health of the community. Proposal will have a large number of "unintended consequences". Proposed charges at Southwick Country Park should be withdrawn.
23	Town Council	See Appendix 1.
24	Individual	Season ticket holders in Marlborough will already be paying significant rates; Parking charges already give a surplus to the community budget; There is little or no usable long term parking in Marlborough; There are limited public transport options; Kennet Place car park is often overfull and there are no spaces left for season ticket holders. Therefore totally against any increase in season tickets. Instead increase pay and display charges although this can impact on town viability.
25	Individual	Flawed consultation process.
26	Individual	Expenditure on unnecessary traffic management measures should be reduced. Charges for residents' parking should increase to reflect the real value of a car parking space.
27	Individual	Parking problems in Marlborough particularly for residents. Outrageous proposed increase in residents parking permit charges.
28	Individual	Formal complaint about the construction of the questionnaire. Main points: Survey does not make clear consequences (e.g. maintenance backlog) of forgoing an inflation increase over last 5 years; Survey forces particular answers when other options should be available; There should not be a direct link between parking charges and bus subsidies; No account has been taken for the direct and indirect consequences of the proposed options.
29	Business	An 82% increase in season tickets in Marlborough is bordering on profiteering and will be unaffordable to many low paid workers and residents. No realistic alternatives especially for staff that live in outlying villages with a now much reduced bus service. Proposal will put yet another strain on businesses wishing to retain staff.
30	Individual	Kennet Place car park, Marlborough should be cheapest or the current residents' permit charge should be unchanged - with commercial and non-residents charged a higher amount. OAPs and Blue Badge holders should be offered a special discount.

Ref	Type	Summary of Comments
31	Individual	Notes that there no extra parking being provided. Very limited public transport available to people outside of Chippenham. Lack of spaces at Olympiad [Sadlers Mead car park] as they are given over to people with parking permits - this is anti-social as it prevents people who have to bring their own car to use the facilities from parking.
32	Individual	Q3 - Charges should be harmonised and that includes the free parking; Q4 - There should be no Sunday parking charges but if they are necessary then they should be harmonised and be the equivalent to one hour parking in the week. Bank holiday charges should be harmonised; Q5 - The first hour parking should be reduced in Salisbury carparks and the next three hours harmonised with other car parks in Wiltshire. Salisbury should not subsidise the rest of the County anymore; Q6 - Free parking at Christmas would be a supportive gesture to businesses; Q7 - Increasing season tickets to 50% of normal charges should be done slowly to reduce the impact on workers; Q8 - The "harmonising" question is nonsense. The Council is suggesting the "harmonisation" of over 3,500 Salisbury permit holders with 70-odd outside Salisbury. Paying £90 is excessive especially on the back of previous increases (Zone A) and the issuing of twice as many parking permits as there are spaces (Zone E); Q9 - Supports this but first priority is to harmonise parking charges across Wiltshire. Summary - The Council should stop treating Salisbury as a "cash cow" - the questionnaire does not justify the gross overcharging of Salisbury residents, workers and visitors.
33	Councillor	Opposes swingeing increase in season ticket charges for parking. In Kennet Place car park, Marlborough, because parking spaces are also available to pay and display users, season ticket holders are unable to park in the area for which they have bought a season ticket. To sell the same parking place twice and then to charge someone twice is dubious practice. Marlborough Town Council is suggesting that certain areas, like Kennet Place, be reserved solely for season ticket holders.
34	Individual	Has had a season ticket in Kennet Place car park, Marlborough for four years. Already pay rates in Marlborough. Suggested raise in the cost of season tickets is absurdly prohibitive- especially for residents. If rise is necessary then businesses and non-residents should pay an increased amount. OK to pay a small increase but not 75%. A car is a necessity in Marlborough.
35	Individual	Comments should be considered in the construction of future consultations. In particular: 1. Better decisions will be made if costs and benefits of options are included; 2. Inherent unfairness where there is a direct match of cost savings with cuts in other service areas when the views and interests of those other service users are under represented.

Ref	Type	Summary of Comments
36	Individual	People parking on double yellow lines at the top of Hamilton Road, Salisbury. Better enforcement is required (including in the evenings) to reduce residents' inconvenience and to avoid possible delays to ambulance, fire engines, etc.
37	Town Council	See Appendix 1.
38	Town Council	See Appendix 1.
39	Individual	Do not put up parking charges any more. My extended family and I will stop coming to Salisbury. The Council should be reducing the cost and making the parking ticket machines give change. There is no incentive to park in Salisbury at all. If it was £1 per hour , you would get many more people. Max 4 hour stay.
40	Town Council	See Appendix 1.
41	Town Council	See Appendix 1.
42	Councillor	Extremely concerned about the car park at Southwick Country Park. Considerable expense would need to be spent in bringing this car park up to standard. People would not pay the high rates for a sub-standard car park. Reduced usage would then have an adverse effect particularly on the Hope Nature Centre/Squirrel Tea Rooms which provides jobs for vulnerable adults. Strongly objects to car parking charges at this car park.
43	Town Council	See Appendix 1.
44	Organisation	<u>Views:</u> 1. Car parking charges in Salisbury are already high and the city falls behind other towns and cities in providing modern car parking - technology allowing choice in how the customer can pay; 2. Salisbury relies heavily on shoppers / visitors supporting its retail and cultural markets - the Wiltshire Council proposal and consultation is unhelpful; 3. Salisbury has poor traffic infrastructure meaning that travel into the city is already complicated and often delayed; 4. The city has had many challenges from the increasing out of town trading on the Southampton and London Roads, both major routes into the city; 5. Car parking charges are expensive compared to other Wiltshire towns and the city has become uncompetitive with neighbouring towns in Wiltshire,

Ref	Type	Summary of Comments
		<p>Hampshire & Dorset.6. Our car parking churn in the city is poor and has become worse over the last few years; 7. Car parks in the city centre suffer a lower occupancy than in previous years; 8. Salisbury is developing its identity as a place of experience and the current car parking policies are hindering that; 9. Other than limited on-street parking there is no other facility in the city for half an hour parking; 10. There is a large army rebase around the city, but many potential customers are bypassing Salisbury for alternative towns such as Amesbury, Andover and Winchester; 11. Although the city's empty retail unit percentage is generally lower than other towns in the South West, businesses feel that the quality of Salisbury's offer is declining and that expensive car parking and out of date technology is adding to that; 12. Despite MI Permit being a possibility for car parking payment, this does not provide enough of a technological option; 13. The current car parking payment facilities do not allow debit or credit card payments; 14. The car parks do not have pay on exit or Automatic Number Plate Recognition (ANPR) technology; 15. Long term parking is penalised because of lack of smart technology; 16. The daily usage of car parking is believed to be declining and the city is not as busy as in previous years; 17. Our car parks are badly kept, dirty, and lack convenience. The only exception to this is the Old George Mall which is a privately-owned car park. This is a safe, clean, and attractive car park which offers pay on exit and subsequently enjoys high occupancy and regular churn; 18. Local companies, Value Cars and Executive Travel have confirmed that for the festive season this year they have more bookings going out of the city to other towns such as Bournemouth, Southampton, Andover, Basingstoke, Bath, and Winchester. This has been confirmed by the Purple Flag Steering Group and South-Western Railways in Salisbury Station. <u>Request:</u> package of benefits to be discussed with Wiltshire Council.</p>
45	Individual	Appalled at notice of season ticket parking charges increase. Why are people being penalised for living where they live (Royal Wootton Bassett).
46	Town Council	See Appendix 1.

Appendix 3: Locational Analysis of Options 3 and 6

Option 3: Charge in all Wiltshire Council car parks

Number of responses to the following options:

- **A:** Wiltshire Council implementing charges in all its car parks.
- **B:** Spreading the income requirement across the chargeable car parks within that local community with the resulting cost increase to parking charges.
- **C:** A reduction in the equivalent funding of public transport and other highway services.

Option	Amesbury	BoA	Calne	Chippenham	Corsham	Devizes	Downton	Malmesbury	Marlborough	Melksham	Mere	Pewsey	RWB	Salisbury	Tidworth	Tisbury	Trowbridge	Warminster	Wilton	Westbury
A	13	21	7	75	28	54	6	49	44	25	1	6	82	214	1	2	42	9	4	10
B	7	12	4	17	12	62	0	27	28	14	1	11	29	39	0	0	32	8	0	11
C	16	8	3	15	11	45	6	24	24	10	0	5	38	69	0	3	22	4	2	6
Total	36	41	14	107	51	161	12	100	96	49	2	22	149	322	1	5	96	21	6	27
% of Overall Total	2.7%	3.1%	1.1%	8.1%	3.9%	12.2%	0.9%	7.6%	7.3%	3.7%	0.2%	1.7%	11.3%	24.4%	0.1%	0.4%	7.3%	1.6%	0.5%	2.0%

Note: Overall total number of responses to Option 3 was 1,318.

Option 6: Harmonise residents' parking permit charges

Number of responses to the following options:

- **A:** Harmonising the charges for residents' permits and limited waiting permits across Wiltshire
- **B:** Harmonising the charges for residents' permits and limited waiting permits charges across Wiltshire with the introduction of a two tiered charging regime with a second permit being a higher charge
- **C:** Spreading the income requirement across all car parks across Wiltshire with the resulting cost increase to parking charges.
- **D:** A reduction in the equivalent funding of public transport and other highway services

Option	Amesbury	BoA	Calne	Chippenham	Corsham	Devizes	Downton	Malmesbury	Marlborough	Melksham	Mere	Pewsey	RWB	Salisbury	Tidworth	Tisbury	Trowbridge	Warminster	Wilton	Westbury
A	10	11	5	46	28	70	3	32	40	22	1	14	58	84	1	1	36	7	3	14
B	17	22	8	42	14	54	4	39	33	16	1	8	58	124	0	2	42	8	1	7
C	3	2	0	6	3	10	0	9	9	4	0	1	9	45	0	0	6	2	1	2
D	8	5	1	15	5	22	5	22	13	8	0	0	23	70	0	2	15	3	2	3
Total	38	40	14	109	50	156	12	102	95	50	2	23	148	323	1	5	99	20	7	26
% of Overall Total	2.9%	3.0%	1.1%	8.3%	3.8%	11.8%	0.9%	7.7%	7.2%	3.8%	0.2%	1.7%	11.2%	24.5%	0.1%	0.4%	7.5%	1.5%	0.5%	2.0%

Note: Overall total number of responses to Option 3 was 1,320.

Appendix 4

RECORD OF OFFICER DECISION

APPROVAL FOR AMENDMENTS TO THE WILTSHIRE LOCAL TRANSPORT PLAN (LTP) 2011-2026 – CAR PARKING STRATEGY: OPTION 1

Decision made

To approve

- i. The implementation of Option 1 through a variation notice to the relevant Traffic Regulation Orders (TROs).
- ii. The proposed car parking charges as set out in **Appendix 1**.

Made by; Parvis Khansari, Service Director, Highways and Transport

Background

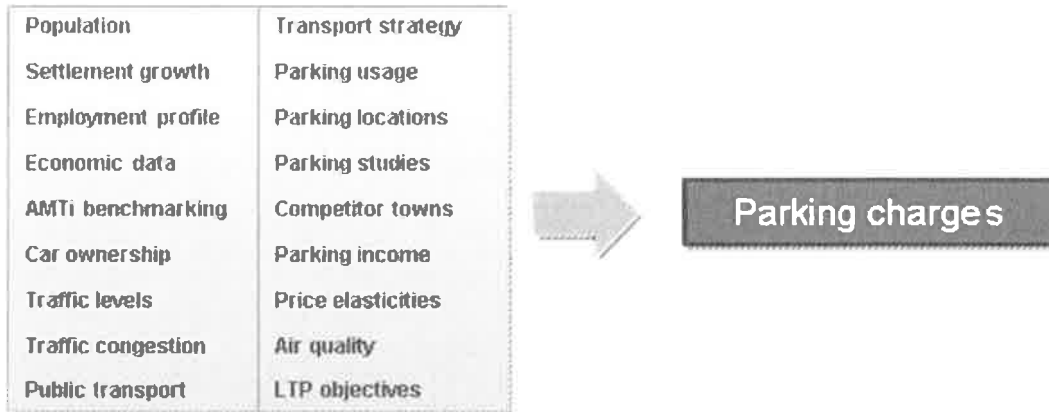
1. As the Service Director for Highways and Transport, I am responsible for any matters relating to highways and transport in the County of Wiltshire on behalf of Wiltshire Council. The power to make a decision in respect of this matter is delegated to me pursuant to Wiltshire Council's Constitution and the following resolution agreed by cabinet at its meeting on 29 September 2017.

