



***ENVIRONMENT, REGENERATION AND  
STREETSCENE SERVICES SCRUTINY COMMITTEE***

***10.00 AM FRIDAY, 2 JUNE 2023***

***MICROSOFT TEAMS MEETING/ HYBRID MEETING IN COUNCIL  
CHAMBER***

**All mobile telephones to be switched to silent for the duration of the meeting**

This meeting will be recorded for broadcast via the Council's Internet Site. By participating you are consenting to being filmed and the possible use of those images and sound recordings for training purposes.

1. Chair's Announcements
2. Declarations of Interest
3. Minutes of the Previous Meeting (*Pages 5 - 10*)  
For the Committee to approve the accuracy of the minutes of the meeting held on 14<sup>th</sup> April 2023.
4. To Consider the Recommendations of the Task and Finish Group on Parking Option Review Report 2023 (*Pages 11 - 34*)
5. Burrows Yard Update Report (*Pages 35 - 38*)
6. Pre-Decision Scrutiny  
To select appropriate items from the Cabinet Board agenda for Pre-Decision Scrutiny (Cabinet Board reports included for Scrutiny Members)
7. Urgent Items

Any urgent items at the discretion of the Chairperson pursuant to Section 100BA(6)(b) of the Local Government Act 1972 (as amended).

8. Forward Work Programme and Committee Action Log (*Pages 39 - 44*)
9. Access to Meetings  
Access to Meetings to resolve to exclude the public for the following item(s) pursuant to Section 100A(4) and (5) of the Local Government Act 1972 and the relevant exempt paragraphs of Part 4 of Schedule 12A to the above Act.

## **PART 2**

10. Pre-Decision Scrutiny of Private Item/s  
To select appropriate private items from the Cabinet Board agenda for Pre-Decision Scrutiny (Cabinet Board reports enclosed for Scrutiny Members).

**K.Jones**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

26 May 2023

### **Committee Membership:**

**Chairperson:**      **Councillor S.Pursey**

**Vice**  
**Chairperson:**      **Councillor T.Bowen**

**Councillors:**      W.Carpenter, A.Dacey, R.Davies, N.Goldup-  
John, C.James, S.Grimshaw, K.Morris,  
S.M.Penry, L.Williams and S.E.Freeguard

## **Notes:**

- (1) *If Committee Members or non-Committee Members wish to have relevant items put on the agenda for future meetings, then please notify the Chief Executive/Chair eight days before the meeting.*
- (2) *If non-Committee Members wish to attend for an item of interest, then prior notification needs to be given (by 12.00 noon on the day before the meeting). Non-Committee Members may speak but not vote, or move or second any motion.*
- (3) *For pre scrutiny arrangements, the Chair will normally recommend forthcoming executive items for discussion/challenge. It is also open to Committee Members to request items to be raised - though Members are asked to be selective here in regard to important issues.*
- (4) *The relevant Cabinet Board Members will also be invited to be present at the meeting for Scrutiny/ Consultation purposes.*
- (5) *Would the Scrutiny Committee Members please bring the Cabinet Board papers with them to the meeting.*

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## Environment, Regeneration and Streetscene Services Scrutiny Committee

(Microsoft Teams Meeting/ Hybrid meeting in Council Chamber)

**Members Present:**

**14 April 2023**

**Chairperson:** Councillor S.Pursey

**Vice Chairperson:** Councillor T.Bowen

**Councillors:** W.Carpenter, R.Davies, N.Goldup-John,  
C.James, S.Grimshaw, S.M.Penry, L.Williams,  
S.E.Freeguard, J.Henton, J.Jones, S.Renkes,  
S.H.Reynolds and D.Thomas

**Officers In Attendance** D.Griffiths, C.John, C.Plowman, J.Stevens,  
S.Brennan, R.Crowhurst, G.Hughes, C.Roberts,  
Ms.J.Smith, R.Turner and T.Rees

**Cabinet Invitees:** Councillors S.Jones, W.F.Griffiths, M.Peters

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1. **Chair's Announcements**

The Chair welcomed the Committee and the invitees from the Education Scrutiny Committee and confirmed that the Scrutiny Committee had chosen to scrutinise Cabinet Board agenda items 13 and 19.

2. **Declarations of Interest**

Cllr. Scott Jones - Item 18- Personal, Non-prejudicial- Cllr. S. Jones has been appointed to the Wild fox board.

Cllr. Martyn Peters- Item 18- Personal, Non-prejudicial- Cllr. M. Peters has been appointed to the Wild fox board.

Cllr. Jeff Jones- Item 18- Personal, Non-prejudicial- Cllr. J. Jones has been appointed to the Wild fox board.

3. **Minutes of the Previous Meeting**

The minutes of the meeting held on 3rd of March 2023 were approved as an accurate record of proceedings.

4. **Response From Cabinet Board on Waste Strategy Task and Finish Group**

The Chair gave a background to the Waste Strategy Task and Finish Group and its subsequent report. The Chair explained that the letter is a response from Cabinet Board to the recommendations of the Task and Finish Group.

Members agreed to scrutinise the item as part of the Waste Strategy Report as the letter is included in that report.

The letter was noted.

5. **Healthy Travel Charter Report**

Members received information on the Healthy travel charter report as presented within the report circulated. Officers made members aware of an error on page 30 of the report. Officers advised that they have moved to a transfer station instead of the Material Recovery and Energy Centre (MREC) facility, this doesn't affect the overall scoring in the rating given to the item and will be amended.

Members wanted to know about the progress in safety of cyclists traveling to school and work. Officers explained that they are developing schemes and bidding for grants in relation to the Active travel plan and the hiring of two active travel officers is hoped to have greater success in getting grants for active travel routes.

Officers also felt that the new 20mph speed limit will help reduce the seriousness of incidents due to reduced speed.

Officers provided information about the education and training aspect of travel safety, such as curb craft in primary schools as well as comprehensive schools programme which includes independent travel, including bus use. Years 5 and 6 also get on road cycling training and level 3 training is being developed in comprehensive schools. Officers also explained that families (adults included) also can get training during family training days which helps plan routes and riding EV bikes.

Members expressed their concern about other road users in relation to cyclist safety and the hope of getting safer cycle paths. Members commented that the new officers in the team were a welcome addition to help access grant money, but members felt they need to keep thinking about moving on from a car centric approach in relation to sustainable forms of transport in projects to consider walking and cycling.

