

# Cirencester Parking Demand Project Board

## Meeting notes 18<sup>th</sup> July 2016

*Sections of these minutes have been deleted to protect confidential information relating to specific negotiations with site owners, site purchase and lease negotiations and financial data which cannot yet be made public.*

**Attendees:** Councillors Mark Harris, (Chairman) Chris Hancock, Mark MacKenzie Charrington and Jenny Forde, Claire Locke, Christine Cushway, Philippa Lowe, Chris Vickery, Bob McNally and Helen Argo (note taker)

**1. Apologies:** Cllr. Nick Parsons, Christine Gore and Bhavna Patel

### **2. Minutes of last meeting**

The minutes of the meeting held on 10 June 2016 were approved.

Matters arising from the notes:

Claire Locke updated the Board.

### **3. List of Priority sites**

Christine Cushway and Claire Locke have shortlisted possible sites focusing on the most viable and achievable.

Need to address coach parking, Claire Locke previously advised the Board that she had spoken to the museum who is the main destination for coach parties, the museum stated it is predominantly children visiting by coach. At present the drop off point is by the Leisure Centre, the walk to the museum is relatively safe but there is a need for a designated drop off point, so this will need to be considered. The Waterloo car park would be a better location and safer for the children to walk.

### **4. TEP Feasibility Report**

The Board discussed which sites to put forward to stage 2.

The Waterloo Car Park – take forward.

Chris Vickery said the Environment Agency expressed concern regarding flooding issues in the Local Plan about this site. Philippa Lowe explained the flood zones in Cirencester have changed, the EA state a Zone 1 site is preferential, The Waterloo is Zone 2. Claire Locke contacted Laurence King to look into it and assess the risks and mitigation. Christine Cushway said the previous feasibility report has already been given to Laurence King. There are also concerns from archaeology on this site.

Chris Vickery endorsed the position of The Waterloo and its accessibility from the ring road, it complies with the long term traffic management plan in the Local Plan. Drivers need only to enter the town via the London Road and exit the same way without having to drive further into the heart of the town. It was suggested that we should build as high as possible to maximise the number of spaces, between 3-5 decks, as we need to take into account the future requirements of the town.

It was agreed that The Waterloo site could deliver all the immediate needs of the town and by developing the site the area surrounding it could be improved too particularly the walkway links with the town. A business case will be compiled. CDC hold the assets so it may be that we can provide the investment ourselves.

The Forum Car Park – take forward

Despite this site not being a bid site it was agreed that this site is taken forward to stage 2 and a feasibility study is carried out to see if it can be developed with a decked car park in the future. This site may be a suitable alternative if the Waterloo cannot be developed for some reason.

The Brewery Car Park

This site is complicated by the proposed cinema development and the need to relocate the Bowls Club if this site was to be truly viable for decked parking. Before this site is considered it was suggested that CDC talk to Tesco about their long term plans to remain in the town centre.

It was agreed that it is not the best site to take forward at the moment.

Sheep Street Car Park – take forward

Old Station Car Park - take forward.

Claire and Christine have a meeting tomorrow (19/7/16) with TEP and will recommend these four sites for feasibility studies.

## **5. Adoption of Strategy for Parking Distribution**

Claire Locke has written a strategy which sets out the strategic approach to the allocation of parking by area in Cirencester which identifies the different users and their parking needs and where the parking should be provided.

Short term parking closest to town, long term further afield however it doesn't apply to on street parking and there should be provision in some of the car parks for a 15 minute drop off spaces for parents with school children – ie Abbey Grounds car park. Also need to consider older people and number of disabled parking spaces.

**Action: All - Read Parking Distribution Strategy and discuss at next meeting.**

If adopted it will be added as an appendix to the Parking Strategy.

## **6 Updates:**

### **6(i) Park and Ride Site Options**

#### **6(ii) Rugby Club**

Discussions with the rugby club appear to be favourable and new spaces for a park and stride could be deliverable within a year. By expanding the rugby club car park it would remove the contentious parking on The Whiteway so that traffic could freely drive both sides of the road.

**Action: Need to consult with the residents of The Whiteway to get their views before progressing this further.**

#### **6(iii) Carter Jonas**

Caster Jonas has submitted a number of proposals for areas of work that could be instigated as part of the strategic review of Cirencester.

