

The Highland Council

City of Inverness Area Committee – 3 December 2015

Agenda Item	8
Report No	CIA/62/15

Inverness City Centre Parking Report and Draft Action Plan

Report by Director of Development and Infrastructure

Summary

At a meeting on 2 September 2014, this Committee agreed that a comprehensive and strategic study of parking provision on the west side of the River Ness be undertaken. The scope of the study was widened to include the city centre as a whole and this report provides a review of the outcomes of the study and a draft Action Plan which Committee is asked to agree.

1. Background

- 1.1 At the meeting on 2 September 2014, this Committee agreed that a comprehensive and strategic review of parking provision on the west side of the River Ness should be undertaken and that this should include a review of the parking provision on Huntly Street. Due to the geographical nature of the City Centre, with the various amenities and off street car parking provision located within a relatively confined area, the parking study was widened to cover the whole of the City Centre area. This report provides a review of the outcomes of the study and a draft Action Plan which Committee is asked to agree.
- 1.2 A request for parking data was issued to operators of off street car parks and a series of surveys were carried out during the summer of 2015. The parking occupancy data is presented in the study outcomes attached to this report. In addition the study presents information from a series of desktop reviews covering the following topics:
- parking related matters previously presented in Committee reports;
 - recent developments permitted in the city centre;
 - parking standards and policy (including research into parking requirement approaches by other local authorities);
 - update on the parking situation on Huntly Street in respect of the River Ness Flood Alleviation Scheme (Tidal Section); and
 - update on the Decriminalised Parking Enforcement process.

2. Parking Survey Outcomes

- 2.1 The parking study has identified a total of 4,178 parking spaces in Inverness City Centre provided through a combination of On Street parking and Off Street parking (operated by the Council and private parties). In the summer of 2015 data was collected through a combination of car park software and observation surveys for 2,581 off street parking spaces and 109 on street parking spaces. Analysis of the collated data shows occupancy trend levels for on street parking ranging between Average 69% and maximum 94%. The trend for off street parking occupancy ranges between average 39% and maximum 65%.
- 2.2 These results indicate that there are unoccupied public parking spaces available in Inverness City Centre, although there are areas that see higher demand and levels of occupancy than others (e.g. Ness Walk, Church Street, Raining's Stairs and Crown Car Park) which may give the perception of demand outstripping capacity. There are also areas which are not well utilised at all, such as the Highland Council Headquarters Car Park which is available at evenings and weekends. This highlights that better information and management of parking areas is required to ensure most efficient use of the existing parking across the City to best serve the users. Data from the Huntly Street and Wells Street permit parking areas revealed that significant road space is available during day time.
- 2.3 A number of concerns have been raised about parking provision to the west of the River Ness, and the survey and subsequent analysis has highlighted a number of potential opportunities to enhance the current provision. The on street parking available (Ardross Street, Huntly Street, Ness Walk) experiences maximum occupancy levels of between 90-100% on occasion, but at other times there are spaces available. Cathedral Car Park was the only off street parking location surveyed and the results indicate that while it reached a maximum occupancy of 73%, the average occupancy was 53%. Better use could be made of this resource by improving the information and signage relating to it. There are also an additional 20 permit holder bays at Cathedral Car Park, and work is currently underway to review the usage of these spaces.
- 2.4 Public car parking is also available at evenings and weekends at Highland Council Headquarters where there are approximately 365 spaces. This is a key underutilised resource and there are agreed proposals to formalise the parking provision. In the process of doing so it will be essential to better publicise the resource and sign it as a public car park out with working hours, thus making City Centre visitors aware of this additional parking supply particularly at weekends. Signage improvements on the western approaches to the city would be very useful in this regard as well as improvements to the pedestrian signage and paths directing people back into the city centre from the car park along the River

Ness.

- 2.5 There were limited surveys undertaken relating to the permit parking which is available for residents and businesses on the West of the River. The locations surveyed highlighted that there are a number of spaces available throughout the working day, particularly on Huntly Street where only a maximum of 5 spaces (of 32) were occupied during the survey period.

3 Review of Parking Policy and Standards

- 3.1 National and local policies recognise that in an area that is well served by active and sustainable modes of travel, it may be appropriate for Councils to consider accepting reduced parking provision. In accepting reduced parking provision, the payment of developer contributions to transport related infrastructure which will improve the operation of car parking in the relevant area is supported in many instances. It is recommended in the Parking Report that, where appropriate, following the review of the Transport Assessment and Parking Appraisals developer contributions may be sought at a suggested level of around £3,000 per parking space. This proposed level of contribution will be incorporated into the Roads Development Guidance and the revised Supplementary Guidance for Developer Contributions. In the interim, however, the Committee is asked to agree this approach.
- 3.2 Developer contributions received in lieu of parking provision will be used towards projects in the City Centre under the following headings (indicative examples are included):
- Signage and Information :
 - signage relating to parking availability;
 - online traffic information; and
 - directional signage to car parks.
 - Supporting Sustainable Travel :
 - walking infrastructure (Wayfinding & Public Realm);
 - cycle infrastructure & parking; and
 - public transport.
 - Car Park Infrastructure:
 - CCTV;
 - spaces;
 - motorcycle parking;
 - access improvements etc.; and
 - smart meters.

- Traffic Management:
 - deliveries management;
 - public transport priority; and
 - information regarding traffic incidents.

4 Huntly Street/ River Ness Flood Alleviation Scheme (RNFAS)

- 4.1 During the course of construction of Phase 1 of the flood scheme, consultations and traffic orders were promoted to limit parking. When this came to be implemented there was significant opposition. Following further consultation and consideration at Committee parking was reintroduced. However, following completion of the construction of Phase 1 works, a Stage 3 Road Safety Audit identified issues with the 11 pay and display spaces along Huntly Street, as a number of these have restricted the width available for pedestrians and cyclists using the footpath. An as-built survey has been carried out which demonstrates that 5 spaces reduce the footpath width to less than 1.5m. Since these spaces create conflict and safety issues for users, it has been recommended that these spaces are removed. In addition, Sustrans are of the opinion that the added parking significantly compromises the cycling provision, and as a result their contribution of £300k towards the scheme is at risk.
- 4.2 This will require approval from this Committee to publish draft amendments to the “Huntly Street Amendment Orders 2014”, which would be followed by a statutory consultation. It should be noted that to remove further spaces without replacement is likely to result in objection from local businesses. A solution to this may be to also amend the Permit Parking Orders, reducing the number of (under-used) permit parking spaces to allow additional Pay and Display spaces or to identify the scope for joint pay and display/permit spaces, given that usage of the permit parking spaces are lower during the day when local businesses are open.

5 Parking Action Plan

- 5.1 The report concludes by drawing together many of the recommendations set out within a clear action plan for improvements to the delivery of parking provision throughout the city centre. Committee is asked to agree these actions, and progress can be reported on a regular basis to ensure delivery.

6 Implications

6.1 Equality

There are no known direct equality implications arising from this report.

6.2 Climate Change/Carbon Clever

The action plan sets out a number of interventions which will assist with the

environmental implications of congestion.

6.3 Resource

There will be some resource implications arising from the implementation of the recommendations set out within the report, but it is considered that these can be adequately managed within the existing budgets, supplemented where appropriate and necessary by developer contributions.

6.4 Rural, Legal and Risk Implications

There are no known direct rural, legal or risk implications arising from this report.

Recommendation

The Committee is invited to:

- agree the findings of the Inverness Parking Study and Draft Action Plan; and
- agree, as part of the new Decriminalised Parking Enforcement Project, to the publication of Traffic Regulation Orders and any associated Permit Parking Orders in respect of Huntly Street Pay and Display spaces, recognising the outcomes of the Safety Audit and the need for public consultation on the proposals and any mitigation.

Designation: Director of Development and Infrastructure

Date: 16 November 2015

Author: Malcolm Macleod

Inverness City Centre Parking Report and Draft Action Plan

Prepared by: Transport Planning Team
Final Draft Version – November 2015

1 Introduction

1.1 Background

1.1.1 This report has been compiled following a request at the City of Inverness Area committee on 2nd September 2014. Due to the geographical nature of the City Centre, with the various amenities and off street car parking provision located within a relatively confined area, this parking review covers the whole of the City Centre area.

1.1.2 Requests for parking data were issued to operators of off street car parks and a series of surveys were carried out during the summer. The parking occupancy data is presented in **Appendix 1** to this report.

1.1.3 In addition to the above this report presents information from a series of desk top reviews covering the following topics:

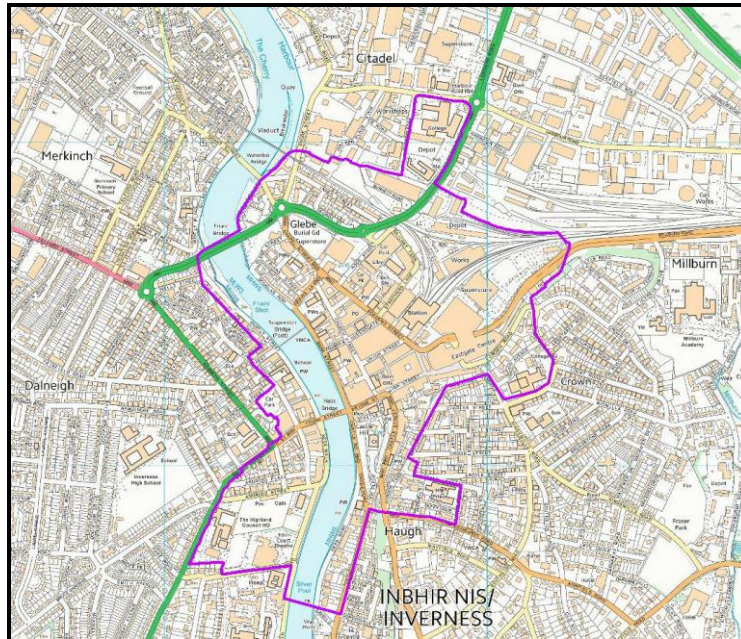
- parking related matters previously presented in Committee reports
- permitted development with limited parking provision
- policies and parking standards which includes research into parking requirement approaches by other local authorities
- update on the situation at Huntly Street in respect of the River Ness Flood Alleviation Scheme (Tidal Section)
- update on the Decriminalised Parking Enforcement process

1.1.4 The parking surveys were carried out by Council staff in the Transport Planning Team. A note of appreciation is recorded to staff at Rose Street Multi-storey car park and staff at the Eastgate Centre who provided occupation data. In addition colleagues associated with the River Ness Flood Alleviation Scheme, Decriminalised Parking Enforcement and development data provided input for this report.

2 Parking Supply & Occupation

2.1 Background

2.1.1 The area covered by this parking review is Inverness City Centre as shown below and as defined within the Inner Moray Firth Local Development Plan.



City Centre Parking Supply

2.1.2 There is a good mix and type of parking spaces available throughout Inverness City Centre. These include On Street (disabled badge holders, pay & display and resident/business permit) and Off Street (Council operated and privately operated). The review undertaken for this report has looked at On Street pay & display occupancy only and Off Street occupancy (both Council and private operators). The parking provision within the city centre is set out in the tables below, along with the approximate walking time to the train station, which has been taken as a centre point for the city centre.

<u>Location</u>	<u>Spaces</u>	<u>Distance to Train Station (approx. walking time) (Note: Walking times are calculated on basis that 400m = 5 minutes)</u>
On Street Pay and display		
Ness Walk	8	650m (8 mins 30 secs)
Church St	15	320m (4 mins)

Ardross St	31	900m (11 mins 30 secs)
Stephens Brae	10	350m (4 mins 30 secs)
Castle St	11	640m (8mins)
Huntly St	11	650m (8 mins 30 secs)
Ness Bank	12	810m (10 mins 30 secs)
Friars St	11	480m (6 mins)
On Street Total	109	

<u>Location</u>	<u>Spaces</u>	<u>Distance to Train Station (approx. walking time)</u>
Off Street Car Parks (Operated by Council)		
Crown	16	520m (6 mins 30 secs)
Cathedral (20 permit bays)	75	860m (11 mins)
Raining Stairs (11 permit bays)	43	300m (4 mins)
Rose Street Multi Storey Car Park (MSCP) (116 permit bays)	1016	300m (4 mins)
Rose St (Top Deck)	81	280m (3 mins 30 secs)
Off Street Car Parks (Operated by Private party – data supplied)		
Eastgate MSCP	650	300m (4 mins)
Eastgate - Falcon Gallery	700	215m (3 mins)
Off Street Car Parks (Operated by Council – data not supplied)		
Portland Place	21	670m (8 mins 30 secs)
Town House (evenings and weekends only)	53	370m (5 mins)
Highland Council HQ (evenings and weekends only)	365	1200m (15 mins)
Off Street Car Parks (Operated by Private party – data not supplied)		
TK MAXX	58	210 m (3 mins)
Rose Street Retail	172	340m (4 mins 30 secs)
Morrisons	516	430m (5 mins 30 secs)
Tesco Metro	168	650m (8 mins 30 secs)
Eden Court	75	1100m (14 mins)
Rail Station	60	n/a
Off Street Total	4069	
Overall Total	4178	

There are in the region of 150 cycle stands across Inverness City Centre. Whilst no detailed surveys have been carried out in respect of this review of parking, anecdotal observations indicate that the cycle parking is

generally very well used.

2.2 Data Collection - Methodology

Occupancy profiles obtained from software

2.2.1 The barrier and loop systems at the Rose Street MSCP, Eastgate MSCP and Falcon Gallery MSCP enable historical occupancy reports to be produced that can be interrogated.

2.2.2 There are some limitations to the figures obtained from the existing system which is affected by the presence of contract parking and disabled parking within the MSCP. Whilst this leads to a small amount of over counting it is considered not to have a major impact upon the results produced.

Historical Data obtained from software

2.2.3 Using the software from the system based at Rose Street MSCP it was possible to obtain occupancy reports for 2012, 2013 and 2014. The average peak occupancies noted for a selection of samples are shown in **Appendix 1**. Eastgate has also provided the Council with some historical data for 2014 (also shown in **Appendix 1**). The data was requested for a neutral month and thus the months of May, September and November are referenced.

Parking Surveys – 2015

2.2.4 A series of occupation surveys were undertaken over the summer of 2015. These surveys were undertaken at 4 off street parking locations, along 8 streets where on street pay and display is available and 2 streets where permit parking for residents is available. It would normally be recommended to undertake surveys in a neutral month however surveying took place in the summer due to the availability of extra staff resource. The duration of the surveys was determined by pre survey checks that ascertained if the area was well used beyond a typical 9 hour period (09:00 -18:00) and if appropriate an extended 12 hour survey period was undertaken (07:00-19:00). Surveys involved data collection at half hourly intervals. The surveys were carried out across a number of days rather than surveying all locations on the same day. The results still present an overview of the level of parking demand over summer 2015 and as such can provide useful baseline information.

2.2.5 The data has been analysed and profiles for occupation have been prepared. The three levels of occupation that have been extracted from the data are:

- **Maximum occupation level:** is the highest level of occupation observed during the survey period
- **85 percentile occupation level:** is the level where 85% of the observed occupation is below this level

- **Average occupation level:** is the regular/mean level of observed occupation

2.3 Results

2.3.1 The overall results for on street observations and off street observations are presented in **Appendix 1**. Occupation data has been split into three different groups:

- On Street Parking
- Public Off Street (Council Operated)
- Public Off Street (Privately Operated)

On Street Parking

2.3.2 The summary of the on street survey data is shown in **Appendix 1**. The list of streets in order of highest occupancy of bays across the three reported levels is as follows: Huntly Street, Ardross Street, Church Street, Friars Lane, Stephens Brae, Castle Street, Ness Walk, and Ness Bank.

2.3.3 The data reveals variation in the time of day and frequency of the maximum occupation levels for each of the streets

2.3.4 The summary of totals across all of the streets shows the following results

		Occupancy Levels		
Summary of On Street Parking Observations	Spaces	<u>Maximum</u>	<u>85th percentile</u>	<u>Average</u>
	109	103	93	76
		94%	85%	69%

2.3.5 From this it can be seen that while on average there are spaces available, peak occupation reaches above 90%. It should be noted that the occupancy levels varied across the on street parking locations and across the surveyed period. Church Street and Ness Walk both experienced maximum occupation of 100% but on average were 79% and 84% occupied, respectively. Friars Street peaked at 73% occupied however only had an average occupation level of 29%. Huntly Street and Ness Bank were also observed to have high occupation levels (peaks of 91% and 83% respectively). Surveys of the permit parking bays on Huntly Street and Wells Street were also undertaken alongside the pay and display bay surveys. The data for Huntly Street and Wells Street show the following trends:

Permit Parking Observations - Occupancy Levels				
Location	Spaces	Maximum	85th percentile	Average
Huntly Street	32	5 15%	5 15%	4 12%
Wells Street	40	34 85%	26 65%	23 57%

2.3.6 The data shows that there is road space in the permit parking bays that is available across the full survey period of 07:00 – 19:00.

Off Street Parking

2.3.7 The summary of the data is shown at **Appendix 1**. Data has been received for the majority of the main off Street car parks including: Crown, Cathedral, Raining Stairs, Rose Street MSCP, Eastgate MSCP, Falcon Gallery MSCP and the data reveals variation across the day. Like the On Street data the average occupation level, 85th percentile occupation level, and the maximum occupation level have been extracted from the data.

2.3.8 Using the software available at Rose St MSCP (which is a Park Mark accredited car park), a series of five occupancy profiles for the summer of 2015 were taken and the results from each profile can be seen in **Appendix 1B**. The dates of these occupancy profiles matched the dates on which observation surveys were undertaken in other City Centre car parks. In the table below the results obtained from the 25th June occupancy profile is shown. It is also worth noting that the percentages shown reflect the percentage of the total car park capacity which is 1016 including the 166 contract bays on Level 1. This number has to be presented due to the fact that the barrier recording system at Rose Street Multi Storey Car Park cannot distinguish between a user of a contract bay and a general patron and thus a number of the cars reported to be parked (and taking up capacity) could be permit holders utilising Level 1 (which is not available to the general public).

2.3.9 The results shown for the two car parks operated by Eastgate are taken from occupancy profiles provided for the 24th July 2015.