Officers explained that in relation to driving, there are driver initiatives for newly qualified and older drivers and training including motorcyclists and that picks up on raising awareness of all road users.

Members enquired about linking up cycling tracks. Members noted that the road between Pontrhydyfen and Cimla was dangerous for cyclists and wondered whether there were plans to fix the road between T-bones and Pontrhydyfen.

Officers explained that there is a scheme for an active travel route from Neath up to Cefn Saeson sports field which is a major piece of work and will probably be phased over a couple of years. Officers advised that going off that main route may be difficult as getting to T-bones is considered as a leisure activity and not in line with active travel and therefore not be eligible for active travel grants.

Following scrutiny, the report was noted.

## 6. **Pre-Decision Scrutiny**

### Item 13 Waste Strategy Action Plan

Members received information on the Waste Strategy Action Plan as presented within the report circulated.

Members raised their concerns about the storage of the purple bags during summer months especially if waste collection moves to 3 weekly collections. Members were worried how residents would be able to store these bags.

Officers advised that if it did go to 3 weekly collections it would free up some resource and that could be diverted to recycling and nappy collections which would potentially make the nappy collections weekly, removing the issues. This would be looked at as part of the consultation process.

Officers said that the storage element of the scrutiny committee recommendations are accepted by officers. However, the purple bags would be presented for collection and the box would be used just for storage of those bags.

Members highlighted that the Task & Finish group put forward the idea of a presentation bin after reassurance from officers on the practicality of it. Members felt it was more hygienic and avoided confusion of having a receptacle that can't be presented for collection. Members wanted to understand what had changed since that discussion.

Officers advised that they were still in the piloting phase but explained that the pilot supports the view that people want storage bins rather than presentation bins. Officers advised that there is still an opportunity to revise it, however the service can't be extended currently due to resources and finances, however in the next two years things may change and improve. The recommendation from officers is for storage box usage rather than as presentation boxes.

Members were keen to monitor the situation during the pilot stage and get feedback from officers how the storage bins go, but also pilot and test the impact of using it as a presentation bin on update of the scheme and the cleanliness of the streets.

Officers said that from the consultation they have done the feedback has been mainly about storage, however if there were issues with presentation that would become apparent to members. Storage bins will be available to those who request them.

Members felt that the consultation with the public on 3 weekly bin collection should be deferred as long as possible to be able to get the message out first about the need for better recycling and food recycling. Members wanted some detail on why that proposal from the Task and Finish Group was rejected and an idea on timescales for the consultation.

Officers advised that there is a statutory deadline for exceeding the 70% target on food waste and this means that they would need to do a lot of work preparing and planning should the 3 weekly collections go ahead. In terms of the timescales, they would need to do some internal consultation first. The likelihood would be that consultation with the public would commence within the next 12 months.



Officers took on board members point that they hoped that the resident's aspect of consultation was done after the recycling and food waste messaging.

Members wanted clarity on what would be done for areas where there are no shops or public buildings where dog waste bags can be collected from. Officers advised that they see dispensers as a last resort because they often get vandalised or abused. They explained that they want to try everything they can to make a provision for those areas. Officers said that they should be in places that are secure and less likely to be vandalised but want to look at all other options. Officers will speak to all members about provision in their wards.

Members wanted to look at customer touch points and getting regular feedback from residents on how the service has been. They felt that broader piece of work would be useful and deeper than the citizens panel to help performance and service delivery. Officers advised they will talk to digital services about using the system to generate questions on the service.

Following discussions members, the following amendments were put forward from Scrutiny Committee for Cabinet Members to consider when making their decision:

- Measure 5 is approved with consideration of using the material storage bins for presentation as suggested by the scrutiny committee.
- Measure 11 is approved and notwithstanding the suggestion by Scrutiny to the contrary that be no deferral of consultations on a potential move to 3 weekly refuse collections however the consultation be carried out as a phased approach.
- A Communications protocol be developed to secure engagement with the public generally in relation to obtaining feedback on waste services via the work being undertaken through the established citizens panel and during customer touch points with the service.

Following scrutiny, the above amendments were supported to Cabinet Board.

## 7. **Forward Work Programme and Committee Action Log**

The Members of the Committee noted the Forward Work Programme.

8. **Urgent Items**

There was none.

9. **Access to Meetings**

**RESOLVED:** That pursuant to Section 100A(4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the above Act.

10. **Japanese Knotweed**

Members received an update on the Council's policy and procedures with respect to Japanese knotweed as detailed within the private circulated report.

Following scrutiny, the report was noted.

11. **Pre-Decision Scrutiny of Private Item/s**

19. Modular classroom accommodation at Ysgol Hendrefelin (Bryncoch site), Blaenhonddan and Crymlyn Primary schools.

Members received information on the Modular classroom accommodation at Ysgol Hendrefelin (Bryncoch site), Blaenhonddan and Crymlyn Primary schools as detailed within the private circulated report.

Following scrutiny, the recommendation was supported to cabinet Board.

**CHAIRPERSON**

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Environment, Regeneration and Street Scene Services Scrutiny Committee

2nd June 2023

### Report of the Chair of the Parking Options Review 2023 Task and Finish Group

#### **Matter for Decision**

#### **Wards Affected**

All Wards

**To consider the recommendations of the Task and Finish Group on the Parking Options review 2023.**

#### **Purpose of the Report**

To confirm the report of the task and finish group on Parking Options 2023 and to commend the report to the Environment, Regeneration and Street scene Cabinet Board.

#### **Executive Summary**

This report highlights the findings and recommendations of the Task and Finish Group carried out by the members of the Environment, Regeneration and Street Scene Services Scrutiny in respect of its review of Parking Options 2023.

The report includes the findings of the Task and Finish group inclusive of discussion points considered at the meeting of the group.

#### **Background**

The Environment, Regeneration and Street Scene Services Scrutiny Committee are the appropriate scrutiny committee for the consideration of the Council's Parking Options Strategy.

The Committee were keen to arrange a Task and Finish Group to consider Christmas parking options. Officers had completed the Parking Options Report that included Christmas parking arrangements and members felt it was a good idea to review the report in its entirety to look at options for parking and transport solutions to support the vitality of town centres and support sustainable transport with a view to agreeing a set of recommendations for Cabinet Board to consider. .

This would help them discharge their pre-scrutiny role and to enable constructive feedback to be provided to the Cabinet Board as they continue to determine matters under Parking Options.

