



Car Parking Strategy 2025-2035



October 2024

Car parking Strategy review

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EXECUTIVE SUMMARY

Harborough District Council has reviewed the parking strategy to cover the period 2025 – 2035 to reflect both recent changes to the economic climate and the projected growth within the district. The strategy will help the Council to plan its current and future parking provision and service management requirements.

Harborough District Council pay and display car parks will be operated at nil cost through the principal of the user pays, HDC will use car park income to cover costs of operation, maintenance and enforcement. They will be operated in an environmentally friendly manner with easy to use terminals that have fast transaction technology.

Harborough District Council will provide at least one pay by cash machine in each car park but will trial pay by phone only and cashless systems in order to reduce costs of cash collection which will allow charges to be kept lower due to lower operating costs.

Non pay and display car parks in parishes will be offered to parishes to take on once they have been brought up to a standard acceptable by the parish. This will allow any future decision on charging or not to be made by the parish.

Car parks serving parks, leisure centres and open spaces will be kept free of charge to serve the residents of the locality and for the many physical and mental health and wellbeing benefits they provide.

INTRODUCTION

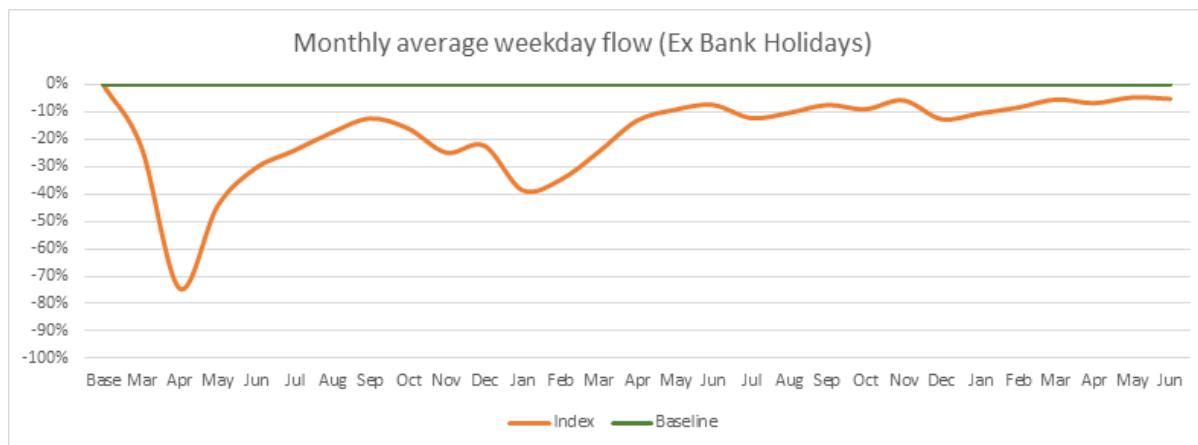
The previous Parking Strategy was commissioned to cover the period from 2015 to 2031. However, the onset of the pandemic has seen changes in the commercial landscape that could not have been envisaged at that time. The increase in online shopping has been enormous, rising from around 19% pre-pandemic to 32% of all sales at its height. It has now dropped back to approximately 26% which is still a 7% increase.

Many employers have set up systems to allow staff to work from home. This change in working patterns has reduced the number of permits being purchased by employers and workers. Long stay parking has declined as a direct result of these factors. Similarly, there are less commuters using long stay parking whilst they travel to other centres, such as Leicester.

The recent cost of living crisis, driven by external factors such as cost of living has also had an impact on the sustainability of the town centre car parks. Recorded data shows a reduction in usage of approximately 20% when measured against pre-pandemic levels. Whilst the numbers are still improving, it is difficult to assess if and when demand will return to pre-pandemic levels.

Traffic count:

The following plot shows the monitored traffic level under covid and the subsequent recovery (March 2020 – June 2022)



Source: Leicestershire County Council

The daily flow at the count level is around 95% of pre covid levels. We are in a position now where we are far enough away from covid measures and close enough to the old baseline to effectively say that this is the new normal in terms of post covid traffic flows. As the cost of fuel remains high, it is possible that usage of the private car will decline further.

Since the publication of the previous car parking strategy Leicestershire County Council has changed the time allowed to park on street from 30 and 40 minutes to 1 and 2 hours in Market Harborough. This change has had a direct impact on the usage of car parks, offering greater choice for free short-term parking. The change may account for some of the reduction in car park usage.

POLICY FRAMEWORK

On parking space numbers and impact on the local economy of parking charges it should be noted that the Transport Research Laboratory (TRL) identified a common misconception that providing as many parking spaces as possible is the best way to manage parking so as to maximise access.

Rather, the key is to ensure that the parking stock is used efficiently so that the availability of space matches demand wherever possible. The effective management of parking provision is therefore as important as the absolute number of parking spaces provided.

There is a potential conflict between using parking as a means of facilitating car use, and as a means of selectively controlling car accessibility (and thereby car use). A balanced approach is required to meet the needs of different communities.

Many people fear that making changes to the way that parking is managed, including new parking charges, will adversely affect an area's economy. However, the limited evidence which does exist suggests it is the broader retail, commercial leisure or tourism offer which is the primary factor affecting a town's competitiveness, not the provision of parking. There is no evidence that visitors use alternative destinations more based upon parking supply.

There is a range of national, regional and local policy that is relevant to parking, promoting the vitality and viability of town centres, assisting residents and businesses.

In 2023 the Government published its new National Planning Policy Framework (NPPF)

Section 9 of the NPPF covers the promotion of sustainable transport.

Sec 112 "In town centres, local authorities should seek to improve the quality of parking so that it is convenient, safe and secure, alongside measures to promote accessibility for pedestrians and cyclists."

Planning Guidance published in 2020 includes guidance on what complementary strategies are necessary or appropriate to enhance the town centre and help deliver the vision for its future, and how these can be planned and delivered. For example, this may include consideration of how parking charges and enforcement can be made proportionate.

The emerging Harborough District Local Plan will outline the development strategy for the district to 2041, replacing the existing Local Plan. The Local Plan is expected to be adopted in 2026 and will set out a range of residential, employment and other land use designations in order to meet identified needs across the district. It is anticipated that the pre-submission Local Plan will be consulted upon in early 2025, with an Examination in Public expected in late 2025 or early 2026. In addition to the development strategy for the district, the Local Plan will also outline parking requirements for future developments and promote sustainable transport.

CAR PARKING STRATEGY AIMS AND OBJECTIVES

Aims

1. Provide good quality public car parking facilities appropriate to the needs of the main town centres across the District.
2. Recognise the different characteristics of the main town centres and liaise with key partners in providing car-parking services appropriate to local circumstances.
3. Seek to support the vitality of town centres and local businesses through the provision and management of appropriate car parking, while recognising that car parking provision can be an important tool to help manage traffic.

4. Reduce the burden on the taxpayer and shift the cost of car parking provision towards the users (motorists) and manage the Council's car parking assets in a cost-effective manner.

5. Develop effective communication with customers in order to promote the service and to gather information to inform the development of the service.

Objectives

Objective 1 – Ensure that the car park service is developed and delivered on the basis of good information on car park usage and customer needs.

Objective 2 - Ensure that car park services are being carried out to a high standard in terms of economy, efficiency, safety and effectiveness.

