

Public Document Pack



PEEBLES PARKING WORKING GROUP THURSDAY, 18 MAY 2023

A MEETING of the PEEBLES PARKING WORKING GROUP will be held via MICROSOFT TEAMS on THURSDAY, 18 MAY 2023 at 6.00 pm

J. J. WILKINSON,
Clerk to the Council

15 May 2023

BUSINESS		
1.	Welcome and Apologies	2 mins
2.	Note (Pages 3 - 6) Consider Note of meeting held on 21 February 2023 and Action Tracker. (Copies attached.)	5 mins
3.	Car Park Survey Results Consider report on car park survey results from Philippa Gilhooly and Gary Haldane.	15 mins
4.	Proposals	
5.	Timetable	
6.	Any Other Business	
7.	Date of Next Meeting Agreement on date and time of next meeting required.	

NOTES

1. **Timings given above are only indicative and not intended to inhibit Members' discussions.**
2. **Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.**

Membership of Committee:- Councillors R. Tatler (Chairman), J. Pirone, E. Small, V. Thomson, Community Councillor L. Hayworth, C. Hook, P. Maudsley, G. Ramsay, J. Smith and S. Watson

Please direct any enquiries to Lynne Cuerden Tel: 01835 826527
Email: lynne.cuerden@scotborders.gov.uk

**SCOTTISH BORDERS COUNCIL
PEEBLES PARKING WORKING GROUP**

MINUTES of Meeting of the PEEBLES
PARKING WORKING GROUP held via
Microsoft Teams on Tuesday, 21 February
2023 at 2.00 pm

Present:- Councillors R. Tatler (Chair), J. Pirone

Apologies:- Councillor E. Small and P. Maudsley

In Attendance:- P. Gilhooly – Team Leader (Traffic Policy and Road User Management), G. Haldane Assistant Engineer (Road Safety & Traffic Management), J. Little (Parking Supervisor), G. Grant, G. Ramsay (Peebles Community Council), S. Watson (Peebles Community Council), W. Mohieddeen (Democratic Services Officer).

1. NOTE OF MEETING AND ACTION TRACKER

There had been circulated copies of the Note of the Meeting held on 30 November 2022 and the Action Tracker.

DECISION

AGREED the Note and the Action Tracker.

2. PAID PARKING OPTIONS

There followed an update from the Policy/Road User Management Team Leader Philippa Gilhooly. With reference to Paragraph 4 of the Note of the meeting held on 30 November 2022, a summary of costs for three different paid parking options was shared with the meeting. The options were as follows:

- (a) Option1: Installation of a barrier at the entry and exit points of the car park
This option had an initial cost of £62,900 with an annual cost of £4895
- (b) Option2: Installation of one pay and display cash machine
This option had an initial cost of £33,700 with an annual cost of £24,343
- (c) Option3: Installation of one pay and display card only machine
This option had an initial cost of £33,700 with an annual cost of £34,075

There were caveats to be considered. The prices were indicative and had not been through the procurement/tender process; changes needed to be agreed by elected Members; time for Parking Attendants/Management who currently operated at capacity would need to be reviewed and should be included in the changes; any agreement was required to go through the formal Legal/TRO process; machines insurance was not included as any quote needed to be obtained by the Peebles Common Good Fund Sub-Committee; in relation to the cash pay and display machine, the Council currently used a cashless app provider which incurred a minimal cost; in relation to the card pay and display machine, there would be a requirement to set up payment service provider and merchant bank facility with machines that were able to sync with the network and back office (there may be some compatibility issues so more in-depth costings were required); and the barrier system would involve costly civil works with their location on a busy road potentially causing a hazard from queuing traffic. Members were alerted to the risk of barriers being glued open. Concern was also expressed at a barrier in Neidpath car park that operated during school opening and closing times. Ongoing maintenance costs and

the cost of marking bays were to be met by the Peebles Common Good Fund, paid for via the surplus. Income predictions for each of the car parks would only be possible once the parking turnover survey was completed. Automatic Number Plate Recognition tended to be used by private companies in private car parks, the enforcement of which was a civil matter. Current practice of an unpaid, attendant issued penalty notice was recoverable via the Court as a criminal matter.