The overarching purpose of the Task and Finish Group was to look at options for parking and transport solutions to support the vitality of town centres and support sustainable transport with a view to agreeing a set of recommendations for Cabinet Board to consider. .

#### **Integrated Impact Assessment**

No specific integrated impact assessment is included for this task and finish report due to it being an internal scrutiny exercise. However, an impact assessment will be developed and will be reported along with the final Parking Options Review 2023 Report to Cabinet Board in due course.

### **Workforce Impacts**

There are no direct workforce impacts associated with this report however, if the recommendations are agreed and taken forward there potentially could be workforce impacts and the Cabinet Board are asked to note these.

### **Legal Impacts**

There are no legal impacts associated with this report however any legal elements will have to be considered by the Cabinet Board as part of its considerations of any programmes of work to be undertaken.

### **Risk Management**

There are no direct risk management impacts associated with the report.

### **Consultation**

There is no requirement under the Constitution for external consultation on this item.

### **Recommendations**

It is recommended

1. That members endorse the outcomes of the Task and Finish Group included at Appendix A and commend the same to the Environment, Regeneration and Street scene Cabinet Board.
2. That an invite be extended to the Cabinet Member for Strategic Planning, Transport and Connectivity to the next meeting of this committee to report back on their consideration of the matters that have been put forward.

### **Reasons for Proposed Decision**

The proposals suggested aim to aid service recovery, increase income generated and enhance Town Centre footfall, and support the council's commitment to sustainable transport.

Any increases in revenue should be used to offset the £100,000 deficit in income 2022/23 and to generate an additional £200K income target set by the Council for 2023/24.

### **Implementation of Decision**

Not applicable

### **Appendices**

Appendix A - Task and Finish Group Parking Review Options Report 2023

### **Officer Contact**

Tom Rees, Democratic Services Officer.

Email: [t.rees1@npt.gov.uk](mailto:t.rees1@npt.gov.uk) Tel: 01639 763922

**Report of the:**

**Environment, Regeneration and Street  
scene Services Scrutiny Committee**

**A Task and Finish Group to Review  
of the Parking Review Options  
Report 2023**

**May 2023**



**Neath Port Talbot County Borough Council**

## CONTENTS

Chairs Forward	2
Executive Summary	3
Purpose and Background	4
Terms of Reference	4
Recommendations	7
Summary of Discussion	8
Appendix 1 – Parking Review Options Report	

## **CHAIRS FORWARD**

The report below is the result of three ‘task and finish’ meetings of the scrutiny committee members and officers, as well as other discussions and member officer meetings. I would like to thank all members and officers for their time in looking at these proposals in detail.

By way of context, the need for this piece of work has arisen mainly due to two factors:

The first being that the parking service income has not recovered since the pandemic and has a £100,000 shortfall in its budget.

Secondly in the 2023/24 budget an additional £200,000 income target was placed upon the parking service by the administration.

A report with options was presented to scrutiny committee to make recommendations on - with the primary aim of raising additional income for the service in line with the budget. The scrutiny committee has no influence at this stage over the previously agreed budget position by the administration.

The scrutiny committee has also previously indicated it wished to explore options for some free bus services, in line with neighbouring councils.

In order to make the income target agreed in the budget many of the options presented to us for increased parking fees are now unavoidable at this stage. Therefore the committee has focussed on how to best mitigate the impact of these proposed increases on our residents and businesses.

We have not made recommendations on every option in the proposals, only those where we feel an amendment will both be beneficial and deliverable given the budget position.

The decision of the final charges and options will be taken by the cabinet board, who will take on board our recommendations contained within this report.

**Councillor Sean Pursey**

## EXECUTIVE SUMMARY

Members of the Environment, Regeneration and Streetscene Services Scrutiny Committee undertook a Task and Finish Group to consider and review the Neath Port Talbot County Borough Council's ("the Council") Parking Options 2023. The overall purpose of this was to look at options for parking and transport solutions to support the vitality of town centres and support sustainable transport with a view to agreeing a set of recommendations for Cabinet Board to consider ..

The Task and Finish Group met for three workshop sessions to focus specifically within Parking Review Options Report 2023.

The Task and Finish Group held two workshop sessions with officers on the 28<sup>th</sup> of April and the 10<sup>th</sup> of May to gather all information required to develop recommendations. Members then had a summary workshop on the 18<sup>th</sup> of May to pull together their recommendations. A summary of the discussions is included within the report.



## PURPOSE AND BACKGROUND

The Environment, Regeneration and Street scene Services Scrutiny Committee are the appropriate scrutiny committee for the consideration of the Parking Review Options Report 2023.

The Committee were keen to arrange a Task and Finish Group to consider the Christmas Parking options for 2023. Officers had completed a report on Parking Options Review 2023 that included Christmas parking as part of it.

The overall purpose of this Task and Finish group was to look at options for parking and transport solutions to support the vitality of town centres and support sustainable transport with a view to agreeing a set of recommendations for Cabinet Board to consider. .

## TERMS OF REFERENCE

<b>Task and Finish Objective</b>	To look at options for parking and transport solutions to support the vitality of town centres and support sustainable transport with a view to agreeing a set of proposals for Cabinet Board to decision.
<b>Membership</b>	<p><b><u>Elected Members</u></b></p> <p>Cllr. S. Pursey (Chair) Cllr. T. Bowen (Vice chair)</p> <p>Cllr. L. Williams Cllr. W. Carpenter Cllr. C. James Cllr. N. Goldup-John Cllr. S. Grimshaw</p> <p><b><u>Advisors/Support Officers</u></b></p> <p>Charlotte Davies Tom Rees Alison Thomas David W. Griffiths Steve Cook Ian Rees Brendan Griffiths</p>

	<p>Andrew Collins  Laura Webley  Chris Saunders</p> <p>Dependent on discussion of the committee, further officers/ external providers be invited at the discretion of the Chair.</p>
<b>The main aims of the Project</b>	To enable the Task and Finish Group to explore and suggest recommendations to the Cabinet Members on the Parking Review Options Report 2023 including Christmas parking options, prior to decision by Cabinet Board.
<b>Scope of the study</b>	<ul style="list-style-type: none"> <li>• To enable the Task and Finish group to feed in to the suggested recommendations of the Parking Review Options report</li> <li>• To consider periodic free or subsidised sustainable transport schemes</li> <li>• To provide an effective service for all members of the public.</li> <li>• To ensure that there is an effective and efficient service for the public.</li> </ul>
<b>How it will contribute to achieving Corporate/Community Objectives / Priorities.</b>	<p>The proposals suggested aim to aid service recovery, increase income generated and enhance Town Centre footfall, and support the council’s commitment to sustainable transport.</p> <p>Any increases in revenue should be used to offset the £100,000 deficit in income 2022/23 and to generate an additional £200K income target set by the Council for 2023/24.</p>
<b>Initial list of key officers, stakeholders, partners or other agencies to involve</b>	Officers – as stated above