Objective 3 – Maintain a charging structure that maximises the use of existing car parks, whilst managing a balance between economic, environmental and traffic management objectives.

Objective 4 – Ensure adequate provision for those with particular requirements.

Objective 5 – Improve information for customers.

Objective 6 – Provide a cost effective enforcement service

Objective 7 – Continue to audit and review the level of parking availability and plan accordingly.

Objective 8 – Ensure a cost effective and efficient car park management regime

DEMOGRAPHICS

The makeup of the population is a factor to be taken into account when looking at the provision of facilities. The 2021 Census¹ shows that the population size in Harborough District has increased from approximately 85,400 in 2011 to 97,600 in 2021, a 14.3% increase. This is a larger increase than the national average which was 6.6% over the same period. ²This comprises of:

18 -24	6593
25 – 65	56852
Over 65	28661

Rugby (14.3%) and Northamptonshire (13.5%) have seen similar growth. The increase in population in the East Midlands as a whole is 7.7%

¹ /www.ons.gov.uk/visualisations/censuspopulationchange/E07000131/

² [Preview and Download - Office for National Statistics \(ons.gov.uk\)](https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/articles/2021census/2021census)

The number of people aged 65 and over has increased by 38.5% from 2011 to 2021. Nationally the increase has been 20.1%. The increase in the number of over 65's may result in a change in the way they use our services but is likely to be counter balanced with the 12,000 increases in the general population.

USER SURVEY RESULTS

Two customer satisfaction surveys have been carried out since the adoption of the Parking Strategy. The 2019 survey attracted 186 responses and the 2022 survey received 510 respondents. Many of the same questions were asked in both surveys. It draws an interesting parallel between pre and post Covid.

In both surveys, the majority of people came from the LE16 and LE17 post codes. Most respondents are of an age where they are likely to be economically active.

Capacity was an issue for some users in the 2019 survey with 64% stating that they experienced difficulty in finding a space. In the 2022 survey the number had dropped to 44% who had experienced difficulty in finding a space which reflects the overall lower usage statistics.

The results of both surveys showed users being generally happy with the car parks, only 10% rating them as poor in both surveys.

70% of Respondents to the 2019 survey thought that charges were too high in comparison to other centres., This remained consistent with 67% of respondents in the 2022 survey who thought the price for short stay parking was too expensive.

When asked when they would like to pay for their parking, approximately 64% in the 2019 survey said they would prefer to pay for their parking on leaving, this had dropped to 56% in 2022. In the 2019 survey, the split was quite even in choice of method of payment, whereas the 2022 survey returned a result of 73% in favour of paying by debit/credit card, up from 46% in 2019 The 2022 survey asked if they would use a QR system 52% said they would.

In 2019, 68% of users regarded the charges in the district as being higher than surrounding centres. This has dropped to 41% in 2022.

The majority of users access the car parks 2 or 3 times per week which has remained consistent, and shopping remained the main reason for visiting the towns.

Sainsbury's and the Commons car parks were the most popular short stay car parks in both surveys. Shopping was given as the main reason for visiting both towns.

10% of respondents gave Angel Street as the preferred long stay car park, however, 51% gave the answer as none of the above, similar to the responses in the 2019 survey.

In both surveys respondents cited pay and display machines as being a problem. In 2019 54% said the experienced problems with machines this had decreased slightly to 47% in the 2022

survey and 42% gave the card facility as an area of difficulty. The reduction can be seen as a reflection of the lower usage generally.

When asked about improvements to the car parks, in the 2022 survey 63% said they would like larger parking bays, up from 48% in 2019. Free parking was selected by 47%. Convenience was rated as being important with 23%.

85% of respondents were unaware of the councils permit scheme, with saying that it was not applicable. 13% said they would like a 5-day permit, 11% said they should be usable in more car parks and 3% said they would like weekly permits.

Respondents said that their shopping habits had changed since the pandemic with 51% saying that had changed their habits. 66% said they now buy more goods online and the majority, 87% stated they would continue to do so.

14% of respondents said they owned an EV, a further 125 (28%) said that they would consider purchasing one. 98 (30%) said they would consider purchasing one in the next 2 years.

CAR PARK ASSETS REVIEW

Pay and Display Car Parks

There are 13 pay and display car parks in Harborough and 4 in Lutterworth. There are 1,237 short stay spaces and 293 long stay. Lutterworth has 1169 spaces. Within Sainsbury's and the Commons car park there are 67 pop and shop spaces which have a free 30-minute wait limit. There are 19 in Lutterworth.

Across the pay and display car parks there are 88 disabled bays which offer 4 hour free parking for blue badge holders.

Benchmarking

The long stay off-street parking charges in Market Harborough and Lutterworth are generally less than those charged in the neighbouring comparator towns with the exception of Daventry where parking is free.

The last tariff increase for Harborough district took effect in April 2021.

Table 5.2 – Off-street comparative long-stay parking charges in neighbouring towns

	All day	5 hours	4 hours	3hrs	2hrs	1hr
Market Harborough	£5.00		£2.50			
Lutterworth	£5.00		£3.00	£2.00	£1.50	£1.00
Daventry	free					
Melton Mowbray	£4.50			£2.50		
Blaby	£6.00		£3.00	£1.50	£1.00	70p
Hinckley	£6.00		£3.00	£2.00	£1.20	60p
Corby	£10.00	£4.00	£2.00	£1.00	60p	

Kettering	£6.00	£5.00	£4.00	£3.00	£2.00 or £1.50	
Rugby	£5.00	£2.50		£1.00		
Northampton (5)	£8.80	£5.50	£4.40	£3.30	£2.20	£1.10

The short stay off-street parking charges in Market Harborough and Lutterworth are also comparable for to those charged in the neighbouring comparator towns except for Daventry where parking is free.

Most competitor towns operate a one hour stay charge rate in their short-stay car parks.

Table 5.3 – Off-street short-stay parking charges in neighbouring comparator towns

Town centre	Council car parks				
	Over 4 hr	4 hour	3 hour	2 hour	1 hour
Market Harborough	£7.50	£3.00	£2.00	£1.50	
Lutterworth		£3.00	£2.00	£1.50	£1.00
Daventry			free	free	free
Melton Mowbray		£4.00	£3.40	£2.30	£1.20
Blaby			£1.50	£1.00	70p
Hinckley			£2.00	£1.20	60p
Corby		£2.00	£1.00	60p	
Kettering	£5.00	£4.00	£3.00	£2.00	£1.00
Rugby			£1.30	£1.00	
Northampton			£3.30	£2.20	£1.10

Charging Period

Presently parking is charged for from 07:00 to 18:00 Monday to Saturday. Parking is free at all other times, such as Sundays, Bank Holidays and overnight.

With Sundays being one of the third busiest trading day of the week, and some car parks being very well used it is suggested that there is a flat fee charged for all day could be considered.

Bank holidays can be busy and should be considered for charging, however given that most retail outlets are closed on for 5 of the 8 bank holidays, it is unlikely to generate a significant level of income and is not supportive of the local economy

Similarly, the evening economy is not strong in either Harborough or Lutterworth therefore it is unlikely to generate any significant income and the introduction of a charging structure would have a potential negative impact on this business sector

Weighed against the above must be the cost of enforcement. Usage surveys would be required to establish the validity of the anecdotal information.