2.3.10 For all three car parks the figures in the table below are calculated from the occupancy levels reported between 7am and 7pm, to reflect the manual survey period.

2.3.11 The results for the 3 multi-storey car parks show that a substantial amount of parking spaces were available. There were over 853 spaces available across the 3 multi-storey car parks when occupancy levels were at their highest.

Off Street Multi Storeys	Spaces	Occupancy Levels		
		Maximum	85 th percentile	Average
Rose Street MSCP	1016 (contract spaces included due to limitation described above)	632 62%	624 61%	455 44%
Eastgate MSCP	650	431 66%	393 60%	223 34%
Eastgate Falcon	700	450 64%	416 59%	237 34%
<u>Total</u>	2366	64%	60%	38%

2.3.12 Historical information has also been provided for all three car parks. Tables summarising the average peak occupancies found over the historical samples taken can also be found on **Appendix 1**.

2.3.13 The main trends to note in regards to Rose Street Multi Storey (where data has been analysed for the previous three years) are:

- The peak occupancies noted in summer of 2015 (which averaged at 615 spaces occupied) are lower than the average peak occupancies found for the samples taken for May and September for 2014, 2013 and 2012. Historically, peak occupation levels have been observed to be on average somewhere between 700 and 750 spaces occupied which would equate to an occupation level of 73%.
- There is much variation from day to day and month to month with a recorded peak of 840 spaces being filled on one occasion, and 620 spaces filled at maximum occupancy on another.

- Occupation has been observed to gradually rise until it reaches peak usually between the hours of 12:00 – 14:00. The peak has been observed not to last longer than 1-2 hours after which the occupancy gradually declines before reaching its lowest around 19:00.

2.3.14 The historical data provided for 2014 from Eastgate for its two car parks is also shown in **Appendix 1**.

2.3.15 The following table presents the summary of the occupancy data for Off Street car parks where data has been received for summer 2015 (**Appendix 1**). The results indicate that whilst some car parks were very well used (e.g. Crown and Raining Stairs), there was overall a comfortable capacity available across the city centre. One of the key points arising from this is the need to ensure that the full availability of parking opportunities is made clear to locals and visitors – in particular on the approaches to the city.

Off Street Car Parks – Occupation Data Provided				
Location	Spaces	Maximum	85 th percentile	Average
Crown	16	16	15	11
Cathedral (Total capacity of 95 inc. 20 permit spaces)	75(surveyed spaces)	73	56	43
Raining Stairs (Total capacity of 54 inc. 11 permit spaces)	43(surveyed spaces)	39	36	23
Rose Street MSCP (166 permit bays)	1016	632	624	455
Rose St Decked Car Park (Top Deck)	81	34	31	20
Eastgate MSCP	650	431	393	223
Eastgate Falcon Gallery MSCP	700	450	416	237
Total	2581	1675 65%	1571 60%	1012 39%

2.3.16 Not all of the car parks were able to be surveyed (or data made available to the Council). The following table presents data for the number of spaces for Off Street car parks where data was not provided (or surveyed). It shows additional spaces available throughout the city centre. Again the key is ensuring that the availability of these spaces is made clear to both local

residents and visitors to the city.

Off Street Car Parks – Occupation Data Not Provided	
Location	Spaces
Portland Place	21
Town House (Evenings and Weekends only)	53
Highland Council HQ (Evenings and Weekends only)	365
TK Maxx	58
Rose Street Retail	172
Morrisons	516
Tesco Metro	168
Eden Court	75
Rail Station	60
	1488

2.3.17 The following table presents the total On Street and Off Street supply publicly available in Inverness City Centre.

	Spaces	Maximum Occupancy	85 th Percentile Occupancy	Average Occupancy
On Street Parking (Surveyed locations)	109	103 94%	94 86%	75 69%
Off Street Parking (Surveyed locations)	2581	1675 69%	1571 65%	1012 42%
Off Street Parking (No survey data)	1488			
TOTAL	4178			

West Side of the River

2.3.18 A number of concerns have been raised about parking provision to the west of the River Ness, and the survey and subsequent analysis has highlighted a number of potential opportunities to enhance the current provision. The on street parking available (Ardross Street, Huntly Street, Ness Walk) experiences maximum occupancy levels of between 90-100% on occasion, but at other times there are spaces available. Cathedral Car Park was the only off street parking location surveyed and the results indicate that while it

reached a maximum occupancy of 73%, the average occupancy was 53%. Better use could be made of this resource by improving the information and signage relating to it. There is also an additional 20 permit holder bays at Cathedral Car Park. The situation with these bays is being reviewed, with one option being to covert contract spaces into “floating” bays rather than being dedicated spaces. Pursuing this may increase the capacity available to the general public.

2.3.19 Public car parking is also available at evenings and weekends at Highland Council Headquarters where there are approximately 365 spaces. This is a key underutilised resource and there are agreed proposals to regularise the parking provision. In the process of doing so it will be essential to better publicise the resource and sign it as a public car park outwith working hours, thus making City Centre customers aware of this additional parking supply particularly at weekends. Signage to the western approaches to the city would be very useful in this regard as well as improvements to the pedestrian signage directing people back into the city centre from the car park along the River Ness.

2.3.20 There were limited surveys undertaken relating to the permit parking which is available for residents and businesses on the West of the River. The locations surveyed highlighted that there are a number of spaces available throughout the working day, particularly on Huntly Street where only a maximum of 5 spaces (of 32) were occupied. Section 6 sets out further proposals for Huntly Street.

2.3.21 It is also worth noting that there are 32 spaces available at Tap Lane Car Park and 100 spaces available at ALDI (available to shoppers), which were not included in the review due to being just outwith the City Centre.

Chapter 2 - Main Findings

The parking review has identified a total of 4178 parking spaces in Inverness City Centre provided through a combination of On Street parking and Off Street parking (operated by the Council and private parties). In the summer of 2015 data was collected through a combination of car park software and observation surveys for 2581 off street parking spaces and 109 on street parking spaces. Analysis of the collated data shows occupancy trend levels for On Street parking ranging between Average 69%; 85th percentile 86%; and maximum 94%. The trend for Off Street parking occupancy ranges between average 39%; 85th percentile 60%; and maximum 65%.

These results indicate that there are unoccupied public parking spaces available in Inverness City Centre, although there are areas that see higher demand and levels of occupancy than others (e.g. Ness Walk, Church Street, Raining's Stairs and Crown Car Park) which may give the perception of demand outstripping capacity. There are also areas which are not well utilised at all, such as the Highland Council Headquarters Car Park which is available at evenings and weekends. This highlights that better information and management of parking areas is required to ensure most efficient use of the existing parking across the City to best serve the users. Data from the Huntly Street and Wells Street permit parking areas revealed that significant road space is available during day time.

Recommendation

As part of the Action Plan, develop an information and signage strategy for car parking and across the City, in particular highlighting the opportunities that exist to the west of the River Ness at weekend periods.

Recommendation

Establish a regular report to Members on the usage of parking in Inverness City Centre, giving details of car parking use and progress with the Action Plan attached to this report.

Recommendation

Observations show that there are unoccupied spaces in the On Street permit parking areas on Huntly Street and Wells Street. The opportunity to reallocate or introduce combined pay and display/permit bays should be investigated at these locations and elsewhere in the City Centre.

Recommendation

The signage, marketing and information associated with the parking availability at Highland Council HQ on Glenurquhart Road should be developed and implemented, particularly on the western approaches to the city centre. In addition, the visibility of the links into the city centre from the car park should be enhanced to encourage uptake.

3 Review of Previous Committee Reports

3.1 Background

- 3.1.1 A number of reports have previously been reported to Committee which impact in various ways on the provision and quality of car parking in the city centre. As part of the work carried out for this report, these were reviewed and the key points that remain relevant to the wider parking context are set out below.
- 3.1.2 The City Centre Development Brief which was approved by the City of Inverness Area Committee sets out a number of key aspirations for the city centre, including:
- Improving the commercial vitality and viability of the city Centre.
 - Managing the City Centre as the most attractive and desirable place for businesses to locate.
 - Enhancing the user experience for tourists and other visitors.
 - Making the most of our historic buildings.
 - Reconnecting the City Centre with the river frontage.
 - Increasing connectivity and active travel to, from and within the City Centre.
- 3.1.3 Opportunities recognised in the work for the City Centre Development Brief included opening up the river frontage and reconnecting it with the Centre, public realm improvements throughout the City Centre, upgrading the key points of arrival to the City Centre, providing well located and convenient car parking, and establishing park and ride facilities.
- 3.1.4 The centre of Inverness, and in particular the stretch of the river, is at the heart of the conservation area and is enjoyed by residents, businesses and tourists alike. There are therefore a number of demands on a very limited amount of space and these demands require careful management.
- 3.1.5 The Scottish Government 'Town Centre Action Plan' document recognises that footfall is key to achieving thriving successful town centres, and footfall from residents, who use local shops and facilities and help make places safer in the evenings and night, is vitally important. Removing barriers to enable more town centre living is a key priority. The Inverness City Centre boundary has been widened to include sites for redevelopment and to enable greater diversification of uses.
- 3.1.6 Inverness shows higher levels of active travel (cycling and walking) than both the Highland and national averages. As a result Inverness is well on its way to meeting the Scottish Government's 2020 target of 10% of all journeys made

by bike. To build on this, an Active Travel Audit for Inverness was carried out in 2011 and is currently being updated. The Active Travel Audit recommends 8 main designated cycle routes for Inverness, each of which forms clear and dependable travel corridors to and from the City Centre. The Carbon CLEVER City vision is that by 2025 Inverness is a city where residents and visitors can move around the city easily by bicycle, on foot and public transport. There are over 150 cycle parking spaces at various locations across the city and these are well used. Further cycle parking is anticipated in the near future at Inverness Rail Station as part of the Abelio Scotrail franchise commitments.

- 3.1.7 Visitors by coach are vital to the economy of all tourist cities. It has been agreed that Ardross Street will become the permanent coach pick up / drop off facility for the City Centre.
- 3.1.8 Creating park and ride facilities is seen as important infrastructure to support the long term regeneration of Inverness. Potential sites for park and ride sites have been suggested adjacent to the key gateways to Inverness and still remain part of the long term strategy for city development.
- 3.1.9 Parking provision and its management and enforcement is vital to the traffic movement and quality of life in our towns and city. Decriminalised Parking Enforcement will aid with the traffic management of towns and Inverness City, reducing potential congestion and associated emissions. Benefits to the environment and the objectives of the Councils Carbon CLEVER programme would be achieved.
- 3.1.10 Action taken to address parking issues will require to take into account all of the factors set out above and balance what are often competing demands.

Chapter 3 - Main Findings

Various regeneration initiatives have begun and others are in the pipeline. The key role for the City of Inverness has to be recognised in the action plan. This will cut across different initiatives and will also require contributions and effort from key stakeholders beyond the Council.

Recommendation

he action plan must encourage and support business and shopping activities through a robust assessment of parking requirements for new development in the City Centre, high quality design and maintenance of parking infrastructure, an ongoing review of on street parking arrangements through the Decriminalised Parking Enforcement regime, and enhanced information on parking provision in the City Centre.

4. Review of recent developments in Inverness City Centre

4.1 Background

- 4.1.1 A review of a number of recent development proposals in the city centre has been carried out in preparing this report. This review has demonstrated that, in line with policy and following consideration of supporting documents such as Transport Assessment and Parking Appraisal, reduced levels of parking have been approved given the location of developments within the city centre and the lack of availability of land for further parking provision.
- 4.1.2 However, various mitigation measures have been approved including provision of associated developer contributions in lieu of providing parking in accordance with Highland Council standards. The summary of the various developments reviewed is shown in **Appendix 3**.
- 4.1.3 It is important that a consistent approach is taken towards parking provision associated with new developments, recognising the constraints there are in providing parking as well as the opportunities city centre developments possess in respect of access to public transport.

Chapter 4 - Main Findings

Developments with reduced parking (according to standards) in Inverness City Centre have been approved over time. Each proposal has been considered against supporting information such as a Transport Assessment, including a parking appraisal. Where appropriate, a combination of mitigation measures has been approved. These have included measures such as ensuring extended opening hours for existing car parks, a proactive approach to sustainable transport, and a contribution towards parking improvements within the vicinity of the development. Further information on the policy to be applied is set out in Chapter 5.

Recommendation

The Council will continue to seek appropriate levels of parking for all development, however it is appropriate to recognise that for city centre developments, factors such as access to active and sustainable travel networks and location in proximity to key services may reduce or negate the need for direct provision of parking.

5. Review of Policies and Standards

5.1 Background

- 5.1.1 The preparation of this parking study provided an opportunity to review the policy that the Council currently applies to city centre developments. A range of policies have been reviewed in the context of parking and city centre regeneration (**Appendix 4**).
- 5.1.2 The Town Centre first principle requires that Government, local authorities, the wider public sector, businesses and communities put the health of town and city centres at the heart of proportionate and best value decision making, seeking to deliver the best local outcomes regarding investment and de-investment decisions, alignment of policies, targeting of available resources to priority town centre sites, and encouraging vibrancy, equality and diversity.
- 5.1.3 Scottish Planning Policy currently recommends that planning authorities should set their own maximum parking standards, which should have the overall aim of encouraging modal shift away from the private car. It does also recognise that if an area that is well served by active and sustainable modes of travel, it may be appropriate for a Local Authority to consider accepting reducing parking provision.
- 5.1.4 The National Roads Development Guide (2014) suggests that in urban areas it may be appropriate to consider a reduction in parking standards where public transport, walking and cycling access is of a good standard. The Guide also puts forward that Local Authorities should explore securing developer contributions in lieu of full parking standards in sustainable locations.
- 5.1.5 The Highland Council's Roads and Transport Guidelines for New Development indicate that flexible parking standards apply in regards to town centre developments.
- 5.1.6 A number of policies from other Councils been reviewed to help inform our preferred approach, and these approaches are set out in Appendix 5.
- 5.1.7 In situations where reduced parking has been sought by developers and this is considered acceptable then most councils seek developer contributions towards various mitigation measures, including measures to enhance sustainable transport facilities. West Dunbartonshire Council specifically seeks contributions towards projects within the vicinity of the town centre. Most Council areas expect developments with reduced parking to implement Travel Plans and in some cases the Travel Plan is backed up with developer contributions that support accessibility to the town centre. Several have prescribed a rate of developer contributions in lieu of parking spaces, generally between the £3,000 to £4,000 level per parking space not provided.

Chapter 5 - Main Findings

National and local policies recognise that in an area that is well served by active and sustainable modes of travel, it may be appropriate for a Local Authority to consider accepting reduced parking provision.

Seeking developer contributions is supported in policy and councils have identified levels of contribution. Two councils have stated contribution values per parking space in the region of £3,500.

Recommendation

Where reduced parking is proposed in Inverness City Centre the Council will request from the developer a Transport Assessment with a Parking Appraisal. Where appropriate, following the review of the Transport Assessment and Parking Appraisal developer contributions may be sought at a level of £3000 per parking space. The proposed level of contribution will be incorporated into the Roads Development Guidance and the revised Supplementary Guidance for Developer Contributions.

Recommendation

Developer contributions received in lieu of parking provision will be used towards projects in the City Centre under the following headings (indicative examples are included)

- Signage and Information :
 - Signage relating to parking availability
 - Online traffic information
 - Directional signage to car parks
- Supporting Sustainable Travel :
 - Walking infrastructure (Wayfinding & Public Realm)
 - Cycle infrastructure & parking
 - Public transport
- Car Park Infrastructure:
 - CCTV
 - Spaces
 - Motorcycle parking
 - Access improvements etc.
 - Smart meters
- Traffic Management:
 - Deliveries management
 - Public transport priority
 - Information regarding traffic incidents

6 Huntly Street/ River Ness Flood Alleviation Scheme (RNFAS)

- 6.1 The most recent surveys of Huntly Street show that while the 11 Pay and display spaces are highly used they were not operating at full capacity. It was also noted that the permit holder sections of Huntly Street were underutilised throughout the working day. The wider Permit Parking Area has also been amended as a result of the Flood Alleviation Scheme. A Permit Parking “Zone” has been set up that allows residents of Balnain St/ Friars Place/ Celt St/ Huntly St/ Queen Street to park in any of these streets with a valid permit
- 6.2 During the course of construction of Phase 1 consultations and traffic orders were promoted to limit parking. When this came to be implemented there was significant opposition. Following further consultation and consideration at Committee parking was reintroduced. Following completion of the construction of Phase 1 works, a Stage 3 Road Safety Audit identified issues with the 11 pay and display spaces along Huntly Street as a number of these have restricted the width available for pedestrians and cyclists using the footpath. An as-built survey has been carried out which demonstrates that 5 spaces reduce the footpath width to less than 1.5m. Since these spaces create conflict and safety issues for users, it has been recommended that these spaces are removed. Sustrans, who have previously committed to funding of the active travel element of the scheme, are of the opinion that the added parking significantly compromises the cycling provision.
- 6.3 The removal of these spaces requires approval from the City of Inverness and Area Committee to publish draft amendments to the “Huntly Street Amendment Orders 2014”, which will be followed by a statutory consultation. It should be noted that to remove further spaces without replacement will inevitably result in objection from local businesses. A solution to this may be to also amend the Permit Parking Orders, reducing the number of (under-used) permit parking spaces to allow additional Pay and Display spaces or to identify the scope for joint pay and display/permit spaces, given that usage of the permit parking spaces are lower during the day when local businesses are open.
- 6.4 **Appendix 5** provides a timeline of notable events in relation to the RNFAS.

Chapter 6 - Main Findings

Surveys were undertaken in 2015 show that the 11 pay and display spaces are highly used but never at capacity. The Road Safety Audit has highlighted safety concerns regarding these some of these spaces and in particular the conflict they present for non-motorised users of Huntly Street.

The surveys also highlighted that the permit spaces on Huntly Street were extremely underutilised throughout the working day with a maximum occupancy of 5 out of 32 spaces.

Recommendation

Following the Road Safety Audit and As Built survey it is confirmed that there is a requirement to revise the parking bay layouts on Huntly Street and Douglas Row. These changes will require revisions to the Traffic Regulation Orders.