<p><b>Key issues to be addressed</b></p>	<p>That the Task and Finish group:</p> <ul style="list-style-type: none"> <li>• Check that the proposals suggested in the report will aid service recovery, increase income generated and enhance Town Centre footfall and comply with our commitments to promote sustainable transport.</li> <li>• Look at Christmas parking arrangements.</li> <li>• Look at measures that will help offset the combined £300,000 income deficit during 2023/2024 to be achieved by the Council.</li> <li>• Look at measures to introduce free or subsidised sustainable transport schemes.</li> <li>• Has undertaken it's pre-scrutiny duty in relation to Cabinet Board proposals</li> </ul>
<p><b>Timescale for completion of the task</b></p>	<p>Three day Task and finish group – Any findings to be taken to the Environment, Regeneration and Street Scene Services Scrutiny Committee due to be held on the 2<sup>nd</sup> June 2023 to commend the Task and Finish Groups views to the Cabinet Board prior to decision in June</p>
<p><b>Meeting Dates</b></p>	<ul style="list-style-type: none"> <li>• 28<sup>th</sup> April 2023</li> <li>• 10<sup>th</sup> May 2023</li> <li>• 18<sup>th</sup> May 2023</li> </ul>

## RECOMMENDATIONS

**That the following recommendations be considered and agreed by Cabinet Board:**

1. Care worker on street parking permit cost to stay the same and not increase.
2. Resident Permits – It is proposed that permits are increased from £20.00 to £25.00 to stay at a cost neutral position and increase annually thereafter to cover costs.
3. The middle (10%) option is chosen for Town Centre tariffs, the funding gap over the 15% option funded by Recommendation 4.
4. Remove free Christmas parking offer for town centres, budget used to fund lower increase on Recommendation 3.
5. Introduce free travel on the local bus network within the County Borough for the six Saturdays and Sundays leading up to Christmas.
6. Promote the use of season permits for the regular users of the car parks for residents to access discounted parking.
7. Seafront - Change the seasonal charging start date to 1st of April to capture an extra months income, in line with Bridgend county.
8. Seafront - Change the hours of charging to fall between 9am - 6pm for off and on street car parking.
9. Seafront – Off-season free parking for 2 hours in lay-by/ on street parking to remain.
10. Seafront - Introduce charges to the lay-by/on street parking bays along the seafront (during peak season only)
11. Seafront - Officers should explore overnight campervan parking options.
12. Seafront - Undertake a review of mitigation measures and on street parking restrictions nearby, to mitigate the impacts of the charging increases.

### **Additional Measures/Recommendations:**

The Task and Finish Group also propose the following additional recommendations :

1. Provide an extra hour free on top of current tariffs to blue badge holders.
2. Explore a Visitors Parking Permit that would cover all car parks / attractions in the county (to include country parks).

3. Review all changes in a year, with an update report in six months time, to include – data on car park income and usage, town centre/seafront footfall and any other relevant feedback.

## SUMMARY OF DISCUSSION

The following Members of the Environment, regeneration and Street scene Services Scrutiny Committee took part in the Task and Finish Group:

Cllr. S. Pursey (Chair)  
Cllr. T. Bowen (Vice chair)  
Cllr. L. Williams  
Cllr. W. Carpenter  
Cllr. C. James  
Cllr. N. Goldup-John  
Cllr. S. Grimshaw

Members were provided with support from the following officers:

Tom Rees  
Alison Thomas  
David W. Griffiths  
Steve Cook  
Ian Rees  
Brendan Griffiths  
Andrew Collins  
Laura Webley  
Chris Saunders

Members were provided with the Parking Review Options Report 2023 to consider and to ensure that the Scrutiny Committee undertook and discharged their scrutiny role.

### On-street Parking Permits

- On-street Parking Permits – Members felt that Care worker permit costs should stay the same and does not increase.
- Resident Permits – Members proposed that as a minimum, permits are increased from £20.00 to £25.00 to stay at a cost neutral position and increase annually.

The Task and Finish Group felt that the Residents Permits Costs be reviewed in a year's time to ensure that the costs are correct and factor in current inflation and costs and to avoid sudden large cost increases.

### Off Street Parking

Members decided that there should be an Increase all parking charges due to budget pressure to one of the new 10% Tariff Town Centre Pay and Display Tariffs.

Members felt that there should be a removal of free Christmas parking and instead spread the free parking across the year to maintain the 10% increase.

Task and Finish group members wished to keep free travel on the local bus network within the County Borough for the six Saturdays and Sundays leading up to Christmas. For Christmas 2023, those dates would be November 18th, 19th, 25th, 26th and December 02nd, 03rd, 09th, 10th, 16th, 17th, 24th and 25th.

The Task and Finish Group suggested a review of the free bus travel of Option 5 at a scrutiny meeting in six months time, once the bus service situation regarding routes and funding is settled with Welsh government and Transport for Wales.

### Season Permits

Members felt that the authority should promote the use of season permits for the regular users of the car parks.

The Task and Finish Group suggested that Parking should work with the Communications team to promote Season Permits.

### Seafront

Members recommended the following;

- Change the seasonal charging start date to 1st of April to capture an extra months income.
- Change the hours of charging to fall between 9am - 6pm.
- Offseason free parking for 2 hours.

The Task and finish group felt that the change from the current seasonal arrangements of May – September to start in April, would fall in line with

Bridgend and Porthcawl. The additional month would increase income for the authority.

It was felt that changing the hours to 9am -6pm would take pressure off residents and put emphasis on visitors paying as they are more likely to park during daytime hours.

Task and Finish Group members believe that having free parking for 2 hours in offseason would support businesses.

### Seafront

Members also wanted to put forward the following recommendations.

- Introduce charges to the free parking bays along the seafront (during peak season.)
- Officers should explore Campervan Parking options.
- Undertake a review of mitigation measures and on street parking restrictions nearby, to mitigate the impacts of the charging increases.