A Notice of Variation would be required to make any of the above changes to the Off-Street Parking Places Order.

Parking Permits

The Council currently provides parking permits in long stay car parks and in Lutterworth. The permit prices are based on a 48 week period with a 25% discount on the actual costs

Number of days a week the permit allows for parking	Cost for permit for 12 months	Cost for permit for 6 months	Cost for permit for 1 month
3 days	£545	£275	£50
6 days	£1085	£545	£95

The demand for parking permits has not recovered to the pre pandemic levels which is reflected in the income received.

Permits issued during 2023-24

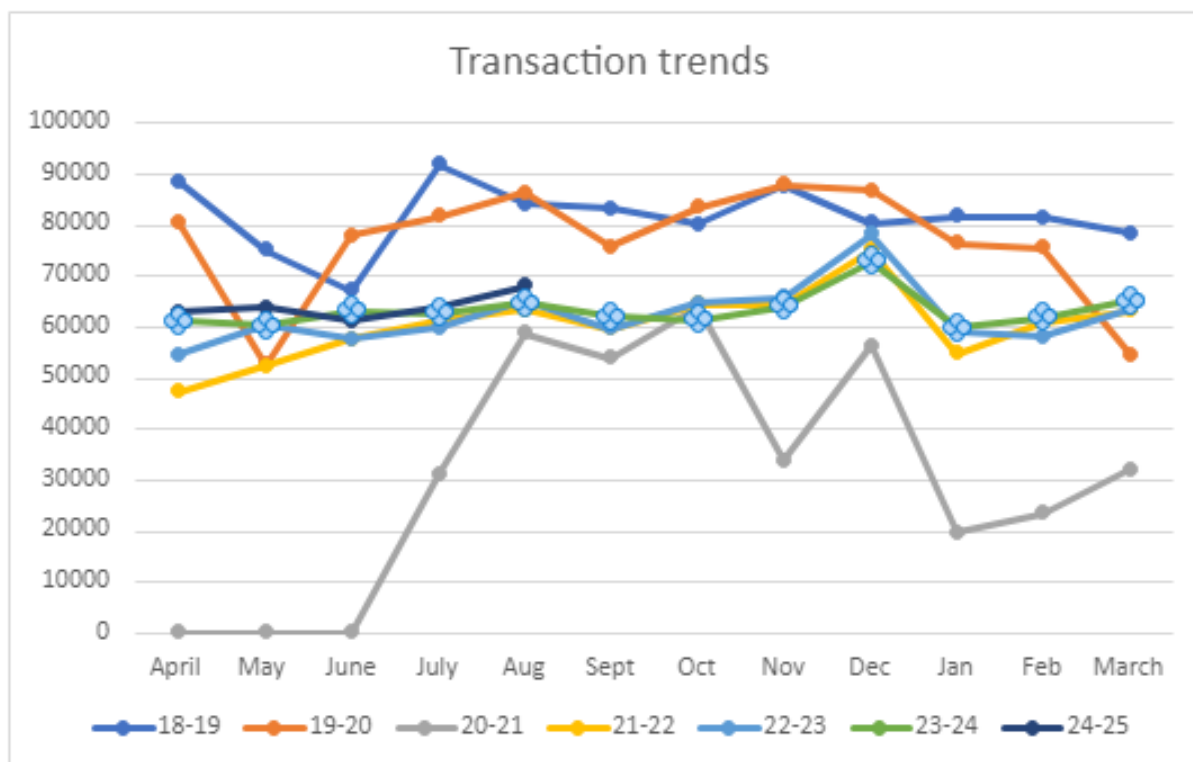
Springfield Street Car Park - 3 days	1
St Marys Road East - 3 days	18
St Marys Road East - 6 days	10

Whilst take up of permits is good, in line the feedback from the customer survey, consideration could be given to introduce a 5-day permit to give greater flexibility. Through the Mi permit electronic permit system this will not add any extra administrative demands to manage the system.

The council recognises that in some locations where there are on street parking restrictions in place there can be congestion issues around schools at peak times. Working with colleagues at Leicestershire County Council Sustainable Travel team to identify local solutions to try and meet the requirements of parents and carers whilst balancing the needs of other users of the car parks. Working with schools, drop off and pick up permit scheme has been developed for specific car parks where capacity allows.

Parking usage and trends

The use of the car parks has not recovered to the pre pandemic levels and is currently approximately 20% below the 2019/20 numbers and the trend data for the past three years follows a very similar pattern for usage figures.



Occupancy surveys of the use of the on-street parking bays in Market Harborough shows mixed result with some areas showing increased use than the 2016. This may be as a result of the County Council changing the wait limit for certain streets, increasing it to 1 hour from a 40-minute wait.

On street average daily % occupancy

Location	2016 weekday	2016 Saturday	2022 weekday	2022 Saturday
Market Harborough				
Abbey Street	77%	73%	77%	83%
Adam & Eve Street	86%	82%	51%	51%
Bowden Lane	52%	27%	71%	98%
Church Square	88%	71%	78%	70%
Coventry Road	75%	64%	79%	88%
High Street	94%	71%	61%	59%
Kings Head Place	43%	32%	42%	67%
St Marys Road	59%	54%	35%	40%
Kings Road	90%	32%	N/A	N/A
Roman Way	90%	81%	81%	82%

Lutterworth				
Church Road	93%	63%	65%	64%
Station Road	72%	49%	N/A	N/A
Market Square	N/A	89%	78%	84%

An analysis of the use of the car parks shows that the shorter stay times in all of the car park are used significantly more than the longer stay tariffs which is in line with the feedback from the car parking survey in that shopping is the main purpose for people using the car parks.

Market Harborough		
Short stay		
Tariff	Daily Ave number of transactions by tariff	% usage by tariff
Up to 2 Hr	1346	69%
Up to 3 Hr	407	22%
Up to 4 Hr	138	7%
Over 4 Hr	47	2%
Long stay		
Tariff	Daily Ave number of transactions by tariff	% usage by tariff
Under 4 hrs	200	79%
Over 4 hrs	67	21%
Lutterworth		
Tariff	Daily Ave number of transactions by tariff	% usage by tariff
Up to 1 Hr	108	40%
Up to 2 Hr	71	26%
Up to 3 Hr	44	16%
Up to 4 Hr	17	6%
Over 4 Hr	30	11%

Consideration should be given as to the benefits of changing the Market Harborough car parks to a single tariff structure like Lutterworth rather than having designated long and short stay car parks in the town. If this is acceptable the tariffs would need to be reviewed to reflect this change.

Occupancy estimates for each car park do show that the annual average occupancy across all tariffs varies considerably between different car parks and range between 87% to only

4%. That said the occupancy of car parks does vary across the day with on average over 74% of all transactions made in the morning periods.

Consideration could also be given to introduce a “green tariff” for low emission vehicles in our car parks. Further work would be required to determine the cost/benefits of this and any changes would have to be incorporated in the Off- Street Parking Order or through an experimental Parking Order.

Off-Street car park assets

The council has several public car parks within its remit which either are free or are charged for. There are also other council owned car parks which provide a dedicated local service, such as at a sports facility, residential facility or leisure facility.

Market Harborough, has 13 chargeable car parks in the town centre available for shoppers, visitors and workers. The car parks are divided between long stay and short stay. The car parks are controlled by means of pay and display equipment or payment by phone. The tariffs allow vehicles to park for a minimum of two hours.