Recommendation

Observed occupation levels of the permit parking bays on Wells Street and Huntly St indicate low occupation levels during the day. An experimental scheme to introduce combined permit and pay and display bays should be investigated. This could form part of the Decriminalised Parking Enforcement scheme.

Recommendation

Replace the 5 pay and display spaces that would be removed for safety reasons in road space further North on Huntly Street (within the underutilised permit holder spaces).

7 Decriminalised Parking Enforcement

- 7.1 A report regarding Decriminalised Parking Enforcement by the Director of Community Services was presented to the Community Services Committee on 6th November 2014, (Report No COM/40/14). The report described the service delivery options which had been considered and the Committee approved a preferred DPE delivery option to be taken forward with a view to implementation in 2016 (subject to a DPE application to Transport Scotland).
- 7.2 Since Committee approval in November 2014 necessary preparation works have been ongoing.
- 7.3 A major exercise has been undertaken to review existing TROs, road signs and road markings. Information is now available on the current state of road markings and road signs that relate to TROs (Parking, Waiting and Loading restrictions) and details regarding compliance with the Traffic Signs Regulations and General Directions (TSRGD). The review includes a report on the remedial works necessary for the existing road markings and signs and any amendments and to produce a map based schedule for all the existing Parking, Waiting and Loading restriction TROs that exist on the ground. To date the surveys of the existing TROs (Parking, Waiting and Loading restrictions) have been completed in Inverness and Fort William. The consultant has produced draft plans and query sheets and all mapped queries are being considered by the traffic management team..
- 7.4 The implementation of DPE will reduce the levels of illegal and inappropriate parking in the City Centre, but it should be noted that this may have an effect on nearby off-street parking facilities. By enforcing waiting & loading contraventions City Centre drivers will be encouraged to use legitimate parking spaces and thus occupancy levels of car parks may see an increase. It will be essential that monitoring of the occupancy levels of all off-street car parks, particularly the Rose Street Multi Storey car park, is carried out to assess whether any capacity issue is likely to emerge. In the short term however, it is considered that adequate capacity is available to accommodate the introduction and enforcement of DPE in Inverness.

Chapter 7 - Main Findings

The Highland Council are currently surveying the existing TROs to assess the validity of them and the associated signage and markings. Once this work is complete it will be necessary to issue the revised TROs for them to be enforceable when Decriminalised Parking Enforcement comes into operation.

The Highland Council is currently working towards April 2016 for the implementation of DPE in Inverness City and then rolling out to other areas during 2016/2017. The implementation of DPE will reduce the levels of illegal and inappropriate parking in the City Centre.

Recommendation

Continue the ongoing review of parking and loading arrangements in Inverness City Centre

Recommendation

Implement, monitor and report on the impact of DPE on off-street car parking in April 2017

8 Draft Action Plan

8.1 The review of the parking survey data, previous Committee reports and Council and other policies has produced a series of proposed actions. The actions have been brought together in this proposed Parking Action Plan:

Ref	Objective /Theme	Action
1	Support alternative modes of transport and relieve congestion	
1A	Park-and-ride	Investigate potential park and ride options. Work with HITRANS and other partners towards the feasibility for park and ride sites. This will be included in the updated Local Transport Strategy (LTS) and forthcoming Local Development Plans and Supplementary Guidance.
2	Parking Provision	
2A	Parking in new developments	Seek appropriate levels of parking for new developments recognising sustainability factors, including location and access to sustainable transport. Where reduced parking is proposed for a new development a Transport Assessment including a Parking Appraisal will be required with proposals to support and enhance sustainable transport in the City Centre. Where appropriate, developer contributions will be sought along with appropriate controls on parking in accordance with prevailing planning policies Consider development proposals through the development management process. Put in place a fixed developer contribution mechanism along to be directed to parking projects as specified in the report.
2B	Parking design and access	Ensure high quality design and maintenance of car parks with regard to surface, layout, drainage, access for vehicles and pedestrians, internal signage and landscaping / boundaries Investigate opportunities to increase the number of car parks with 'Park Mark' accreditation.
2C	On street parking	Review of Pay and Display and Loading Bay arrangements Take forward through the roll out of Decriminalised Parking Enforcement.
2D		Investigate the introduction of dual purpose bays for Permit Parking/Pay and Display Through Decriminalised Parking Enforcement consider an experimental scheme at Wells Street.
2E	Information	Car parks are well signed and information on parking provision and availability is easily available Publish Maps and Guides
2F		The current car park status signs are becoming obsolete. Investigate the design and funding opportunities for new 'strategic electronic signing' supported by a robust communications system.
2G	Highland Council HQ	365 spaces available that could be better utilised by public at evenings and weekends. Formalise the existing arrangements at HQ and investigate whether there

Ref	Objective /Theme		Action
			are any improvements to signage that can be implemented within the wider road network and the path network leading to the riverside. Introduce Pay and Display for public use at weekends as agreed previously by Council.
3	Reduce demand for long term parking while increasing short term parking opportunities		
3A	Pay and Display	Ensure time limits and charges for on street Pay and Display bays enable the best level of usage	Review conditions of use for Pay and Display bays through Decriminalised Parking Enforcement
4	Aid traffic management		
4CA	Enforcement	Ensure that on-street car parking does not create congestion or danger for other road users.	Develop strategy through the delivery of Decriminalised Parking Enforcement.
4B		Reduce the level of parking infringement, to ensure that traffic flow on important routes is not impeded, and to achieve best use of parking supply.	
5	Direct the public's view and perception of parking charges such that they are not viewed as pernicious charges but as good traffic management		
5A	Parking Report	Publish a biennial Parking Report for parking usage and income	Ongoing monitoring of parking usage and income through ticket sales.
6	Cost effective		
6A	Financial Governance	Ensure the income generated from payment by users of off-street and on-street parking meets the overall costs of managing and maintaining the service.	Ongoing monitoring of income.
6B	Smart Ticketing	Enable more flexible payment options by customers	Investigate, alongside partners, the introduction of new technology and payment systems.

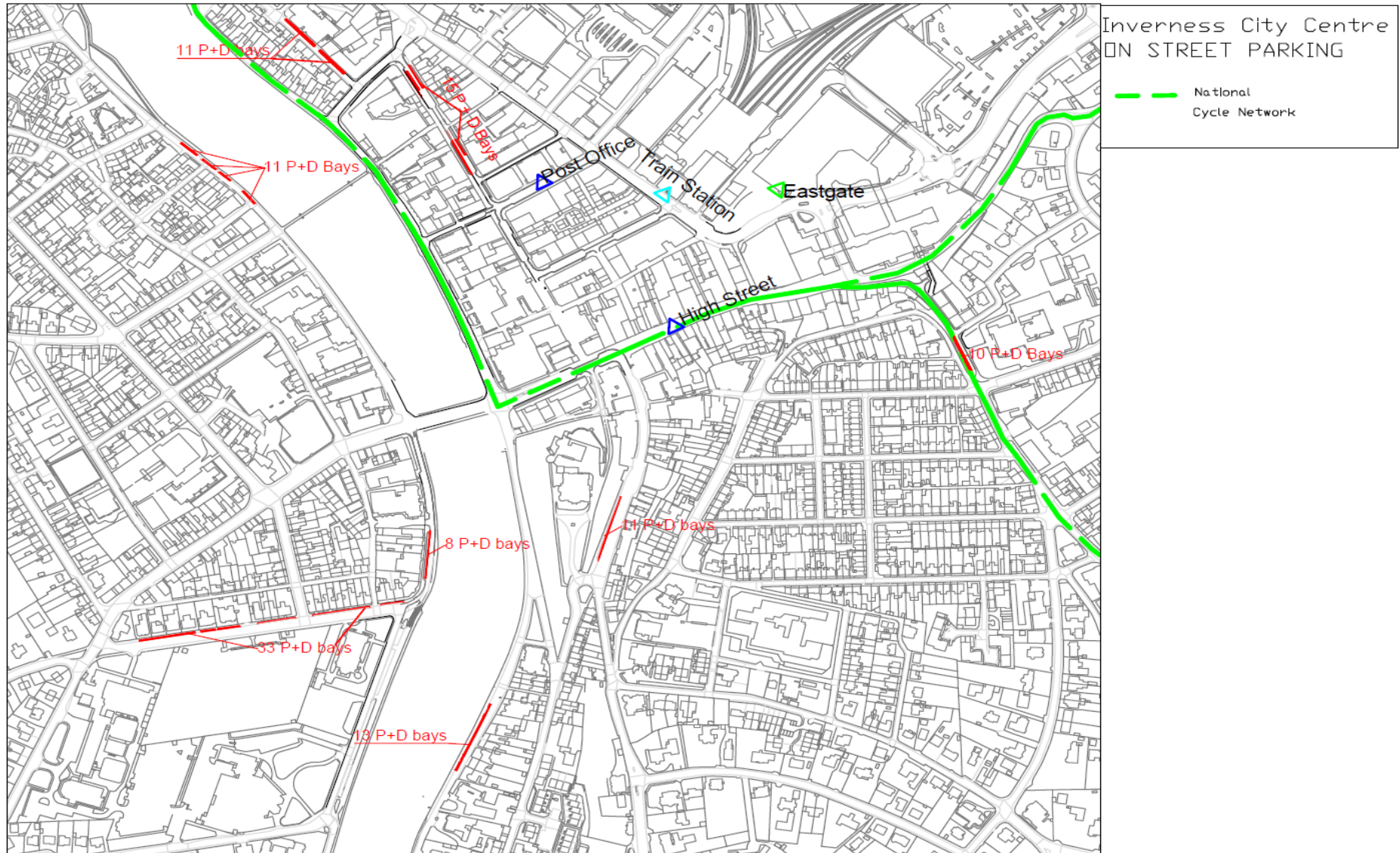
Appendix 1

Part A

ON STREET OCCUPANCY DATA

APPENDIX 1– On Street Parking

Map of On Street Parking in Inverness City Centre

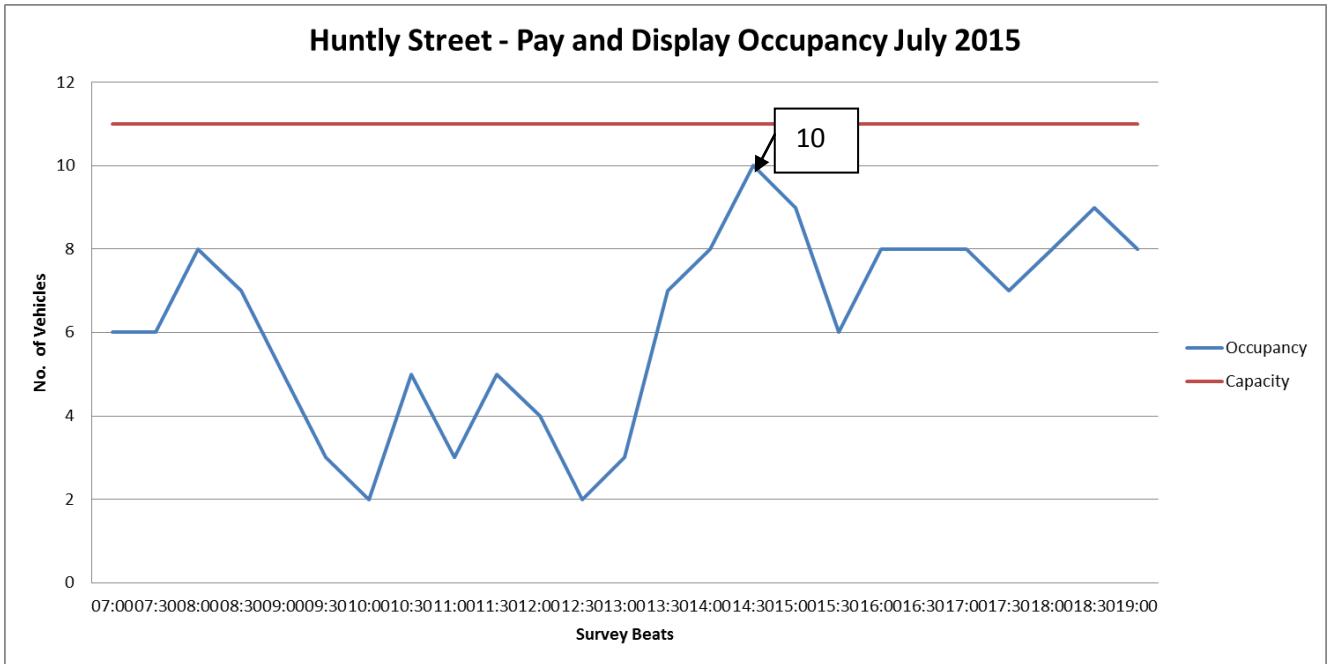


APPENDIX 1 – On Street Parking
Summary of Available Spaces/Areas

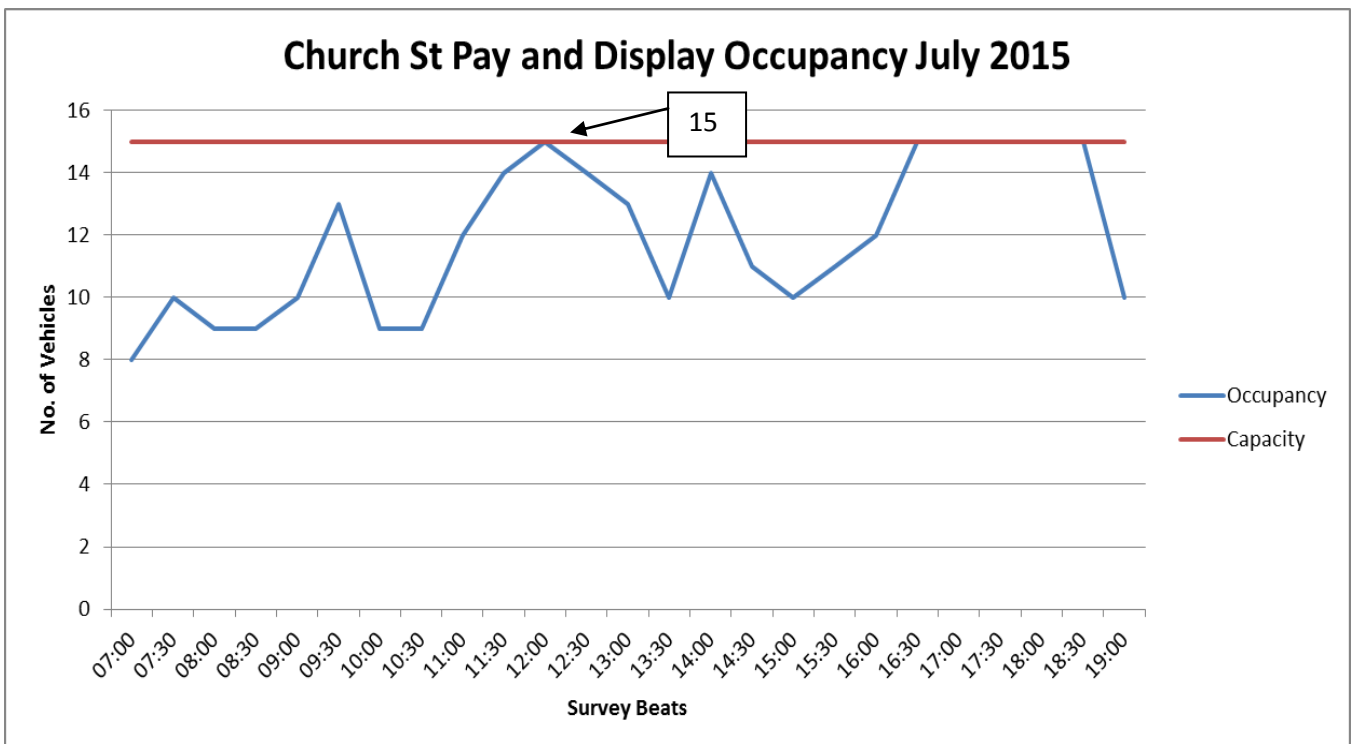
SURVEYED – Pay and Display (100% Surveyed)			
Location		Spaces	
Ness Walk		8	
Church St		15	
Ardross St		31	
Stephens Brae		10	
Castle St		11	
Huntly St		11	
Ness Bank		12	
Friars St		11 (total 109)	
SURVEYED – Permit Holder Streets			
Huntly St / Friars Place		32	
Wells St		40	
UNSURVEYED – Permit Holder Streets (exact not of spaces available is not known)			
Abban Street	Crown Circus	Harrowden Road Car	Muirtown Street
Abbotsford Terrace	Crown Drive	Park	Ness Bank
Abertarff Road	Crown Street	Haugh Road	Ness Terrace
Alexander Place	Culduthel Road	Hill Place	Old Edinburgh Road
Ardconnel Street	Darnaway Road	Hill Street	Paton Street
Ardconnel Terrace	Davis Square	Huntly Place	Perceval Road
Ardross Street	Denny Street	Huntly Street	Planefield Road
Argyle Street	Deveron Street	Huntly Terrace	Porterfield Bank
Argyle Terrace	Douglas Row	Innes Street	Porterfield Road
Argyll Court (Argyle Court)	Duncraig Court	Island Bank Road	Portland Place
Auldcastle Road	Duncraig Street	Kenneth Street	Queen Street
Balnain Street	Elm Park	Kenneth Street Off	Raining Stairs
Beaufort Road	Fairfield Lane	Street Car Park	Reay Street
Bell Tower	Fairfield Road	King Street	Richmond Terrace
Bellfield Park	Falconer Court	Kingsmills Road	Rosebery Place
Broadstone Avenue	(Signed as Huntly Court)	Leys Drive	Southside Place
Broadstone Park	Fraser Street	Leys Park	Southside Road
Bruce Gardens	Friars Place	Lovat Road	Stephens Brae
Cavell Gardens	George Street	Macdonald Street	Stephens Street
Cawdor Road	Gladstone Place	Macewen Drive	Tomnahurich Street
Celt Street	Gordon Terrace	May Court	Union Road
Charles Street	Gordonville Road	Mayfield Road	Victoria Drive
Connel Court	Greig Street	Millburn Road	View Place
Crown Avenue		Mitchells Lane	Waterloo Place
		Montague Row	Wells Street