### Additional Measures/Recommendations:

The Task and Finish Group also wished to propose the following considerations:

- Blue badge concessions – provide an extra hour free on top of current tariffs to blue badge holders.
- Visitors Parking Permit that would cover all car parks / attractions in the county –to explore further (to include country parks).
- Review all changes in a year – data car park usage/income etc. and see if they have worked.

Members felt that providing the extra hour for Blue Badge holders would be in line with other neighbouring authorities. It was felt that a visitor parking permit could be lucrative for the authority and should be explored by officers.

Members also felt it was important to review all changes in a year to check if changes have had a positive impact.

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# **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

## **Parking and Transport Options Paper for the Environment Task and Finish Group**

**Head of Engineering & Transport – David W. Griffiths**

### **Purpose of Options Paper**

This paper tables options to facilitate discussion by the task and finish group for parking and transport solutions to support the vitality of town centres with a view to agreeing a set of proposals for consideration by a future Scrutiny and Cabinet Board for implementation next financial year 2023/24. It is suggested to members that any proposal considered for implementation, should, where possible take into account any associated financial risks within the existing parking budget and in the context of the Councils wider financial challenges. The proposals aim to aid service recovery, increase income generated and enhance Town Centre footfall.

Members will be aware that there is a significant amount of anecdotal evidence, opinion and speculation over the relationship between car parking provision and town centre prosperity. Somewhat paradoxically this ranges from arguments suggesting that 'greater accessibility for cars on the high street will increase the viability of town centres by improving trading for business' to 'restricting accessibility for cars will increase the viability of town centres by cutting congestion and pollution whilst making the high street more pedestrian friendly and increasing dwell time'.

The Council currently supports a number of parking initiatives which include first hour free and a reduced tariff structure in Pontardawe, and a reduced tariff at the seafront car parks over the winter and summer period.

It is well recognised that people are prepared to pay for good customer service and quality parking facilities. They do not like to pay for poor service and facilities and funds are needed to facilitate this. The British Parking Association of whom the Council are members believe that the people who use the facilities should pay to help to maintain the assets and increasing energy and maintenance costs.

### On-street Parking Permits

Permits currently cost £20.00 per annum, and have not been subject to a review since implementation. The current charge no longer covers the admin cost of producing and supplying a permit due to increased software, postage, materials and staff cost.

- It is proposed that as a minimum, permits are increased from £20.00 to £25.00 to stay at a cost neutral position.  
Or alternatively,
- That permits are increased from £20.00 to £30.00 to future proof admin costs and contribute to the council's budget pressures.

Permit costs across neighbouring authorities.

Authority	12 Months	Replacement
Neath Port Talbot	£20	£5
Swansea	Free	£25
Bridgend	Free	Free

Shown below are all the current permits on issue together with the current income taken, plus the potential income if permits increase to £25.00 or £30.

Permit Type	Cost	Number	Income	Cost	Income	Cost	Income
Care Worker	£20	39	£780	£25	£975	£30	£1,170
Dispensation	£20	14	£280	£25	£350	£30	£420
Family Parking	£20	95	£1,900	£25	£2,375	£30	£2,850
Health Board Carer	£20	177	£3,540	£25	£4,425	£30	£5,310
Health Visitor	£20	5	£100	£25	£125	£30	£150
Holiday Visitor	£20	2	£40	£25	£50	£30	£60
Loading	£20	63	£1,260	£25	£1,575	£30	£1,890
Neath Traders Dispensation	£20	42	£840	£25	£1,050	£30	£1,260
Resident	£20	1865	£37,300	£25	£46,625	£30	£55,950
Temporary Resident	£20	21	£420	£25	£525	£30	£630
		<b>2323</b>	<b>£46,460</b>	<b>+25%</b>	<b>£58,075</b>	<b>+50%</b>	<b>£69,060</b>

After Vat the increases to income are £12,000 to £23,000

## Off-Street Parking

The Council car park income funds the maintenance upkeep of car parks to appropriate standards of safety, lighting and equality issues and security standards. The parking income account has spent £4 million over five years running and maintaining the council car parks and car parking machines. £201k of this cost was for the purchase and maintenance of pay and display machines.

In 2022/23, £127,400 has been spent so far on building maintenance in Port Talbot and Neath MSCP's alone, while the income from parking across both car parks is just under £227k.

There are outstanding maintenance issues that will require funding of circa £750k based on the last condition survey to carry out concrete repairs, electrics repair and painting in Port Talbot MSCP and a further £60k to resurface St. Mary's Car Park in Port Talbot.

The income received over the last five financial years is set out below, along with operational costs including utility bills, maintenance, staff costs, insurance, rates, rent and pay and display equipment. **This illustrates the income received before VAT.** Off-Street income from the Authority's pay and display car parks is subject to VAT @ 20% and the VAT is payable to HMRC.

Further to note, during the financial years 2020/21 and 2021/22 the council received monies from WG to offset losses from Covid 19, this ceased in April 2022, the amounts below include the monies received from Welsh Government.

<u>Year</u>	<u>Income</u>	<u>Operational Costs</u>	<u>Balance</u>
2021/22	£1,135,242	£892,191	£243,121
2020/21	£1,038,995	£769,990	£269,005
2019/20	£1,169,619	£1,002,107	£167,482
2018/19	£1,117,517	£1,079,367	£38,150
2017/18	£874,650	£720,730	£153,920

- **Option 1a: - Increase all parking charges due to budget pressure to one of the new tariffs set out below.**

Set out below is the current off-street tariff structure together with options for tariff increases. The potential increased revenue is based on the income from 2021/22.

<b>Current Tariff Option</b>	<b>Current Tariff Price</b>	<b>5% Increase</b>	<b>10% Increase</b>	<b>15% Increase</b>
1 Hour	£1.50	£1.55	£1.65	£1.75
2 Hours	£2.00	£2.10	£2.20	£2.30
3 Hours	£2.50	£2.65	£2.75	£2.85
4 Hours	£3.00	£3.15	£3.30	£3.45
All Day	£3.80	£4.00	£4.20	£4.40
Potential Increased Revenue		<b>£50,000</b>	<b>£100,000</b>	<b>£150,000</b>
After VAT		<b>£41,667</b>	<b>£83,333</b>	<b>£125,000</b>

- **Option 1b: - Increase some parking charges due to budget pressure to the new tariffs set out below.**

Any increase to all day parking charges will mostly affect people who work in town centres, a lot of whom will be on the minimum wage. The following option proposes tariff increases on shorter term parking only.