Lutterworth, has 4 paid for car parks. The car parks offer short-stay parking and include a one-hour tariff unlike Market Harborough.

Broughton Astley offers a free town centre car park for shoppers adjacent to the Co-Op in the town centre.

Kibworth Beauchamp, offers 2 free car parks. One large car park (School Road) and one adjacent to the library (Paget Street).

The Council will grit the car parks on a pre-identified priority basis when the road surface temperature reaches 0 degrees Celsius. The car parks have been identified as Priority 1, 2 or 3 with Priority 1 locations taking precedence and lower priority car parks only being treated after the higher priority car parks have been cleared.

The Council recognises the importance of providing sustainable car parking assets and is moving towards upgrading lighting to LED across our car parks. £80,000 will be invested in 2024/25 for the upgrade of lighting.

In addition to providing town centre car parking, the Council will consider on a case-by-case basis whether there is scope to offer other community benefits such as school pick up and drop off scheme, whilst still ensuring the car parks meet all the service user's requirements.

Market Harborough Car parks

Revenue per space

Car park	Spaces	Ave rev per space per month 2023-24 (£)
Short stay		
The Commons	301	£78
Doddridge Road	32	£45

Kings Head Place	24	£85
Market Hall	72	£92
Mill Hill (Sat only)	95	£3
Symington Way	81	£74
Springfield Retail Park*	603	£28
St Mary's Road West	29	£122
Total	1237	
Long stay		
Angel Street	89	£101
Doddridge Road	99	£55
Springfield Road	25	£16
St Mary's Road East	50	£81
Symington Rec. Mon – Fri only)	30	£5
Total	293	

*Minus profit share

The average income per space per month for all car parks is £62.00

The Commons

The car park is centrally located and provides easy access to the town centre. It is also used to support the town by being used for events such as Remembrance Day Parade, fairs, and markets.

There are 301 bays in the car park 268 are pay and display with a further 18 bays for disabled use and 15 pop and shop bays.

There are 5 Electric Vehicle charge points which are owned and maintain by the council. This car park is also the identified site for the Electric Vehicle Charge Hub. which will provide an additional 7 dual charging points along with a solar canopy and battery storage.

Based on 2023- 24 income figures the approximate income per space per month is £78 however the car park usage has returned to 83% pre pandemic levels. Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	229972	216567	97070	200412	174928	178956

Yearly income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total Income (£)	246,509	251,483	86,599	247,287	275,246	281,677

*tariff increase took effect on 1st April 2021

Business Rates for 2024/25 is £41,769.00

This car park has been identified as the location for the Electric Vehicle charging hub through the Countywide Flex D project, subject to necessary planning permission approval. The project has been funded through the Business Rates Pool and the Government's Local EV Infrastructure (LEVI) Fund. The Hub will consist of 6 dual chargers, delivering 7.5KWper socket, and includes a solar canopy and battery storage.

The Commons car park has also been identified as a suitable location to be included in the School Drop Off Permit Scheme.

Doddridge Road car park

Doddridge Road is split between a long and short stay car park and is located at the northern end of the town centre and is a short walk from shops.

The short stay car park returns a rate of £45 per space per month and the long stay car park is £55 per space per month. Usage of the car park has returned to 83% pre pandemic levels. There are 55 business permit holders in the car park.

There are many houses in the local vicinity that do not have access to off street parking, making it difficult for residents to charge electric vehicles. 6 bays have been leased to an external provider who have installed Electric Vehicle charging points for use by the general public.

This car park would be an attractive option for redevelopment due to its location and proximity to the town centre. However, the loss of potentially 130 spaces would have an impact on the availability of spaces within the area. Further consultancy work would be required to determine the development value of the area.

Transaction trend data for carpark.

Year		2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	Long Stay	33046	30049	8550	20111	23419	25909
Total number of transactions	Short stay	14641	14786	2843	5153	10524	11105

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
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Total Income (£)	84,572	82,772	23,812	78,115	76,334	82,527
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*tariff increase took effect on 1st April 2021

The business rates for this car park are £18837.25

Kings Head Place

The car park is located towards the northern end of the town centre. It is a short level walk to the town centre. The car park has 22 pay and display bays and 2 disabled bay and has returned to 77% of pre-pandemic levels but generates above average returns per chargeable space of £85 per month. Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	17532	17702	3566	10325	14680	13662

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total Income (£)	19,845	21,125	5,322	20,881	25,255	22,120

*tariff increase took effect on 1st April 2021

The business rates for this car park are £3343.30

Market Hall car park

The car park is located on the southern side of the town with easy access directly from Northampton Road. There are 72 spaces available to the public, 5 of which are designated as disabled spaces.

The average monthly revenue per space for 2023/24 is £92 per month. The recovery has been slightly above average at 86% The primary function is to provide short stay parking for visitors to the market and support the traders as well as the wider retailers in the town centre. Adjacent to the car park is the bus station that provides a central point for travellers both to and through the town.

The car park has previously been considered for expansion to accommodate a coach parking area, however the configuration would be such that the parking facility would be reduced significantly due to the need for the vehicles to be able manoeuvre safely and avoid conflict with cars and passengers. Coaches are able to drop off passengers in the bus station and are able to park at the Harborough Enterprise Centre.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	48503	48692	27216	34574	42291	41750

Income trend data

Year	2018/19	2019/20	2020/19	2021/22*	2022/23	2023/24
Total Income (£)	68,438	72,603	25,889	70,141	79,781	79,708

*tariff increase took effect on 1st April 2021

The business rates for this car park are £9605.75

Mill Hill/Symington Way car parks

Mill Hill car park is mainly used for Council Staff parking and is only used for public parking on Saturdays. Usage rates are presently 78% of pre-Covid levels for Mill Hill and 91% for Symington Way. Symington Way gives a return of £74 per space per month whereas the Mill Hill area only provides a nominal amount per space.

Whilst the council employs agile working practices, there has been an increase in staff returning to the office on a regular basis. There are contractual arrangements with other users of The Symington Building to provide parking spaces in the car park. 4 bays in Symington Way car park have been leased to Harborough Building Society on a pepper corn rent.

Transaction trend data for carpark.

Year		2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	Mill Hill	2832	3130	430	1856	1736	2381
	Symington Way	48473	45328	10330	22696	39839	41426

Income trend data

Year		2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	Mill Hill	2690	3484	529	1880	2535	3311
	Symington Way	68658	74274	18168	59158	69925	71980

*tariff increase took effect on 1st April 2021

The business rates for the Mill Hill car park is £12,225 and £10104.75 for Symington Way

Springfield Retail Park

This car park is included for the sake of completeness but as the car park is leased to a retailer and management company and the car park operates on a profit share basis with the leaseholders covering the enforcement and management costs for delivering the service.

This car park has recovered to 77% pre covid levels and returns an average income (minus profit share) of £26 per space each month

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	388210	362196	177922	281825	282696	277945

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	180212	179328	92699	167585	201047	199520

*tariff increase took effect on 1st April 2021

The Business Rates for this car park are paid by the leaseholders

St Marys Road West

The car park is located close to the town centre and offers good access to St Mary's Place and a good range of local amenities. There are 29 bays in total, 2 of which are for disabled use and 6 spaces are leased to an EV charging provider for the installation of their charge units. People using the EV chargers are still required to purchase a car parking ticket.

