

AGENDA ITEM NO. 18

Report To: Environment & Regeneration Date: 16 January 2020

Committee

Report By: Corporate Director, Environment, Report No: ERC/RT/GMcF/18.612

Regeneration & Resources

Contact Officer: Gail MacFarlane Contact No: 01475 714800

Subject: Port Glasgow Parking Study

1.0 PURPOSE

1.1 The purpose of this report is to inform the Committee of the findings of the Port Glasgow Parking Study which considered if a Residents' Parking Permit Scheme (RPPS) should be introduced in Port Glasgow Town Centre, the extent of any potential scheme, the requirement for additional waiting restrictions on currently unregulated streets and the impact of increasing the existing waiting limit.

2.0 SUMMARY

- 2.1 A petition was created on the Council's website seeking the introduction of a residents' parking scheme in Port Glasgow Town Centre (King Street/Church Street) in areas currently subject to a 30 minute restriction.
- 2.2 The petition received 103 signatures which was above the 100 signatures required to be considered by the Council. As a result the petition was heard by the Petitions Committee on 1 February 2018.
- 2.3 During the Petitions Committee requests were also made to introduce time limited waiting on King Street and to increase waiting limit from 30 minutes to 1 hour.
- 2.4 The Petitions Committee agreed that the Roads Service should submit a detailed report Appendix following a review of parking in the town centre. This report summarises the findings of 1 the study which is presented in Appendix 1.

3.0 RECOMMENDATIONS

3.1 That the Committee:

- (i) notes the findings of the Port Glasgow Parking Study report:
- (ii) approves the increase in the parking time limit on existing restricted streets from 30 minutes to 1 hour with an exemption for permit holders;
- (iii) approves the introduction of a 1 hour time limit with an exemption for permit holders on King Street, Station Road, Willison's Lane, Falconer Street and Crawford Street, Monday to Friday 8am to 6pm; and
- (iv) approves the introduction of a Residents' Parking Permit Scheme, Monday to Friday 8.15am to 9.15am and 5pm to 6pm, on Court Road, Huntly Place and Huntly Terrace.

Gail MacFarlane Head of Service – Roads & Transportation

4.0 BACKGROUND

- 4.1 A Petitioner, an individual residing in the Inverclyde Council area, created an online petition on the Council's website on 10 October 2017 seeking the introduction of a residents parking scheme in Port Glasgow Town Centre (King Street/Church Street) in areas currently subject to a 30 minute restriction
- 4.2 The full description of this petition entered by the Petitioner and shown on the website is as follows:
 - "Petition to allow residents to park in town centre (King Street/Church Street etc.) similar to the Greenock residents parking already in place i.e. allowing us to park with no restrictions in 30 min zones."
- 4.3 The petition received 103 signatures within the publication period and was considered by the Petitions Committee on 1 February 2018, as per the Council's Petitions Criteria.
- 4.4 The Petitions Committee requested the introduction of limited waiting restrictions on King Street as some people believe vehicles are parked on this street all day with little turnover of spaces.
- 4.5 The Committee highlighted a desire from some traders and visitors to increase the onstreet waiting restriction from 30 minutes to 1 hour.
- 4.6 The Petitions Committee agreed that a report should be brought to the Environment & Regeneration Committee to consider the need for additional limited waiting, increase of the limited waiting time and the need for Residents' Parking Permits in Port Glasgow Town Centre.
- 4.7 A study was commissioned to consider the three points raised and the full report is Appendix 1 contained in Appendix 1.
- 4.8 The study found there is a demand for residents' parking permits and that parking opportunities on streets in the study area near businesses should be limited to one hour maximum stay Monday to Friday between 0800 hours and 1800 hours with an exemption for residents' parking permits (who can park for any duration at any time) and streets which are not near businesses are limited to permit holders only Monday to Friday from 8.15am to 9.15am and 5pm to 6pm (consistent with restrictions in Greenock).

As these proposals will increase the number of on-street locations with a maximum permitted length of stay this will lead to long stay vehicles being forced into surrounding car parks. It suggests that no additional restrictions on the permitted length of stay in car parks are introduced to ensure these vehicles can be accommodated. This is in keeping with the proposals previously agreed by the Environment and Regeneration Committee regarding parking charges in town centre car parks with the ability to park for up to three hours.