Agrees that, subject to any responses received during the public consultation, Option 1 is implemented as soon as possible through a variation notice to the Traffic Regulation Orders and delegates authority to the Associate Director for Highways and Transport in consultation with the Cabinet Member for Highways, Transport and Waste to consider any suggestions from respondents for alternative ways in which the estimated income increase from the option could be met by other means, and, with the advice of legal and parking services, to negotiate and agree any resulting legal agreements.

Policy context

2. The current Wiltshire LTP Car Parking Strategy was approved by cabinet at its meeting on 17 March 2015 following a comprehensive review and consultation exercise in 2014 which attracted over 5,000 responses from individuals and organisations.
3. While there are a number of aspects to car parking management, in essence a balance needs to be found between three key factors:
 - **Regeneration:** using parking measures to support town centre regeneration.
 - **Restraint:** using parking controls as a means of restraining / managing traffic and improving environmental quality, or to encourage the use of sustainable transport modes.

- **Revenue:** securing sufficient revenue to cover the costs of providing car parking, and using any surplus revenue to fund other important local services.
4. In order to help find the right balance between the above factors, relevant economic, social and environmental data was used to inform the review. A key outcome of this process was a move to a more ‘fine grained’ approach to car parking management, and in particular charges, based on the local circumstances of each car park / settlement (see below).



5. Policy PS3 of the LTP Car Parking Strategy includes that “Parking charges will be set by the council following consultation with the public, stakeholders and area boards”.

Operational cost pressures

6. The council’s parking services is facing significant operational cost pressures. These include business rate payments, essential equipment upgrades and maintenance works, and inflation costs. The demands on the service are also increasing; particularly requests from residents, schools, businesses and parish / town councils asking for extra parking enforcement and maintenance to be undertaken. It is also important to note that surplus revenue from parking charges supports other transport measures including non-commercial, but essential local bus services. This is one of the main reasons why the council has been in a position to retain the vast majority of these bus services, in contrast to other local authorities which have seen significant cuts to services.
7. To address the operational and demand pressures outlined above, and to fund a number of proposed technology and operational improvements, seven possible charging options (and an additional option asking for proposals for alternative funding streams from local communities) were identified and included in a recent public consultation exercise (see paragraphs 11 to 15).
8. One of the options, Option 1 (the subject of this report), was to apply an inflation increase to all parking charges - despite rising operational costs and increasing service demands, the council has not applied any inflationary increases to car parking charges since 2011. Given this, in the consultation it was stated that the

council is minded to apply an inflation increase to cover the next five years (based on Bank of England forecasts). In doing so, this would provide both certainty to users and reduce implementation costs.

Legal process

9. Any significant changes to the terms and conditions applicable to car parks require the processing of a Traffic Regulation Order (TRO) under the Road Traffic Regulation Act 1984 ('the 1984 Act') and the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996.
10. However, where the only change proposed is an increase in parking charges (as is the case with Option 1), there is no statutory requirement to make a new TRO. Such changes can be implemented by a variation notice. This involves publishing a notice of the changes in a local newspaper at least 21 days before the changes come into effect and also placing a similar notice in the car park(s) affected.

Public consultation exercise

11. A public consultation exercise was held between 28 September and 23 November 2017.
12. The consultation was hosted on the Wiltshire Consultation Portal (<http://consult.wiltshire.gov.uk/portal>) and included a link to the questionnaire which sought responses on the options agreed by cabinet at its meeting on 12 September 2017:
 - Option 1: Seeking ways to mitigate against an inflation increase across all parking charges
 - Option 2: Introduce Sunday and Bank / Public Holiday charging at all car parks
 - Option 3: Charge in all Wiltshire Council car parks
 - Option 4: Move the free event parking offer in November and December to other times of year
 - Option 5: Base season ticket prices on the standard rate charges
 - Option 6: Harmonise residents' parking permit charges
 - Option 7: Reduce the period of time or parking grace from 15 minutes to 10 minutes in all car parks
13. The questionnaire also included a question (termed Option 8) on: 'Proposals for alternative ways to fund from the local community'.
14. In addition to the questionnaire, the following supporting information was made available:
 - Range of parking charges in Wiltshire
 - Off-street parking charges in key competitor towns
 - Schedule of proposed increased car parking charges
 - Proposed charges in currently free car parks
 - Proposed season ticket charges

- Equality Analysis Evidence Document (EAED)
- Frequently Asked Questions
- Link to the Joint Strategic Assessment webpage.

15. A variety of means were used to inform people of the consultation. A news release was issued on 28 September 2017 (as a result, the consultation was picked up by several local news outlets). In addition, an article was included in the 11 September 2017 edition of the Parish Newsletter and the October 2017 and November 2017 Cabinet Member Highways Newsletters. Information was also contained on the Wiltshire Council Facebook and Twitter feeds.

Public consultation results

16. In total, 1,377 people and organisations responded by completing questionnaires:

Respondent	Number
Local resident	1171
Someone who visits or works in the area	71
A local business or commercial concern	24
A councillor	29
An existing resident car permit holder	40
An existing car season ticket holder	16
Someone representing an organisation	18

17. The organisations represented were as follows (plus two responses where the organisation was not provided):

- Federation of Small Businesses
- Federation of Small Business for Wiltshire
- Malmesbury & St Paul Without Residents' Association
- Malmesbury Town Council
- Melksham Railway User's Group
- Melksham Town Council
- Melksham Without Parish Council
- Old Baptist Chapel Chapel Lane Chippenham
- Salisbury and District Chamber of Commerce and Industry
- Salisbury Federation of Small Businesses
- Southwick Country parkrun
- St Edmunds Community Group
- St Paul Malmesbury Without Parish Council
- Trowbridge Town Council
- Warminster Town Council
- Westbury Town Council

18. The questionnaire responses by settlement are shown below:

Amesbury	38	Bradford on Avon	41
Calne	14	Chippenham	113
Corsham	55	Devizes	164
Downton	13	Malmesbury	105

Marlborough	101	Melksham	51
Mere	3	Pewsey	23
Royal Wootton Bassett	151	Salisbury	334
Tidworth	1	Tisbury	5
Trowbridge	100	Warminster	21
Wilton	9	Westbury	27

19. Separate written comments (i.e. non-questionnaire returns) have been received from the following town / city councils (see **Appendix 2**):

- Chippenham Town Council
- Corsham Town Council
- Devizes Town Council
- Labour Group, Salisbury City Council
- Marlborough Town Council
- Melksham Town Council
- Salisbury City Council
- Trowbridge Town Council.

20. Separate written comments were also received from the following (a summary of the comments is attached at **Appendix 3**):

- Businesses
- Councillors
- Residents
- Salisbury Business Improvement District / Salisbury Chamber of Commerce / Federation of Small Businesses
- Southwick Country Parkrun
- TransWilts Community Interest Company.

Reason for decision

21. To implement Option 1 following the conclusion of the public consultation exercise.

22. I confirm that in making this decision I have considered the following in line with Wiltshire Council's Constitution:

- Key decision requirements ;
- Views of relevant cabinet member(s), committee chairman, area board(s) ;
- Consideration of the area boards and delegated decision checklist for officers on the issue of when and how to involve local councillors and area boards in decisions about local services ;
- Implication of any council policy, initiative, strategy or procedure ;
- Consultation in accordance with the council's consultation strategy ;
- Range of options available ;
- Staffing, financial and legal implications ;
- Risk assessment ;
- Involvement of statutory officers and/or directors ;
- Regional or national guidance from other bodies ;

- The council's constitution .

Conflict of Interest

23. Not applicable.

Options considered

24. With regard to Option 8, 'Proposals for alternative ways to fund from the local community', a total of 666 respondents provided comments in answer to the question: *Do you have any other suggestions how funding could be found to cover the increases needed?*

25. To aid comprehension, all the comments to the above question have been categorised as follows:

Proposal	Number of Comments	Officers Response
Reduce Wiltshire Council councilor expenses / staff salaries	85	<p>The salary scales for Wiltshire Council staff are nationally negotiated with the trade unions on an annual basis and therefore the council is bound by the national negotiations. In the past few years the majority of council staff have received just a 1% annual pay award and increments have also been frozen for the last two years. If staff salaries were reduced, the council would not be able to recruit and retain staff with the right skills to deliver its services in the communities.</p> <p>Councillors receive a basic allowance which increases annually in line with the annual pay award. So again, there has been just a 1% increase in recent years.</p>
Maintain or cut parking charges (e.g. to increase use and therefore revenue, and to support town centres)	77	<p>As set-out in paragraphs 4 and 5, the council needs to find a balance between three key factors:</p> <ul style="list-style-type: none"> • Regeneration • Restraint • Revenue <p>To help achieve this, a more 'fine grained' approach to car parking management, and in particular charges, was supported and introduced as a result the last review in 2014 based on the local circumstances of each car park / settlement.</p>

Proposal	Number of Comments	Officers Response
Harmonise parking charges across Wiltshire	67	As above.
Look for savings efficiencies and income opportunities elsewhere in Wiltshire Council	51	<p>The council has an ongoing process of looking for efficiencies and income opportunities. It prioritises service provision and directs funds to those services which protect the most vulnerable. Unlike car parking, there is limited choice as to who provides services to the vulnerable or whether you want to use them or not.</p> <p>The council will continue to review efficiencies and income opportunities and allocate funding in relation to its stated priorities.</p>
Reduce public transport subsidies / Charge more to concessionary fare users	48	<p>Wiltshire Council consulted on the future of public transport in 2016. The consultation returned over 11,000 responses, the second highest response rate to any consultation held by Wiltshire Council. When analysing the responses it was clear that the general public is very supportive of public transport and wholesale reductions to bus subsidy were not taken forward. Instead, Wiltshire Council agreed to save £500,000 from those bus services that were less well used and did not meet the £3.50 per passenger trip subsidy as defined in the Wiltshire LTP. Those savings have since been achieved and demonstrate that there has been a reduction in subsidy for public transport.</p> <p>With regard to charging for a concessionary fares bus pass, or requesting that users of the concessionary pass make a contribution, this is not possible as legislation is clear that no charge can be made for the issue of a concessionary fares pass and it must be free to the user at point of use.</p>
Increase the current income of the parking service (e.g. better enforcement, increased fines and ensuring all ticket machines work)	42	<p>Parking services has recently recruited to long standing vacant civil enforcement officer positions allowing more effective enforcement.</p> <p>As part of this parking review, parking services has detailed a yearly expenditure profile for a rolling replacement programme to ensure the pay and display ticket machines operate efficiently and reliably. During the summer of 2017, all of the pay and display ticket machines were replaced as part of the new £1 coin implementation process.</p>

Proposal	Number of Comments	Officers Response
Increase council tax (precept) / business rates	30	<p>Business rates are a national form of taxation with the levels of taxation and rates of taxation determined by central government. The council cannot chose to set a local charge for businesses other than through the creation of a business improvement district. The majority of the business rates the council collects goes to central government.</p> <p>Council tax is a tax that is set locally and there is a limit on how much council tax can be increased each year without balloting every household regarding any proposed increases. Recognising the pressure on household budgets, only in the last two years has Wiltshire Council had to raise council tax.</p>
Charge in Wiltshire Council staff car parks / Charge on all on-street bays	28	<p>The decision not to require Wiltshire Council staff to pay for parking was taken at a corporate level and plays an important part in staff retention and recruitment. A number of council staff must be able to park close to council buildings for emergency responses and many require vehicles for their duties. For operational reasons it is vital that parking arrangements, including free parking or parking reimbursement, meet this requirement.</p> <p>Councilors only receive free parking when undertaking council activities and is not available for private use.</p> <p>The potential for charging on all on-street bays will be considered as part of ongoing town centre reviews.</p>
Introduce new technologies (e.g. pay on exit, variable charging, etc)	27	Parking services is currently exploring new technology options. However, the costs of implementation must always be carefully considered against the benefits.
Poor questionnaire	22	The nature of the questionnaire was largely determined by the difficult choices and options available to the council.
Support / Encourage more use of sustainable transport modes (e.g. to help make buses more commercially viable)	20	Subject to available funding, the council seeks to support and encourage sustainable transport modes through a variety of means including the Wiltshire Core Strategy and Wiltshire Local Transport Plan.