The car park returns £122.00 per space and has returned to 79% of pre-pandemic levels. Access to a service yard for other businesses is through the car park making it difficult for this site to be considered for any different use.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	36339	31400	13878	23069	24805	24728

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	43534	42738	19734	51463	44208	42377

*tariff increase took effect on 1st April 2021

The business rates for this car park are £4191.60

Long stay car parks

Angel Street

The car park is located adjacent to what was known as the Angel Hotel and is a short level walk to the town centre. It comprises of 89 spaces in total of which 6 are disabled bays and returns an average revenue per space of £97 per month and is operating at 96% of pre-pandemic levels. An external provider have leased 8 spaces in the car for EV charging.

Little Angels Nursery is adjacent and accessed via the car park. Parents use the car park to collect and drop off children safely.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	46262	43272	13282	32305	39464	41456

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	£71348	£77758	£18697	£61077	£103109	£107669

*tariff increase took effect on 1st April 2021

The business rates for this car park are £11976.00

Springfield Street car park

The car park comprises of 26 long stay spaces. The car park is showing the largest reduction in usage presently only 29% of pre-Covid levels. The average revenue per space is £15 per month this financial year. This car park was used by commuters either travelling into Harborough and then onward by means of public transport or train or by workers in the town.

There are 15 business permit holders. The shift away from office-based staff to more flexible working arrangements means usage of this car park is unlikely to improve in the foreseeable future. The location of the car park offers potential for redevelopment as the loss of 26 spaces is unlikely to have a significant impact on overall capacity. Further consultancy work would be required to determine development value of the site.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	3475	3176	476	909	1791	1778

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	£8661	£10048	£2094	£3552	£5095	£4935

*tariff increase took effect on 1st April 2021

The business rates for this car park are £3493.00

St Marys Road East

The car park is accessed from St Mary's Road and provides entry to Sainsburys and the town centre. The car park comprises of 52 and returns an average of £77 per space per month. There are 14 permit holders in the car park. The car park was used by commuters travelling from the train station and has recovered to 82% of pre-pandemic levels.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	16686	15942	4592	13073	18418	18457

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	£37970	£42989	£14067	£38473	£49882	£48474

*tariff increase took effect on 1st April 2021

The business rates for this car park are £6736.50

Symington Recreation Ground

The primary function of the car park is for residents and visitors using the recreation ground and there are 28 standard pay and display bays and 2 disabled bays. The car now returns 50% of the pre-pandemic level, £7 per space per month. There are 10 permit holders in the car park.

Charges for this car park were introduced by the current Parking Order as prior to the car park becoming pay and display to was full each day of commuters leaving little opportunity for visitors to the recreation to park.

Whilst the carpark does not yield a significant income, charging for this car park does provide better management and control of parking in the area.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	663	951	378	457	796	724

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	£1693	£2703	£1183	£2276	£2267	£1677

*tariff increase took effect on 1st April 2021

There are no specific business rates for this parking area.

Lutterworth car parks

There are 4 council operated car parks in the town, comprising of 169 spaces, returning an average revenue of £59 per space per month. All car parks except Church Close have pop and shop bays. The charging structure is the same in all car parks, there is no separation of long and short stay, the tariff is the same in all car parks.

Take up of card payments has been slightly higher in the town when compared to Market Harborough. Station Road has EV charging units installed which are well used.

There is ample free parking in the town with Morrisons and Waitrose both offering free parking. Morrisons is controlled by ANPR and time limited. Waitrose has no restrictions.

The Medical Centre has a car park attached to the facility which is contained within the Off-Street Parking Places Order. The council derive no income from the car park other than through PCN issue.

Economic development has funds to purchase the Market Square from LCC and transform the area into a pedestrianised square whilst still accommodating the weekly market. This change of use will mean the loss of 30 free car park spaces which is likely to increase demand in the authority's car parks.

Car park	Spaces	Ave rev per space per month for 2023-24
Church Close	16	£35
Chapel Close	43	£54
George Street	38	£90
Station Road	72	£63

The average income per space per month is £59

Church Close

The car park comprises of 16 spaces and is the least used of the 4 council car parks in the town. The car park returns an average of £35 per space per month and usage has returned to 75% pre pandemic level. The car park is well used for parents dropping off and collecting their children from the nearby nursery. Consideration is being given to installing 2 EV charging points to increase usage.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	4706	5465	2626	4068	4599	4864

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	£5765	£6181	£2676	£5413	£6527	£6727

*tariff increase took effect on 1st April 2021

Business rates for this car park are £2495.00

Chapel Street

The car park is accessed from George Street, comprising of 43 bays, 7 of which are pop and shop bays. The facility is used by local business as a service yard to accept deliveries a dispatch orders. The car park has 6 x 30-minute pop and shop bays. The average revenue per space is £54 per month and has returned to 83 % of pre-pandemic levels.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
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Total number of transactions	19280	17035	6635	14220	15968	15955
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Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (3)	£25015	£22441	£9644	£27939	£30265	£27937

*tariff increase took effect on 1st April 2021

Business rates for this car park in £3227.53

George Street

The car park has 38 spaces, 7 of which are pop and shop bays and is accessed directly from George Street. The County Council's Sherrier Centre is also accessed via the car park and there are 4 parking bays owned by the centre as well as a loading area. The average revenue per space per month is £90 and has returned to 83% of pre-pandemic levels.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	37964	32482	11799	26948	28304	30073

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	£35854	£33823	£14428	£36028	£37887	£41081

*tariff increase took effect on 1st April 2021

Business Rates for this car park is £5863.25

Station Road

This is the largest of the council's car parks in the town with 54 spaces. There are 7 pop and shop bays and 2 electric charging points. The charging points are the most used in the district. The newly constructed museum is also accessed directly from the car park. The average revenue per space is £63 per month and has returned to 92% of pre-pandemic levels.

Transaction trend data for carpark.

Year	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Total number of transactions	33496	34191	4465	31451	32714	34020

Income trend data

Year	2018/19	2019/20	2020/21	2021/22*	2022/23	2023/24
Total income (£)	34658	39250	16705	47707	£51656	£54448

*tariff increase took effect on 1st April 2021

The Business Rates for this car park are £3293.40

Summary of pay and display car parks.

Car park	Spaces	Income received based on 2023/24 out-turn	Ave rev per space 2023/24 per month	Business rates costs	Annual Average 2023/24 Occupancy rate	2023/24 Post Covid Recovery rate
Short stay						
The Commons	302	£274,673	£76	£41,984	55%	83%
Doddridge Road	30	£15286	£42	£18837	33%	83%
Kings Head Place	24	£25254	£87	£3343	55%	77%
Market Hall	80	£79780	£83	£9605	47%	86%
Mill Hill (Sat only)	96	£1,962	£2	£12,225	10%	76%
Symington Way	82	£69,351	£70	£10104	49%	91%
Sainsbury's*	591	£201,269	£28 (after profit share)	N/A	46%	77%
St Mary's Road west	29	£43,635	£125	£4191	82%	79%
Long stay						

Angel Street	84	£102,536	£101	£11976	87%	96%
Doddridge Road	97	£59,900	£51	See above	39%	See above
Springfield Street	26	£4,521	£15	£3493	13%	56%
St Mary's Road East	52	£49,309	£79	£6736	64%	116%
Symington Rec. (Mon – Fri only)	30	£1,694	£5	N/A	4%	76%
	289					
Lutterworth						
Church Close	16	£5,954	£31	£2495	20%	89%
George Street	46	£37,314	£69	£5863	54%	93%
Chapel Street	41	£29,692	£60	£3227	25%	94%
Station Road	72	£51,083	£59	£3293	26%	99%

*minus profit share

Other car parks

Free car parks

There are a number of free car parks in the district. As part of the develop of the current Parking Strategy, consideration of the introduction of charges in some or all of these car parks has been undertaken previously but have not been taken forward at the time. Whilst there are some costs associated providing free car parks such as Business Rates and utility costs, with the introduction of charges there are other costs which must be considered including payment processing costs and increased enforcement before determining whether it is appropriate to introduce charging.