<b>Current Tariff Option</b>	<b>Current Tariff Price</b>	<b>Proposed Tariff Price</b>
1 Hour	£1.50	£1.75
2 Hours	£2.00	£2.30
3 Hours	£2.50	£2.85
4 Hours	£3.00	£3.30
All Day	£3.80	£3.80
Potential Increased Revenue		<b>£100,000</b>

There is a risk that an increase in tariffs will result in an income loss, if people choose not to use the car parks due to increased cost.

- **Option 2: - Reduce parking tariffs to align ourselves with neighbouring authorities and try to attract further footfall into town centres.**

Set out below are the comparable tariff structures for neighbouring authorities.

<b>Authority</b>	<b>1 hour</b>	<b>2 hours</b>	<b>3 hours</b>	<b>4 hours</b>	<b>4+ Hours</b>
<b>Neath Port Talbot</b>	£1.50	£2.00	£2.50	£3.30	£3.80

<b>Swansea</b>	£1.00	£2.00	N/A	N/A	£7.00
<b>Bridgend</b>	70p	£1.50	£2.50	£4.00	£6.00

It is noted that the current subsidies for car parking in Swansea will cease from April 2023 and Swansea have announced that they plan to raise an additional £700k per year from parking charges.

If the option to reduce parking charges to try to attract further footfall into town centres is progressed it is not possible to model the financial implications as we do not have any comparable data to base it on. However, to maintain current revenue we would need to attract 750,000 users into our car parks per year, which is not feasible in town centres of our size.

- **Option 3: - Pontardawe car parking charges be brought into alignment with Neath and Port Talbot town centres.**

Currently there is a different tariff structure in Pontardawe; the structure gives the first hour free and reduced charges after that, including free parking on a Sunday.

During 2021/22, 12,834 free tickets were issued in Pontardawe. We are aware that not all of these free tickets are associated with real parking events. Members of the public especially children have been witnessed generating tickets by typing in random registrations. However if 75% of the free tickets were genuine parking events charged at £1.50 the income generated would be £11,667 excluding VAT

- **Option 4a: Season permits increase from the current tariffs to the new tariff set out below.**

Currently the Authority operates a season permit system whereby the member of the public purchases a season permit and displays the permit in the front window of the vehicle.

Set out below are the season permit charges for neighbouring Authorities in their off-street car parks as well as this Authority's charge. Bridgend only offer a 3 months and above permit.

<b>Authority</b>	<b>1 Month</b>	<b>3 Months</b>	<b>6 Months</b>	<b>9 Months</b>	<b>12 Months</b>
<b>Neath Port Talbot</b>	£50	£130	£235	£325	£410
<b>Swansea</b>	£75	£220	£440	N/A	£735

<b>Bridgend</b>	N/A	£151.20	£302.40	£453.60	£604.80
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It is clear from the above that the charges in NPT are significantly lower than in neighbouring authorities. Below are the current season permits offered to members of the public together with the income, proposed revised charges and projected income.

Permit Duration	<u>Current Season Permits</u>		Income	Daily Rate
	£	Number		
Season Permit 12 months	£410	67	£27,470	£1.13
Season Permit 9 months	£325	1	£325	£1.20
Season Permit 6 months	£235	35	£8,225	£1.30
Season Permit 3 months	£130	46	£5,980	£1.44
Season Permit 1 month	£50	6	£300	£1.66
<b>Total number of permits on issue</b>		155	<b>£42,300</b>	

Permit Duration	<u>Proposed Season Permits</u>		Income	Daily Rate
	£	Number		
Season Permit 12 months	£500	67	£33,500	£1.39
Season Permit 9 months	£400	1	£400	£1.48
Season Permit 6 months	£300	35	£10,500	£1.62
Season Permit 3 months	£200	46	£9,200	£2.22
Season Permit 1 month	£70	6	£420	£2.33
<b>Total number of permits on issue</b>		155	<b>£54,020</b>	

The potential increased revenue with this option is £11,720 and the charges would still be lower than those charged by neighbouring authorities. This increase is £10,000 after VAT

- **Option 4b - Season permits increase from the current tariffs to match the tariffs in Bridgend.**

Permit Duration	<u>Proposed Season Permits</u>		Income	Daily Rate
	£	Number		
Season Permit 12 months	£605	67	£40,535	£1.65
Season Permit 9 months	£453	1	£453	£1.65
Season Permit 6 months	£302	35	£10,570	£1.65

<b>Season Permit 3 months</b>	<b>£151</b>	46	£6,946	£1.65
<b>Season Permit 1 month</b>	<b>£70</b>	6	£420	£2.33
<b>Total number of permits on issue</b>		155	<b>£58,924</b>	

The potential increased revenue associated with this option is £16,624 and match those in Bridgend which remain lower than those charged in Swansea. This increase is £13,853 after VAT.

- **Option 5: - To decide if the current practice of providing free parking should continue as is, (free parking in town centres for three weeks at a cost of £50,000 in lost revenue) or be amended following feedback and engagement with traders.**

For a number of years the council has provided free car parking in the run up to and over the Christmas period. When the press release was published advertising free car parking over Christmas 2022/23 approximately 54,000 social media accounts were reached, comments noted on social media were mainly supportive.

There were however, some comments from traders that they “*would prefer that the free car parking was over the first few weeks of January in Pontardawe to tempt members of the public to go shopping as the period after Christmas is very quiet.*”, and “*that a lot of people have done their Christmas shopping when the offer starts.*”

Neither Bridgend nor Swansea offer any free parking over the Christmas period. Carmarthen do not offer any free parking in Carmarthen town. They do however, offer free parking in Llanelli on the weekends from mid-November to Christmas to encourage people into the town. (Members will recall that this was mentioned at the Board meeting on the 2<sup>nd</sup> of December 2022).

The benefit of this is that the people receiving the free parking are shoppers rather than people who work in or close to the town centre between Mondays to Fridays.

Our current offer on free parking at Christmas offers 23 days free parking. If we replicated what happens in Llanelli which is more comparable to our towns than Swansea, we would be offering 15 days free parking for Christmas trade. Members if so minded, could offer a further 5 days free parking, the dates of which could be agreed following consultation with the traders.