5.0 IMPLICATIONS

Finance

5.1 There will be costs associated with introducing the Residents' Permit Parking Scheme, increasing the length of stay on existing restricted streets and extending the parking restrictions to streets such as King Street.

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
02506	Technical Equipment	19/20	£20		Signs & lines
02506	Basic Contract	19/20	£5		Residents' Parking Permits

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
02506	Basic Contract	2019/20	£2		Residents' Parking Permits

Legal

5.2 There are no legal implications arising from this report.

Human Resources

5.3 There are no HR implications arising from this report.

Equalities

5.4 There are no equality issues arising from this report.

Repopulation

5.5 There are no repopulation implications arising from this report.

6.0 CONSULTATIONS

6.1 The Head of Legal and Property Services, Head of Safer & Inclusive Communities and the Chief Financial Officer have been consulted on this report.

7.0 LIST OF BACKGROUND PAPERS

7.1 None.



now part of



Port Glasgow Parking Study

Scheme Options Appraisal Report

On behalf of Inverciyde Council



Project Ref: 44187-5501 | Rev: 2.5 | Date: November 2018



Document Control Sheet

Project Name: Port Glasgow Parking Study

Project Ref: 44187

Report Title: Scheme Options Appraisal Report

Doc Ref: 2.5

Date: 22/01/2019

	Name	Position	Signature	Date
Prepared by:	Gordon Scott	Associate Transport Planner	GS	17/08/2018
Reviewed by:	Ralston Mackenzie	Senior Associate Transport Planner	RM	17/08/2018
Approved by:	Ralston Mackenzie	Senior Associate Transport Planner	RM	17/08/2018

For and on behalf of Peter Brett Associates LLP

Revision	Date	Description	Prepared	Reviewed	Approved
1	17/08/2018	First Draft – Client Review	GS	RM	RM
2.1	24/09/2018	Issued to Client	GS	RM	RM
2.4	26/11/2018	FINAL	GS		RM
2.5	22/01/2019	UPDATE	GS		RM

Peter Brett Associates LLP disclaims any responsibility to the Client and others in respect of any matters outside the scope of this report. This report has been prepared with reasonable skill, care and diligence within the terms of the Contract with the Client and generally in accordance with the appropriate ACE Agreement and taking account of the manpower, resources, investigations and testing devoted to it by agreement with the Client. This report is confidential to the Client and Peter Brett Associates LLP accepts no responsibility of whatsoever nature to third parties to whom this report or any part thereof is made known. Any such party relies upon the report at their own risk.

© Peter Brett Associates LLP 2018



Contents

1	Introdu	uction	5
	1.1	Background	5
	1.2	This Study	5
	1.3	Current Provision	6
2	Best P	ractice Review	12
	2.1	Introduction	12
	2.2	Types of Permit Schemes	12
	2.3	Bath and North East Somerset Guidance	13
	2.4	Permit Costs	16
3	Parkin	g Survey and Analysis	18
	3.1	Introduction	18
	3.2	Car Ownership	18
	3.3	On-Street Situation	18
	3.4	Off-Street Situation	21
4	Penalt	y Charge Notices	27
	4.1	Introduction	27
5	Consu	ltation	31
	5.1	Introduction	31
	5.2	Residents and Businesses	31
	5.3	Conclusions	34
6	Option	Development and Appraisal	36
	6.1	Introduction	36
	6.2	Objectives	36
	6.3	Considerations	36
	6.4	Options Considered	41
	6.5	Option 1 – Residents Shared Spaces On-Street	43
	6.6	Option 2 – Residents Only Spaces Off-Street (Designated Bays)	44
	6.7	Financial Considerations	45
	6.8	Option Scoring	46
7	Conclu	usions and Recommendations	51
	7.1	Overview	51
	7.2	Conclusions	51
	7.3	Recommendations	53