Carter Jonas is progressing with a Pre-App planning application for the redevelopment of the Old Memorial Hospital Car Park.

The feasibility assessment carried out in 2008 of the Waterloo Car Park needs to be updated. TEP is doing some of this work and the two consultants will be in touch with one another.

Carter Jonas are also looking at the “decant” car parking sites and their delivery.

Christine Cushway recommended that we commission the reports recommended by Carter Jonas as we might come up against unforeseen obstacles with some of the other sites so it would be better to know now.

Claire Locke confirmed the Carter Jonas proposals are within budget.

**Action: Christine Cushway will provide a budget spreadsheet for the next meeting.**

Carter Jonas were due to attend the next meeting on 9 August to give short informal feedback session and discussion but the Board decided to cancel their invitation until work has progressed further.

#### **6(iv) Bike Racks**

Bike racks are being installed by the end of July at the Old Station Car Park and a week or two later at Beeches Car Park, if they are successfully used they will be introduced at other car parks.

#### **6(v) Atkins**

Atkins has been asked to undertake three tasks to help identify exactly how much additional parking is required in Cirencester to meet current and future needs:

1 Planning permission review

2 Demand from Chesterton

3 Local Plan development

The report will be based on local plan parking standards and use the ANPR data to establish how much parking the town needs. It was suggested that the Bathurst Estate has been monitoring the traffic with cameras on all junctions using itransport. It was questioned whether we could tap into their data. Cllr Harris said that the value of getting a consultant in is to get a subjective view as we need to show that we need spaces.

It was agreed that CDC would proceed with Atkins and Christine Cushway would put the proposal to Christine Gore.

#### **7 Update on Local Plan**

Chris Vickery informed the meeting that policies within the Local Plan are in place to increase parking and provide opportunities to improve parking facilities in the future .

Claire Locke asked whether employers are required to provide enough parking for their employees, i.e. SJP and the new cinema complex (for people using these facilities). Chris Vickery responded the Local Plan has a clear policy that developers meet their own needs for parking.

It was agreed that we need to keep up to date evidence of capacity.

Chris explained until CIL is in place the only way to get contributions for parking is through Section 106s, therefore, it is important to stagger the phasing of the parking improvements so that continuous contributions can be asked for with planning applications. The Planning Department needs to work closely with the Parking Board to ask for funding for specific projects.

## **8 Funding Opportunity**

CDC has received an email from the Government inviting councils to apply for a share of £60 million of new funding to support sustainable travel.

**Action: Cllr Harris agreed to look into it and suggested a shuttle bus that would link the town may be a good use of funds if we were successful.**

Bids have to be submitted in September.

## **9 Communications**

Bob McNally was thanked for all his hard work with the web pages and press releases. Bob reported he was on schedule with the number of press releases which have been well received by the local press. The website has a page entitled Cirencester Parking Project with a FAQs section with parking data and reference to the TEP report.

Fiona Woodhouse has put an article in Cirencester Scene regarding the “Free after Three” and banners have been placed in the two car parks offering the free parking. A banner has been commissioned for the Phoenix festival. Nick Westwood has created a new parking logo and a leaflet for businesses and retailers has been prepared to encourage people to think about whether they need to use their car for short journeys. It may be distributed throughout the residents of the town too.

It was agreed Bob would put another press release out shortly saying that we are looking to progress The Waterloo, Old Station, Old Memorial Hospital and Forum Car Park sites and between 50-100 new spaces should be delivered by next summer.

Despite all the advertising, people are still paying for car parking after 3pm there is about £10,000 excess it was suggested that the money is used for good causes – possibly a bike scheme where you can borrow a bike and drop it off in another location. It was suggested recycled bikes could be used. Claire Locke also suggested some of this money went to the Kingshill school following the positive interaction on the parking project with young people at school there.

## **Stakeholder consultation**

The consultation went well and it was considered worth doing another one, after the Atkins report once we know the capacity of the town, in November.

## **10 AOB**

The date of the next meeting will be 9 August at 3.00 p.m., Cllr Mark Mackenzie Charrington and Cllr Chris Hancock gave their apologies. The meeting will be a quick catch up and a decision regarding the Parking Distribution Strategy. Cllrs who are unable to attend were

asked to email their comments on the Strategy for Parking Distribution to Cllr Harris or Claire Locke.