In order to ensure that all residents of Neath Port Talbot benefit from this scheme. Passenger Transport Colleagues have investigated the cost of free travel on the local bus network within the County Borough for the six Saturdays and Sundays leading up to Christmas. For Christmas 2023, those dates would be November 18<sup>th</sup>, 19<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup> and December 02<sup>nd</sup>, 03<sup>rd</sup>, 09<sup>th</sup>, 10<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup> and 25<sup>th</sup>. The estimated cost of providing free travel on the local bus network for those days will be £80,000.

Utilising free travel on the Local Bus Network does offer the opportunity for residents to travel out of County. For example, passengers may wish to travel from Glynneath via Neath and onto Swansea, or Blaengwynfi, Glyncorwg and Cymer to Maesteg. These might not benefit the County Borough town centres but does offer a greater option to residents and promote local bus travel in general. It will be important therefore to advise passengers that completely free travel is available only within the County Borough. If residents choose to take advantage of bus services commencing within the County Borough and travelling further afield, for example Swansea or Maesteg then they may well have to pay for their return journey, unless of course the neighbouring local Authority is also operating a similar free travel scheme.

- **Option 6: - Increase the seafront car parking tariffs from the current rate of £2.00 from 1<sup>st</sup> May to 30<sup>th</sup> September to either £3.00 or £4.00 and increase the current rate of £1.00 from 1<sup>st</sup> October to 30<sup>th</sup> April to either £1.50 or £2.00.**

All day car parking at Porthcawl seafront car parks is either £3.00 or £4.00 depending on which car park you use. The increased tariffs could bring in between £47,917 to £95,833 in additional income per year depending on the chosen tariff.

- **Option 7: - Introduce charges to the free parking bays along the seafront**

Currently the on street car parking bays, despite being located closer to the facilities of the seafront offers free parking, while the car parks that are further away incur a cost for motorists. (It should be noted that there are also currently 2-hour limited waiting within the parking bays on Princess Margaret Way). Swansea council have introduced charges at all of their parking bays facing onto Swansea Bay seafront at a charge of £1.50 for 1 hour and £5.00 all day.



Charging could be introduced via Pay by Phone (cashless) parking within the 2-Hour Limited Waiting parking bays, at a tariff of £1 for the two hours. It is not possible to quantify the potential income this could generate, as we have no data to base calculations on.

The rationale for not having pay and display machines along the seafront to take cash is due to high levels of vandalism to machines along the seafront. There would also be a cost of £75,000 to purchase the required amount of machines plus the costs of civil works.

The downfall to this is that it would restrict access to parking to people who do not have smart phones, therefore possibly discriminating against older and poorer people. We will consult with the neighbouring authorities to establish how they have mitigated this risk.

Summary

The options above for on street and off-street parking have the potential to generate between £43k and £189k depending on which combination of options are chosen as illustrated in the table below (**these figures exclude VAT**). Car park income is currently under achieving its income target by £100k, any increases in revenue should be used to offset this deficit.

Options	Lower Option	Higher Option
Increase Permit Costs	£12,000	£23,000
Town Centre Car Park Tariffs	£41,667	£125,000
Pontardawe Car Park Tariffs	£11,667	£11,667
Season Ticket Tariffs	£10,000	£13,853
Seafront Car Park Tariffs	£47,917	£95,833
Bus Subsidy	£-80,000	£-80,000
Totals	£43,250	£189,353

**Officer Contact**

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Environment, Regeneration and Streetscene Services Scrutiny Committee

2<sup>nd</sup> June 2023

#### Report of the Head of Property & Regeneration Simon Brennan

#### Matter for Information

Wards Affected: Aberavon

#### THE TRANSFER OF LAND AND CONSTRUCTION OF A COMMERCIAL UNIT AT BURROWS YARD - UPDATE

#### Purpose of the Report:

To update Members on the proposed commercial developments at the former Burrows Yard site.

#### Executive Summary:

To update Members on the proposed commercial developments on the former Burrows Yard site.

#### Background:

As Members will be aware, the Council exchanged contracts with Aldi and the Magic Bean Company on the 16<sup>th</sup> of December 2022.

The Head of Property & Regeneration can confirm that Aldi have now started pre-application discussions with the Local Planning Authority prior to submitting a full application for the site.

**Financial Impacts:**

This is a matter for information only.

**Integrated Impact Assessment:**

There is no requirement to undertake an Integrated Impact Assessment as this report is for information purposes.

**Valleys Communities Impacts:**

No implications.

**Workforce Impacts:**

No implications.

**Legal Impacts:**

No implications.

**Risk Management Impacts:**

No implications.

**Consultation:**

There is no requirement for external consultation on this item.

The Local Members of the Aberavon ward have been consulted.

**Recommendations:**

The report is to be noted.

**Reasons for Proposed Decision:**

This is a matter for information. Therefore, no decision is required.

**Implementation of Decision:**

This is a matter for information. Therefore, no decision is required

**Appendices:**

See attached plan – Appendix 1.