Figures

	7
Figure 1.2 Off-street Parking Provision	
Figure 3.1 On-Street Occupancy	
Figure 3.2 On-Street Daily Parking Availability Profile	20
Figure 3.3 Car Park Occupancy Overview	21
Figure 3.4 Car Park Occupancy	22
Figure 3.5 Car Park Space Availability Profile	23
Figure 3.6 Resident Parking Overview	
Figure 4.1 On-Street PCNs Issued (per Week)	
Figure 4.2 Off-street PCNs Issued (per Week)	
Figure 5.1 Public Consultation Area	
Figure 5.2 Summary of Consultation Responses	
Figure 6.1 Overview of RPPS Criteria by Street	
Figure 6.2 Future Off-street Parking Capacity	
Figure 6.3 Future Off-street Parking Capacity	
Figure 7.1 New Parking Restrictions	
Figure 7.2 Overview of Physical Works	53
Tables	
Table 1.1 On-Street Parking Restrictions Summary	7
Table 1.1 On-Street Parking Restrictions Summary	7 8
Table 1.2 On- Street Parking Capacity by Street	8
Table 1.2 On- Street Parking Capacity by Street	8 9
Table 1.2 On- Street Parking Capacity by Street	8 9 10
Table 1.2 On- Street Parking Capacity by Street	8 9 10
Table 1.2 On- Street Parking Capacity by Street	
Table 1.2 On- Street Parking Capacity by Street	
Table 1.2 On- Street Parking Capacity by Street	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership. Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles Table 4.1 Overview of PCNs Issued	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles Table 4.1 Overview of PCNs Issued Table 4.2 Common PCN Reasons and Locations	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles Table 4.1 Overview of PCNs Issued Table 4.2 Common PCN Reasons and Locations Table 6.1 RRPS Criteria	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles Table 4.1 Overview of PCNs Issued Table 4.2 Common PCN Reasons and Locations Table 6.2 RPPS Criteria Table 6.2 RPPS Criteria by Street	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles Table 4.1 Overview of PCNs Issued Table 4.2 Common PCN Reasons and Locations Table 6.1 RRPS Criteria Table 6.2 RPPS Criteria by Street Table 6.3 Option 1 Parking Restriction Options	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles Table 4.1 Overview of PCNs Issued Table 4.2 Common PCN Reasons and Locations Table 6.1 RRPS Criteria Table 6.2 RPPS Criteria by Street Table 6.3 Option 1 Parking Restriction Options Table 6.4 Option Scoring Results Explained	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles Table 4.1 Overview of PCNs Issued Table 4.2 Common PCN Reasons and Locations Table 6.1 RRPS Criteria Table 6.2 RPPS Criteria by Street Table 6.3 Option 1 Parking Restriction Options Table 6.4 Option Scoring Results Explained Table 6.5 Turnover of Spaces	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles Table 4.1 Overview of PCNs Issued Table 4.2 Common PCN Reasons and Locations Table 6.1 RRPS Criteria Table 6.2 RPPS Criteria by Street Table 6.3 Option 1 Parking Restriction Options Table 6.4 Option Scoring Results Explained Table 6.5 Turnover of Spaces Table 6.6 Indicative Costs	
Table 1.2 On- Street Parking Capacity by Street Table 1.3 Off-street Parking Overview Table 1.4 Management, Income and Costs Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme Table 2.2 Other Considerations Table 2.3 Permits Costs from other Local Authorities Table 3.1 Car Ownership Table 3.2 Daily On-Street Parking Occupancy by Street Table 3.3 Car Park Average Duration of Stay Table 3.4 On-street Resident Vehicles Table 3.5 Off-street Resident Vehicles Table 4.1 Overview of PCNs Issued Table 4.2 Common PCN Reasons and Locations Table 6.1 RRPS Criteria Table 6.2 RPPS Criteria by Street Table 6.3 Option 1 Parking Restriction Options Table 6.4 Option Scoring Results Explained Table 6.5 Turnover of Spaces	

Appendices

Appendix A	Overview of Parking Data
Appendix B	Overview of PCNs Issued
Appendix C	Overview of Survey Responses
Appendix D	Maps



1 Introduction

1.1 Background

- 1.1.1 Inverclyde Council introduced Decriminalised Parking Enforcement (DPE) on 6 October 2014 which gave Parking Attendants the ability to issue Parking Charge Notices (PCNs) to vehicles parked in contravention of a Traffic Regulation Order (TRO). At this time, Inverclyde Council made no changes to the waiting and loading restrictions either on-street, or off-street in Port Glasgow.
- 1.1.2 The Council introduced DPE because it considered that inconsiderate and illegal parking had become a real issue which was causing safety concerns and serious inconvenience to residents, shoppers, disabled people and businesses.
- 1.1.3 The new parking arrangements provide a better managed system with a greater turnover of spaces, reduced congestion and improved access for deliveries, as well as safety of pedestrians.
- 1.1.4 Recently, Inverclyde Council has received a petition asking for Residents' Parking Permits in certain streets in Port Glasgow Town Centre and this has resulted in the Council considering whether this action is deemed to be an appropriate solution.
- 1.1.5 Members of the Council have also asked that waiting restrictions be introduced on some streets in the town which do not currently have any waiting limit. They have asked that consideration is given to the existing waiting limit being increased from 30 minutes to 1 hour.

