

## Parking and Drop off Arrangements at the Council House

### SUMMARY

- 1.1 The Corporate Services Scrutiny Review Board considered a report on the parking and drop off arrangements at the Council House, at its meeting on 1 February 2018.
- 1.2 Members of the Board requested that further information be gathered on the use of the 15 allocated bays for non-disability use.

### RECOMMENDATION

- 2.1 To note the information in the report detailing the car parking arrangements at the Council House.
- 2.2 To consider any comments or further recommendations the board may wish to make following discussions on the information received.

### REASONS FOR RECOMMENDATION

- 3.1 To update the Board on the current position with the car parking arrangements at the Council House.
- 3.2 To allow the Board an opportunity to make any comments or recommendations.

### SUPPORTING INFORMATION

- 4.1 It was reported that the number of available bays within the car park was 41. Non-allocated bays were used by blue badge holders or those with reasonable adjustments. There were 15 allocated bays for non-disability related use.

4.2 The 15 allocated bays for non-disability use comprise of:

- Two executive visitor parking spaces
- Two disabled visitor bays
- Three 30 min drop off bays
- Five electric pool car spaces
- Two contractor bays
- One duty bay for Children and Young People's service

### **Bays reserved for Chief Officers and Cabinet Members**

- 4.2 The two bays reserved for visitors to see the Chief Officers or Cabinet Members can only be booked by the Executive Support Team. All other visitors to the building would normally park at other city centre car parks.

### **Bays reserved for disabled visitors**

- 4.3 The two bays reserved for disabled visitors to the Council House was a planning requirement. These are booked through Facilities Management or the online Outlook booking tool. Disabled elected members and employees are not allowed to use these spaces.

### **Drop-off bays**

- 4.4 The three drop-off bays are available to all staff with a valid DCC parking permit, with users signing in upon arrival at the staff entrance. If they exceed the time limit they will be asked to remove their car from the car park. If all 30-minute bays are full then staff are instructed to find an alternative parking solution.

### **Electric pool car bays**

- 4.5 The electric pool cars are managed by Co-Wheels via a partnership arrangement with the Traffic and Transportation team and Fleet Management. The electric cars are available for staff to book between core hours: Monday to Friday, 7.30am to 6.00pm. Two out of the five electric car spaces are currently permanently leased to Co-Wheels.
- 4.6 Under the original arrangement the pool cars were managed by DCC fleet management with support from Facilities Management. There is now a mutual 'service agreement' with Co-wheels to manage the Council House fleet. This is a flexible arrangement renewed, usually on an annual basis, subject to funding. The service provided includes the remote management (booking system, maintenance and cleaning) of the three DCC owned vehicles (Ions) and the two Renault Zoes that are owned by Co-Wheels.
- 4.7 The LEV market is continuously growing in importance and the Council has been mandated by Government to improve its air quality and Low Emission Vehicles (LEVs) are a key driver for meeting objectives around air quality.

- 4.8 The council has a statutory target in terms of NO2 emissions, and a legal obligation to deliver a Local Air Quality Plan before September 2018. Whilst the LEVs are currently a small element of this plan, they are an important symbol of the Council taking a lead, which is one of the Local Plan requirements. It is also something that government will expect the Council to expand as part of encouraging wider use of LEVs and the replacement of 'grey fleet' (staff owned vehicles) mileage, with ultra-low emission vehicle miles. Apart from demonstrating taking a lead, it is also very likely that LEV car clubs will be re-energised as part of Local Air Quality Plans across the country, as these are viewed as part of the answer for lower income households to move away from direct ownership of older and polluting vehicles.
- 4.9 Nonetheless, in view of the pressures of parking at the Council House, especially for blue badge holders, officers will be reviewing the demand and utilisation for the five LEVs as part of a wider study.

### **Contractor bays**

- 4.10 The two bays for contractors parking are provided to contractors when they are undertaking maintenance or inspection works on the Council House or Hydro Power plant. These spaces are managed by Facilities Management. In the event there are no contractors booked in for the day, Facilities Management will open up one bay for use by staff with blue badge permits. Facilities Management retains one for emergency/unplanned contractor access.
- 4.11 The bay is used for contractors to attend site to carry out both planned and reactive repairs. If the bay was not available, contractors would be forced to park in Darwin place as this is the only park without a height restriction. Contractors have heavy tools that they would need access to, so it would be impractical and unrealistic to expect them unload all their tools for every visit. The additional cost of parking, walking to and from site would be passed to DCC resulting on additional demand on already over stretched budgets.

### **Duty Bay reserved for Children and Young People's service**

- 4.12 The duty bay was approved by the Chief Executive. It is a shared bay, on a rota basis, for the duty children's social worker that allows them to attend urgent incidents/emergencies as soon as possible. Removing this would mean a 8-10 minute delay in response time with the social worker having to walk from Darwin Place car park.

**This report has been approved by the following officers:**

<b>Legal officer</b> <b>Financial officer</b> <b>Human Resources officer</b> <b>Estates/Property officer</b> <b>Service Director(s)</b> <b>Other(s)</b>	David Walsh (Head of Democracy)
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<b>For more information contact:</b> <b>Background papers:</b> <b>List of appendices:</b>	Jody Shelton 01332 643652 <a href="mailto:jody.shelton@derby.gov.uk">jody.shelton@derby.gov.uk</a> None Appendix 1 – Implications
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<b>IMPLICATIONS</b>
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**Financial and Value for Money**

- 1.1 None directly arising from the report.

**Legal**

- 2.1 None directly arising from the report.

**Personnel**

- 3.1 None directly arising from the report.

**IT**

- 4.1 None directly arising from the report.

**Equalities Impact**

- 5.1 None directly arising from the report.

**Health and Safety**

- 6.1 None directly arising from the report.

**Environmental Sustainability**

- 7.1 None directly arising from the report.

**Property and Asset Management**

- 8.1 None directly arising from the report.

**Risk Management and Safeguarding**

- 9.1 None directly arising from the report.

**Corporate objectives and priorities for change**

- 10.1 None directly arising from the report.