The provision of rural car parking facilities support the local economy, consideration should be given to offer free rural car parks to the relevant parish council, once they have been brought up to an acceptable standard.

It is proposed that car parks serving parks and other open spaces, with the exception of Symington Recreation Ground due to its close proximity to the town centre should remain free of charge to serve residents of the locality and for the many physical and mental health and wellbeing benefits they provide

The introduction of charges in free car parks was considered in 2020 but not taken forward at that time.

Leisure centres

The district has 2 leisure centres with parking attached, one in Harborough and the other in Lutterworth.

Neither car park is charged for presently, in contrast Oadby and Wigston, Blaby, Melton and Hinckley all do charge.

Centre	Over 4 hrs	4hr	3hr	2hr	1hr
Corby leisure centre	£6.00	£2.00	£1.00	60p	-
Hinckley Leisure centre	£6.00	£3.00	£2.00	£1.20	60p
Oadby Leisure	£2.00	£1.00			
Melton		£4.00	£3.40	£2.30	£1.20
Kettering	£5.00	£4.00	£3.00	£1.50	
Daventry	Free				
Rugby	Free				
Blaby	Free				

The leisure centre car parks will remain free of charge for the duration of the current leisure contract. The introduction of charging could be considered with the retendering of the new leisure contract with the possibility of a parking permit to be linked with membership of the centre to encourage take up.

Northampton Road Sports Ground

The car park comprises of 133 spaces, including 4 disabled spaces. The facility is accessed from Northampton through the same road as the Leisure centre. The car park is sparsely used during the working day but is used extensively at evenings and weekends.

As the car parks for the leisure centre and sports ground are in close proximity, they should be viewed as one in terms of any proposal for charging as displacement from one to the other is extremely likely.

This is a very large site which is significantly under used during the week. Subject to further assessment and evaluation, this site might have the potential for considering the installation of PV panels.

Rural car parks

Kibworth

Kibworth has 2 car parks, School Road with 72 spaces and Paget Street with 16 spaces. School Road car park is adjacent to the old grammar school. The school has closed and is now used by the parish council and for community activities. The car park is well used by parents picking up and dropping off children at the nearby school. Residents use it for overnight parking,

alleviating the pressure on the surrounding roads. The car park benefits from lighting and 2 EV charging units which are well used.

Paget Street car park is located at the rear of the High Street. The Hunny Bee day nursery is accessed through the car park and used by parents collecting and dropping off children.

The Council does pay business rates on these car parks at approximately £3900 per annum based on 2024-25 invoices

Broughton Astley

The car park is located at the rear of the Co-operative store. The car park comprises of 72 spaces, including 2 EV and 6 disabled spaces. The car park was refurbished in 2014 and is in good condition.

The Co-operative store leases a small section of the car park to help their deliveries for a charge of approximately £1,600 per annum.

The business rates for this car park are £3592.80.

Fleckney

Several years ago, the council entered into a licence with the owners of the public car park in the village. The site has obtained planning permission for development which does include provision of car parking facilities which is not reflected in the current Car Parking Order. Consideration should be given to giving notice on the withdrawal of the licence as the development has commenced.

The council currently pays the business rates on the site of approximately £1,100 per annum

CAR PARKING PAYMENT METHODS

Pay and Display Machines

The current equipment in use was installed in August 2017 at a capital cost of approximately £200k. There are 33 machines in the car parks.

Location	Designation	Qty
The Commons car park,	Short stay	6
Doddridge Road	Short stay	1
Kings Head Place	Short stay	1
Symington Way	Short stay	2
St Marys Road West	Short stay	1
Mill Hill	Short stay	1
Market Hall car park	Short stay	2
Sainsbury's retail Park	Short stay	8
Angel Street car park,	Long stay	2
Doddridge Road	Long stay	2
Symington Recreation Ground	Long stay	1

St Mary's Road East	Long stay	1
Springfield Road Car Park	Long stay	1
Lutterworth		
Station Road	Short stay	1
Chapel Close	Short stay	1
George Street	Short stay	1
Church Close	Short stay	1

In keeping with most authorities and retailers, Harborough has been moving away from cash in preference of electronic payments. Due to the unreliable nature of the card payment option on the pay and display machines, the uptake has not been as successful as it might have been. In 2019 Pay by Phone was introduced as an alternative to paying at the machine. Uptake has been steady and now stands at approximately 37% of all cashless transactions.

In both the 2019 and 2022 surveys revealed problems with pay and display machines which figured quite prominently. In 2019, 40% of respondents reported experiencing problems with pay and display machines. In 2022 this figure had increased to 47%. Given the age of the equipment this is not likely to be an area that improves without intervention. 42% cited problems with paying by card.

Machines accept both cash and card. Since installation the card facility has been slow, often timing out and producing a void receipt. This often leaves users not knowing whether they have paid or not, generating calls to the Council. Despite the difficulties, 71% said they would prefer to pay by card. 51% said they would use a QR code to pay, however there are known risks of fraud with the use of stand-alone QR codes.

The reason given by the manufacturers for the delay is that voice calls are prioritised over data, meaning that transactions using the same network are queued until there is space in the network. At peak times this can result in transactions being timed out.

Government announced that the 3G network will be switched off by 2033 but several service providers are switching of the networks ahead of this deadline. It is anticipated that our current provider will turn off the 3G network in 2025.

Replacement of the car parking machines is progressing in 2024. We are not removing the ability for customers to use cash for paying for parking in each car park.

Machine Maintenance

The machines are maintained and serviced by the provider on an annual maintenance service contract and the new provider will continue to provide this service.

There are a number of common faults with machines:

1. Failure of the pin pad;
2. Support bracket of the pin pad breaking;
3. Ticket jams;
4. Coin jams;

5. Vault doors not shutting correctly;
6. TFT screen difficult to see when sun is directly on the screen;
7. Thefts and attempted thefts;
8. Failure to authorise card transactions.

Cash collection

The cash collection contract was awarded to the current provider in August 2022 for a period of 2 years, with the option to extend for a further 2 year period. The budgeted cost is in the region of £27,000 per annum.

Cashless options

There are a number of choices open for the authority to make.

1. Remove all pay and display machines and move to payment by phone only .
2. Remove cash option from all pay and display machines
3. Remove cash option from a proportion of machines.

The removal of all pay and display machines is likely to be met with some resistance and is not being considered as part of the procurement of the new car parking machines.