APPENDIX 1 – On Street Parking
Individual results for each surveyed location

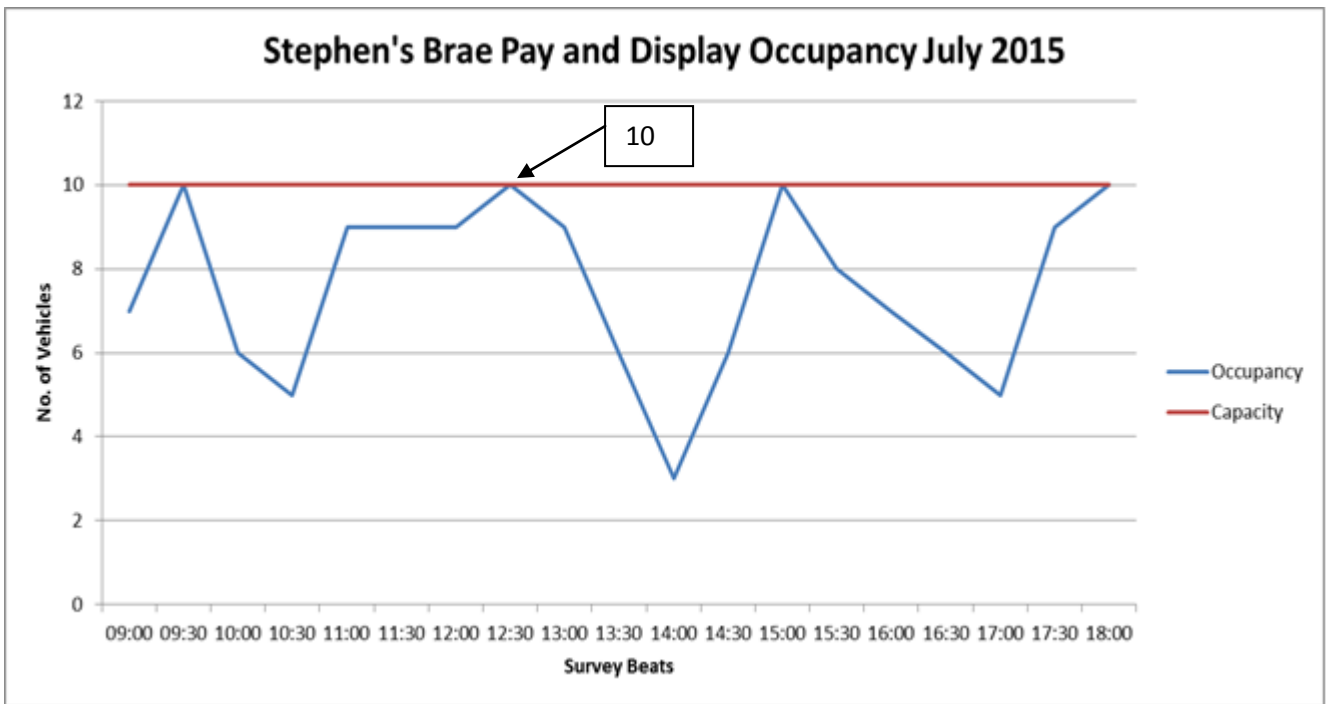
1. HUNTLY STREET



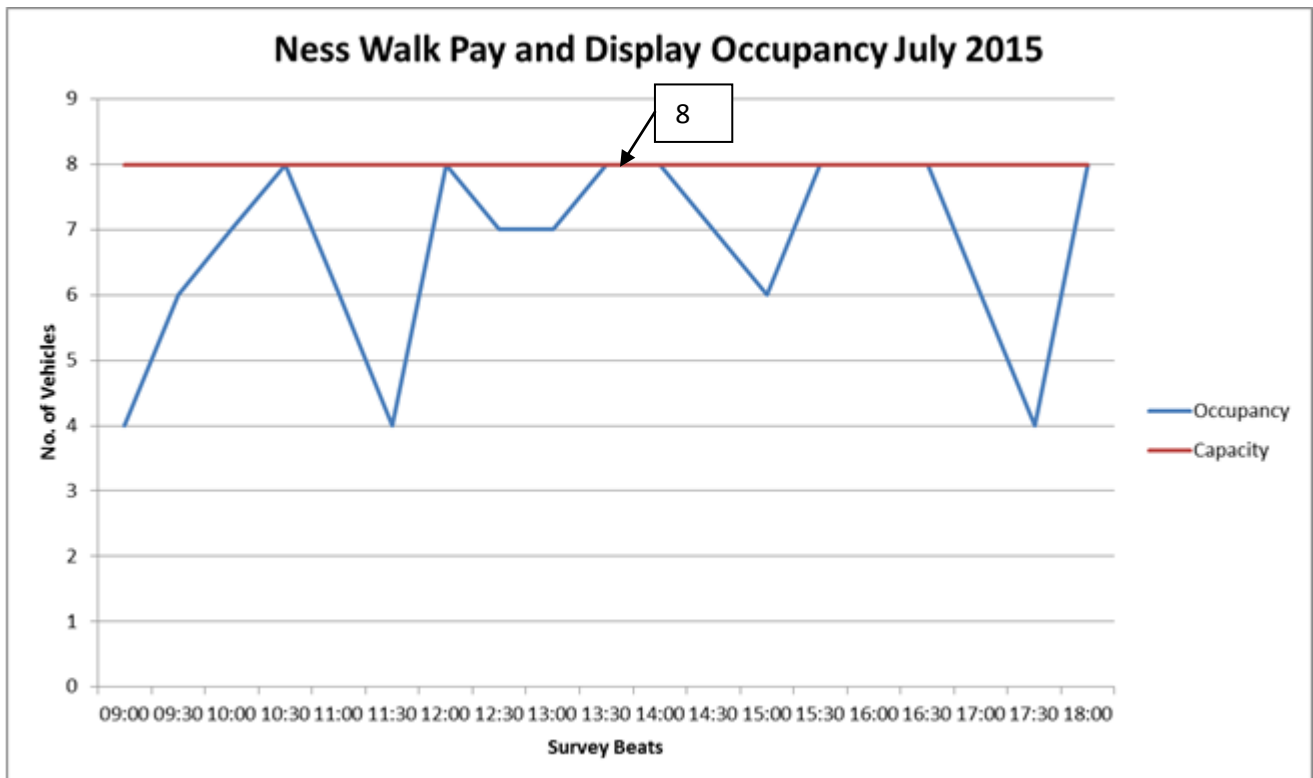
2. CHURCH STREET



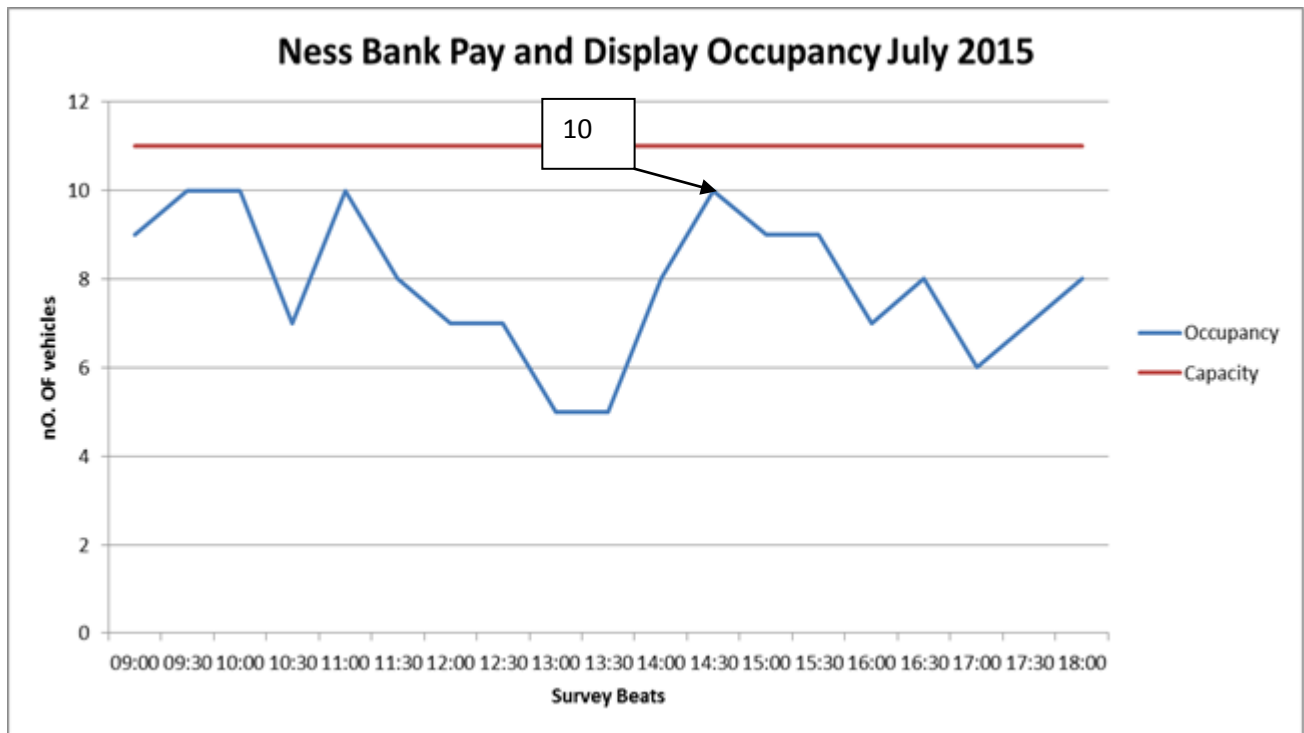
3. STEPHENS BRAE



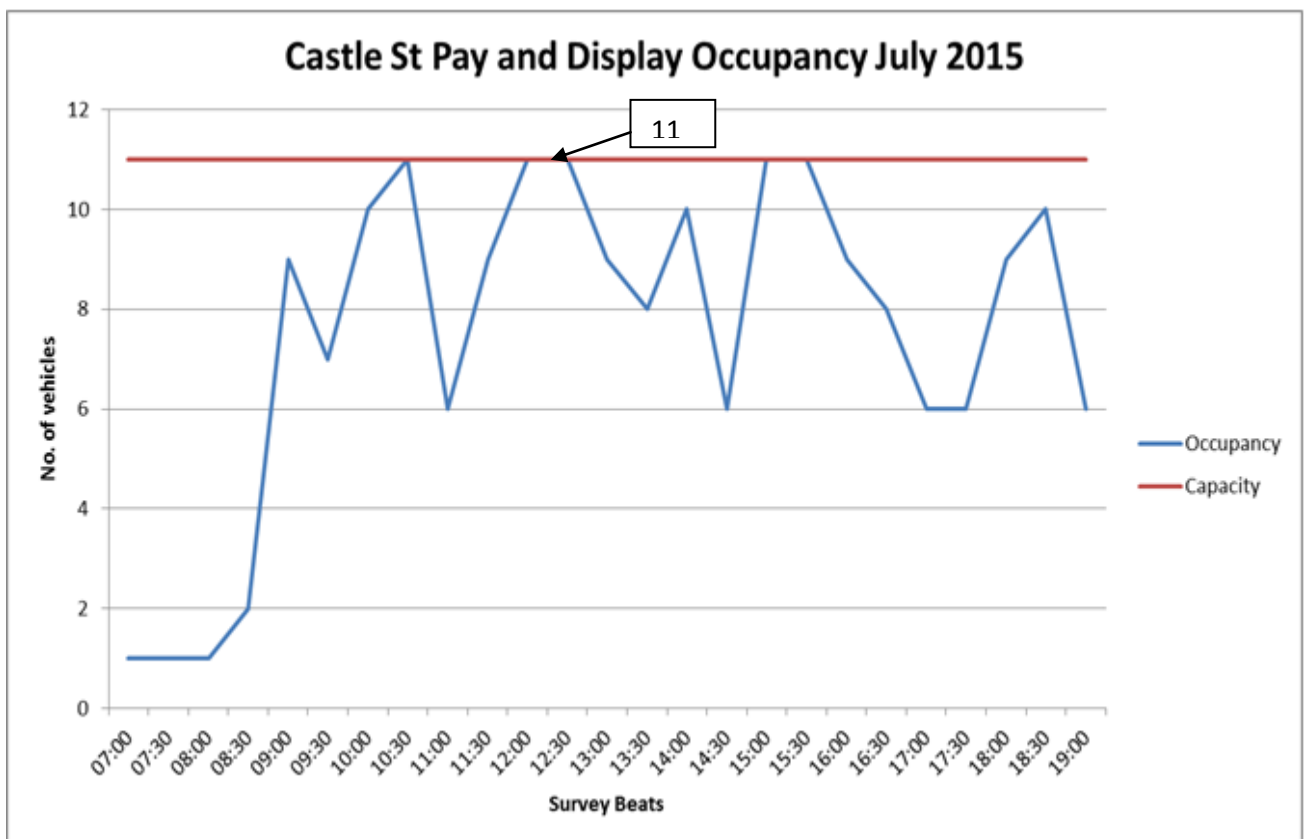
4. NESS WALK



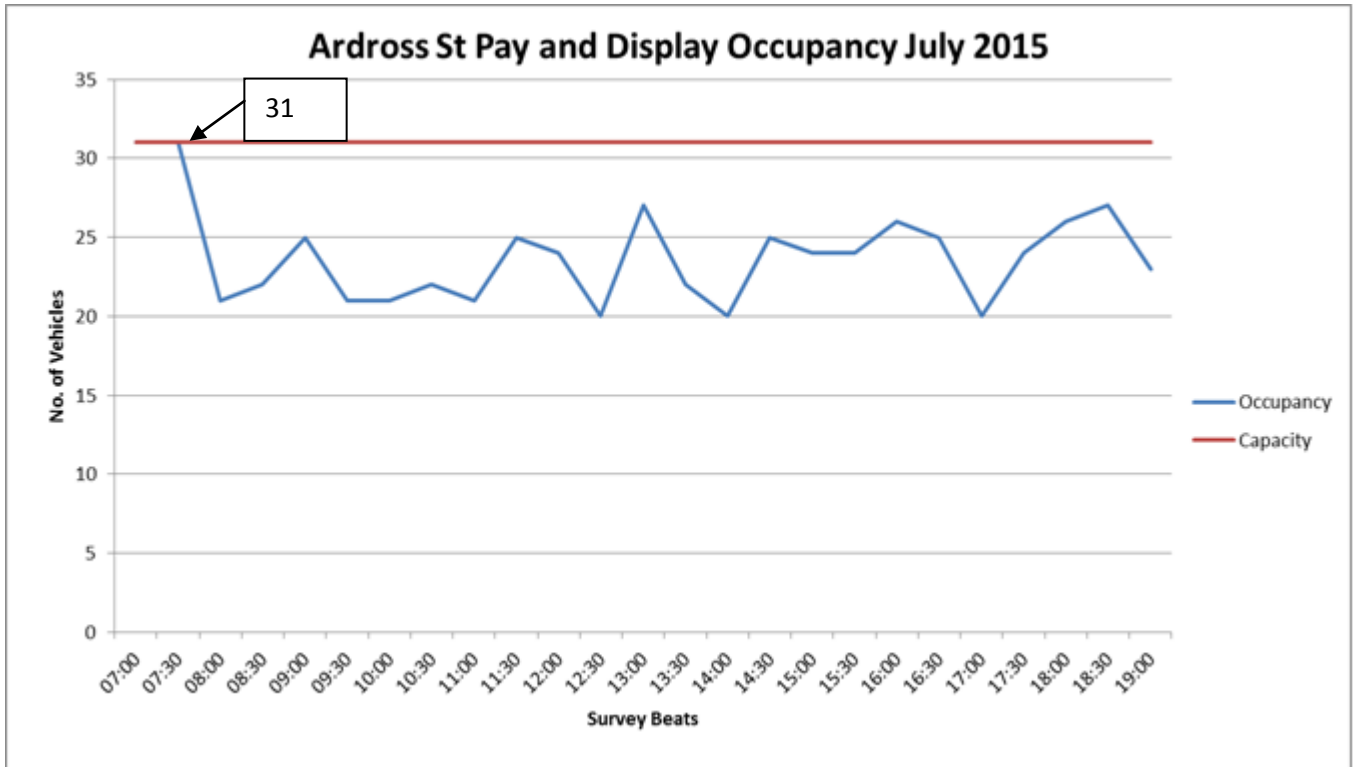
5. NESS BANK



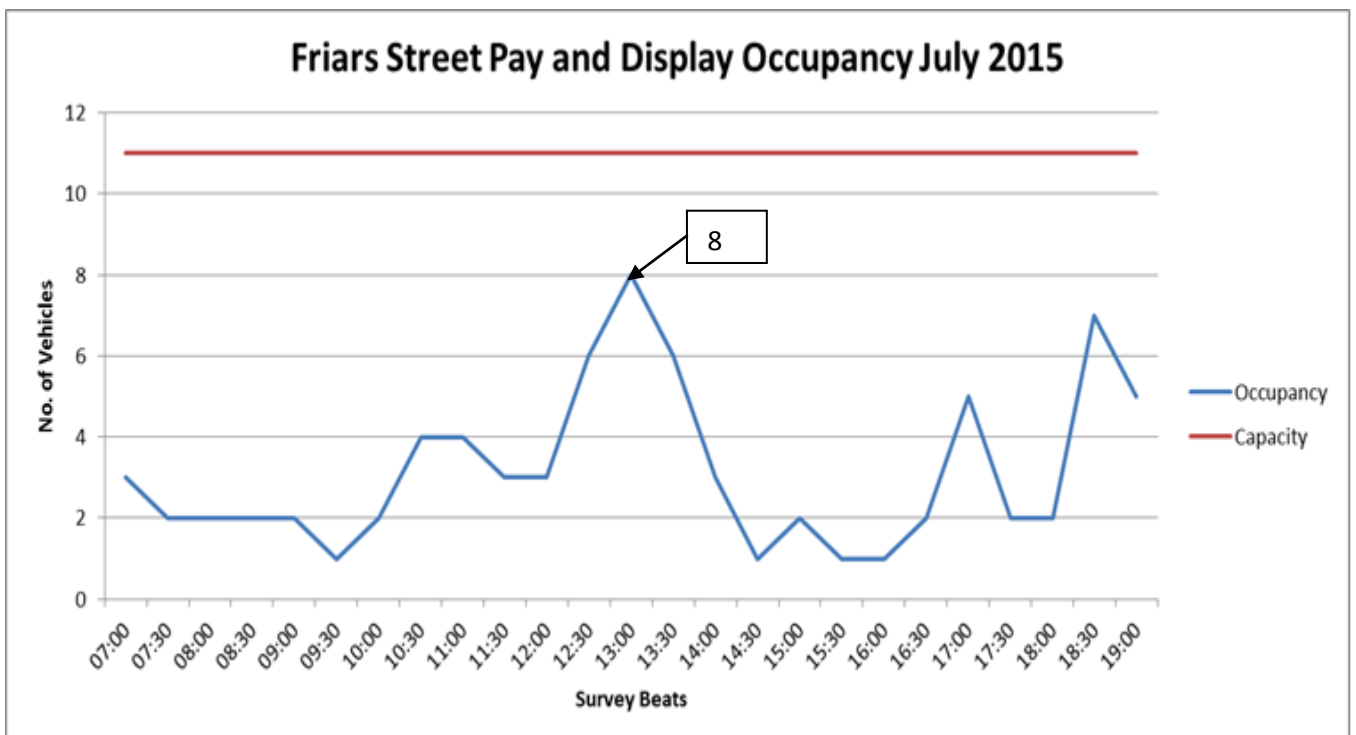
6. CASTLE STREET



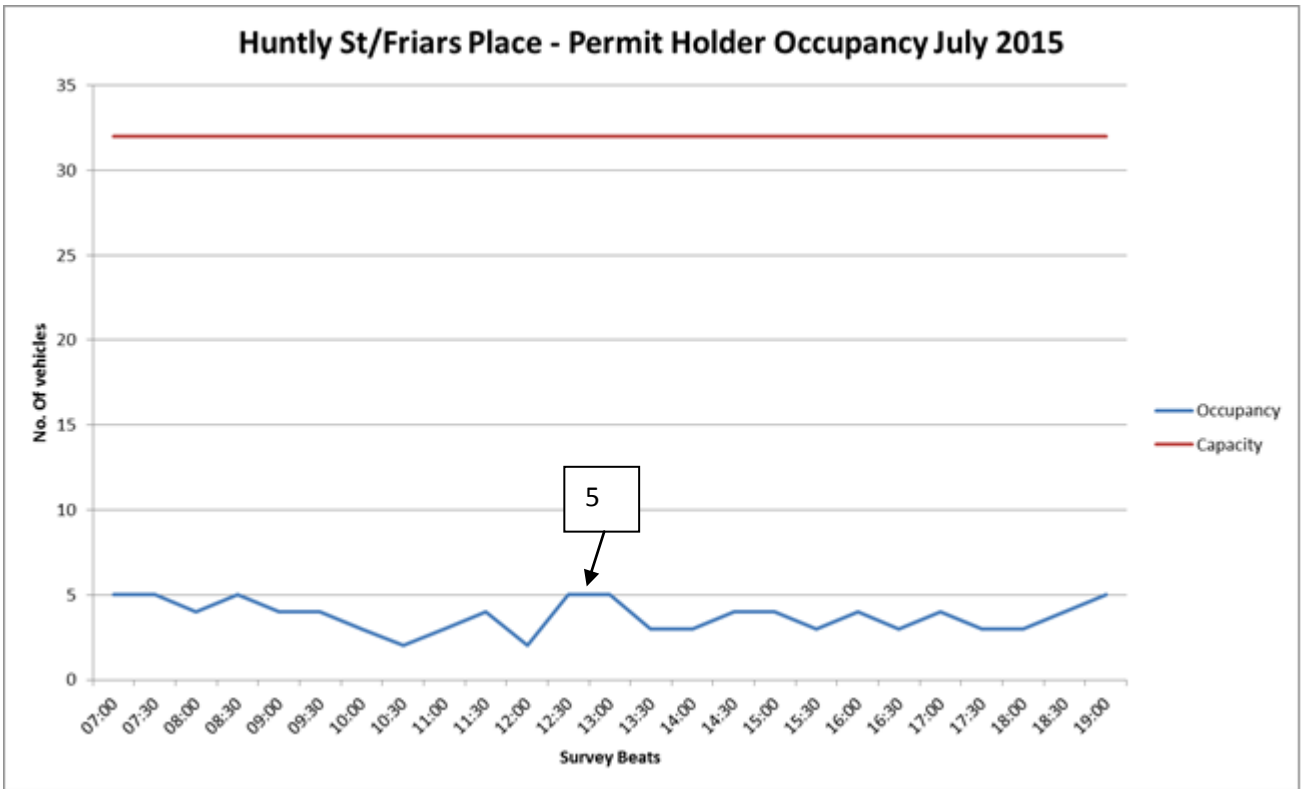
7. ARDROSS STREET



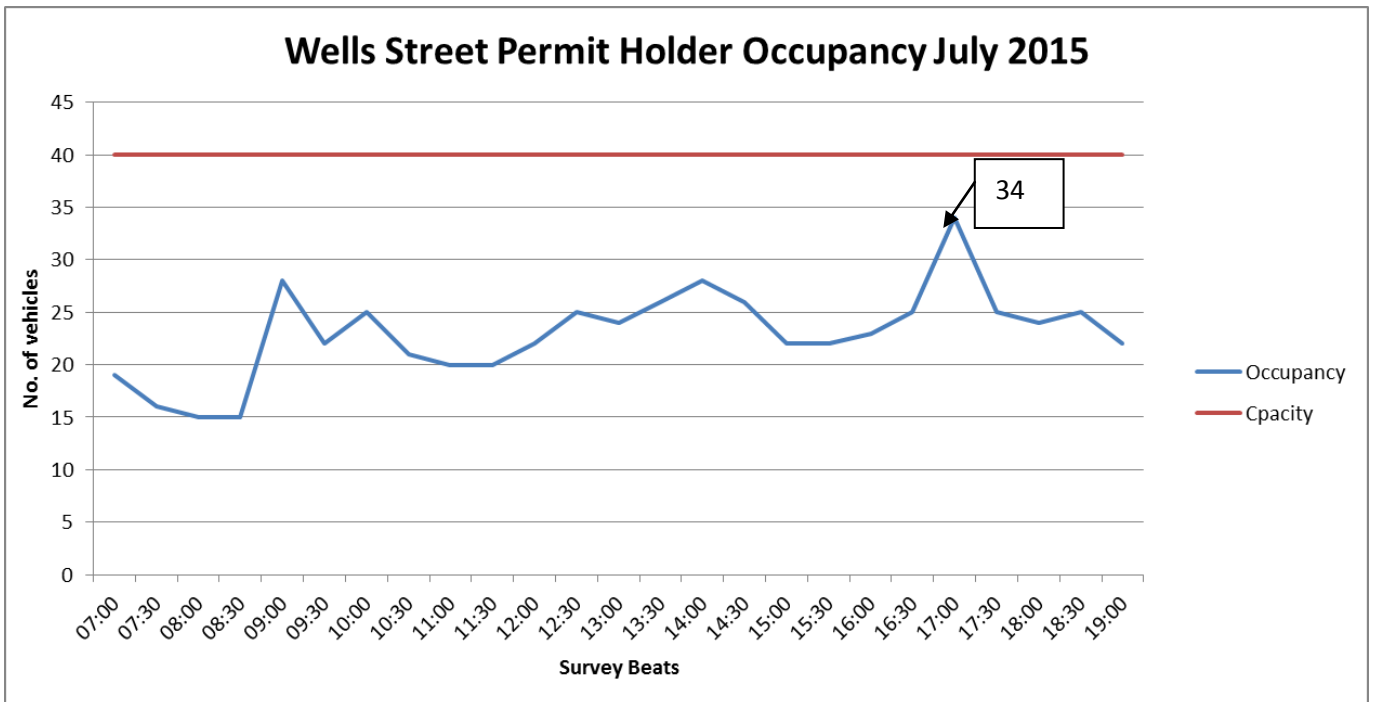
8. FRIARS STREET



9. HUNTLY STREET (Permit Holders)



10. WELLS STREET (Permit holders)



APPENDIX 1 – On Street Parking

Overall Summary

Inverness City Centre - On Street Parking Observations						
P & D Parking Demand						
Location	Approx. Walking Distance to Train Station	Spaces	Occupancy			Notes
			Maximum	85th percentile	Average	
Ness Walk	650 m (8 mins 30 secs)	8	8	8	7	Operated close to or at capacity for the majority of the day
			100%	100%	84%	
Church St	320 m (4 mins)	15	15	15	12	Two peaks in occupancy. Operated at full capacity between the hours of 16:00 and 18:00
			100%	100%	79%	
Ardross St	900 m (11 mins 30 secs)	31	31	26	24	Maximum occupancy of 31 only occurred between 07:00-08:00 due to a high no. of motorcycles present. Occupancy remained at or close to the 85th percentile level for the rest of the day.
			100%	85%	77%	
Stephens Brae	350 m (4 mins 30 secs)	10	10	10	8	Fluctuated between 50% and 100% full throughout the day. 4 peaks in occupancy observed
			100%	100%	76%	
Castle St	640 m (8 mins)	11	11	11	8	Fluctuated between 50% and 100% full throughout the day. 3 peaks in occupancy observed
			100%	100%	68%	
Huntly St	650 m (8 mins 30 secs)	11	10	8	6	Never reached full capacity. Occupancy remained below 85th percentile level between the hours of 08:30 - 13:30
			91%	73%	56%	
Ness Bank	810 m (10 mins 30 secs)	12	10	10	8	Never reached capacity. Occupancy remained below 85th percentile level between 11:00 and 14:00