Proposal	Number of Comments	Officers Response
Explore commercial opportunities (e.g. events on car parks, sponsorship, etc)	17	Parking services already uses Wiltshire Council car parks for events, such as filming locations, and the possibility of advertising in the car parks is currently being considered (advertising space is already sold on the back of pay and display tickets).
Transfer car parks to town councils / Seek further support from town councils	15	Localism opportunities such as these already form part of the Wiltshire LTP Car Parking Strategy (e.g. the Community Asset Transfer Policy, and the Delegation of Services to Town and Parish Councils and Funding of Delegated Services Policy).
Charge for Blue Badge parking and / or reduce the number of Blue Badge parking bays	14	The option of charging Blue Badge holders to park was considered but rejected by the cabinet member early on in the process.
Review Park and Ride operations	13	Wiltshire Council has worked with the bus company Salisbury Reds over the past few years to significantly reduce the subsidy paid to operate buses serving the five park and ride sites in Salisbury. Three of the sites now don't have dedicated buses operating to them - the commercial bus network simply diverts into these sites, making a saving of around £600,000 per annum. Work is ongoing with Salisbury Reds to further reduce costs at the other two sites.
Lobby central government to increase Wiltshire Council's overall funding level	8	This is undertaken through a variety of channels including the Local Government Association.
Force supermarkets / out-of-town shops to introduce parking charges	6	The Wiltshire LTP Car Parking Strategy states the following: <i>Policy PS5 - Managing publicly available private non-residential parking</i> <i>There will be a presumption that any planning application which includes provision for publicly available private non-residential parking will be required to provide an accompanying car park management plan and, subject to a case-by-case analysis, to implement parking restrictions and charges consistent with those of council run car parks in the local area.</i>
Introduce congestion charging / road user charging /workplace parking levy	6	While opportunities for introducing these measures are kept under review, they are currently not considered relevant to Wiltshire's circumstances.

Proposal	Number of Comments	Officers Response
Increase the number car parking spaces (e.g. to increase revenue, support town centres, etc)	5	<p>As set-out in paragraphs 4 and 5, the council needs to find a balance between three key factors:</p> <ul style="list-style-type: none"> • Regeneration • Restraint • Revenue <p>To help achieve this, a more ‘fine grained’ approach to car parking management, and in particular charges, was supported and introduced as a result the last review in 2014 based on the local circumstances of each car park / settlement.</p>
Residents permit scheme should be introduced in Marlborough	5	<p>The Wiltshire LTP Car Parking Strategy states the following:</p> <p><i>Policy PS8 - Residents' parking zones</i></p> <p><i>In those residential areas which suffer from the significant effects of on-street commuter and/or shopper parking, the council will, subject to available resources, investigate and where appropriate introduce residents' parking zones in consultation with local residents and businesses.</i></p> <p>A process (Appendix B in the LTP Car Parking Strategy) has been developed that sets out how the council will investigate, implement and operate residents' parking zones across the authority area.</p>
Introduce a retail reimbursement scheme	4	<p>Parking services has worked with town councils, individual retailers and community groups on this type of scheme and would welcome working on any other suggested schemes put forward.</p>
Introduce evening / overnight parking charges	4	<p>The option of introducing evening charges was considered but rejected by the cabinet member early on in the process.</p>
Install green technologies (e.g. chargeable EV points, solar panels, etc)	4	<p>When motorists use EV parking bays it is a requirement that payment is made for the stay within the car park. Parking services is extending its stock of solar powered pay and display machines to further reduce expenditure.</p>

Proposal	Number of Comments	Officers Response
Increase long-stay parking charges / reduce or maintain short-stay parking charges	4	<p>As set-out in paragraphs 4 and 5, the council needs to find a balance between three key factors:</p> <ul style="list-style-type: none"> • Regeneration • Restraint • Revenue <p>To help achieve this, a more 'fine grained' approach to car parking management, and in particular charges, was supported and introduced as a result the last review in 2014 based on the local circumstances of each car park / settlement.</p>
Other comments	100	

26. The 'Other comments' referred to above relate to comments on a wide range of other subjects and / or individual settlements or car parks.

27. Overall, it is considered that none of the alternative funding proposals suggested could realistically replace the income uplift forecast under Option 1.

Approved by: [SIGNATURE]



Parvis Khansari, Service Director, Highways and Transport

Date: 2 January 2018

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Appendix 5 - Proposed Sunday and Bank Holiday Charges

Off-Street

		Proposed Charges (Inc VAT)								
Town	Car Park	Bank holiday charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day
Amesbury	Central	As week	£0.50	£0.20	£0.80	£1.70	£2.20	£2.80		£4.50
Amesbury	Church Street	As week	£0.50	£0.30	£1.20	£2.20	£2.70	£3.60	£5.80	£6.30
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day
Bradford on Avon	Barton Farm	As week	£0.80	£0.40	£1.20	£2.20	£2.70	£3.60	£5.80	£6.30
Bradford on Avon	Bridge Street	As week	£0.80	£0.60	£1.50					
Bradford on Avon	St Margarets	As week	£0.80	£0.40	£1.30	£2.30				
Bradford on Avon	Station Zone A	As week	£0.80	£0.40	£1.30	£2.30				
Bradford on Avon	Station Zone B	As week	£0.80	£0.40	£1.30	£2.30	£2.70	£3.60		£6.30
Bradford on Avon	Station- coach	As week	£0.80			£5.10				£7.60
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day
Calne	Church Street	AS Week	£0.50	£0.20	£0.80	£1.70	£2.20	£2.80		£4.50
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day
Chippenham	Bath Road	As Week	£1.40	£1.10	£1.60	£2.90	£3.90	£5.00		£8.40
Chippenham	Borough Parade	As Week	£1.40	£1.10	£1.70					
Chippenham	Brakemead	As Week	£1.40		£1.50		£3.10			
Chippenham	Emery Gate (Surface)	As Week	£1.40	£1.20	£1.80					
Chippenham	Emery Gate (Sub surface)	As Week	£1.40	£1.10	£1.70	£3.60				
Chippenham	Gladstone Rd	As Week	£1.40	£1.10	£1.70					
Chippenham	Monkton Park (Saturday)	As Week	£1.40	£0.60	£1.10	£2.20				
Chippenham	Sadlers Mead	As Week	£1.40	£0.90	£1.50	£3.00	£4.00	£5.30		£8.40
Chippenham	Sadlers Mead Coach	As Week	£1.40				£2.00			
Chippenham	Spanbourn Avenue	As Week	£1.40	£0.60	£1.00	£2.00	£2.90	£4.00		£5.00

Chippenham	Wood Lane Zone A	As Week	£1.40	£0.90	£1.50	£2.90	£3.50	£4.70		£5.60		
Chippenham	Wood Lane Zone B	As Week	£1.40	Permit holders only								
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day		
Corsham	Newlands Road	As Week	£0.70	£0.40	£1.20							
Corsham	High Street	As Week	£0.70	£0.40	£1.20	£2.20						
Corsham	Post Office Lane	As Week	£0.70	£0.30	£1.10	£2.00	£2.70	£3.60		£4.50		
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day		
Devizes	Central	As Week	£1.00	£0.80	£1.60	£2.30						
Devizes	Couch Lane	As Week	£1.00	£0.60	£1.50	£2.20	£2.80	£3.60	£5.80	£6.80		
Devizes	North Gate	As Week	£1.00	£0.70	£1.50	£2.20						
Devizes	Sainsburys	As Week	£1.00	£0.60	£1.50	£3.70	£5.90					
Devizes	Sheep Street	As Week	£1.00	£0.70	£1.50	£2.20	£2.80	£3.60		£6.70		
Devizes	Station Road Short Stay	As Week	£1.00	£0.30	£0.90	£1.70						
Devizes	Station Road Long Stay	As Week	£1.00				£2.20	£2.80		£4.50		
Devizes	Vales Lane	As Week	£1.00	£0.70	£1.50	£2.20						
Devizes	West Central	As Week	£1.00	£0.80	£1.60	£2.30						
Devizes	The Wharf	As Week	£1.00	£0.80	£1.60	£2.30	£2.80	£3.60		£6.70		
Devizes	Station Road Lorry/Coach Park (per hour or part thereof Mon - Sat 08:00 - 18:00)	As Week	£1.00							£2.50		
Devizes	Station Road Lorry/Coach Park (any period Mon - Sat 18:00 - 08:00)	As Week	£1.00							£4.70		
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day		
Malmesbury	Station Road	As Week	£0.60	£0.30	£1.00	£2.20	£2.70	£3.60		£4.50		
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day		
Marlborough	George Lane	As Week	£1.00	£0.70	£1.50	£2.20	£2.80	£3.60		£6.70		
Marlborough	Hillier's Yard	As Week	£1.00	£0.70	£1.60	£3.70						
Marlborough	Hyde Lane	As Week	£1.00	£0.70	£1.60	£2.20	£2.80	£3.60		£6.70		
Marlborough	Kennet Place	As Week	£1.00	£0.70	£1.50	£2.20	£2.80	£3.60		£6.70		

Marlborough	Polly Gardens	As Week	£1.00	£0.70	£1.60	£3.70					
Marlborough	George Lane - Coach (All Day-any period Mon - Sat 18:00 - 08:00)	As Week	£1.00	£2.70	£5.40	£8.00	£10.70	£13.40	£21.50	£4.70	
Marlborough	George Lane - HGV (All Day-any period Mon - Sat 18:00 - 08:00)	As Week	£1.00							£4.70	
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day	
Melksham	Bath Road	As week	£0.70	£0.40	£1.20	£2.20	£2.70	£3.60	£5.80	£6.30	
Melksham	Church Street	As week	£0.70	£0.40	£1.30	£2.30					
Melksham	King Street	As week	£0.70	£0.30	£1.10	£2.00	£2.70	£3.60		£5.00	
Melksham	Lowbourne	As week	£0.70	£0.30	£1.10	£2.00	£2.70	£3.60		£5.00	
Melksham	Union Street	As week	£0.70	£0.30	£1.10	£2.00	£2.70	£3.60		£6.70	
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day	
Royal Wootton Bassett	Borough Fields	Free	£0.70	£0.40	£1.20	£2.20	£2.70	£3.60		£5.80	
Royal Wootton Bassett	Wood Street	Free	£0.70	£0.30	£1.10	£1.90	£2.50	£3.10		£5.00	
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day	
Salisbury	Brown Street East	As week	£1.90	£1.60	£2.80	£4.70					
Salisbury	Brown Street West	As week	£1.90	£1.60	£2.80	£4.70					
Salisbury	Central Short Stay	As week	£1.90	£1.50	£2.70	£4.50					
Salisbury	Central Longstay	As week	£1.90	£1.50	£2.70	£4.20	£5.60	£6.70		£8.90	
Salisbury	College Street	As week	£1.90	£1.60	£2.80	£4.50	£5.10	£6.10		£8.90	
Salisbury	Culver Street	As week	£1.90	£1.10	£2.20	£3.40	£4.50	£5.60		£8.90	
Salisbury	Lush House	As week	£1.90	£1.60	£2.80	£4.70					
Salisbury	Maltings	As week	£1.90	£1.60	£2.80	£4.70					
Salisbury	Millstream	As week	£1.90	£1.50	£2.70	£4.20	£5.60	£6.70		£8.90	
Salisbury	Millstream Coach	As week	£2.80	£1.70	£2.50		£4.90			£9.80	
Salisbury	Salt Lane	As week	£1.90	£1.60	£2.80	£4.70					
Salisbury	Southampton Road	As week	£1.90	£1.10	£2.20	£3.40	£4.50	£5.60		£8.90	
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day	

Trowbridge	Bradford Road	As week	£1.00	£1.10	£1.70	£3.60					
Trowbridge	Broad Street	As week	£1.00	£0.80	£1.30	£2.80	£3.50	£4.70		£6.00	
Trowbridge	Broad Street Crescent	As week	£1.00	£0.80	£1.30	£2.80	£3.50	£4.70		£6.00	
Trowbridge	Church Street	As week	£1.00	£0.90	£1.50						
Trowbridge	Court Street	As week	£1.00	£0.80	£1.30	£2.80	£3.50	£4.70		£6.00	
Trowbridge	Lovemead	As week	£1.00	£0.80	£1.30	£2.80	£3.50	£4.70		£5.60	
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day	
Warminster	Central Zone A	As week	£0.70	£0.40	£1.10	£2.00	£2.70	£3.60		£5.60	
Warminster	Central Zone B	As week	£0.70	£0.40	£1.10	£2.00	£2.70	£3.60		£5.60	
Warminster	Chinns	As week	£0.70	£0.40	£1.30						
Warminster	Emwell	As week	£0.70	£0.40	£1.20	£2.20	£2.70	£3.60	£5.80	£6.30	
Warminster	Furlong	As week	£0.70	£0.30	£1.20	£2.20	£2.70	£3.60	£5.80	£6.30	
Warminster	Western Zone A	As week	£0.70	£0.30	£0.90	£1.70	£2.20	£3.40		£5.00	
Warminster	Western Zone B	As week	£0.70	£0.30	£0.90	£1.70	£2.20	£3.40		£5.00	
Warminster	Weymouth Street	As week	£0.70	£0.40	£1.30	£2.30					
Town	Car Park	Bank Holiday Charge	Sunday Charging (Per Visit)	1 Hour	2 Hours	3 Hours	4 Hours	5 Hours	8 Hours	All Day	
Westbury	High Street Zone A	As week	£0.60	£0.30	£0.90	£1.60	£2.20	£3.40		£5.60	
Westbury	High Street Zone B	As week	£0.60	£0.30	£0.90	£1.60	£2.20	£3.40		£5.60	
Westbury	Warminster Road Zone A	As week	£0.60	£0.20	£0.80	£1.30	£2.00	£2.80		£4.50	
Westbury	Warminster Road Zone B	As week	£0.60	£0.40	£1.20	£2.20	£2.70	£3.60	£5.80	£6.30	
Westbury	Westfield House	As week	£0.60	£0.20	£0.80	£1.30	£2.00	£2.80		£4.50	