**List of Background Papers:**

None

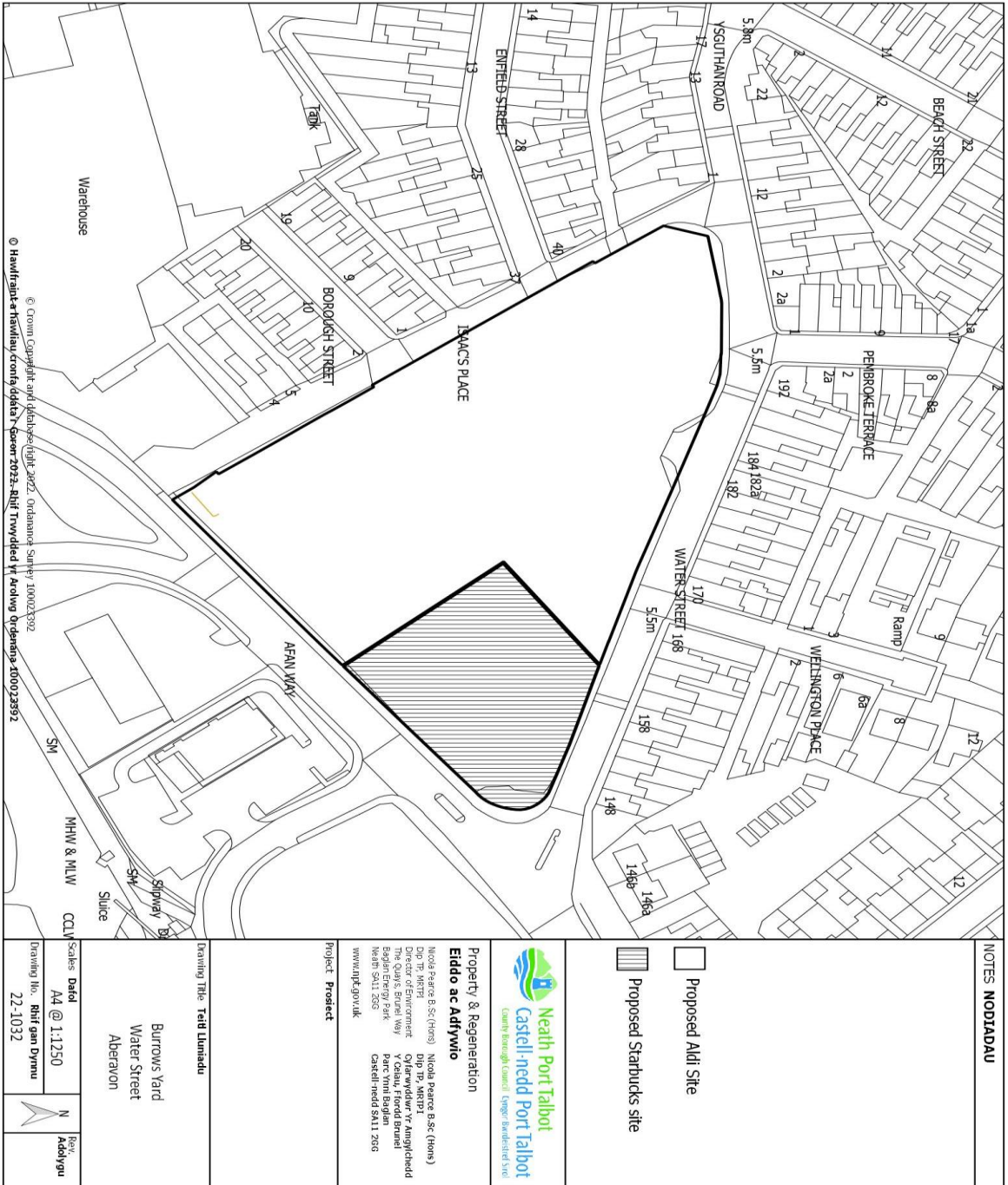
**Officer Contact:**

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Email [d.nicholas@npt.gov.uk](mailto:d.nicholas@npt.gov.uk)

# Appendix 1



## Environment, Regeneration & Neighbourhood Services Scrutiny Committee

(All starting 10am unless otherwise stated)

Meeting Date	Agenda Item	Contact Officer
<b>2023</b>		
June 2 <sup>nd</sup>	Burrows Yard – Update Report	Steve Brennan
July 14 <sup>th</sup>	Active Travel -update.	Dave Griffiths
	Report detailing the criteria used to assess and prioritise the schemes in highways and engineering works programme.	Mike Roberts/Dave Griffiths
October 6 <sup>th</sup>		
Nov 17 <sup>th</sup>		
<b>2024</b>		
Jan 12 <sup>th</sup>		
Feb 9 <sup>th</sup>		
March 22 <sup>nd</sup>		
May 3 <sup>rd</sup>		

**Report to be included in future cycle:**

- Report detailing a review of the decision on the National Underground Assets Register – detailing further information around the costs and benefits of the project and how the Council wishes to continue with it.
- Burrows Yard to be reviewed quarterly.
- Report detailing figures associated with the Vehicle and Heavy Plant Fleet Procurement Programme 2023/24 And Progress report on Charging infrastructure. Report back in September/October

**Task and Finish groups**

- **Parking options/ Christmas parking – In progress**
- **Waste strategy – Completed**



**Environment, Regeneration & Streetscene Services Scrutiny Committee - Actions and Referrals Update –  
2022-23**

<u>Meeting Date</u>	<u>Agenda Item</u>	<u>Minuted Action / Referral / Request</u>	<u>Progress Update</u>	<u>Officer</u>	<u>Target / Completion Date</u>	<u>Completed / On-going</u>
6.10.22	8	For the officers to consult on the policy retrospectively, and to report this consultation back to Scrutiny Committee.	Ongoing	Joy Smith	-	Ongoing
6.10.22	9	Officers to write to Welsh Government expressing the concerns of Neath Port Talbot, as there were a lot of unknowns with regards to the White Paper, and not having the outcomes of the consultation. It was requested that the letter included an explanation of the need to understand the indicative timescales of the implementations of the White Paper, as it was key for strategic decision making. Also, requesting further detail on the transition of interim funding arrangements; the report noted that the current Bus Service Support Grant (BSSG) was set to finish and currently there was not any information on what the next grant would be.	Ongoing	Brendan Griffiths	-	Completed

**Environment, Regeneration & Streetscene Services Scrutiny Committee - Actions and Referrals Update –**  
**2022-23**

28.10.22	4 National Underground Assets Register	A report be brought back in April 2024, detailing a Review of the decision inclusive of further information around the costs and benefits of the National Underground Assets Register scheme and how the Council wishes to continue with the project.	Ongoing	M.Roberts/D.Griffiths	April 2024	Ongoing (Been included on FWP)
28.10.22	12 Key Performance Indicators 2022/2023 – Quarter 1 (1st April 2022 – 30th June 2022)	Officers consider the suggestions provided by the Scrutiny Committee in relation to a number of Performance Indicators as detailed within the minutes	Ongoing	M.Roberts	-	Ongoing
03.03.23	Report detailing the criteria used to assess and prioritise the schemes	Officers to come back on the 26th of May meeting with a report detailing the criteria used to assess and prioritise the schemes in highways and	Ongoing	D.Griffiths	26 <sup>th</sup> May 2023	Ongoing

Page  
42

**Environment, Regeneration & Streetscene Services Scrutiny Committee - Actions and Referrals Update –  
2022-23**

	in highways and engineering works programme.	engineering works programme.				
03.03.23	Figures associated with the Vehicle and Heavy Plant Fleet Procurement Programme 2023/24 And Progress report on Charging infrastructure	Members requested from officers a report with figures to get an understanding on how much the costs would be when they become apparent. And a progress report on the Charging infrastructure.	ongoing	D. Griffiths	September/October 2023	Ongoing

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