			83%	83%	66%	
Friars Street	480 m (6 mins)	11	8	5	3	Occupancy was at or below the 85th percentile level for the majority of the day, with peaks in occupancy occurring at 13:00 and 18:30
			73%	49%	29%	
TOTALS		109	103	93	76	
			94%	85%	69%	

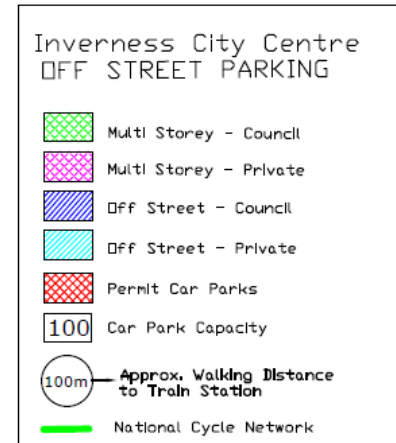
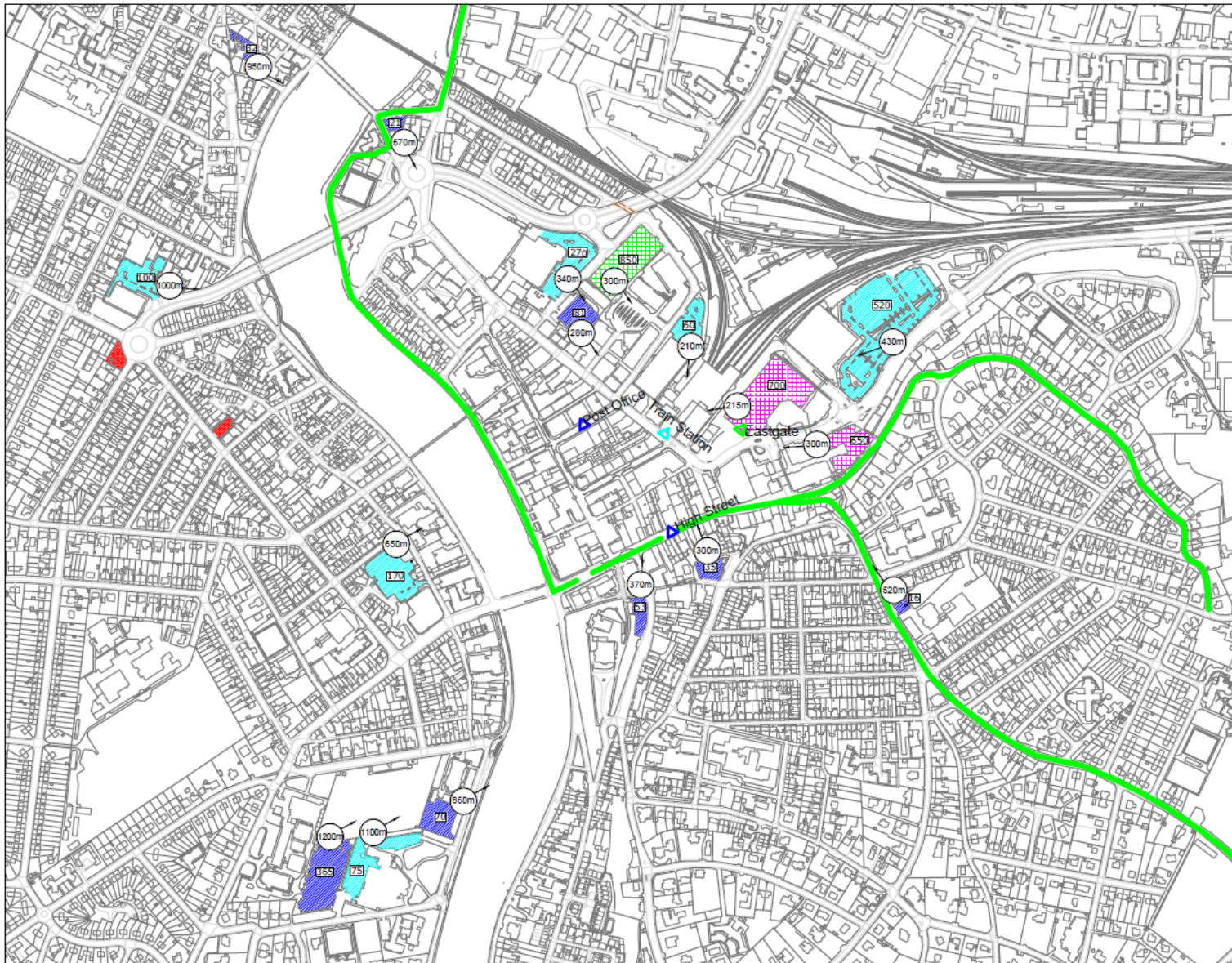
Permit Parking Observations		Occupancy Levels		
Location	Spaces	<u>Maximum</u>	<u>85th percentile</u>	<u>Average</u>
Huntly Street	32	5	5	4
		15%	15%	12%
Wells Street	40	34	26	23
		85%	65%	57%

Appendix 1

Part B

OFF STREET CAR PARKS OCCUPANCY DATA

APPENDIX 1– Off Street Parking Map
 Map of Off Street Parking In Inverness City Centre



APPENDIX 1– Off Street Parking Information (Council Operated)Summary of Available Off Street Parking

SURVEYED	
Location	No. of Spaces
Crown	16
Cathedral	75 (total capacity is 95 Inc. 20 permit bays)
Rainings Stairs	43 (total capacity is 54 Inc. 11 permit bays)
Rose Street Multi Storey	1016 (Includes 166 contract spaces)
Rose St Decked Car Park (Top Deck)	81
NOT SURVEYED	
Portland Place	21
Tap Lane	32
Town House (Evenings and Weekends only)	53
Highland Council HQ (Evenings and Weekends only)	365

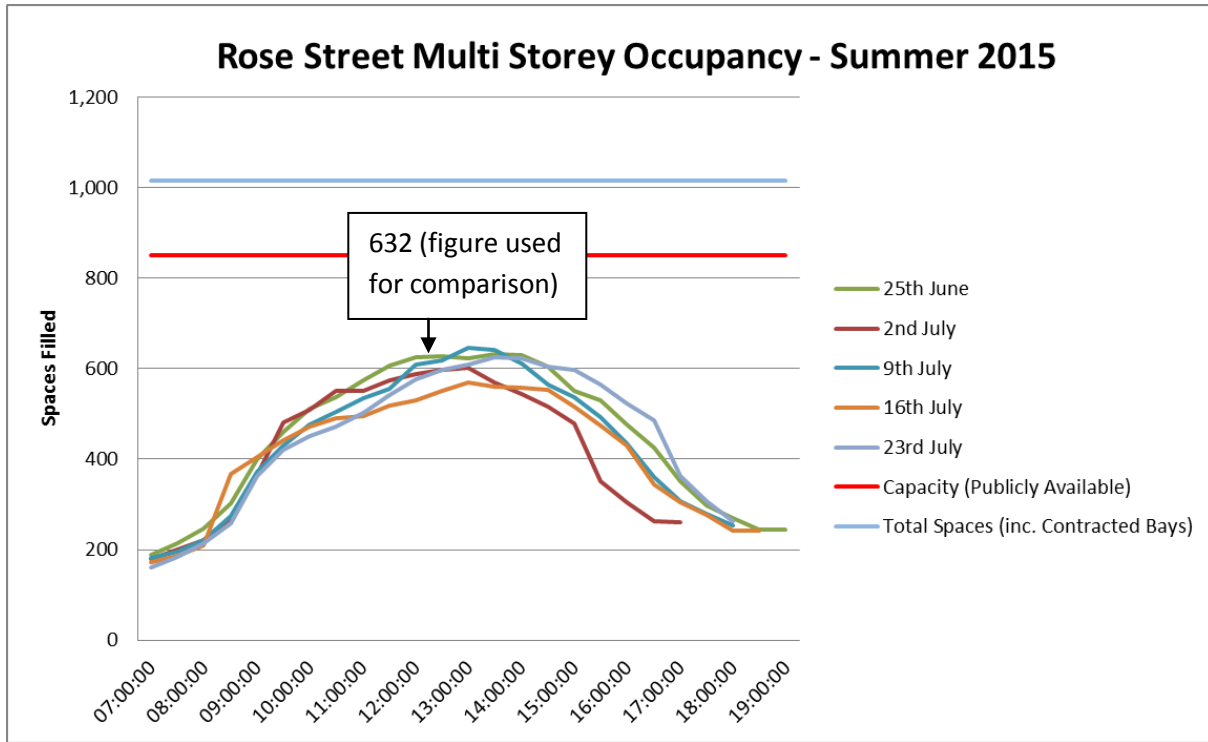
Individual results for surveyed locations1. Rose Street Multi Storey Car Park

The Rose Street Multi Storey Car Park has 850 car parking spaces available to the general public and a further 166 spaces which are contracted. These 166 spaces are found on Level 2 of the car park and can be rented monthly by any member of the public. This presents a further software limitation in that the barrier counting system does not distinguish between a permit holder utilising Level 2 and patrons of the upper floors. The software counts occupancy based on the public capacity of 850 however there are 1016 spaces when the contracted spaces on Level 1 are taken into consideration and due to the software limitation, cars parked on this level may in fact be counted as part of the general occupancy figure.