DECISION

NOTED the update.

3. ACTION PLAN AND TIMETABLE

There followed a short presentation by The Chair on the proposed action plan and timetable. There were five key action points to be resolved:- complete the information gathering process; further consultation with local traders; Common Good Car Parks proposals; discussion with Border Buses regarding the integration of the town bus service; and the Integrated Traffic Report pending from the Director of Infrastructure and Environment. Councillors were to meet with local traders later that week with a view to securing representation on a newly formed group. The indicative timetable identified four key dates with a view to the delivery of a report to the Council by November 2023. In preparation for that report, it was suggested that all actions be completed by the end of June. The report, with its recommendations was to be completed by August, with the public consultation of the proposals from September. The working group's report was to address three key issues: the off-street parking regime (which car parks charge and when); the development of the East Station Car Park as a 'Visitor Gateway' with bus terminal etc.; and the inclusion of these initiatives within the Integrated Traffic Report from the Director of Infrastructure and Environment.

In response to a question regarding the Saturday charging regime at East Station car park, it was confirmed that this arrangement was agreed in 2015 following the last parking consultation. A request was made to see the 2015 survey data for comparison to the pending 2023 survey data.

With reference to paragraph 2.2 of the Note of the meeting of 30 November 2022, Ms Gilhooly reported that the Streetwise Parking Survey was to take place on Friday 17, Saturday 18 and Monday 20 March 2023. There was to be a discount due to the current closure of the Swimming Pool Car Park. The online public parking survey was to be launched at the end of March and run for four weeks, accompanied by a press release to be shared with members. Ms Gilhooly shared a preview of the online parking survey. Minor changes were agreed to the landing page and the wording of two questions. It was agreed that there would be a meeting to review the online survey feedback prior to the next meeting of the working group. The next working group meeting was to be arranged for a date following the completion of the car park and online surveys with an agreement that it would be in person at the Rosetta Road Chamber.

DECISION

NOTED the update and AGREED that the next working group meeting be in-person following the completion of the car park and online surveys.

4. DATE OF NEXT MEETING

A date at the end of April 2023 was to be identified for an in-person meeting at Council Chambers, Rosetta Road, Peebles.

The meeting concluded at 2.55 pm

SCOTTISH BORDERS COUNCIL

ACTION TRACKER (PUBLIC BUSINESS)

PEEBLES PARKING WORKING GROUP – NOVEMBER 2022 onwards

Notes:-

Items for which no actions are required are not included

NO.	MINUTE PARAGRAPH NUMBER, TITLE AND DECISION REQUIRING ACTION	DEPARTMENT	RESPONSIBLE OFFICER	OUTCOME
21 FEBRUARY 2023				
1. ACTION PLAN AND TIMETABLE	Para 3 – AGREED to the next meeting to be in-person following completion of car park surveys	Democratic Services	Lynne Cuerden	Meeting arranged via Teams instead given timing of meeting
30 NOVEMBER 2022				
1. PEEBLES PARKING STUDY UPDATE	Para 2.2 – action – AGREED to the appointment of Streetwise to conduct the 3 day parking survey	Roads	P. Gilhooly	
	Para 2.2 – action – AGREED to consider a proposal from P. Gilhooly on the procurement, timing and funding source of the car parks survey	Roads	P. Gilhooly	Survey scheduled for March/April 2023
2. COMMON GOOD CAR PARKS	Para 4 – action - AGREED that the Parking Supervisor prepare costings for the installation and maintenance of pay and display meters as well as fees associated with parking attendants at Kingsmeadows and Neidpath car parks for presentation to the next meeting.	Roads	Jan Little	Report ready for 21 February meeting
3. PROGRAMME OF FUTURE WORK	Para 5 – action - AGREED to:- (a) hold any further decisions about the introduction of parking charges until the current Parking Charges Review was completed in early 2023. (b) the Chair was to provide a list of possible action points for the next meeting for which future dates might be decided.	Roads Elected Members	 Cllr Tatler	

This page is intentionally left blank