On-Street

		Proposed Charges				
Town	Parking Area	Bank Holiday Charge	Sunday Charging Hours	30 mins	1 hour	2 hour
Malmesbury	Cross Hayes	AS Week	£0.60		£0.60	£1.50
Town	Parking Area	Bank Holiday Charge	Sunday Charging Hours	30 mins	1 hour	2 hour
Marlborough	High Street	AS Week	£1.00	£0.60	£0.90	£2.10
Town	Parking Area	Bank Holiday Charge	Sunday Charging Hours	30 mins	1 hour	2 hour
Salisbury	Brown Street	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Castle Street	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Catherine Street	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Chipper Lane	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Cranebridge Street	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Endless Street	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Fisherton Street	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Ivy Street	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Milford Street	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Salt Lane	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Scots Lane	As Week	10am-4pm	£0.60	£1.70	
Salisbury	Winchester Street	As Week	10am-4pm	£0.60	£1.70	

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Appendix 6 - Proposed Actions in Currently Free Car Parks

Car park (spaces)	Proposed Pay & Display charges	Season ticket charges (based on 50% discount of daily charge)	Comments	Proposal
Central, Amesbury	Up to 1 hour: £0.20 Up to 2 hours: £0.70 Up to 3 hours: £1.50 Up to 4 hours: £2.00 Up to 5 hours: £2.50 All day: £4.00	£480 (per annum) £120 (6 months) £60 (3 months) £20 (1 month)	Listed charges are already in place. Proposal is to remove facility of free 'yellow' parking bays.	Remove the facility of free 'yellow' parking bays. (Operation – ticket machines and MiPermit already in place).
Dunns Lane, Castle Coombe	Up to 1 hour: £0.20 Up to 2 hours: £0.70 Up to 3 hours: £1.50 Up to 4 hours: £2.00 Up to 5 hours: £2.50 All day: £4.00	N/A	Not included in consultation documents.	No charges to be introduced. A review undertaken in December 2017 concluded that no charges should be introduced.
Market Place, Devizes (77)	1 hr: 70p 2hr: £1.30	N/A	Two hour maximum stay. No return with two hours.	Introduce the proposed pay and display charges. (Operation – ticket machines and MiPermit).
Burnham Road, Malmesbury (17)	1hr £0.20 2hr £0.70 3hr £1.50 4hr £2.00 5hr £2.50 All Day £4.00	£480 (per annum) £240 (6 months) £120 (3 months) £40 (1 month)		Introduce the proposed pay and display and season ticket charges. (Operation –MiPermit only).
Station Car Park, Melksham	1hr: £0.30 2hr: £1.00 3hr: £1.80 4hr: £2.40 5hr: £3.20 Day: £4.50	£540 (per annum) £270 (6 months) £135 (3 months) £45 (1 month)	Melksham Station is currently subject to a masterplanning exercise with Great Western Railway, Network Rail,	No charges to be introduced. Discuss the future management of the station car park with Great Western Railway, Network Rail and the TransWilts Community Rail Partnership.

Car park (spaces)	Proposed Pay & Display charges	Season ticket charges (based on 50% discount of daily charge)	Comments	Proposal
			TransWilts Community Rail Partnership and Wiltshire Council.	
Beehive Park and Ride, Salisbury (Circa 400)	Free parking Bus fare: £3 per day to use the bus £4 per day for a group of up to four people travelling together Free for concessionary bus pass holders after 0930 weekdays and all day Saturdays and Bank Holidays	Free parking	Not included in consultation documents.	Continue with free parking to encourage out of city parking and help manage the city traffic flow.
Wilton Park and Ride, Salisbury (Circa 400)	Free parking Bus fare: £3 per day to use the bus £4 per day for a group of up to four	Free parking	Not included in consultation documents.	Continue with free parking to encourage out of city parking and help manage the city traffic flow.

Car park (spaces)	Proposed Pay & Display charges	Season ticket charges (based on 50% discount of daily charge)	Comments	Proposal
	people travelling together Free for concessionary bus pass holders after 0930 weekdays and all day Saturdays and Bank Holidays			
Britford Park and Ride, Salisbury (Circa 400)	Free parking Bus fare: £3 per day to use the bus £4 per day for a group of up to four people travelling together Free for concessionary bus pass holders after 0930 weekdays and all day Saturdays and Bank Holidays	Free parking	Not included in consultation documents.	Continue with free parking to encourage out of city parking and help manage the city traffic flow.
London Road Park and Ride, Salisbury	Free parking Bus fare:	Free parking	Not included in consultation documents.	Continue with free parking to encourage out of city parking and help manage the city traffic flow.

Car park (spaces)	Proposed Pay & Display charges	Season ticket charges (based on 50% discount of daily charge)	Comments	Proposal
(Circa 400)	<p>£3 per day to use the bus</p> <p>£4 per day for a group of up to four people travelling together</p> <p>Free for concessionary bus pass holders after 0930 weekdays and all day Saturdays and Bank Holidays</p>			
<p>Petersfinger Park and Ride, Salisbury</p> <p>(Circa 400)</p>	<p>Free parking</p> <p>Bus fare:</p> <p>£3 per day to use the bus</p> <p>£4 per day for a group of up to four people travelling together</p> <p>Free for concessionary bus pass holders after 0930 weekdays and</p>	Free parking	Not included in consultation documents.	Continue with free parking to encourage out of city parking and help manage the city traffic flow.

Car park (spaces)	Proposed Pay & Display charges	Season ticket charges (based on 50% discount of daily charge)	Comments	Proposal
	all day Saturdays and Bank Holidays			
Southwick Country Park, Trowbridge	1hr £0.80 2hr £1.30 3hr £2.70 4hr £3.10 5hr £4.20 All Day £5.30	£636 (per annum) £318 (6 months) £159 (3 months) £53 (1 month)	The facility needs considerable investment. The cost of provision will not be met by the proposed charges income. Increasing the proposed charges further could make parking prohibitive.	Explore the possibility of an asset transfer / service delegation of the facility to the local community before 3 September 2018. If not possible, introduce the proposed pay and display parking charges and season ticket charges to mitigate the cost of operation. (Operation – MiPermit only).
Smallbrook Lane, Warminster (4)	1hr £0.20 2hr £0.70 3hr £1.50 4hr £2.00 5hr £2.50 All Day £4.00	£480 (per annum) £240 (6 months) £120 (3 months) £40 (1 month)		Introduce the proposed pay and display and season ticket charges. (Operation - MiPermit only).
Westbury Leigh, Westbury (43)	1hr £0.20 2hr £0.70 3hr £1.50 4hr £2.00 5hr £2.50 All Day £4.00	£540 (per annum) £270 (6 months) £135 (3 months) £45 (1 month)	Process of Community Asset Transfer has stalled.	Explore the possibility of an asset transfer / service delegation of the facility to the local community before 3 September 2018. If not possible, introduce the proposed pay and display parking charges and season ticket charges to mitigate the cost of operation. (Operation - season tickets with MiPermit payments for visitors).

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Appendix 7 – Proposed Season Ticket Charges

Town	Car Park	Annual	6 month	3 month	1 month
Amesbury	Church Street	N/A	N/A	N/A	N/A
Amesbury	Central	£480	£240	£120	£40
Bradford on Avon	Station	£672	£336	£168	£56
Bradford on Avon	Barton Farm	£672	£336	£168	£56
Bradford on Avon	Newtown	£672	£336	£168	£56
Bradford on Avon	Bridge Street	£672	£336	£168	£56
Bradford on Avon	St Margarets	£672	£336	£168	£56
Bradford on Avon	St Margarets Hill	£672	£336	£336	£56
Calne	Church Street	£480	£240	£120	£40
Chippenham	Bath Road	£900	£450	£225	£75
Chippenham	Borough Parade	N/A	N/A	N/A	N/A
Chippenham	Brakemead	£540	£270	£135	£67.50
Chippenham	Emery Gate	N/A	N/A	N/A	N/A
Chippenham	Sadlers Mead	£900	£450	£225	£75
Chippenham	Gladstone	N/A	N/A	N/A	N/A
Chippenham	Wood Lane	£600	£300	£150	£50
Chippenham	Spanbourne	£540	£270	£135	£67.50
Corsham	Newlands Road	N/A	N/A	N/A	N/A
Corsham	High Street	N/A	N/A	N/A	N/A
Corsham	Post Office Lane	£480	£240	£120	£40
Devizes	Castle Grounds	£720	£360	£180	£60
Devizes	Central	N/A	N/A	N/A	N/A
Devizes	Couch Lane	N/A	N/A	N/A	N/A
Devizes	North Gate	N/A	N/A	N/A	N/A
Devizes	Sainsburys	N/A	N/A	N/A	N/A
Devizes	Sheep Street	£720	£360	£180	£60
Devizes	Station Road Long Stay	£480	£240	£120	£40
Devizes	Vales Lane	N/A	N/A	N/A	N/A
Devizes	West Central	N/A	N/A	N/A	N/A
Devizes	The Wharf	£720	£360	£180	£60
Malmesbury	Station Road	£480	£240	£120	£40
Malmesbury	Burnham Road	£480	£240	£120	£40
Marlborough	George Lane	£720	£360	£180	£60
Marlborough	Hillier's Yard	N/A	N/A	N/A	N/A
Marlborough	Hyde Lane	£720	£360	£180	£60
Marlborough	Kennet Place	£720	£360	£180	£60
Marlborough	Polly Gardens	N/A	N/A	N/A	N/A
Melksham	Bath Road	£672	£336	£168	£56
Melksham	Church Street	£540	£270	£135	£67.50
Melksham	King Street	£540	£270	£135	£67.50

Town	Car Park	Annual	6 month	3 month	1 month
Melksham	Lowbourne	£540	£270	£135	£67.50
Melksham	Union Street	£720	£360	£180	£60
Royal Wootton Bassett	Borough Fields	£624	£312	£156	£52
Royal Wootton Bassett	Wood Street	£540	£270	£135	£67.50
Salisbury	Brown Street East	£960	£480	£240	£80
Salisbury	Brown Street West	£960	£480	£240	£80
Salisbury	Central Long Stay	£960	£480	£240	£80
Salisbury	College Street	£960	£480	£240	£80
Salisbury	Culver Street	£960	£480	£240	£80
Salisbury	Lush House	N/A	N/A	N/A	N/A
Salisbury	Maltings	N/A	N/A	N/A	N/A
Salisbury	Millstream	£960	£480	£240	£80
Salisbury	Salt Lane	£960	£480	£240	£80
Salisbury	Southampton Road	N/A	N/A	N/A	N/A
Trowbridge	Bradford Road	£600	£300	£150	£50
Trowbridge	Broad Street	£648	£324	£162	£54
Trowbridge	Broad Street Crescent	£648	£324	£162	£54
Trowbridge	Church Street	N/A	N/A	N/A	N/A
Trowbridge	Court Street	£648	£324	£162	£54
Trowbridge	Lovemead	£600	£300	£150	£50
Trowbridge	Southwick Country Pk	£636	£318	£159	£53
Warminster	Central	£600	£300	£150	£50
Warminster	Chinns	N/A	N/A	N/A	N/A
Warminster	Emwell	£672	£336	£168	£56
Warminster	Furlong	£672	£336	£168	£56
Warminster	Western	£540	£270	£135	£67.50
Warminster	Weymouth Street	£540	£270	£135	£67.50
Warminster	Smallbrook Lane	£480	£240	£120	£40
Westbury	High Street	£600	£300	£150	£50
Westbury	Warminster Road	£672	£336	£168	£56
Westbury	Westfield House	£480	£240	£120	£40
Westbury	Westbury Leigh	£480	£240	£120	£40