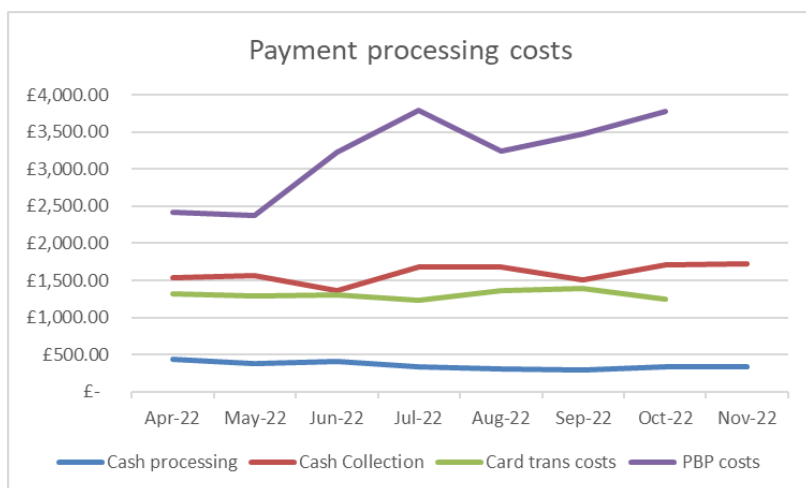
Payment by phone offers a number of benefits to both the customer and the council in the flexibility and convenience it offers to the customer and full pay by phone would negate the operational costs of running the parking machines. The National Parking Platform has been developed to transform the payment by phone market by joining up the providers into a single system and connecting the apps and payment methods drivers already use through a behind the scenes hub.

The use of QR codes can be seen as an alternative payment method, however there is the risk of fraud with stand-alone QR codes. That said, the use of QR codes embedded in parking machines do provide more security

The option to remove the cash facility from the existing machines is attractive, especially with regards to improving security in relation to no cash being held in the machines, however we recognise the continued need to offer this method of payment in our car parks. There are alternative payment providers/method available but there are costs associated with these and analysis is very complex as the processing costs vary considerably between providers. Some charge a flat rate fee for each transaction whilst others charge a % of the transaction value or it could be dependent on the card used by the customer, so it is difficult to get a like for like cost impact.

Currently almost 56% of all transaction are cash. 28% are card payments and 16% are pay by phone.

The costs for processing parking payments are set out below:



PARKING PARTNERSHIP AND ENFORCEMENT

The County Council has ultimate responsibility for On-street Parking and the district and borough councils are responsible for Off- Street Parking covering the seven district/borough areas across Leicestershire.

Since 2007, the council has been the lead for the partnership for the on and off street enforcement for Leicestershire County Council in 5 area and 4 other district councils. In 2014 one of the district councils withdrew from this arrangement and now the council provides the off street enforcement for Melton, Oadby & Wigston and Blaby areas.

Leicestershire County Council provides the Notice Processing Unit (NPU), including the appeals and any debt recovery process for the whole of Leicestershire. The NPU provides a single point of payment for members of the public irrespective of whether the offence relates to On or Off Street enforcement. This provides a constant approach and economies of scale for all members of the Partnership.

Charnwood Borough Council and North West Leicestershire District Council are members of the Leicestershire Parking Partnership and provide the On Street enforcement in the respective district as well as off street enforcement in their own car parks.

To ensure consistency and economy of scale, all members of the partnership use the same hardware for issuing Penalty Charge Notices (PCNs). The County Council have the contract with the provider of the hardware.

During the lifetime of the Partnership there have been several service reviews and the staffing structure for the enforcement undertaken by Harborough for its partners and own car parks has reduced from 23 FTE to 15FTE.

The current structure set out in the table below:

ON STREET	Harb5		Blaby	Harb	H&B	MBC	O&W
Number of agreed CEO FTE's	7.14		0.82	1.68	2.5	0.86	1.28
Number of agreed Supervisor FTE's	1.09		0.13	0.26	0.38	0.13	0.20

OFF STREET	Harb4		Blaby	Harb	-	MBC	O&W
Number of CEO's	5.93		0.85	2.99*	-	1.21	0.88
Number of Supervisors	0.91		0.13	0.46	-	0.19	0.13

*An additional 1FTE post was created for Harborough off street enforcement following the introduction of the new parking charges in Lutterworth in 2017.

The budget for the parking enforcement is based on operational costs and predicted PNC issues on an annual basis.

PENALTY CHARGE NOTICE (PCN) INFORMATION

PCN Adjudication Data 2022/23 (most recent publicly available information)

	PCNs Issued	No. Appeals	% of PCNs	No. Appeals refused	No. Not contested	% not contested
Harborough	4159	5	0.29%	1	2	70%
England & Wales	4314038	16257	0.38%			28%
Hinckley & Bosworth	3091	5	0.51%		2	40%
Melton Mowbray	2860	10	0.51%	7	3	50%
Rugby	6145	25	0.41%			4%
Northamptonshire	38228	76	0.20%			22%

During the strategy review, soft market testing was carried out on the enforcement service by external providers. It was considered not appropriate at the current time; however, this option will be kept under review.

FINANCIAL COSTS FOR DELIVERING THE PARKING SERVICE

ENFORCEMENT	21-22	22-23	23-24
Staffing			
Management	65,800	60,800	
Civil Enforcement Officers/Supervisors	363,800	328,900	
Operational Costs			
Transport	23,021	19,612	

Supplies and services	11,100	6,692	
CAR PARKS			
Expenditure	370,000	399,000	
Notice Processing	23,640	21,098	24,850
TOTAL DIRECT EXPENDITURE	857,361	836,102	
INCOME			
Pay and Display income	(970,983)	(1,053,000)	(1,076,168)
Penalty Charge Income	(55,070)	(49,234)	(53,363)
Permits	(27,780)	(34,168)	
Other Income from car parks	(21,700)	(26,000)	
Income from Partners for Enforcement costs	(426,885)	(433,089)	(445,716)
TOTAL INCOME	(1,502,418)	(1,561,323)	
TOTAL NET BUDGET (Surplus)	(645,057)	(725,221)	

The use of any surplus income is governed by the Road Traffic Regulation Act 1984, namely for the provision and maintenance of the car parks and parking enforcement service but also for the provision of other environmental improvements in the district, including recycling, refuse collection, street cleaning, public conveniences and recreational open spaces.

Summary and Questions for discussions

There has been a downturn in the use of the car parks since the pandemic and the increased use of online shopping. The transaction rates are approximately 20% lower than pre-pandemic and whilst the number of transactions is increasing, it is not anticipated that they will increase to the pre-pandemic levels.

The review has identified car parks which are under used and have the potential for disposal and or development, however we need to be mindful of other potential asset review which have the potential to reduce the number of public car parking spaces in Market Harborough.

This review has identified several potential areas for further consideration which are set out in the options appraisal in Appendix A

- Have we got the right car parks in the right places to meet needs – disposal or repurpose car parks, environmental improvements or other green opportunities?
- Should the Council review the parking tariffs for Market Harborough to remove the long and short stay differential and have a single tariff structure for the town?
- Should the Council review the charging period to include evenings, weekends and Bank Holidays?
- Should the Council review the parking permit scheme to reflect the current usage trends?
- Should the Council consider the introduction of charges in car parks which are currently free or alternatively consider transferring rural car parks to the Parish Councils if brought up to a standard acceptable to the Parish Council?
- Should the Council move to the national parking platform for the payment of parking by phone and convenience charges are passed on to the service user?
- Are there any other areas in the Options Appraisal in Appendix A that should be considered further?