1.1 2015 Results

Five occupancy reports were taken from the recording software that reflect the dates (and duration) of the manual surveys undertaken in other Council operated off street car parks. The peak occupancies recorded on these dates is shown in the following table, followed by a graph showing the occupancy profiles. In the full summary of results, the profile for 25th June has been chosen as a comparison as this was the date the adjacent Top Deck Rose St car park was surveyed.

Peak Occupancies Recorded		
Date	No.	% of Car Park filled (Inc. Contracted bay capacity)
25 th June	632	62%
2 nd July	603	59%
9 th July	646	63%
16 th July	569	56%
23 rd July	625	61%

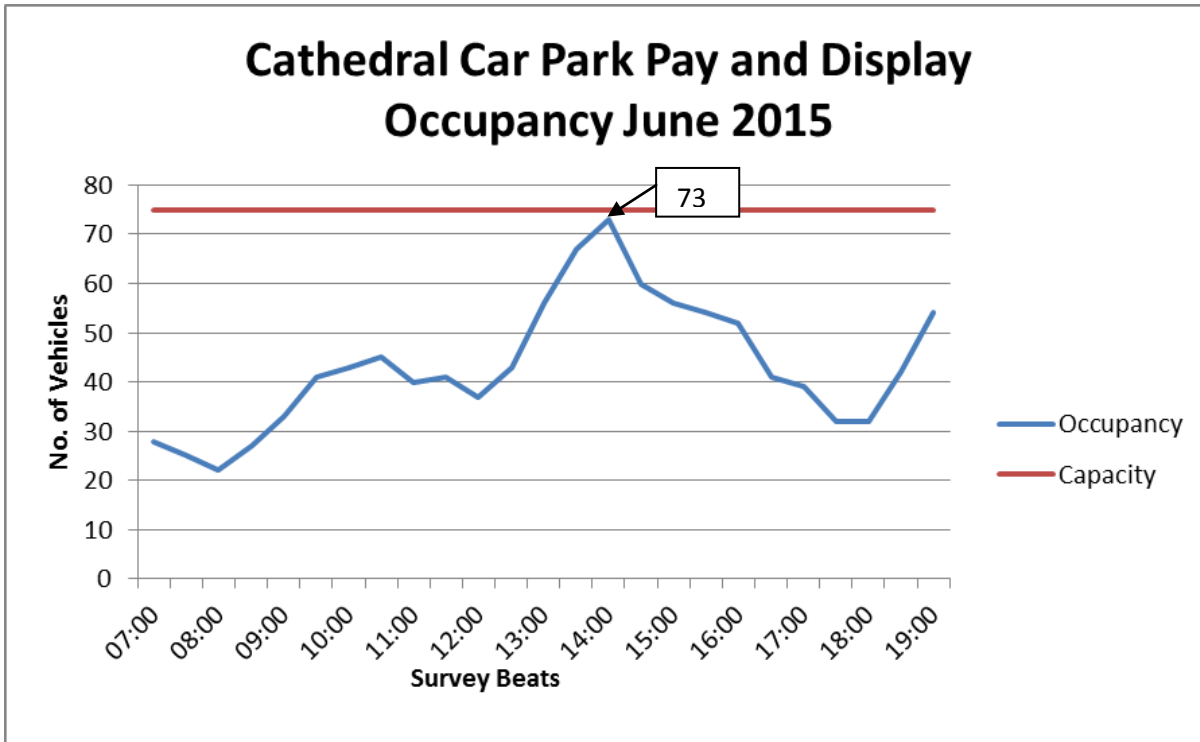


1.2 Historical Data

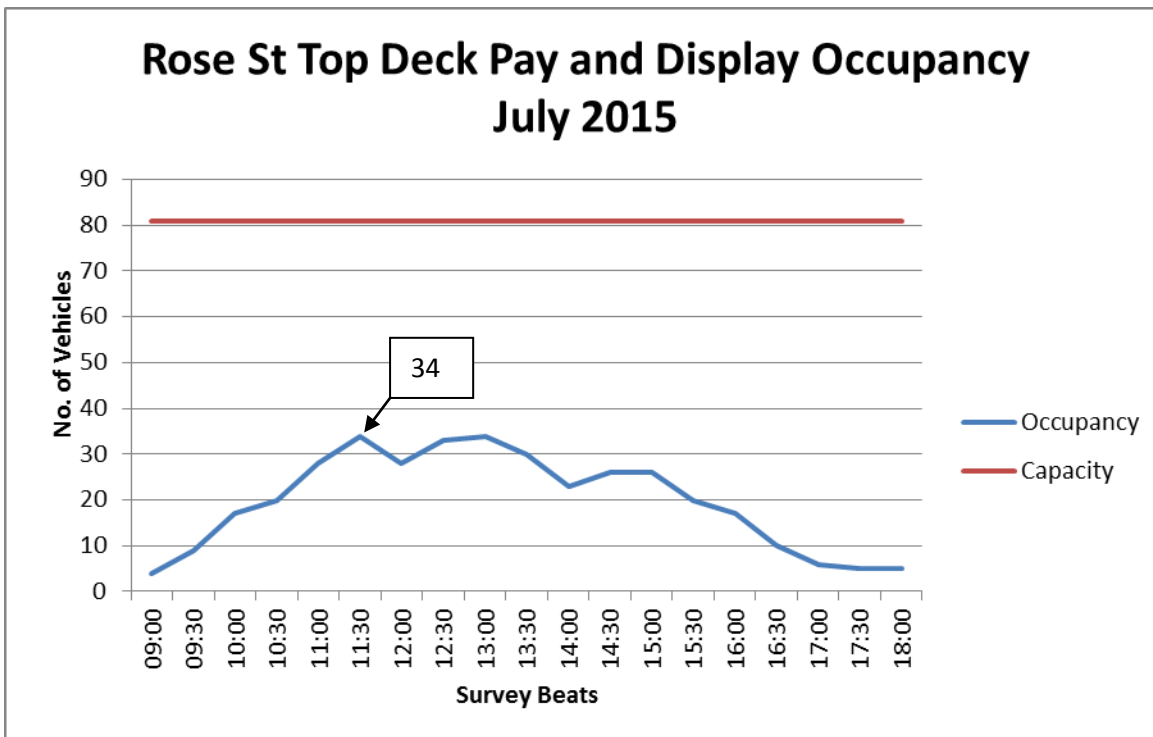
A wealth of historical data is available for the Rose Street Multi Storey Car Park. Reports have been produced for a sample of days and months for the previous three years, but more data is available. The average peak occupation found across each sample is noted in the table below:

Average Peak Occupation Levels						
2014		2013		2012		
No.	% full (Inc. contracted bay capacity)	No.	% full (Inc. contracted bay capacity)	No.	% full (Inc. contracted bay capacity)	
May - Thursdays	678	66%	740	72%	690	67%
May - Saturdays	669	65%	697	68%	633	62%
Sept - Thursdays	739	72%	729	71%	749	73%
Sept - Saturdays	742	73%	691	68%	719	70%

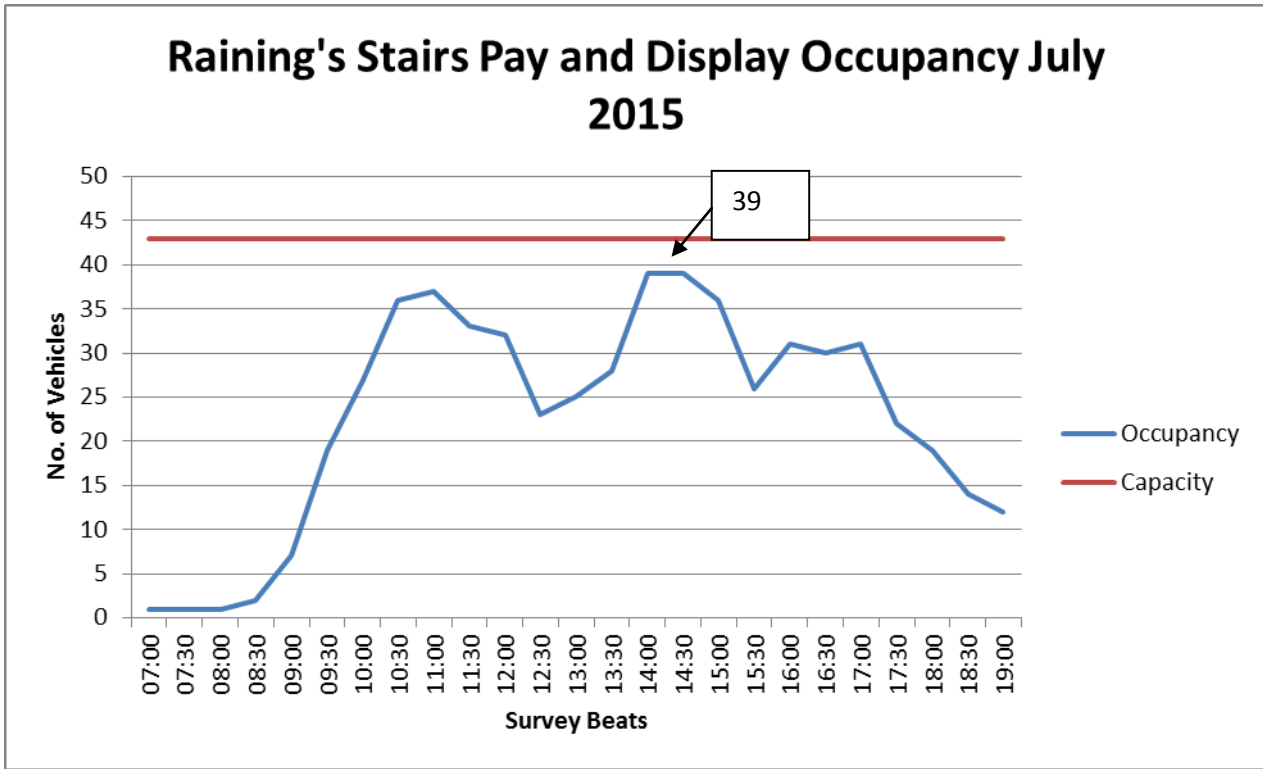
2. CATHEDRAL CAR PARK



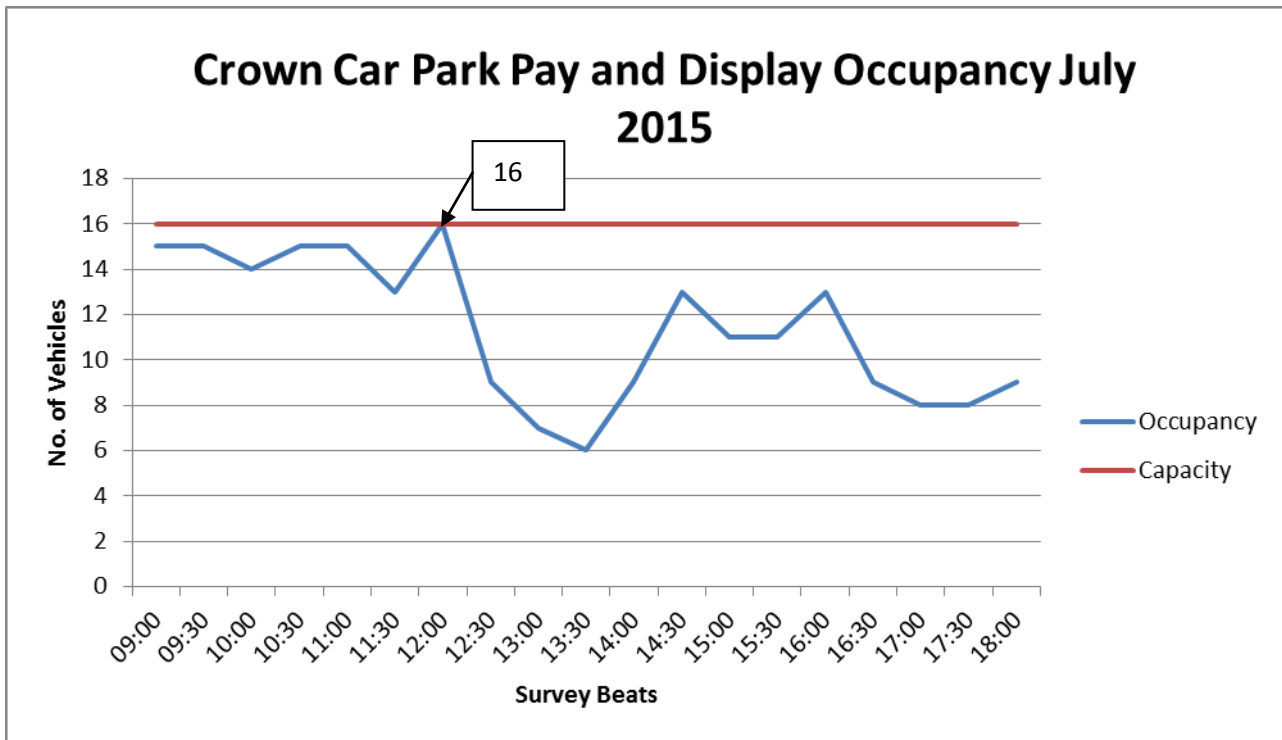
3. ROSE STREET DECKED CAR PARK (TOP DECK)



4. RAINING STAIRS CAR PARK



5. CROWN CAR PARK



APPENDIX 1 – Off Street Parking Information (Privately Operated)

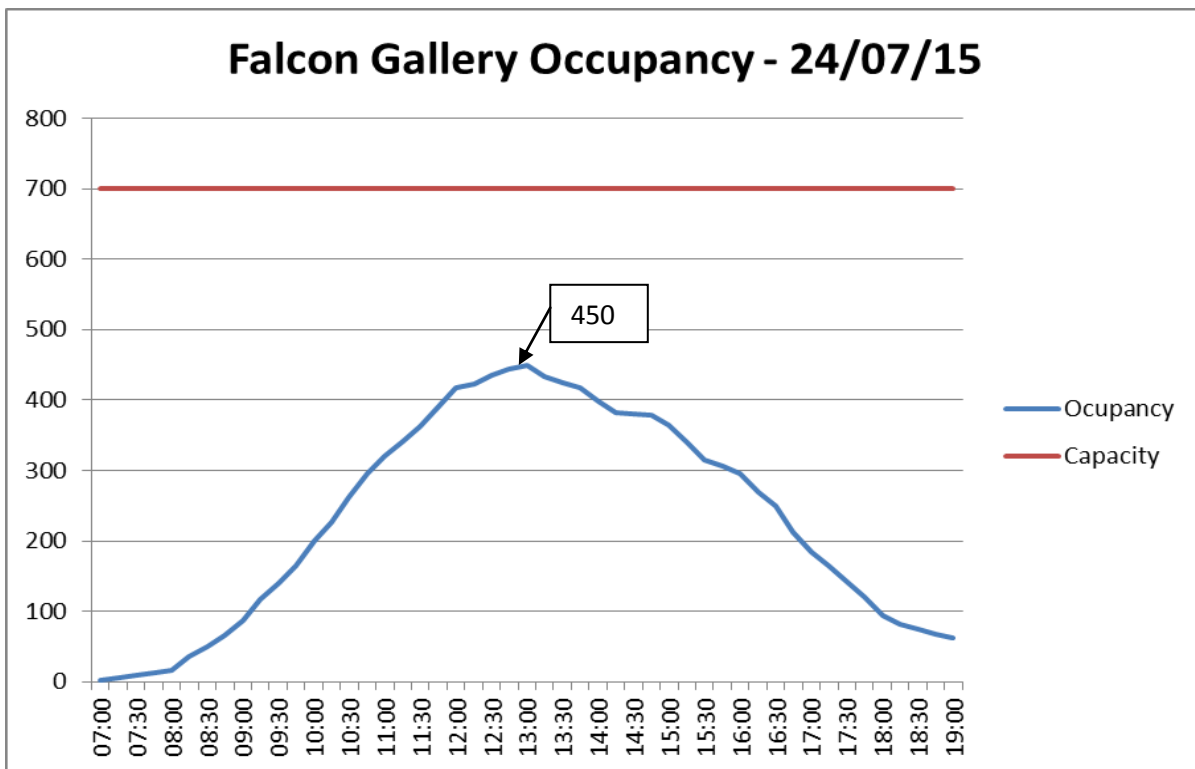
Summary of Available Spaces

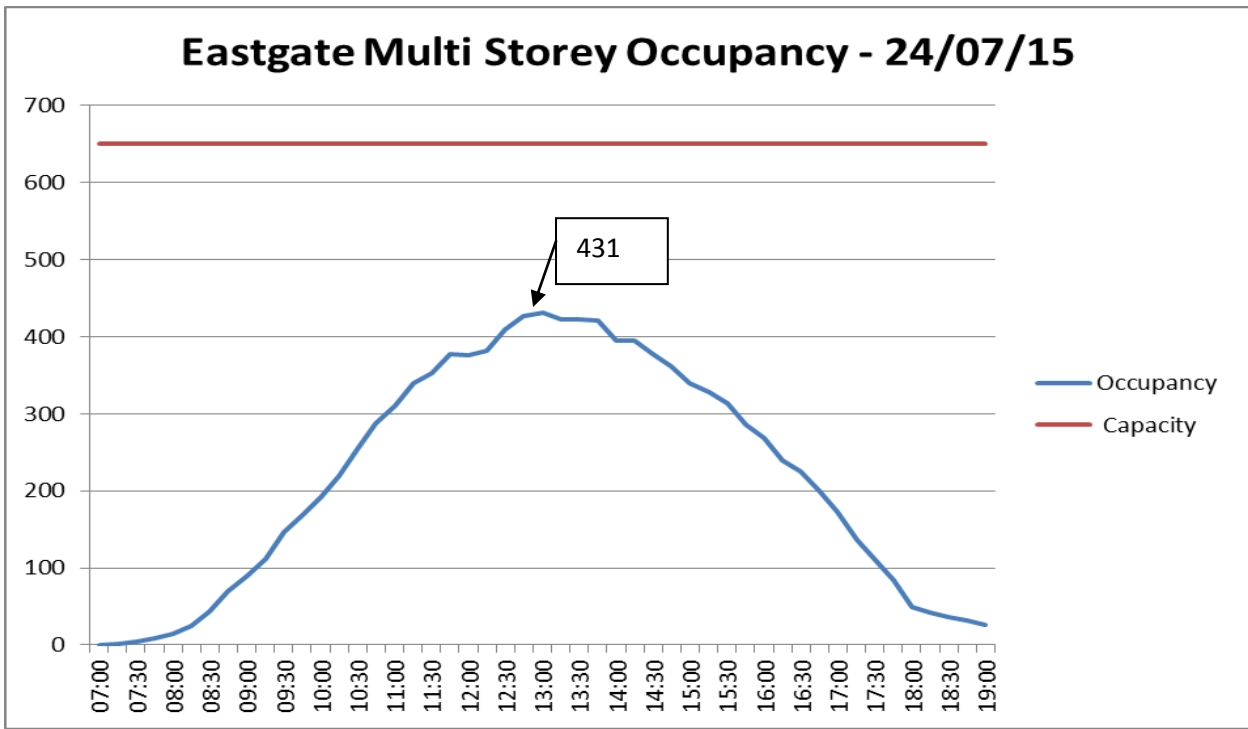
SURVEYED	
Location	No. of Spaces
Eastgate Multi Storey Car Park	650
Falcon Gallery	700
UNSURVEYED	
TK Maxx	58
Rose Street Retail (inc. lower deck of decked car park)	172
Morrisons	516
Tesco Metro	168
Rail Station	60

Individual results for surveyed locations

1. Eastgate Shopping Centre

As has been done with rose ST MSCP, one occupancy profile for the two Eastgate car parks has been chosen to use a comparison in the overall results summary. Eastgate kindly provided us with the profiles for the 24th Jul 2015, as shown in the graphs below.