Appendix 8

Equality Analysis Evidence Document					
(Please note, this will form part of a public facing document. If you have any questions about this, please contact Equalities@wiltshire.gov.uk)					
Title: What are you completing an Equality Analysis on?					
Amendments to the Wiltshire Local Transport Plan (LTP) 2011-2026 – Car Parking Strategy: Options 1 to 6					
Why are you completing the Equality Analysis? (please tick any that apply)					
Proposed New Policy or Service	Change to Policy or Service	MTFS (Medium Term Financial Strategy)		Service Review	
	✓				
Version Control					
Version control number	2c	Date	27/12/17	Reason for review (if appropriate)	To meet ongoing financial challenges.
Risk Rating Score (use Equalities Risk Matrix and guidance)					
**If any of these are 3 or above, an Impact Assessment must be completed. Please check with equalities@wiltshire.gov.uk for advice					
Criteria	Inherent risk score on proposal**			Residual risk score after mitigating actions have been identified	
Legal challenge	1			1	
Financial costs/implications	1			1	
People impacts	6			6	
Reputational damage	8			8	
Section 1 – Description of what is being analysed					

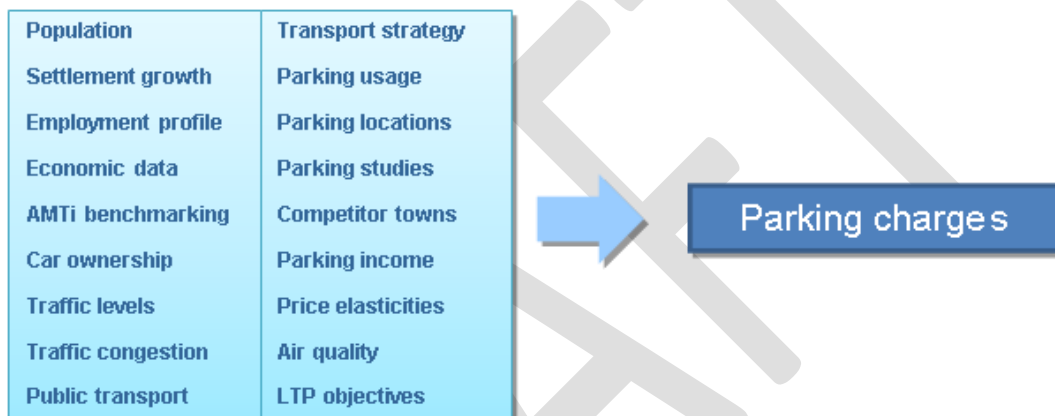
Background

The current Wiltshire LTP Car Parking Strategy was approved by cabinet at its meeting on 17 March 2015 following a comprehensive review and consultation exercise in 2014 which attracted over 5,000 responses from individuals and organisations.

While there are a number of aspects to car parking management, in essence a balance needs to be found between three key factors:

- **Regeneration:** using parking measures to support town centre regeneration.
- **Restraint:** using parking controls as a means of restraining / managing traffic and improving environmental quality, or to encourage the use of sustainable transport modes.
- **Revenue:** securing sufficient revenue to cover the costs of providing car parking, and using any surplus revenue to fund other important local services.

In order to help find the right balance between the above factors, relevant economic, social and environmental data was used to inform the review. A key outcome of this process was the move to a more 'fine grained' approach to car parking management, and in particular charges, based on the local circumstances of each car park / settlement (see below).



Operational Cost Pressures

The council's parking services is facing significant cost pressures. These include business rate payments, essential equipment upgrades and maintenance works, and inflation costs. The demands on the service are also increasing; particularly requests from residents, schools, businesses and parish / town councils asking for extra parking enforcement and maintenance to be undertaken. It is also important to note that surplus revenue from parking charges supports other transport measures including non-commercial, but essential local bus services. This is one of the main reasons why the council has been in a position to retain the vast majority of these bus services, in contrast to other local authorities which have seen significant cuts to services.

Consultation on Options

To address the operational and demand pressures outlined above, and to fund a number of proposed technology and operational improvements, at its meeting on 12 September 2017, Wiltshire Council's cabinet approved seven possible charging options for inclusion in a public consultation exercise undertaken between 28 September 2017 and 23 November 2017:

- Option 1: Apply an inflation increase to all parking charges
- Option 2: Introduce Sunday and Bank / Public Holiday charging at all car parks
- Option 3: Charge in all Wiltshire Council car parks
- Option 4: Discontinue free event parking in November and December
- Option 5: Base season ticket charges on the standard rate charges
- Option 6: Harmonise residents' parking permit charges
- Option 7: Reduce the parking grace period to ten minutes.

alternative funding streams from local communities.

Option 1

As Option 1 could be implemented via a Traffic Regulation Order (TRO) variation notice, at its meeting on 12 September 2017 cabinet delegated authority to the cabinet member for highways, transport and waste to progress this option separately; an officer decision on the consultation responses and proposed implementation of Option 1 was made by the Director for Highways and Transport on 7 October 2017. The implementation of increased car parking charges is then planned to occur on 1 February 2018.

Option 7

In view of the consultation responses, it is proposed that Option 7 is not advanced (i.e. the grace period of 15 minutes is retained).

Options 2 to 6

At its meeting on 30 January 2018, cabinet is being asked to agree to the implementation of Options 2 to 6 through an amendment to the relevant Traffic Regulation Orders (TROs). The timetable for implementation is as follows:

	Jan 18	Feb	Mar	Apr	May	Jun	Jul	Aug
Cabinet meeting	■							
TRO documents drafted liaising with Council's legal team	■	■						
Documents checked / approved		■						
Advert sent to press and appears in local press			■					
TRO public consultation			■	■				
Objections received and report drafted and submitted to Cabinet Member			■	■	■			
Cabinet Member report process				■	■			
Cabinet Member decision advised to people who made representations					■	■		
TRO(s) sealed and advertised						■	■	
TRO(s) operational							■	■

Section 2A – People or communities that are currently **targeted or could be affected** by any change (please take note of the Protected Characteristics listed in the action table).

Parking is available to all motorists regardless of their Protected Characteristics (the parking stock in Wiltshire is a mixture of free and paid for parking dependent on location).

As a result, all car park and transport users in Wiltshire may potentially be directly or indirectly affected by the implementation of Option 1 and all the protected groups as defined by the Equality Act 2010 could be impacted by the inflation increase to car parking charges. However, the Protected Characteristics that are most likely to be affected are:

- Religion
- Other (e.g. low income and rurality).

Section 2B – People who are **delivering** the policy or service that are targeted or could be affected (i.e. staff, commissioned organisations, contractors)

Some Wiltshire Council staff may potentially be affected by the review.

Section 3 –The underpinning **evidence and data** used for the analysis (Attach documents where appropriate)

Prompts:

- What data do you collect about your customers/staff?
- What local, regional and national research is there that you could use?
- How do your Governance documents (Terms of Reference, operating procedures) reflect the need to consider the Public Sector Equality Duty?
- What are the issues that you or your partners or stakeholders already know about?
- What engagement, involvement and consultation work have you done? How was this carried out, with whom? Whose voices are missing? What does this tell you about potential take-up and satisfaction with existing services?
- Are there any gaps in your knowledge? If so, do you need to identify how you will collect data to fill the gap (feed this into the action table if necessary)

Previous Review / Consultation

An extensive public consultation exercise was carried out as part of the review of the Wiltshire LTP Car Parking Strategy in 2014/15. This included individual consultation web pages for the 14 settlements with Wiltshire Council car parks. These pages included information on the review and associated supporting documents:

- draft revised LTP Car Parking Strategy document
- individual Town Profiles containing a variety of economic, social and environmental information relating to a town's local circumstances
- individual settlement questionnaires and draft charging summaries
- Strategic Environmental Assessment (SEA), Habitats Regulation Assessment (HRA) and Equality Analysis Evidence Document (EAED).

A variety of means were used to inform people of the consultation:

- Web portal
- Documents in specific libraries
- Press releases
- Parish newsletters
- Social media promotion
- Video message, area board announcements, area board blog sites
- Featured throughout the consultation process on the Council's website
- Posters in main Wiltshire Council pay and display car parks
- Correspondence with chambers of commerce
- Correspondence with Salisbury Business Improvement District
- Covered in the winter edition of the Your Wiltshire magazine
- Emails sent to some 6,000 area board contacts
- Promotion of the consultation by DEVELOP (which supports voluntary and community organisations) and the Wiltshire Forum of Community Area Partnerships (WFCAP)
- Included in the November 2014 business newsletter sent by the Wiltshire Council economic development team to approx. 2,000 business contacts
- Emails sent to Wiltshire 100 business contacts (107 businesses)
- Emails sent to some 4,000 leisure service contacts.

In addition to the online consultation material, five area stakeholder workshops were held in

Chippenham, Devizes, Salisbury, and Trowbridge.

A number of national/local policy documents and relevant research documents were used to inform the review including the following:

- National Planning Policy Framework (Department for Communities and Local Government (DCLG), March 2012)
- Action for Roads: A network for the 21st century (Department for Transport (DfT), July 2013)
- Creating Growth, Cutting Carbon: Making Sustainable Transport Happen (DfT, January 2011)
- Door to Door: A strategy for improving sustainable transport integration (DfT, March 2013)
- Consultation on local authority parking (DfT, December 2013)
- Parking Strategies and Management (The Institute of Highways and Transportation, July 2005)
- Car Parking Research (Yorkshire Forward, 2007)
- Parking: Policies for sustainable communities (Federation of Small Businesses, 2008)
- Parking Measures and Policies: Research Review (Transport Research Laboratory, May 2010)
- Spaced Out: Perspectives on Parking Policy (RAC Foundation, July 2012)
- The Relevance of Parking in the Success of Urban Centres (London Councils, 2012)
- Re-Think: Parking on the High Street (British Parking Association and the Association of Town & City Management, 2013)
- Town Benchmarking (Towns Alive).

Ultimately, as set out in section 1, a more 'fine grained' approach to car parking management, and in particular charges, based on the local circumstances of each car park / settlement was established.

Current Review / Consultation

Given the above, the current review looking at potential charging options has been more limited in nature.

A public consultation exercise was held between 28 September 2017 and 23 November 2017. The consultation was hosted on the Wiltshire Consultation Portal (<http://consult.wiltshire.gov.uk/portal>) and included a link to the questionnaire which sought responses on the options agreed by cabinet at its meeting on 12 September 2017.

In addition to the questionnaire, the following supporting information was made available:

- Range of parking charges in Wiltshire
- Off-street parking charges in key competitor towns
- Schedule of proposed increased car parking charges
- Proposed charges in currently free car parks
- Proposed season ticket charges
- Equality Analysis Evidence Document
- Frequently Asked Questions
- Link to the Joint Strategic Assessment webpage (<http://wiltshirejsa.org.uk/>).

A variety of means were used to inform people of the consultation. A news release was issued on 28 September 2017 (as a result, the consultation was picked up by several local news outlets). In addition, an article was included in the 11 September 2017 edition of the Parish Newsletter and the October 2017 and November 2017 Cabinet Member Highways Newsletters. Information was also contained on the Wiltshire Council Facebook and Twitter feeds. Lastly, the Consultations tab on the council's home webpage provides a direct link to the Wiltshire Consultation Portal.

In total, 1,377 people and organisations responded by completing questionnaires. Separate written comments (i.e. non-questionnaire returns) were also received from a number of individuals, organisations and town / city councils.

***Section 4 – Conclusions** drawn about the impact of the proposed change or new service/policy

Prompts:

- What actions do you plan to take as a result of this equality analysis? Please state them and also feed these into the action table
- Be clear and specific about the impacts for each Protected Characteristic group (where relevant)
- Can you also identify positive actions which promote equality of opportunity and foster good relations between groups of people as well as adverse impacts?
- What are the implications for Procurement/Commissioning arrangements that may be happening as a result of your work?
- Do you plan to include equalities aspects into any service agreements and if so, how do you plan to manage these through the life of the service?
- If you have found that the policy or service change might have an adverse impact on a particular group of people and are **not** taking action to mitigate against this, you will need to fully justify your decision and evidence it in this section

The possible impacts of implementing Options 1 to 6 on each identified Protected Characteristic group are considered to be as follows:

Age:

Issue: Young people and the elderly are more likely to be on low incomes and are therefore more likely to be adversely impacted by any higher parking charges.

Response: Despite rising operational costs and increasing service demands, Wiltshire Council has not applied any inflationary increases to car parking charges since 2011. Given this, in the consultation it was stated that the council is minded to apply an inflation increase to cover the next five years (based on Bank of England forecasts). In doing so, this would provide certainty to users (and reduce implementation costs).