Appendix A Car Parking Options

The table A below sets out all the different options that have been considered for the development of the parking strategy. Not all options are to be taken forward for further consideration or development as set out in table B with the rationale for not taking forward in table C

Table A

Ref	Scheme	Description	Geography	Theme	Timescales
01	Upgrade parking pay and display machines	Upgrades to the existing payment machines, or installation of new payment machines (that can accept both cash and card payments) to reduce ongoing maintenance costs and increase revenue	Market Harborough and Lutterworth	Infrastructure	Short
02	Payment by phone	Join the National Parking Platform to widen the payment by phone service available to car park users	Market Harborough and Lutterworth	Infrastructure	Short
03	QR Code payment system	Use of QR Codes for payment in council-operated car parks, which would take users to a payment page on HDC's website	Market Harborough and Lutterworth	Payment	Short
04	Payment by phone surcharges (linked to 02)	Any additional surcharge or convenience charge for the use of payment by phone to be met by the service user	Market Harborough and Lutterworth	Pricing	Short
05	5 Day parking permit	The introduction of a 5-day parking permit for car parks	Market Harborough and Lutterworth	Pricing	Short
06	Single tariff structure across Market Harborough	Introduction of single tariff structure in Market Harborough (i.e. no distinction between long and short stay car parks) to ensure consistency with Lutterworth and make the car parking network easier to use	Market Harborough	Pricing	Short
07	One-hour stay charge (linked to 06)	Introduction of a one hour stay charge in Market Harborough, to ensure consistency	Market Harborough	Pricing	Short

		with Lutterworth and encourage higher turnover			
08	Sunday parking charges	Introduction of car parking charges for Sunday parking across Market Harborough and Lutterworth	Market Harborough and Lutterworth	Pricing	Short
09	Bank Holiday charges	Introduction of car parking charges on Bank Holidays	Market Harborough and Lutterworth	Pricing	Short
10	Evening parking charges	Introduction of car parking charges in the evening (after 18:00)	Market Harborough and Lutterworth	Pricing	Short
11	Charing in free car parks	Introduction of charging in car parks across the district which are current free of charge	District Wide	Pricing	Medium
12	Rural car parks ownership	Consideration of transferring rural car parks to parish councils	District wide	Assets	Medium
13	Annual audit of car parking spaces across the district	Undertake a refreshed audit of District Council operated car parks across the district to determine an up-to-date baseline, in light of ongoing changes to car parks (i.e. more EV charging spaces)	District wide	Assets	Short
14	Approved maintenance programme	Undertake an audit of carpark conditions, including signage, lining and development of work programme for the car parks	District wide	Assets	Short
15	Removal of cash payments across paid car parks	Removal of the option to pay by cash across all or some District Council-operated paid car parks, instead offering Pay by Phone/card payments at 'Pay and Display' machines/ANPR systems/QR codes options for payment	Market Harborough and Lutterworth	Pricing	Short

16	Production of masterplan for car park disposals or repurposing	Mini masterplans to be prepared for underused cars park to help inform future land use on these sites	Market Harborough	Assets	Medium
17	Maximise the Environmental Improvements through the use of the car parks	Strategic approach to be developed to help inform future demand, Electric Vehicle charge types and locations. Include the wider use of car parks for solar canopies and the viability of introducing low emission tariffs in car parks etc.	District wide	Infrastructure	Medium
18	Dedicated market trader parking in Market Harborough	Use land recently acquired by HDC to the south of the Market Hall car park to provide dedicated parking spaces for market traders	Market Harborough	Assets	Medium
19	Car park deck at Sainsburys car park	Addition of a decked car park facility on Sainsburys car park to increase town centre capacity close to its retail core.	Market Harborough	Assets	Long
20	Outsource enforcement of Harborough District parking	Consideration of alternative parking enforcement service provision options	Market Harborough and Lutterworth	Enforcement	Medium

Options appraisals

The table below provides a qualitative RAG (red/amber/green) assessment of the long list of options against a range of criteria. This assessment has been used to inform which schemes are being taken forward for further consideration.

Table B

Ref	Scheme	Alignment with objectives	Capital costs	Revenue generation	Revenue costs	Operational Efficiency improvements	Support economic growth	Take forward
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01	Upgrade parking pay and display machines							
02	National Parking Platform for Payment by phone							
05	Introduction of 5-day parking permit							
04	Payment by phone surcharges							
06 and 07	Single tariff structure across Market Harborough							
08	Sunday parking charges							
09	Bank Holiday charges							
10	Evening parking charges							
11	Charging for free car parks							
12	Transfer of rural car parks							
13	Annual audit of car parking spaces across the district							
14	Approved maintenance programme for car parking assets							
16	Production of masterplan for car							

	park disposals or repurposing							
11	Charges in free car parks							
17	Environmental improvements and initiatives							
03	QR Code payment system							
19	Car park deck at Sainsburys car park							
14	Removal of cash payments across paid car parks							
18	Dedicated market trader parking in Market Harborough							
20	Outsource enforcement of Harborough District parking							

Table C Proposals not to be taken forward

Ref	Scheme	Description	Geography	Theme	Rational
03	QR Code payment system	Use of QR Codes for payment in council-operated car parks.	Market Harborough and Lutterworth	Payment	A stand-alone QR payment method could be open to fraud.

19	Car park deck at Sainsburys car park	Addition of a decked car park facility on Sainsburys car park to increase town centre capacity close to its retail core.	Market Harborough	Assets	Not viable for further consideration at the current time based on car parking occupancy levels
15	Removal of cash payments across paid car parks	Removal of the option to pay by cash across all or some District Council-operated paid car parks, instead offering Pay by Phone/card payments at 'Pay and Display' machines/ANPR systems/QR codes options for payment	Market Harborough and Lutterworth	Pricing	To ensure all users can access a suitable payment methods. Evidence demonstrates that cash payments remain the preferred option for service users
18	Dedicated market trader parking in Market Harborough	Use land recently acquired by HDC to the south of the Market Hall car park to provide dedicated parking spaces for market traders	Market Harborough	Assets	Alternative use of the land identified.
08	Sunday parking charges	Introduction of car parking charges for Sunday parking across Market Harborough and Lutterworth	Market Harborough and Lutterworth	Pricing	Does not support the local economy
09	Bank Holiday charges	Introduction of car parking charges on Bank Holidays	Market Harborough and Lutterworth	Pricing	Does not support the local economy
10	Evening parking charges	Introduction of car parking charges in the evening (after 18:00)	Market Harborough and Lutterworth	Pricing	Does not support the night-time economy
11	Charging in rural car parks	Introduction of car parking charges in rural car parks	District wide	Pricing	Does not support the promotion of parks and open spaces or support the local rural economy.

20	Outsource enforcement of Harborough District parking	Employ an external company to deliver on and off-street enforcement across Harborough District.	District wide	Enforcement	Soft market testing does not support the outsourcing of parking enforcement at the current time.
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KEY

Short term 1-2 years

Medium term 3-5 years

Long term 6 years plus