1.2 This Study

- 1.2.1 This Report will assess whether a Residents' Parking Permit Scheme (RPPS) should be introduced in Port Glasgow Town Centre, the extent of any potential scheme, the requirement for additional waiting restrictions on currently unregulated streets and the impact of increasing the existing waiting limit.
- 1.2.2 Parking surveys were carried out to identify the length of stay of each vehicle, the build-up of parking over the time period, turnover of parking spaces, the parking capacity, the number of existing formal parking spaces, identify areas of overparking and illegal / inappropriate parking and the parking demand.
- 1.2.3 The study included consultation with residents and businesses in the town centre and took the form of a 'survey monkey' type online questionnaire and questionnaires posted to stakeholders.
- 1.2.4 The cost impact of the potential implementation of any proposals has been estimated based on a cost provided by Inverclyde Council of £5 per permit and an associated £2,000 set-up fee
- 1.2.5 The study will consider whether waiting restrictions should be introduced on streets which are currently unrestricted. Also, whether the existing on-street waiting restrictions should be increased beyond the current maximum which is currently set at 30 minutes.
- 1.2.6 The key activities, as identified in the brief, were:
 - Undertake parking surveys to determine the length of stay of each vehicle and the build-up of parking over the time period (0700 hours – 1900 hours), turnover of parking spaces, the parking capacity, the number of existing formal parking spaces,



identify areas of overparking and illegal / inappropriate parking and the parking demand;

- 2) Consult stakeholders:
- 3) Option generation;
- 4) Cost the implementation of each scheme option;
- 5) Cost the running costs and administration costs of each scheme option;
- 6) Compare costs, benefits and score each scheme option;
- 7) Recommend preferred scheme option;
- 8) Recommend whether additional parking restrictions are required on currently uncontrolled streets; and
- 9) Recommend whether the current 30-minute waiting restriction should be increased.
- 1.2.7 From the outset, it was decided that, should parking permits be introduced, there would be no charge to residents (similar to the current scheme that already operates in Greenock).

Main Scheme Elements

- 1.2.8 The brief listed the key elements to be considered in the creation of a cost-effective resident parking permit scheme. Combinations of these elements, plus others suggested by the Consultant, were used to create the scheme options for appraisal:
 - Resident only parking spaces on-street;
 - Resident only parking spaces off-street;
 - Shared spaces on-street, resident permit provided free, unlimited stay parking on a first-come, first-served basis, in competition with other parkers; and
 - Shared spaces off-street, resident permit provided free, unlimited stay parking on a first-come, first-served basis, in competition with other parkers.

1.3 Current Provision

On-Street

1.3.1 Parking restrictions in Port Glasgow town centre are defined in The Inverclyde Council (Various Roads) (Port Glasgow, Kilmacolm & Quarriers Village) (Waiting Restrictions) Order 2013 and variations made via the TRO process thereafter. An overview of on-street parking restrictions and availability is shown in Figure 1.1. Other (no parking) locations refer to locations where parking is not permitted such as drop kerbs / I-bars etc.



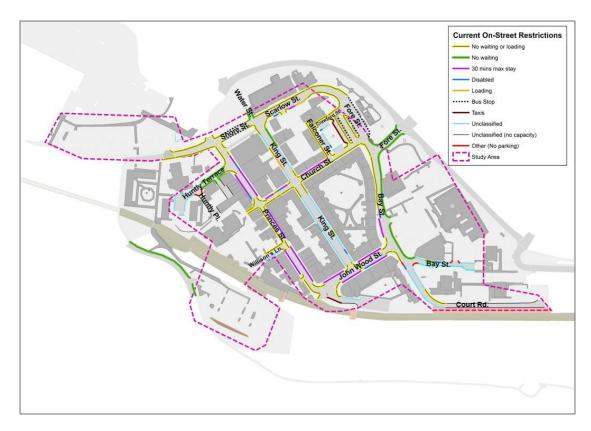


Figure 1.1 Port Glasgow On-Street Parking Restrictions

1.3.2 On-street parking restrictions are summarised in Table 1.1.

Table 1.1 On-Street Parking Restrictions Summary

Туре	Length (m)	Capacity (Vehicles)
Double yellow lines	1,479	0
Time Restricted	385	73
Disabled	66	11
Loading	42	0
Unclassified	750	152
Dropped kerbs, hatching, I-Bars	49	0*
Total	2,770	236

^{*}It should be noted that public access to these areas is shown as zero but there will still be opportunities to park on advisory markings.

