

ESSENTIAL REFERENCE PAPER C (ii) – BISHOP’S STORFORD DETAILED RISKS

Jackson Square – Infrastructure Considerations				
Issue	Consideration	Cost where relevant	Comments	Recommendation
Access arrangements for vehicles (two exit lanes required)	Ground level change from outside – inside car park	Detailed Survey would confirm if any possibility exists	One access lane/barrier is insufficient in case of equipment failure and/or traffic build-up	Unlikely to be technically feasible or economically viable Do not proceed
	Demolition of part of existing structure required	Detailed Survey would confirm if any possibility exists		
	Supporting columns in the way	Detailed Survey would confirm if any possibility exists		
	Reduction in length of feeder lane	N/A	Landlord’s consent required	
	Internal/external pedestrian access	N/A	Re-negotiation of lease required	
	Possible highway works required	Detailed Survey would confirm if any possibility exists	Possible planning consent required	
	Loss of parking bays Failure to meet minimum 700 space requirement in Council’s lease	Potential revenue reduction	Highways objection probable (traffic management concerns)	
	Maximum headroom concerns	Detailed Survey would confirm if any possibility exists		
Egress arrangements at both ground floor exits (two exit lanes required)	Demolition of existing walls	Detailed Survey would confirm if any possibility exists	One exit lane/barrier from upper floor and one exit lane/barrier from ground floor is insufficient in case of	Unlikely to be technically feasible or economically viable Do not proceed

	Supporting columns in the way	Detailed Survey would confirm if any possibility exists	equipment failure and/or traffic build-up Landlord's consent required Re-negotiation of lease required Possible planning consent required	
	Internal/external pedestrian access	Detailed Survey would confirm if any possibility exists		
	Loss of parking bays Failure to meet minimum 700 space requirement in Council's operating lease	N/A		
	Refuge area needed	Potential revenue reduction		
Internal vehicle circulation issues	Build-up of traffic waiting to exit car park will impede internal traffic flows	N/A	Internal traffic flows in this car park are finely balanced and disruption can cause considerable internal traffic build-up	It is inadvisable to consider any change that risks disruption to the internal traffic circulation in this car park
Air quality issues	Build-up of traffic waiting to exit car park will place additional load on extraction fans	Evaluation study necessary	Fans currently operate when air quality drops below acceptable standard	Monitor

Jackson Square – Operational Considerations

Issue	Consideration	Cost where relevant	Comments	Recommendation
Equipment and Customer Support	Will require much higher levels of staff support/intervention than 'pay and display'	To be confirmed	Staff will need to be on hand to assist with equipment failure and/or public inquiries	<p>Subject to a contract variation with the enforcement contractor some resource could be diverted from the enforcement function; however additional resource would be needed to cover the full operational hours of the car park</p> <p>Possibility of contracting with Stevenage Borough Council for their existing control room to take on this function</p>
Operational terms of car park	When will the system operate? When will the barriers be raised/lowered in the evening?	N/A	Jackson Square car park operates until midnight	Possible charge for use of car park on a 24hr basis
Days/hours of operation	How will Sunday parking be managed?	To be confirmed	Parking is currently free on Sundays. How would barrier controls be managed in this context?	Implement a £0.00 tariff on Sundays, whereby motorist would have to obtain ticket at entrance and validate it in machine before leaving, with no payment required. Would require additional resource to assist/advise customers
Treatment of blue badge holders	Special arrangements for blue badge holders to be able to leave the car park	N/A	How would EHDC continue to be able to offer free blue badge parking with barrier controls?	Consider requiring blue badge holders to pay in this car park

Treatment of motorcyclists	Special arrangements required for motorcyclists to be able to leave the car park	N/A	How would EHDC continue to be able to offer free motorcycle parking with barrier controls?	Consider requiring motorcyclists to pay in this car park
Increased congestion	<p>Motorists will have to stop to take a ticket on entrance and insert a ticket on exit</p> <p>Pausing to take a ticket at an entrance barrier is estimated to take an additional sixteen seconds versus entering unimpeded. The cumulative effect of this is likely to cause additional queueing at the entrance.</p>	N/A	<p>Increased queueing likely outside car park entrance. May impact on highway</p> <p>Increased queueing likely inside car park near exit. May impact on internal traffic flows</p>	Partially mitigate risk by creation of two entrance and two exit lanes
Effect on enforcement	Reduction in enforcement needed (although enforcement still needed for misuse of blue badge bays etc.)	Potential revenue saving	Enforcement resource freed up might be diverted towards the additional support needed for a 'pay on exit' system	Subject to a contract variation with the enforcement contractor some resource could be diverted from the enforcement function; however additional resource would be needed to cover the full operational hours of the car park
J Sainsbury rebate scheme	Council obliged to facilitate rebate	To be confirmed	Alternative means of validating rebates in store would have to	Identify alternative means of operating rebate scheme and