1.2 Historical data

Eastgate Shopping Centre also provided us with three months' worth of data for 2014. A sample of days from this data was selected and the average peak occupancy levels found at each car park are shown in the tables below:

	Average Peak Occupation Levels			
	Eastgate Multi Storey Car Park		Falcon Gallery	
	No.	%	No.	%
November 2014- Thursdays	333	51%	431	61%
November 2014 - Saturdays	378	58%	465	66%

APPENDIX 1D – Off Street Parking Overall Summary

Inverness City Centre - Off Street Parking Observations						
P&D Parking Demand						
Location	Approx. Walking Distance to Train Station	Spaces	Occupancy			Notes
			Maximum	85th percentile	Average	
Crown	520 m (6 mins 30 secs)	16	16	15	11	Hit capacity once at 12:00, thereafter remained below 85th percentile level. ~80% occupied between 15:00-16:00
			100%	94%	71%	
Cathedral	860 m (11 mins)	75 (95 Inc. permit bays)	73	56	43	Exceeded 85th percentile level between 13:00 - 15:30
			97%	75%	58%	
Raining Stairs	300m (4 mins)	43 (54 Inc. permit bays)	39	36	23	Two occupancy peaks recorded between 11:00 and 15:00. Remained below 85th percentile level outwith these hours
			91%	84%	53%	
Rose Street Multi Storey	300 m (4 mins)	1016 (Inc. 166 contracted bays)	632	624	455	Figures are calculated from occupancy figures reported between 7am and 7pm on 25/06/15 to reflect manual survey hours
			62%	61%	44%	
Eastgate Car Park	300m (4 mins)	650	431	393	223	Figures are calculated from occupancy figures reported between 7am and 7pm on 24/07/15 to reflect manual survey hours
			66%	60%	34%	
Eastgate - Falcon	215m (3 mins)	700	450	416	237	Figures are calculated from occupancy figures reported between 7am and 7pm on 24/07/15 to reflect manual survey hours
			64%	59%	34%	
Rose St Top Deck	280m (3 mins 30 secs)	81	34	31	20	After 13:30 occupancy remained below 85th percentile occupancy level
			42%	38%	24%	
TOTALS		<u>2581</u>	<u>1675</u>	<u>1571</u>	<u>1012</u>	
			<u>65%</u>	<u>60%</u>	<u>39%</u>	

APPENDIX 2 – Related Committee Items Reviewed

Date	Committee	Title
10/09/15	CIAC	Inverness City Centre – Proposed Wayfinding Project
05/03/15	CIAC	Update on key City Centre initiatives and the Inverness City Centre Development Brief
05/03/15	CIAC	Developing Inverness as a “Coach Friendly City”
02/12/14	CIAC	Developing Inverness as a “Coach Friendly City”
06/11/14	Community Service	Decriminalised Parking Enforcement
02/09/14	CIAC	River Ness Flood Alleviation Scheme (Tidal Section) Phase 1 Draft Traffic Orders – Huntly Street
03/06/14	CIAC	River Ness Flood Alleviation Scheme (Tidal Section) Phase 2 Draft Parking Orders – Riverside Street
03/06/14	CIAC	Inverness City Centre Action Plan
04/03/14	CIAC	Carbon CLEVER City
09/12/13	CIAC	Inverness & Loch Ness Tourism Business Improvement District
09/12/13	CIAC	City Centre Regeneration
09/12/13	CIAC	Cycling in a Carbon Clever City
21/10/13	CIAC	Land use and Transport Priorities for Inverness
12/08/13	CIAC	River Ness Flood Alleviation Scheme (Tidal Section) Phase 2 Draft Parking Orders – Riverside Street
12/08/13	CIAC	European Union – QUEST Sustainable Transport Project
15/04/13	CIAC	Tourism Business Improvement District
11/02/13	CIAC	Coach Parking: Temporary arrangements during the construction of the River Ness Flood Scheme
11/02/13	CIAC	River Ness Flood Alleviation Scheme (Tidal Section) Phase 1 Parking and Traffic Orders
11/02.13	CIAC	Proposed Amendments to the List of Roads
03/12/12	CIAC	The Scottish Cities Alliance
08/12/12	CIAC	River Ness Flood Alleviation Scheme (Tidal Section) Draft Traffic and Parking Orders
08/12/12	CIAC	Inverness City Centre Development Brief
13/08/12	CIAC	River Ness Flood Alleviation Scheme (Tidal Section) – Streetscaping Proposals
13/08/12	CIAC	Academy Street, Inverness, Conservation Area Regeneration Scheme/Townscape Heritage Initiative
13/08/12	CIAC	Traffic Orders – Ness bank and Cabvell gardens, Inverness Waiting Restrictions and Parking One Way Traffic
26/03/12	CIAC	Developing Inverness as a Coach friendly City
13/02/12	CIAC	Street Markets, Inverness

APPENDIX 3 - Review of Recent Developments in Inverness City Centre

Ref	Details	Parking provided	Notes
15/01130/FUL	Glen Mhor Hotel – Erection of extension to create craft brewery pub, visitor centre and restaurant area.	31	Close vicinity to City Centre and associated transport hubs. Size and nature of the site constrained. A series of conditions and a Travel Plan. The Developer will provide: <ul style="list-style-type: none"> • new wayfinder signing and pedestrian crossing improvements, • enhanced cycle parking facilities • local road safety improvements • Contribution towards providing new short-stay coach parking.
14/02605/FUL	1-2 Huntly Place- Erection of 17 flats (affordable housing)and renovation of 2no existing buildings	14	Close vicinity to City Centre and associated transport hubs. Size and nature of the site constrained. Providing for sustainable modes of transport.
14/01463/FUL	Redevelopment and extension of Eastgate Shopping Centre – creation of additional restaurant and commercial space including a new cinema.	0	Transport Assessment highlighted that majority of extra parking demand would occur in the evening. Opening hours of existing car parks (1350 spaces) would be extended to cope with the extended demand period. No extra parking is to be provided. Developer contribution towards streetscape enhancements.
13/03720/F	92 Academy St- Erect 31no flats and commercial units	0	Close vicinity to City Centre and associated transport hubs. Size and nature of the site constrained Developer contributions towards parking infrastructure improvements within vicinity of development and contribution towards streetscape enhancements.
13/03233	99 Church St Erection 10 flats with retail unit on ground floor	0	Close vicinity to City Centre and associated transport hubs. Narrow infill site constrained.
10/04091/FU	27 Ardconnell Terrace- convert and extend existing into 10no flats	14	Parking provided considered to be appropriate

APPENDIX 4 - Review of Policy and Standards

National Policies and Guidelines

The following are copied extracts from the reviewed documents:

1. Town Centre First Principle (<http://www.gov.scot/Topics/Built-Environment/regeneration/town-centres/TheTownCentreFirstPrinciple>)
 - Town centres are a key element of the economic, social and environmental fabric of Scotland's towns; often at the core of community and economic life, offering spaces in which to live, meet and interact, do business, and access facilities and services. We must take collective responsibility to help town centres thrive sustainably, reinvent their function, and meet the needs of residents, businesses, and visitors for the 21st century.
 - The principle requests that: Government, local authorities, the wider public sector, businesses and communities put the health of town centres at the heart of proportionate and best value decision making, seeking to deliver the best local outcomes regarding investment and de-investment decisions, alignment of policies, targeting of available resources to priority town centre sites, and encouraging vibrancy, equality and diversity.
 - We commit to: A collaborative approach which understands and underpins the long term plan for each town centre

2. Scottish Planning Policy (<http://www.gov.scot/Resource/0045/00453827.pdf>)

- 2.1 Promoting Town Centres:

58. NPF3 reflects the importance of town centres as a key element of the economic and social fabric of Scotland. Much of Scotland's population lives and works in towns, within city regions, in our rural areas and on our coasts and islands. Town centres are at the heart of their communities and can be hubs for a range of activities. It is important that planning supports the role of town centres to thrive and meet the needs of their residents, businesses and visitors for the 21st century.

59. The town centre first principle, stemming from the Town Centre Action Plan, promotes an approach to wider decision-making that considers the health and vibrancy of town centres.

- Policy Principles:

60. Planning for town centres should be flexible and proactive, enabling a wide range of uses which bring people into town centres. The planning system should:

- apply a town centre first policy when planning for uses which attract significant numbers of people, including retail and commercial leisure, offices, community and cultural facilities;
- encourage a mix of uses in town centres to support their vibrancy, vitality and viability throughout the day and into the evening;
- ensure development plans, decision-making and monitoring support successful town centres; and
- consider opportunities for promoting residential use within town centres where this fits with local need and demand.

CP11: Core Policy Statement – ParkingLTS Policy No 11:

11.1 Traffic management requirements will determine parking infrastructure and parking charging needs.

11.2 Parking charging will apply and be introduced as a means to ration parking spaces where demand exceeds supply and will be cost effective.

11.3 Parking charging rates where this applies will favour shoppers and visitors to urban centres and discourage commuter car travel to help reduce congestion and encourage sustainable transport.

11.4 The Council will have a tourist friendly approach to parking.

11.5 The Council will continue to work with Transport Scotland and other partners to deliver Park and Ride sites on the A9 (North) and A96 approaches into Inverness

11.6 The Council will work to promote existing facilities as suitable for Park and Ride, Park and Stride and car sharing alternatives to help alleviate congestion in urban areas.

11.7 The Council will ensure that sufficient Disabled parking bays will be available in public parking areas and will introduce Orders to allow enforcement.

2.2 Parking Standards:

279. Significant travel-generating uses should be sited at locations which are well served by public transport, subject to parking restraint policies, and supported by measures to promote the availability of high-quality public transport services. New development areas should be served by public transport providing access to a range of destinations. Development plans should indicate when a travel plan will be required to accompany a proposal for a development which will generate significant travel.

281. National maximum parking standards for certain types and scales of development have been set to promote consistency (see Annex B: Parking Policies and Standards). Where an area is well served by sustainable transport modes, planning authorities may set more restrictive standards, and where public transport provision is limited, planning authorities may set less restrictive standards. Local authorities should also take account of relevant town centre strategies when considering appropriate parking provision.

3. National Roads Development Guide

- For main urban areas a reduction to the parking standard may be considered. Main urban areas are defined as those having frequent and extensive public transport and cycling and walking links, accessing education, healthcare, food shopping and employment.
- 3.5.12 Planning Obligations: There may be opportunities to accept a S75 developer contribution/obligation in lieu of the full parking standard in sustainable locations. For further guidance on developer contributions, refer to local authority.

Informative Notes:

- Parking standards for large, stand-alone developments, such as large department stores and shopping centres will be considered on a case by case basis and should be agreed with the relevant Local Planning and Road Authorities.
- In all cases adequate provision should be made for the parking and turning of service vehicles, serving the site, off the road.
- A lower provision may be appropriate in town centre locations where there is good access to alternative forms of transport and existing car parking facilities.

APPENDIX 5 – Review of Policy and Standards

The Highland Council’s Approach to Parking

1. Roads and Transport Guidelines for New Developments - Extracts

6.1.2 Car parking is an important aspect of a new development. However, it is equally important that a development also encourages travel by sustainable modes of travel, so the design and provision of facilities for pedestrians, cyclists and public transport must also be carefully considered.

6.2.1.2 However, SPP does recognise that where an area is well served by sustainable modes of travel, reduced parking standards may be appropriate but that in rural areas, where public transport is scarce, less restrictive standards are acceptable.

6.2.2.1 The Council’s transportation policies are set out within its Local Transport Strategy. These policies aim to reduce car dependency by promoting walking, cycling and high quality public transport, together with reducing the need to travel where possible. However, it is recognised that for many people, particularly those living and working within rural areas, the car will remain a vital means of transport. A number of these transportation policies can be influenced by the amount of parking provided for new development. The Council’s parking standards and how they are implemented for new development is considered to be consistent with SPP.

6.2.2.2 In terms of parking policy, the Council’s key objective is:-

To contribute to achieving Local Transport Strategy objectives relating to Economy; Environment and Health; Integration and Road Traffic Reduction. whilst detailed parking objectives are:-

- to aid traffic management;
- to encourage and support business and shopping activities in all city, town and village areas;
- to be cost effective;
- to reduce demand for long term parking while increasing short term parking opportunities;
- to support alternative modes of transport and relieve congestion; and
- to direct the public’s view and perception of parking charges such that they are not viewed as pernicious charges but as good traffic management.

6.3.1.4 It is important that car parks are properly managed, especially large facilities, in order to provide and maintain a high standard of service and help discourage indiscriminate parking taking place elsewhere. Such management may include the introduction of a charging regime.

6.3.2.7 For those developments within city or town centres that seek to encourage a more sustainable environment, either being car-reduced or car-free, the maximum walking distance for residents shall be increased in order that cars are removed from the immediate area of such a development. The layout should discourage long-term parking near dwellings, by having communal parking located at the edges of

the development, but still permitting vehicular access for short-term parking, such as loading or unloading and service/emergency vehicles. In such developments, it is critical that high quality pedestrian and cycle facilities are provided within the site, together with attractive access to nearby frequent public transport services.

6.4.1.2 Assessment of parking - it should be recognised that developments will be affected by a range of factors, such as type of development, location, accessibility to sustainable modes of travel, proximity to other facilities and size of development, etc. For most new developments the Council will usually require parking to be provided at or close to the maximum standards set out in the following tables unless it can be demonstrated by an assessment of parking requirements or by the proximity of the development to public parking, for example within a town centre, that lower levels of parking are acceptable. However, in certain circumstances the Council may encourage or require lower levels of parking.

6.4.1.3 **For those developments where a TA is required, this must include an assessment of parking requirements and provide justification of the proposed parking levels.** For those developments that do not require a TA, it is still desirable that a Parking Statement be submitted, as part of the planning application, clarifying proposed parking provision and how it compares with the Council's standards.

6.4.1.4 Rural locations - the Council area includes many rural locations where levels of public transport provision are low and there may be instances where a developer and/or the Council consider that the prescribed maximum levels of parking may need to be exceeded, in order to accommodate higher numbers of vehicles generated by larger catchment areas.

6.4.1.5 **Town centre parking and commuted payments – within existing town centres, the Council recognises that new development and redevelopment can help to maintain or enhance the economic viability of these town centres. However, it is often the case that parking levels, complying with the parking standards, cannot be provided because of lack of space. In such situations, each application will be assessed on merit and may be recommended for approval but subject to the developer being required to provide a commuted payment in lieu of the parking (being additional to any other financial contributions deemed appropriate for the development).**

6.4.1.6 Management of car parks – where a development results in off-street parking areas with more than 100 spaces, the developer must agree a management plan with the Council. In some circumstances, a management plan may also be required for car parks with less than 100 spaces, where its impact is deemed to be significant.

6.4.1.7 Controlled Parking Zones – the application of parking levels that help to address unrestricted vehicular trip generation and encourage sustainable travel may, in certain circumstances, lead to some indiscriminate parking on adjacent public roads. In such situations, a developer may be required to fund the introduction of Traffic Regulation Orders for the introduction or extensions of Controlled Parking Zones, together with associated physical measures, to address such problems.

2. Local Transport Strategy

CP11: Core Policy Statement – Parking

LTS Policy No 11:

- 11.1 Traffic management requirements will determine parking infrastructure and parking charging needs.
- 11.2 Parking charging will apply and be introduced as a means to ration parking spaces where demand exceeds supply and will be cost effective.
- 11.3 Parking charging rates where this applies will favour shoppers and visitors to urban centres and discourage commuter car travel to help reduce congestion and encourage sustainable transport.
- 11.4 The Council will have a tourist friendly approach to parking.
- 11.5 The Council will continue to work with Transport Scotland and other partners to deliver Park and Ride sites on the A9 (North) and A96 approaches into Inverness
- 11.6 The Council will work to promote existing facilities as suitable for Park and Ride, Park and Stride and car sharing alternatives to help alleviate congestion in urban areas.
- 11.7 The Council will ensure that sufficient Disabled parking bays will be available in public parking areas and will introduce Orders to allow enforcement.