As set out in section 1, surplus revenue from parking charges supports other transport measures including non-commercial, but essential local bus services. This is one of the main reasons why the council has been in a position to retain the vast majority of these bus services, in contrast to other local authorities which have seen significant cuts to services.

Religion and Belief:

Issue: Introduced or higher parking charges for people attending places of worship on a Sunday.

Response: Despite rising operational costs and increasing service demands, Wiltshire Council has not applied any inflationary increases to car parking charges since 2011. Given this, in the consultation it was stated that the council is minded to apply an inflation increase to cover the next five years (based on Bank of England forecasts). In doing so, this would provide certainty to users (and reduce implementation costs).

The proposed Sunday parking charges are significantly less than the Mon-Sat charges. As set out in section 1, surplus revenue from parking charges supports other transport measures including non-commercial, but essential local bus services. This is one of the main reasons why the council has been in a position to retain the vast majority of these bus services, in contrast to other local authorities which have seen significant cuts to services.

parking charges.

Issue: People living in rural areas with little public transport and who therefore need to use a car to access shops and services in the towns, are more likely to be adversely impacted by any higher parking charges.

Issue: Increased parking charges may have some influence on reducing the numbers of people accessing local towns and businesses (i.e. increased charges may result in people not visiting certain areas so often).

Response: Despite rising operational costs and increasing service demands, Wiltshire Council has not applied any inflationary increases to car parking charges since 2011. Given this, in the consultation it was stated that the council is minded to apply an inflation increase to cover the next five years (based on Bank of England forecasts). In doing so, this would provide certainty to users (and reduce implementation costs).

As set out in section 1, surplus revenue from parking charges supports other transport measures including non-commercial, but essential local bus services. This is one of the main reasons why the council has been in a position to retain the vast majority of these bus services, in contrast to other local authorities which have seen significant cuts to services.

If the implementation of Options 1 to 6 is not agreed then this could have the following possible impacts on each identified Protected Characteristic group:

Age / Other

Issue: The loss of additional parking revenue may impact on the council's ability to support some non-commercial local bus services which provide access to essential services and facilities.

Disability:

Issue: The maintenance of car parks has been reduced to a minimum and if continued could become an issue in terms of accessibility particularly for disabled people.

If necessary, an action table detailing equality issues and actions to mitigate will be developed as part of the implementation process.

***Section 5 – How will the outcomes from this equality analysis be monitored, reviewed and communicated?**

Prompts:

- Do you need to design performance measures that identify the impact (outcomes) of your policy/strategy/change of service on different protected characteristic groups?
- What stakeholder groups and arrangements for monitoring do you have in place? Is equality a standing agenda item at meetings?
- Who will be the lead officer responsible for ensuring actions that have been identified are monitored and reviewed?
- How will you publish and communicate the outcomes from this equality analysis?
- How will you integrate the outcomes from this equality analysis in any relevant Strategies/Polices?

The LTP Car Parking Strategy sets out the overarching objectives of the Wiltshire LTP Strategy and how a parking strategy could contribute. Those objectives considered most relevant to the equality analysis are set out below:

Ref.	LTP Objective	How a parking strategy could contribute
------	---------------	---

SO1	To support and help improve the vitality, viability and resilience of Wiltshire's economy and market towns.	By making it easy for shoppers and tourists to find car parking spaces in Wiltshire's market towns. By setting car park charges that are broadly comparable with key centres in neighbouring areas.
SO5	To improve sustainable access to a full range of opportunities particularly for those people without access to a car.	By using surplus parking revenues to subsidise non-commercial bus services. By providing appropriate Blue Badge car parking spaces.
SO8	To improve safety for all road users and to reduce the number of casualties on Wiltshire's roads.	By ensuring that car parks are 'safer by design'.
SO15	To reduce barriers to transport and access for people with disabilities and mobility impairment.	By providing appropriate Blue Badge car parking spaces.
SO18	To enhance the journey experience of transport users.	By making it easy for people to find car parking spaces and so avoid 'searching traffic'. By improving the efficiency of the council's parking service.

The LTP Car Parking Strategy sets out a number of relevant policies including Policy PS12 'Improving access and use':

The council will promote the convenient access to parking facilities in Wiltshire by ensuring that:

- *parking for disabled motorists (Blue Badge holders) is provided in line with recognised national guidance (as a minimum)*
- *where appropriate (e.g. at supermarkets and retail centres), provision is made for 'parent and child' spaces*
- *parking facilities are clearly signed and that good levels of information on the location and availability of parking is provided*
- *facilities are available for cashless payments by mobile phone, telephone or online*
- *parking facilities are 'safer by design'*
- *facilities for service vehicles or those delivering goods are, as far as possible, segregated to avoid conflict and their use as overflow car parking areas.*

This Equality Analysis Evidence Document is a working document which will be added to / amended at various stages of the development / implementation phases of the project. Each version will be version controlled to demonstrate the development in the process and evidence the due regard to the Public Sector Equality Duty.

For all cabinet and corporate leadership team (CLT) meetings, a full copy of the most current Equality Analysis Evidence Document will be included with the meeting papers.

***Copy and paste sections 4 & 5 into any Committee, CLT or Briefing papers as a way of summarising the equality impacts where indicated**

Please send a copy of this document to Equalities@wiltshire.gov.uk

Completed by:

Robert Murphy
Principal Transport Planner and Development
Manager (South and West)

Date

Signed off by:		Emily Higson Corporate Support Manager (Partnerships, Performance & Governance)	
Date		20 December 2017	
To be reviewed by:			
Review date:			
For Corporate Equality Use only	Compliance sign off date:		

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Wiltshire Council

Environment Select Committee

16 January 2018

Local Provision on Public Transport - Rail

Purpose of Report

1. To scrutinise the relationship between the Council and train operating companies; to ascertain whether the Council is working proactively with the rail industry to improve transport outcomes for Wiltshire residents and to assess the economic benefits of Wiltshire's railway stations.

Background

2. The structure of the national railway in England, Wales and Scotland was set by the Railways Act 1993; subsequently amended. The current industry structure has the following components relevant to passenger services:
 - The Secretary of State for Transport, acting through the Department for Transport (DfT) as director of policy, franchising authority and owner of Network Rail;
 - Network Rail, the public body responsible for the rail infrastructure, network operation and allocation of track capacity;
 - The Office of Rail and Road, the financial and safety regulator;
 - Franchised passenger operators that operate within a service specification determined by the Department for Transport.
 - Train leasing companies
3. The Railways Act 1993 places upon Wiltshire Council neither responsibilities nor powers, but the possible need and ability to consider rail issues arises from other legislation, including the Transport Act 1985, the Transport Act 2000 (modified by the Local Transport Act 2008) and the Local Government Act 2000.
4. The rail network serving Wiltshire has remained substantially unchanged since 1970. There were some reductions in capacity and flexibility in the 1980s, including reductions in the number of platforms available at Salisbury and Westbury. A snapshot taken around 2010 would have shown the following passenger services operating through the county (weekday trains per hour indicated, except as noted):
 - Paddington-Swindon-Chippenham-Bristol (2)
 - Paddington-Westbury-Exeter-Plymouth (irregular; about 10 per day)
 - Waterloo-Salisbury (2), Yeovil (1.5) and Exeter (1)
 - Cardiff-Bristol-Salisbury-Southampton-Portsmouth (1)

- Gloucester-Bristol-Westbury (1) and Weymouth (irregular; 7 per day)
 - Salisbury-Southampton-Eastleigh (1)
 - Swindon-Westbury (two per day)
5. It is important to acknowledge that the above pattern of services arose from the natural development of service improvements initiated in the 1970s and 1980s. Population and route characteristics favoured the development of Paddington-Bristol as a high-speed inter-city railway. This provided a favourable outcome for Chippenham, but left smaller towns such as Corsham without a viable passenger train service that could facilitate a station reopening. In contrast, the Waterloo-Exeter and Cardiff-Portsmouth routes served a more dispersed population that did not justify inter-city service patterns, so smaller towns such as Bradford on Avon and Tisbury have benefitted from radical increases in train frequency as the economics favoured serving diverse local travel markets.
 6. Other routes did not have the critical market size to justify industry-led service development. Thus it is that the level of service between Westbury, Frome, Yeovil and Weymouth has remained almost static during decades of improvement on other routes. Swindon-Melksham-Westbury suffered a token service of two trains per day each way until December 2013 when a Wiltshire Council-promoted improvement commenced, generally known as TransWilts. This route now has nine trains each way on weekdays and a Sunday service including early morning.
 7. Although the operation of franchised passenger services is not entirely along commercial principles, the overall direction of rail passenger franchising strategy, set by the DfT, follows twin goals of capacity and reliability. For this reason, service development follows routes that are already experiencing demand growth. It has been left for other organisations to identify “gaps” in services where latent demand exists, and to promote new services to meet this demand.

Main Considerations for the Council

Relations with the rail industry

8. Although there have been a number of reorganisations of the rail industry, including privatisation in the 1990s and several rounds of refranchising of passenger services, the current state of development of rail services through Wiltshire reflects some rather stable features:
 - The top-level direction by the Department for Transport prioritises capacity and performance of existing services;
 - The economics of rail transport tends to favour large passenger flows, leading to a focus on inter-city travel and commuting into major urban areas (even though the peaky, tidal flows of the latter are difficult to accommodate economically).
 - The franchising structure provides little incentive for the rail industry to risk compromising existing flows in pursuit of growing new travel opportunities;
 - The industry approach to demand forecasting includes “top-slicing” so that demand from smaller settlements is ignored, even when it is significant in aggregate;

- Franchise boundaries geographically constrain options for new through services;
 - The geographical situation of Wiltshire puts it at risk from the demands of other authorities; in particular for reducing journey times between London and the South West.
 - Meeting demand growth on existing routes has utilised nearly all the capacity available on a network designed for 1980s traffic levels, leaving little scope for innovative routes or new stations;
 - Journeys involving connections are hindered by a lack of coordination between routes.
9. Thus rail passenger services through Wiltshire have reached almost the limit of what would be achievable by industry-led development under the conventional approach. There is some risk that further development of rail services following the same approach would have aspects detrimental to Wiltshire. Further increase to the benefits rail provides for Wiltshire involves overcoming the above obstacles.
10. The Council's formal policy in relation to rail was last expressed in the Local Transport Plan 2011-2026 (LTP3):
- Increase rail connectivity through the provision of bus-rail links and assist with the implementation of some new stations. Support the function of rail stations as transport hubs and proactively work with partners to introduce service and corridor improvements particularly between Chippenham, Salisbury and Trowbridge. Cover the administrative costs of community rail partnerships and where appropriate and necessary, safeguard and purchase land for rail improvements.
11. Circumstances have changed since the Local Transport Plan was formulated, and the Swindon and Wiltshire Local Enterprise Partnership is sponsoring development of a new Rail Strategy; work to be undertaken in 2018. In the interim, rail strategy is guided by the existing LTP3 policy, by the Wiltshire Core Strategy and by any local and national evidence that can be used to overcome the obstacles listed above. The general approach is through constructive discussion with the industry and with neighbouring authorities to argue for an alternative to the conventional approaches outlined above. This is backed by practical moves toward increasing Wiltshire's contribution to rail demand that reinforce the arguments used.
12. The successful council-sponsored improvement to the TransWilts service has provided some momentum for further improvements to be considered. Part of the land safeguarded at Melksham station has been utilised for a station car park and the whole site is subject to a joint master planning exercise in conjunction with Great Western Railway (the train operator), Network Rail and with the TransWilts Community Rail Partnership that secured funding for the work.
13. TransWilts CRP is one of two new Community Rail Partnerships relevant to Wiltshire that have been formed since LTP3 was written. It, along with the existing Heart of Wessex and Three Rivers CRPs have formal status recognised by the Department for Transport and train operators. The fourth partnership, Blackmore Vale CRP is of recent formation and includes Tisbury in its remit.

Originally focused on improving stations and marketing secondary services with volunteer support, CRPs are being used increasingly to promote service improvements for which they have a valuable role in bringing together train operators, Network Rail and local authorities.