	scheme for shoppers at J Sainsbury, Currently requires presentation of 'pay and display' ticket rebate stub		be found Possibility of customer showing barrier ticket to supermarket cashier to obtain refund? Audit requirements at EHDC? Variation to lease required	amend lease
Leisure centre rebate scheme	Council obliged to facilitate rebate scheme for users of Nuffield Gym	To be confirmed	Alternative means of validating rebates in store would have to be found	
Parking for Paradigm Housing tenants	Some tenants of assisted housing above car park have dedicated bays in car park	N/A	Alternative means of access and egress would have to be identified	Possibly issue residents with a form of 'master' entry/exit pass? (Who would administrate the scheme?)

Jackson Square – Legal and Administration Considerations

Issue	Consideration	Cost where relevant	Comments	Recommendation
Blue badge holder parking	Current policy of allowing blue badge holders to park free of charge and without time limit is not supported by a 'pay on exit' approach	N/A	N/A	Consider change of policy to require blue badge holders to pay in this car park (requires TRO change)
Motorcyclist free parking	Current policy of motorcyclists parking free of charge is not supported by a 'pay on exit' approach	N/A	N/A	Consider change of policy to require motorcyclists to pay in this car park (requires TRO change)
Sundays/bank holidays parking	Current policy of free parking on Sundays and bank holidays is not supported by a 'pay on exit' approach	N/A	N/A	Implement a £0.00 tariff on Sundays and bank holidays, whereby motorist would have to obtain ticket at entrance and validate it in machine before leaving, with no payment required. Would require additional resource
Evening parking	Current policy of not charging after 1830 and before 0730, Monday to Saturday is not supported by a 'pay on exit' approach	N/A	N/A	Implement a £0.00 tariff overnight, whereby motorist would have to obtain ticket at entrance and validate it in machine before leaving, with no payment required. Would require additional resource
Underlease re-negotiation	Changed ways of working would	To be confirmed	Impairment to the current operating arrangements in	Do not proceed

	require a re-negotiation of the Council's operating lease on the car park		the car park is likely to be resisted by the landlord. A reduction in the number of parking bays below the stipulated 700 may be contentious.	
Sainsbury rebate scheme	Changed ways of working would require a re-negotiation of the Council's operating lease on the car park	To be confirmed	Impairment to the current operating arrangements in the car park will create difficulties for the landlord and in this case the anchor tenant.	Do not proceed
Planning consent	Planning implications of structural modifications to the car park	N/A	Preliminary advice from EHDC Planning is that modifications may be allowed under permitted development rights (SI 2015 No. 596)	Confirm appropriateness of this provision once extent of required structural modifications has been identified
HCC Highways consent	Requirement to maintain free movement of traffic on the highway Requirement to maintain reasonable and safe access for pedestrians in front of the car park access and egress points	N/A	HCC is likely to object should it be considered a change to barrier controlled 'pay on exit' would increase the risk of congestion on the highway	Further modelling required Consult with HCC as required
Contract re-negotiations (NSL)	Seek to vary contract with enforcement contractor to create enhanced customer	N/A	A limited amount of enforcement resource would be freed up upon a move to barrier controlled parking' although some areas (e.g.	Enter into negotiations with current contractor at appropriate time Specify requirements in contract for retendering of service (effective January 2019)

	<p>service type role Seek to vary contract with enforcement contractor to cover first line maintenance of equipment</p>		<p>blue badge bays) would still need to be enforced Costs will increase significantly to ensure cover at all appropriate times</p>	
<p>Penalty Charge Notice revenue</p>	<p>Reduced potential to issue Penalty Charge Notices for parking overstays</p>	<p>To be confirmed</p>	<p>The objective of Civil Parking Enforcement is to not have to issue PCNs, as a result of 100% compliance. A reduction in the issue of PCNs under these circumstances should be regarded as a positive</p>	<p>Revise budget as appropriate</p>
<p>Car Park revenue</p>	<p>Possibility of reduced overpayments by motorists</p>	<p>To be confirmed</p>	<p>This should be regarded as a positive and may be offset by increased customer use of the car park (subject to overall capacity constraints)</p>	<p>Revise budget as appropriate</p>