APPENDIX 5 – Review of Policy and Standards

Other Councils' Approach to Parking

The following are copied extracts from the reviewed documents:

1. Argyll and Bute – Parking Policy, Access and Parking Standards (<http://www.argyll-bute.gov.uk/sites/default/files/Appendix%208%20Parking%20Policy%20Access%20and%20Parking%20Standards.pdf>)
 - Parking standards set out types of developments within identified town centres that are not required to provide parking, as shown in the table below:

ZERO PARKING PROVISIONS IN TOWN CENTRES INCLUDING CORE SHOPPING AREAS	
The limited categories of development that will not be expected to provide off-street car parking on development sites in identified town centre zones (including Core Shopping Areas) are set out below :	
Retail (Use Class 1)	Small and Medium scale (up to 1000m ² gross floor space)
Restaurants (Use Class 3) Hot Food Takeaway and Public Houses	Any scale
Other Leisure Facilities (Use Class 11)	Small scale (500m ² gross floorspace)
Special Needs Housing (Use Class 9)	Any scale (disabled car parking may however be required)
Flatted Dwellings (for single <u>bedroom</u>)	Small scale (up to five dwelling units)
Business (Use Class 4)	Small and Medium scale (buildings up to 600m ² footprint and gross site area up to 2 Ha.)

2. Moray Council – Parking Standards (<http://www.moray.gov.uk/minutes/data/DC20110906/Item%2012-Appendix-Parking%20Standards.pdf>)

Specific aims of these parking standards include:

- ensure adequate parking spaces for those with disabilities, parent & child, pedal cycles and motorcycles;
 - ensure appropriate parking provision that encourages shoppers to support local shops;
 - work with developers to provide adequate level of parking to achieve the right balance to serve the needs of the community;
 - manage car parking provision to encourage modal shift
9. The peripheral and rural situation of Moray means that there is a heavy reliance on travel by road. Whilst it is desirable to create new environments which are less dominated by the motor vehicle, the continuing role of the car and other motor vehicles must also be addressed in development proposals with adequate provision made for parking, service vehicles, pick up/drop off and bus services.

12. In the case of town centre developments involving the demolition of certain derelict buildings every effort should be made to provide parking at the level required for comparable new development to form off-road parking areas.

27. The Council encourages high levels of accessibility for new developments. Buses and coaches have a key role to play and developers will be expected to support the use of this mode through infrastructure (Bus stops, Shelters, Real-Time information etc) and services (where appropriate).

Developer Contributions

53. In the case of town centre or constrained sites where the re-development of historic buildings would be compromised or unfeasible as a result of the need to achieve current parking requirements developer contributions towards sustainable transport improvements may be accepted. The developer contributions would be used for sustainable travel related improvement measures, such as public transport, walking and cycling.

Moray Council also have adopted a zero parking approach for town centres as shown in the following table:

Table 1 - Town Centre ZERO PARKING provision		
Limited categories of development will not be expected to provide off-street parking on development sites in the main town centres of Moray (Elgin, Forres, Buckie, Lossiemouth, Keith) as defined within the Moray Local Plan.		
Development Type	Scale	Note
Class 1 Retail	Food up to 500m ² Non-food up to 1000m ²	A developer contribution towards town centre public transport information boards and cycle parking will be required.
Class 2 Financial, Professional and Other	Up to 500m ²	
Class 3 Food and Drink	Up to 500m ²	
Class 4 Business	Offices up to 500m ²	
Class 9 Houses	Renovation/change of use of existing building up to 5 units	
Class 10 Non Residential Institutions	Up to 1000m ²	
Class 11 Assembly and Leisure	Up to 500m ² or 160 seats	

3. Glasgow City Council

3.1 Vehicle Parking Standards (<https://www.glasgow.gov.uk/index.aspx?articleid=6491>)

- **AIM** - To ensure vehicle parking provision supports sustainable transport objectives

- **POLICY JUSTIFICATION** - This policy supports the Plan's Development Strategy by ensuring that an appropriate standard of vehicle parking is supplied for different forms of development the policy sets restraint based car parking standards for non-residential development, related to public transport accessibility. This will encourage the greater use of sustainable transport modes. In devising the standards, the Council's intention is not to restrain car ownership but rather to influence the use of cars. It is particularly concerned about increases in car commuting and consequent congestion. This has the potential to adversely affect commerce and industry and drive away business from the City.

3.2 Public Transport Accessibility Zone

(<http://www.glasgow.gov.uk/CHttpHandler.ashx?id=13632&p=0>)

- The Council utilises accessibility zones in the application of housing density considerations , office and business class development, car parking standards and land use and transport locational considerations
- In accordance with PAN 75, accessibility profiles have been developed to define four accessibility zones (see Public Transport ACCESSIBILITY ZONES MAP):
 - a) City Centre - located within the high accessibility zone.
 - b) High Accessibility - indicates a high standard of public transport service that facilitates use without a timetable, with minimum waiting times and with little impact from service disruptions.
 - c) Base Accessibility - indicates the provision of a minimum acceptable level of public transport service.
 - d) Below Base - the remainder of the City not covered by the above zones with limited or no public transport services.
- Accessibility has been measured at peak times (8.00-9.00am) on a weekday according to 3 criteria:
 - frequency (aggregate in one direction) of services to stop/station;
 - quality (e.g. reliability, comfort); and
 - walk-in distance (catchment).

4. Aberdeen City – Transport Supplementary Guidance

(<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=378&SID=330>)

4.1 Green Transport Plans

5.1.1 Both existing and proposed developments are encouraged to introduce Green Transport Plans (GTPs) as a means of reducing car travel and to ensure a choice of transport modes is available. GTPs are a way of maximising sustainable travel and specific measures can be identified through the transport assessment.

5.2.2 Generally, a GTP by itself will not fully mitigate the traffic effects of a development and should only be considered as part of a number of measures that may be required including improvements to the infrastructure.

5.4 Types of Plan

5.4.1 The choice of type of Green Transport Plan will depend on the nature of the development, its effect on the surrounding area and the choice of transport modes available prior to any sustainable transport measures being put in place.

The Scottish Executive's draft Planning Advice Note 57 contains details of the scope of different transport measures to achieve modal shift and the Executive has developed a typology for different types of plan based on the degree to which modal shift might be achieved. The City Council has adopted its own typology which is described below, but this is basically the same as that described in PAN 57. The different types of GTP are:-

- **Publicity** - A marketing and promotion only type plan, for example, the provision of bus timetables on workplace notice boards and Intranet sites, provision of showers on the premises, real time public transport information units on larger premises.
- **Basic** - Marketing and promotion as above, plus appointment of a travel coordinator, car-sharing and cycling measures.
- **Basic Plus** - A Basic Plan but also including discounts on public transport and works buses (e.g. subsidised or free travel to, from and during work).
- **Constrained** - A combination of all of the above plus disincentives to car use (e.g. exchanging cash for company cars, charging for parking, establishing a pool of cars instead of providing essential car users allowances.) This plan may also introduce parking restrictions (Controlled Parking Zones) in public roads and set targets for the reduction of Modal Share travel by cars.

5.6 Travel Co-ordinator

5.6.1 To ensure that a level of success is achieved the GTP needs continuous commitment and management. For developments with a large number of employers or where the plan is relatively complex, a dedicated travel plan co-ordinator should be appointed. In smaller developments the role of the travel co-ordinator might rest with the office manager.

5.7 Car Share Scheme

5.7.1 The implementation of a car sharing scheme is an important part of any GTP.

Computer software packages are available to assist with developing a scheme, many of which can be found on the Internet. The scheme does not have to be limited to one company, but could operate among all companies in an area.

5.7.2 Priority spaces should be designated for those cars sharing regularly, with a badge identifying those vehicles entitled to a space.

5.8 Public Transport Information

5.8.1 Clear and accurate bus and train information should be made available to all employees and visitors. Maps, leaflets and timetables can be obtained from bus and train operators.

5.8.2 The City Council and the First Aberdeen bus company have introduced electronic displays for 'real time passenger information' to show when next buses are due to arrive. The technology can be installed in developments that are near bus routes so that staff and visitors in the building get early warning when buses are due. In due course it is expected that this type of real time information will also be available on the Internet and could be posted on Intranet systems.

5.9 Public Transport Provision

5.9.1 Several companies have negotiated discount fare rates for staff travelling to work or during work. Bus and rail operators should be contacted directly to discuss these matters.

5.9.2 The provision of company buses / minibuses are currently free from tax /National Insurance Contributions providing that they seat more than 12 passengers. They can be used to carry employees to and from work as well as being used during working hours.

5.9.3 For new housing in the city centre where it has not been possible to provide suitable car parking, bus passes have been provided at the developers' expense.

5.10 Introduction of Flexitime

5.10.1 The introduction of flexible working hours allows employees to travel outside peak times, which may help in reducing traffic congestion. It also enables employees to timetable their working hours to coincide with bus/rail timetables, encouraging greater use of public transport.

5.11 Business Travel

5.11.1 This is a significant cause of congestion and pollution. Efforts to reduce the level of business travel related car use might be targeted through the measures already mentioned. The use of public transport can be made attractive through lower levels of car travel allowance.

5.11.2 There is also scope for a generous allowance for using a bicycle or motorcycle where appropriate. Consideration should be given to arranging external meetings at venues with good public transport access, in order that alternatives to the car are available. It may also work out considerably cheaper to use a car pool rather than individual company cars.

5.11.3 Information technology may allow greater use of alternative forms of communication such as video links, e-mail and telephone to replace the need to travel. Home working is becoming more attractive, both with employees and with employers, who can find their workers more productive. Working from home on one day a month will cut car travel by 5%.

5.12 Car Park Control

5.12.1 It may be appropriate to consider the control and allocation of staff car parking on-site. In certain circumstances this may involve charging for on-site car parking. It is accepted that such a decision may be contentious and it is important to gain a level of acceptance from staff before implementation. Such measures need to be seen as reasonable and necessary to the employee.

5.12.2 For an existing development or the relocation of an existing facility a programme of gradual change may be a more realistic strategy than a sudden implementation programme. This would

provide workers with the opportunity to change their travel habits over a period, gradually transferring to the alternatives available

4.2 Parking Policy

- Adequate parking can be important to the attractiveness of an area for development and enough is needed to prevent over-spill parking into surrounding areas especially if this will have a detrimental impact. On the other hand, the over-provision of parking spaces can involve large tracts of land and lead to increased land prices, reduce building densities and increase distances people must walk between adjacent land uses. Over-provision of parking can also reduce travel by alternative forms of transport. Parking standards must therefore reflect a balance of conflicting objectives.
- The standards in this document have been informed by the evidence of existing parking demands and take account of the potential requirement for parking spaces in the future given other policy measures to encourage the use of alternatives to cars.
- The level of parking standards also relates to the location of the development. To encourage the use of alternatives to the car where accessibility is high by non-car modes, the maximum parking standards are lower:
 - The City Centre zone (shown in figure 1 in the main text) is highly accessible by public transport and the density of population relative to the mixture of land uses (retailing, employment etc.) allows for a large proportion of pedestrian journeys. On-street parking, public off-street parking and park and ride are also available. These factors allow for the lowest maximum levels of parking associated with new developments.
 - The Inner City area is relatively accessible by public transport and pay and display parking is available in most parts of the area for short stay use.
 - The Outer City zone provides the third and least restrictive maximum standards.

5. Aberdeenshire Council – Car Parking Standards for Development Control in Aberdeenshire (<https://www.aberdeenshire.gov.uk/media/2433/cpr.pdf>)

- Developer contributions will still be sought in the following two instances:-
 - a) Provision of parking below the maximum level indicated in standards – An application may be submitted that includes a level of parking provision significantly below the adopted maximum parking standard. Whilst this may be consistent with the objective of seeking to reduce and in certain circumstances constrain travel by the private car, a clear and objective assessment will be required by the applicant to support the level of parking proposed. This will include an assessment of the existing public transport services, cycle and walk facilities within the catchment of the development. Should the existing public transport services, cycle and walk facilities be deemed to be inadequate to meet the anticipated needs of the development, Developer Contributions may be sought to bring the services and facilities up to an agreed standard, to the satisfaction of the Council. A Travel Plan may also be required as part of the planning permission.
 - b) Provision of parking in excess of maximum level indicated in standards – In general any planning application which includes a level of parking provision in excess of the adopted maximum parking standards will be refused. However, in exceptional circumstances, certain development types may be permitted a level of parking provision in excess of the adopted standards subject to Developer

Contributions being in place to guarantee a level of public transport, cycle and walk facilities to the site, to the satisfaction of the Council. A Travel Plan may also be required as part of the planning permission.

6. West Dunbarton Council – Commuted Sums for Parking Planning Guidance (<https://www.west-dunbarton.gov.uk/media/4308013/commuted-payments-for-parking.pdf>)
- The Council is sympathetic to developments which are located within a town centre or edge-of-centre location (as identified in the Local Development Plan) as these are within close proximity to sustainable transport modes and there can be limited space for parking provision within such high density areas. In these locations, where a proposal cannot meet the minimum standards for parking as set out in the Roads Development Guide, the Council may accept a commuted sum from the developer in lieu of full parking provision.
 - Commuted Payment: The commuted sum that will be sought from a developer where the Council has agreed that such an approach is acceptable will be £3,500 per parking space (at financial year 2015/16 and will be increased in line with Council agreed increases in charges).
 - Payments received may contribute to one or more of the following projects within the vicinity of the town centre for which the development is proposed. These options are listed in order of preference.
 - 1) Parking provision (Off-street and On-street)
 - 2) Upgrade to existing parking provision
 - 3) Parking management (signage etc.)
 - 4) Improvements to active travel / public transport provision
 - 5) Implementing any relevant travel plan
 - 6) Development of Sustainable/Active travel strategies
7. West Lothian Council – Residential Development Guide SPG (<http://www.westlothian.gov.uk/media/3072/SPG-Residential-development-guide-RDG-2013/pdf/NewResidentialDevelopmentGuide-Oct20142.pdf>)
- Despite aspirations for more sustainable development and reduced car usage, the inescapable fact is that car ownership continues to increase and the problems identified above will prevail unless appropriate measures are taken when designing new developments to ensure that adequate parking provision is made for both residents and visitors. The goal is to generate parking levels that are high enough to meet the needs whilst low enough to make the most efficient use of development land and avoid the creation of car-dominated environments.
 - Developers of major developments, particularly those with high accessibility to local facilities and rail services, are encouraged to consider the establishment of Car Clubs, in association with one of the national operators. This has the potential to significantly lower individual parking requirements, perhaps creating an opportunity for some additional houses, while almost certainly encouraging and giving rise to more healthy and carbon reduced lifestyles.
8. County Surveyors Society (Wales) – Parking Standards

(http://www.google.co.uk/url?sa=t&rct=j&q=&esrc=s&frm=1&source=web&cd=1&cad=rja&uact=8&ved=OCCEQFjAAahUKewii79Gy1_HIAhVIPRoKHeF-B_s&url=http%3A%2F%2Fwww.pembrokeshire.gov.uk%2Fobjview.asp%3FObject_id%3D7780&usg=AFQjCNEownoosVJWP0qkv1ji8vh1A7ZPCQ&sig2=uFyTim9KYp3liddTTV6SdPQ)

The County Surveyors Society parking standards allow for a reduction in parking based upon sustainability factors, as outlined in the extracted table below:

APPENDIX 6 SUSTAINABILITY

Sustainability points will be awarded to developments that meet the criteria below for their proximity, in terms of walking distance to local facilities, public transport, cycle routes and the frequency of local public transport. Award of these sustainability points will result in a reduction in parking requirement as detailed below:

Sustainability Criteria	Maximum Walking Distance	Single Sustainability Points
Local Facilities		
Local facilities include a foodstore, post office, health facility, school etc. Access to two of these within the same walking distance will score single points, whereas access to more than two of these will double the points score.	200m	3 pts
	400m	2 pts
	800m	1 pt
Public Transport		
Access to bus stop or railway station	300m	3 pts
	400m	2 pts
	800m	1 pt
Cycle Route		
	200m	1 pt
Frequency of Public Transport		
Bus or rail service within 800m walking distance which operates consistently between 7am and 7 pm. Deduct one point for service which does not extend to these times.	5 minutes	3 pts
	20 minutes	2 pts
	30 minutes	1 pt

Thus the sustainability points score for a dwelling within 400m of a school and a post office (1 X 2pts = 2pts), within 300m of a bus stop (3pts) and having a service frequency of every 15 minutes but only between 8am and 6 pm (2 pts – 1pt = 1 pt) would score a total of 6 pts.

Reductions in Parking Requirement

Sustainability Points	Parking Reduction (Per dwelling)	Sustainability Points	Parking Reduction
Residential Developments		All Other Developments (other than shops and retail warehouses)	
10 pts	2 spaces	10 pts	30%
7 pts	1 space	7 pts	20%
		5 pts	10%

Other than for Zone 1 City Centre locations, the reductions in parking requirement for residential units shall not result in less than one parking space remaining and for all other developments the reduction shall not be applied unless an acceptable travel plan is also submitted.

APPENDIX 6 - River Ness Flood Alleviation Scheme (RNFAS)

Timeline of Events/Notable Dates

October 2015	Phase 2 Ness Bridge works completed.
July /August 2015	Road Safety Audit has been undertaken. Report submitted to Project Sponsor for consideration.
June 2015	Phase of 1 of RNFAS complete.
4 th September 2014	Report to CIAC – Amendment Traffic and Parking Orders approved for implementation. Review of parking was requested by Committee.
9 th December 2013	Report to CIAC – Amendment Traffic and Parking Orders approved for publication After receiving further feedback from residents and community councils the orders were amended to include 11 additional Pay and Display parking spaces.
11 th February 2014	Report to CIAC – Original Traffic Regulation Orders approved for implementation
8 th October 2012	Report to CIAC – Draft Traffic and Parking Orders approved for publication
October 2012	Construction works commenced.
13 th August 2012	Report to CIAC – Streetscaping proposals for RNFAS approved