14. Wiltshire Council still provides some financial support for the two CRPs existing at the time LTP3 was drafted and has officer representation on the partnership steering groups. However, representation and regular administrative funding has not been extended to the two newcomers. The partnerships, from their community roots, have diverse structures and operations and the Council has an outstanding task to reconcile its relations with CRPs to the Council's formal policy and governance.
15. All of the existing passenger rail services operating in Wiltshire cross boundaries into other local authority areas, so collaborative working is essential. Various groupings, formal and informal have been created to pursue train service development where there is not a CRP fulfilling the purpose.
16. Wiltshire chairs the Salisbury-Exeter consortium known as SELCA. This grouping was successful in overseeing the introduction of hourly services between Salisbury and Exeter, but has since suffered from a lack of strategic direction. It has been largely abandoned by the train operators, Network Rail and neighbouring transport authorities, being replaced in strategic function by an informal grouping with officer representation, known as the West of England Line Strategy Group.
17. The promoters of rail services around Bristol known as MetroWest (currently the West of England Combined Authority) have officer-level meetings with neighbours including Wiltshire to discuss cross-boundary services. Officer meetings have also started during 2017 covering the potential route between Bristol and Oxford. There is no budget attached to these groupings, which serve mainly to co-ordinate and share other budgeted work, such as the Corsham Station Feasibility Study.
18. The Department for Transport consults on the specification for new rail franchises. In addition to providing its own evidence-based response to these consultations, the Council endeavours to reach consensus with other bodies in the region as the DfT has given strong indication that it favours joined-up responses.
19. Most of the early exploratory work on new services occurs through informal groupings as described above. Station improvements and new stations are a local consideration and the Council engages directly with train operators and Network Rail at various levels. Joint schemes completed in recent years include improvements at Trowbridge, cycle parking at several stations and access improvements at Westbury (the latter being part-funded by the GWR Customer and Communities Improvement Fund). The Council also works directly with train operators when it has funding to pursue schemes beyond preliminary stages, as is happened with the commissioning of TransWilts and is happening currently with various infrastructure schemes as tabulated below.

20. Where (as is increasingly the case) service improvements rely on major infrastructure schemes (whether new stations or line capacity) the rate of progress becomes dependent upon availability of funding to cover the cost of the business case development (through Strategic / Outline / Full stages) with ongoing uncertainty over whether or not funding for the full scheme would be available at the end of the process.
21. There is intermittent Government funding for new stations that requires bidders to have a ready-made case. There is an expectation that a significant local contribution to the total cost would be required. In addition to this, the Department for Transport's policy is to require the promoters of new passenger services to provide revenue funding for the first three years of operation, after which the DfT will undertake an economic assessment before adopting the service as part of its franchising. As a local funder, the Council would be in the unfortunate position of having a single source of supply (the incumbent franchise). The position is different during refranchising, when the DfT may incorporate third-party schemes in the Invitation to Tender as "priced options". Although this was how the TransWilts service was to have been initiated, the outcome was achieved differently as the refranchising was abandoned and a direct award made to the incumbent operator, First.
22. Delays in electrification of the Great Western Main Line have contributed to a DfT decision to postpone the GW refranchising so that the current franchise would be subject to a further direct award until 2022. While this may provide some short-term stability, the current franchise consultation is seeking views on the reshaping of the franchise, with a possible split into two separate franchises.
23. Alongside this, the new South Western franchisee is tasked with reporting to the Secretary of State on options for optimising services that cross the franchise boundary into GW territory, including:
- Portsmouth-Cardiff
 - Southampton-Swindon
 - Weymouth-Bristol
24. The cross-boundary report obligation seems to have been the DfT's response to service proposals from various stakeholders including Wiltshire Council supplied as input to the South Western refranchising consultation. Attempts are now being made to link this report to the work being undertaken on identifying capacity upgrades for the TransWilts route. However, the delayed electrification and other issues have exacerbated the difficulty of engaging with the rail industry and obtaining timely and specialist-backed information.
25. The following table lists rail initiatives in which the Council is currently engaged.

Initiative	Partners / stakeholders	Notes
Swindon & Wiltshire Rail Strategy.	Swindon and Wiltshire Local Enterprise Partnership and Swindon Borough Council	For tender early 2018

Wilton Station (feasibility including demand forecasting)	GWR, SWR, Wilton Town Council, TransWilts CRP	Stage completion early 2018
Salisbury Interchange (feasibility)	SWR and Network Rail	Stage completion March 2018
Chippenham Station major scheme development	GWR and Network Rail	
Melksham Station master plan (options development for facilities, access and capacity improvement)	TransWilts Community Rail Partnership, GWR, Network Rail	Current phase for completion by end of March 2018. Funded by grant (CCIF).
TransWilts Infrastructure Capacity (including integrated timetable). Consultancy work to identify additional rail infrastructure required to permit additional TransWilts services and better connections or through services centred on Westbury.	GWR, SWR, Network Rail, Swindon Borough Council other authorities on routes affected; TransWilts, Three Rivers and Heart of Wessex Community Rail Partnerships.	Current phase for completion by end of March 2018.
South Western December 2018 timetable	SWR	Consultation closed December 2017
South Western service optimisation	SWR, GWR	SWR franchise commitment to produce a report on optimising cross-boundary services; related to the TransWilts capacity work and resulting from previous consultation inputs including those from Wiltshire Council and TransWilts CRP
West of England Line Strategy Group (Salisbury-Exeter)	Local authority and LEP officer group; train operators and Network Rail	Group without decision-making powers investigating options to allow improved services, with a particular emphasis on reducing journey times to the Exeter end of the route.
Community Rail	Heart of Wessex CRP Three Rivers CRP TransWilts CRP Blackmore Vale CRP	The Council provides funding, and officer representation on the steering groups of the first two partnerships only.

Great Western Franchise consultation (DfT)		Closing 21 February 2018
Community Rail consultation (DfT)		Closing 28 January 2018
Bristol-Oxford services	Oxfordshire CC, Swindon BC, Bristol Combined Authority	Officer meetings sharing progress on individual elements. Primary obstacle is track capacity as high-speed services have expanded since the previous Bristol-Oxford service around 2000. NR capacity study unpublished and NR awaiting funding for next stage.

Economic benefits of Wiltshire stations

26. Annually, there are over 7 million rail passenger journeys starting or ending in Wiltshire, on a growth trend of around 200,000 additional journeys per year.
27. Commuting comprises less than a third of these rail journeys, with business journeys, education, social and leisure travel all being significant.
28. Wider Economic Benefits are now used as part of the justification for many major schemes. The calculations can account for specific types of benefit, but there is no convincing method of arriving at a single economic value for Wiltshire, particularly once second-order effects (such as quality of life affecting Wiltshire's attractiveness to key people) are considered.

Safeguarding Considerations

29. Improving the availability of public transport, including rail passenger services, reduces the barriers to independent mobility.
30. Using the railway can be difficult or intimidating for some people. When the opportunity has arisen (for example, in industry consultations), the Council has supported the retention of staffed ticket offices.
31. Community Rail Partnerships provide an additional, albeit intermittent, human presence at stations that can reassure travellers. Some CRP groups have devised schemes to help vulnerable travellers.

Public Health Implications

32. The principal public health influence is in considering how modal shift to rail can mitigate the effects of traffic congestion, particularly where there are air quality issues.

Environmental and Climate Change Considerations

33. Although transferring journeys from car to rail is generally beneficial in terms of energy and emissions saving, there are occasions when the environmental case for supporting rail developments is less straightforward. This is particularly so when long rail journeys may substitute for short journeys by other modes.
34. According to the Wiltshire Core Strategy, “Out-commuting may have some beneficial effect on the local economy through income earned outside the area being spent in Wiltshire, but this is far outweighed by the negative impacts on sustainability.”

Equalities Impact of the Proposal

35. The interim strategy in use is aimed at widening the range of journey opportunities available, which would be expected to have a marginal benefit.

Risk Assessment

36. The risk of pursuing a proactive rail strategy arises primarily from the risk of schemes not being delivered (with a loss from the cost of development work).
37. The principal risk from adopting a passive position is that Wiltshire and its neighbouring shire counties suffer a worsening effects from industry practice that fails to give weight to the needs of areas beyond the major conurbations.

Financial Implications

38. There are no specific proposals within this report. Wiltshire does not have any current revenue funding obligations for rail services, DfT having adopted the TransWilts service in December 2016.
39. Funding a new station to the first stage of development (Strategic Outline Case) may cost in excess of £50,000. Outturn costs for completing a station vary widely, but £10million is not unlikely. Local Growth Funding is the main external funding stream available to the Council. Bids were prepared but not prioritised by the Swindon and Wiltshire LEP; one of the principal reasons being the delivery risk attached to rail schemes.

Legal Implications

40. Achieving rail enhancements involves a large amount of collaboration with other local authorities, LEPs, Community Rail Partnerships and other bodies. Achieving this collaboration smoothly has implications for the Council’s governance and decision-making arrangements and its choice of representation on outside bodies.

Options Considered

41. N/A.

Conclusions

42. Wiltshire derives some advantages from its geographical location crossed by several railways between major cities, but this also constitutes a risk as other areas demand faster journeys and capacity for adding new services runs out.
43. In aggregate, Wiltshire's stations provide access to a market as large as a major conurbation the size of Bristol, and rail use reflects that. Efforts are ongoing to assert this position with the rail industry and the DfT. Supporting improvements to the TransWilts route, including a southerly extension to Salisbury and Southampton, is likely to be instrumental in ensuring that a larger part of Wiltshire's population has access to the key inter-city hubs at Swindon, Chippenham, Westbury and Salisbury and a wider range of attractive journey opportunities. The route may also facilitate stations at Wilton and Royal Wootton Bassett.
44. There are factors beyond Wiltshire's control, including a shortage of key industry resources, that limit progress on certain schemes such as Corsham Station. Working to obtain a regional consensus that carries weight with the DfT is one of the lower-visibility officer tasks that may benefit from wider political support.

Proposals

45. That:
 - (i) The Committee supports the content of the report.
 - (ii) The Committee endorses the interim strategy, while awaiting the outcome of the SWLEP-sponsored work.

Parvis Khansari
Director, Highways and Transport

Report Author:
David Phillips, Senior Transport Planner
29/12/2017

Background Papers

The following unpublished documents have been relied on in the preparation of this report:

None

Appendices

None

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Wiltshire Council

Environment Select Committee

16 January 2018

Executive Response to the Final Report of the Highways and Street Scene Task Group

Purpose of the report

1. To present the response of the Cabinet Member for Highways, Transport and Waste to the Final Report of the Highways and Street Scene Task Group.

Background

2. On 21st November 2017, the Environment Select Committee endorsed the Final Report of the Task Group.
3. The Committee resolved to refer the following Task Group's recommendations to the relevant Cabinet member for response at the Committee's next meeting on 16 January 2018.

Executive response to the Task Group's recommendations

Recommendation No.1	Continues to use the Monthly Satisfaction Scores and Score against Contract Objectives to monitor the Wiltshire Highways Contract.		
Reason for recommendation	To continue effective monitoring of the highways contract.		
Cabinet member	Cllr Wayman	Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	The monthly satisfaction scores will continue to be reported at the Contract Monitoring Progress Meetings each month. The Scores against the Contract Objectives will be collated and used to provide a final performance score to be reported to the Environment Select Committee annually.
Action	Continue use of the Monthly Satisfaction Scores and Score against Contract Objectives.		Success criteria N/A
Target date	Ongoing		Implementation date Ongoing

Recommendation No.2	Continues to use the National Highways and Transport Network Survey Report to provide customer-oriented KPI measurement of the Wiltshire Highways Contract.		
Reason for recommendation	To continue effective monitoring of the highways contract.		
Cabinet member	Cllr Wayman	Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	The National Highways and Transport Network Survey Reports will continue to be used enable the Customer-oriented KPI measurements to be monitored to gauge the customer's satisfaction with ongoing highway maintenance. They will be included in the Performance Management Framework reported annually.
Action			Success criteria
Continues the use of the National Highways and Transport Network Survey Report.			N/A
Target date		Implementation date	
Ongoing		Ongoing	

Recommendation No.3	Presents the Annual National Highways and Transport Network Survey Report to the Environment Select Committee for their monitoring and consideration.		
Reason for recommendation	To satisfy Environment Select that the Highways Contract is being successfully implemented and that there are good levels of public satisfaction.		
Cabinet member	Cllr Wayman	Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	The Annual National Highways and Transport Network Survey Report will continue to be updated annually and presented to the Environmental Select Committee.
Action			Success criteria
To present the National Highways and Transport Network Survey Report to the Environment Select Committee annually.			N/A
Target date		Implementation date	
Annually		The first Environment Select Committee following when the next NHT report is available.	

Recommendation No.4	Requests the attendance of a representative, if available, from the National Highways and Transport Network when
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	presenting their Survey Report to the Environment Select Committee.		
Reason for recommendation	To better inform discussion when the committee receives the annual report.		
Cabinet member	Cllr Wayman	Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	A representative of the National Highways and Transportation Network will be invited to attend a future meeting of the Environment Select Committee. This will help the Committee understand the benefits of the survey, and also its limitations.
Action		Success criteria	
Officers to contact the NHT Network when the survey report is due to be completed.		N/A	
Target date		Implementation date	
Annually		The first Environment Select Committee following when the next NHT report is available.	

Recommendation No.5	Continues development of the public satisfaction survey for street scene key performance indicators and includes collaboration with Overview and Scrutiny in this work.		
Reason for recommendation	A draft public satisfaction survey is being developed for street scene.		
Cabinet member	Cllr Wayman	Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	Development of satisfaction surveys and key performance indicators for the street scene service will be developed in collaboration with the Environment Select Committee. These will be reported to a future meeting of the Committee.
Action		Success criteria	
To continue working with Overview and Scrutiny throughout the process of developing a draft public satisfaction survey for street scene.		N/A	
Target date		Implementation date	
N/A		N/A	

Recommendation No.6	Progresses the improved co-ordination of road works with relevant utility bodies and departments to ensure efficiency and minimal public disruption from road closures and repairs.		
Reason for recommendation	To ensure efficiency and create minimal public disruption during road closures and repairs.		

Cabinet member	Cllr Wayman		Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	The liaison with public utilities and other parts of the highways service will be developed to improve co-ordination of works on the highway network. Use will be made of the new Highways Infrastructure Asset Management System (HIAMS) being introduced in April to co-ordinate the Councils own works.	
Action				Success criteria
Continue closer working between utility bodies and departments throughout the process of road closures and repair works.				Improved efficiency during road closures and repairs.
Target date			Implementation date	
Ongoing			Ongoing	

Recommendation No.7	Develops generic road work signs which refer the public to the Wiltshire Council website for further information on the works being carried out.			
Reason for recommendation	To better inform the public of planned road works.			
Cabinet member	Cllr Wayman		Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	The highways section of the website will be improved to provide more detailed and local information on works being undertaken. The use of signs with website links will be introduced, initially at major works sites.	
Action				Success criteria
Commence the creation of the generic road signs.				N/A
Target date			Implementation date	
ASAP			ASAP	

Recommendation No.8	Develops a generic highways sign which can be used where a highways issue has been identified, and it has been agreed that work would take place, but will not yet start immediately.			
Reason for recommendation	To better inform the public of identified issues and reduce repeat highways reports.			
Cabinet member	Cllr Wayman		Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	Temporary signs will be introduced to indicate some of the sites where significant work is being planned but not yet programmed. It would not be	

			feasible to put them at every site in the programme as there several hundred roads treated each year, but they could be used at roads where there are developing problems likely to result in a high number of My Wiltshire reports being made by the public. However, this will be subject to there being safe locations and room to accommodate such signs.
Action			Success criteria
Commence the creation of the generic road signs.			N/A
Target date		Implementation date	
ASAP		ASAP	

Recommendation No.9	Initiates a survey of the gullies in Wiltshire to ensure that a standard is set for their status and clearing.		
Reason for recommendation	To set a base standard for gully status and their clearing.		
Cabinet member	Cllr Wayman	Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	The survey of gullies in Wiltshire to set a cleansing standard is underway and will be on going to ensure that reliable data is obtained. The data will be used to inform future standards and processes for gully cleaning and related work.
Action			Success criteria
To begin work on initiating a survey of Wiltshire gullies			N/A
Target date		Implementation date	
ASAP		ASAP	

Recommendation No.10	Continues to investigate the use of the MyWiltshire System in collecting real-time highways data and breakdown of data into Area Board level reports for consideration at Area Board meetings.		
Reason for recommendation	To provide local areas with relevant data for information and comment.		
Cabinet member	Cllr Wayman	Lead Officer	Parvis Khansari
Executive response	16 th January 2018	ACCEPTED	The use of the My Wiltshire system will continue to be developed in order to provide Area Board level reports on highway maintenance operations in real-time.
Action			Success criteria

To investigate the possibility of producing Area Board level data through the MyWiltshire system and to produce and provide this to Area Boards.	N/A
Target date	Implementation date
ASAP	ASAP

Proposal

4. To note the executive response to the Final Report of the **Highways and Street Scene Task Group**.

Cllr Bridget Wayman, Cabinet Member for Highways, Transport and Waste

Officer contact: Adam Brown, Senior Scrutiny Officer, 01225 718038,
adam.brown@wiltshire.gov.uk

Environment Select Committee

16 January 2018

Task Group Updates

Purpose

To provide an update on recent task group activity and propose any decisions requiring Committee approval.

1. Waste Contracts Task Group

Membership:

Cllr Peter Evans

Cllr Gordon King

Cllr Sven Hocking

Cllr Bob Jones, MBE

Cllr Jacqui Lay

Cllr Nick Murry

Cllr Robert Yuill

Reserve Member: Cllr Steve Oldrieve

Supporting Officer: Natalie Heritage

Terms of Reference:

1. To support the delivery of the Business Plan 2017-27 objective(s) of high recycling rates and reducing litter by monitoring, scrutinising and supporting:
 - a) The development of the council's Commercial Waste Policy
 - b) Increased awareness of changes to waste collections
 - c) The implementation and performance of the council's waste contracts for Lot 1, Lot 3, Lot 4 and Lot 5 (commencing July 2018)
 - d) The performance of the contract for managing council-owned HRCs (commenced October 2017)
 - e) The potential development of services within the council's waste contracts.

2. To hold quarterly meetings to focus on the waste contracts (following their commencement), with further ad hoc meetings convened when appropriate to consider other areas within the terms of reference above.

Proposal:

For the Environment Select Committee to endorse:

- i) The membership of the task group, as listed above
- ii) The Terms of Reference for the task group, as listed above

Report author: Natalie Heritage, Senior Scrutiny Officer, 01225 718062,
natalie.heritage@wiltshire.gov.uk

Environment Select Committee Forward Work Programme

Last updated 21 DECEMBER 2017

Environment Select Committee - Current / Active Task Groups			
Task Group	Details of Task Group	Start Date	Final Report Expected
Waste Service Changes Task Group	Further details to be provided in due course	January 2018	TBC

Environment Select Committee – Forward Work Programme			Last updated 21 DECEMBER 2017		
Meeting Date	Item	Details / Purpose of Report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
16 Jan 2018	Local Provision on Public Transport	To explore the joint working between the Council and train operating companies; to consider the transport outcomes for Wiltshire residents and to assess the economic benefits of Wiltshire's train stations.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Robert Murphy, David Phillips
16 Jan 2018	Wiltshire Council Waste Management Strategy	As agreed at 19 September 2017 ESC, the Committee to receive an update on the output from the waste consultation. This report would also include information on: why individuals choose not to recycle in Wiltshire and clearly defined, strategic goals for the Strategy, similar to those found in the 'Zero Waste Scotland' Strategy. All of this information would be used to help draft the Council's new waste management strategy.	Tracy Carter	Cabinet Member for Highways, Transport and Waste	Vicki Harris, Amy Williams
16 Jan 2018	Amendments to the Wiltshire Local Transport Plan (LTP) 2011-2026 – Car Parking Strategy	To update the Committee on the results of the public consultation.	Parvis Khansari	Cllr Bridget Wayman	Robert Murphy, Adrian Hampton, Jo Pattison

Environment Select Committee – Forward Work Programme			Last updated 21 DECEMBER 2017		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
16 Jan 2018	Highways and Streetscene task group - Executive Response	For the Committee to receive the Executive's response to the Task Group's final report.	Parvis Khansari	Cllr Philip Whitehead	Adam Brown

Environment Select Committee – Forward Work Programme			Last updated 21 DECEMBER 2017		
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13 Mar 2018	Re-commissioning of Housing Service Support Contracts Rapid Scrutiny Final Report	Following the consideration of the Rapid Scrutiny report on the item at June 2017 ESC, the Committee resolved that the Committee continues scrutiny engagement in some form with the recommission of the Housing Service Support contracts process up to 1st April 2018. The Committee to receive information on the review of the outcome of the tendering process.	Director - Housing and Commercial Development	Cabinet Member for Economic Development and Housing	Janet O'Brien

Environment Select Committee – Forward Work Programme			Last updated 21 DECEMBER 2017		
Meeting Date	Item	Details / purpose of report	Associate Director	Responsible Cabinet Member	Report Author / Lead Officer
13 Mar 2018	Streetworks and Utilities Management	As resolved at 15 November ESC-Executive Annual Meeting on the 'Highways and Transport' portfolio, a report to be provided to the Committee detailing: how streetworks are managed in Wiltshire in comparison to other Local Authorities. Information provided will relate to: signage; pedestrian access; the added value to the Council.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Allan Creedy
13 Mar 2018	Reduced Road Casualties	As resolved at 15 November, ESC-Executive Annual Meeting on the 'Highways and Transport' portfolio, a report to be received by the Committee detailing: data from 2016 road casualties and accidents; possible ways of improvement going forward.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Allan Creedy

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13 Mar 2018	A303 Amesbury to Berwick Down Road Scheme	Update Members on outcome of public consultation and scheme progress. Authorise delegated decision making to Cabinet Member, where appropriate.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Allan Creedy, Karen Jones
13 Mar 2018	Annual National Highways and Transport Network Survey Report	As resolved at 21 Nov 2017 ESC, for the Committee to receive the results from 2017's Survey Report for their monitoring and consideration.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Peter Binley
26 Jun 2018	Resident Engagement Strategy	For the Committee to receive an annual update, in the form of a report.	Director - Housing and Commercial Development	Cabinet Member for Economic Development and Housing	Janet O'Brien
26 Jun 2018	More affordable homes to rent and buy	As resolved at 15 November ESC-Executive Annual Meeting on the 'Housing' portfolio, a report to be received by the Committee on the Council's partner Housing Associations' criteria for affordable homes. The report will detail: evidence of the individual policies for all the Council's partner Housing Associations.	Director - Housing and Commercial Development	Cabinet Member for Economic Development and Housing	Nicole Smith

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26 Jun 2018	Future Development	As resolved at 15 November ESC-Executive meeting on the 'Housing' portfolio, the Committee to receive a report on 'Future Development'. Detail to be included around: where proposed future development opportunities on public owned land could take place and the rationale behind this decision; and the process of public engagement into developing proposals for these sites, in order to help ensure that development is provided where it is beneficial.	Director – Economy and Planning	Cabinet Member for Economic Development and Housing	Mike Wilmott
26 Jun 2018	Public Land Released for Homes and Jobs	Following the ESC-Executive Annual Meeting on Economic Development, it was agreed that the ESC receive a verbal briefing on how profit from development is being used to advance the County of Wiltshire as a whole. A presentation on this topic to be provided to the Committee with a Q&A session.	Director – Economy and Planning	Cabinet Member for Spatial Planning, Development Management and Property	Mike Wilmott

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26 Jun 2018	Development where it is needed	Following ESC-Executive Annual Meeting on Housing, it was agreed that the ESC receive a verbal briefing on employment land and how the relevant policy is implemented across Wiltshire.	Director – Economy and Planning	Cabinet Member for Spatial Planning, Development Management and Property	Tim Martienssen
4 Sep 2018	Public Transport Review Update	As resolved at 21 November ESC, the Committee to receive an update from the Head of Passenger Transport on the progress with work on the integration of NEPTS and SEND and social care transport.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Jason Salter
6 Nov 2018	Highways Annual Review of Service	As resolved at 21 November 2017 ESC, the Committee agreed to continue to review the performance of the 'Highways' service area through the review of service annual report.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Peter Binley
Not before Sep 2019	Highways Consultancy Contract	As resolved at 21 Nov 2017 ESC, for the Committee to receive a further update on the Highways Consultancy contract and the procurement process.	Parvis Khansari	Cabinet Member for Highways, Transport and Waste	Peter Binley

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TBC	TBC Enforcement update	To review the impact of the reduction of planning enforcement officers across the services.	Director – Economy and Planning	Cabinet Member for Highways, Transport and Waste	
TBC	TBC Emissions	To investigate possible scrutiny involvement in Wiltshire’s emissions.	Tracy Carter	Cabinet Member for Highways, Transport and Waste	
TBC	Wiltshire Playing Pitch Strategy	The existence of a robust, evidence based and up-to-date Playing Pitch Strategy covering the entire local authority area will help to influence a variety of local authority functions, policy development and decision making in respect of the community playing pitch stock, including planning policy and planning applications, educational provision, funding, facility and asset management, development of pitch based sports, public health and the management and maintenance of provision.	Tracy Daszkiewicz (Director - Public Health and Protection)	Cabinet Member for Adult Social Care, Public Health and Public Protection	Louise Cary

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