1.3.3 Table 1.1 shows that there are a total of 236 on-street parking opportunities in the study area, of which 152 are unrestricted in length of stay, 73 are limited to 30 minutes' stay and 11 disabled bays. Table 1.2 shows the breakdown by street.



Table 1.2 On- Street Parking Capacity by Street

Street	Unrestricted Spaces	No. Spaces Limited to 30 mins stay	Disabled Bays
Bay Street	6	5	2
Church Street	6	10*	1
Court Road	21	0	1
Crawford Street	5	0	1
Falconer Street	8	0	1
Huntly Terrace	21	0	0
John Wood Street	0	22	2
King Street	51	0	1
Princes Street	0	44	2
Scarlow Street	0	2	1
Station Road	4	0	0
Willison's Lane	4	0	0
Total	126	83	11

^{*}from Falconer Street to Princes Street only

1.3.4 Table 1.2 shows that Bay Street, John Wood Street, Princes Street and Scarlow Street are the only streets with time limited waiting restrictions in the study area (30 minutes maximum).

Off-Street

1.3.5 The Council currently operate and maintain five car parks in the study area; all are free of charge with unlimited stay, except the Princes Street Car Park which is limited to two hours' maximum stay, three hours for blue badge holders (but still free of charge). There are two car parks in the study area which the Council do not control; Shore Street West (CP7) and Fore Street South (CP3), which is owned and operated by the NHS. Off-street parking provision is shown in Figure 1.2 and Table 1.3.



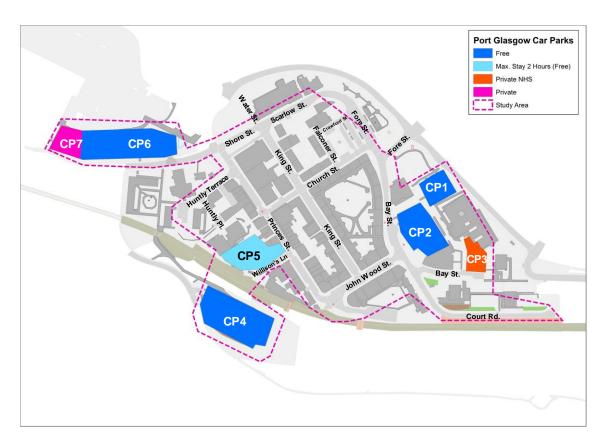


Figure 1.2 Off-street Parking Provision

Table 1.3 Off-street Parking Overview

ID	Car Park Name	Restriction	Total Capacity	Disabled Capacity
CP1	Fore Street North	Uncontrolled	39	2
CP2	Fore Street West	Uncontrolled	78	6
CP3	Fore Street South (NHS owned and operated)	Private	22	3
CP4	Highholm Avenue Park & Ride	Uncontrolled	151	8
CP5	Princes Street	Max. stay 2 hours (Disabled badge holders max. stay 3 hours), No return within 1 hour, Mon - Sat 8am - 6pm	55	6
CP6	Shore Street East	Uncontrolled	157	11
CP7	Shore Street West (Private)	Private	33	3
Total			535	39

1.3.6 Table 1.3 shows that there is a total of 535 off-street parking spaces in the study area of which 39 are disabled and 55 are time limited.



Enforcement and Administration

- 1.3.7 The Council is now responsible for all parking enforcement duties on Inverclyde's roads (except obstructive parking and parking on zig-zags at pedestrian crossings¹ which remains a Police function) and in off-street car parks owned, or controlled by the Council.
- 1.3.8 Uniformed Council employed Parking Attendants patrol the waiting and loading parking restrictions and are also responsible for the enforcement of the no stopping restriction at schools indicated by 'school keep clear' zig-zag markings and disabled persons parking places which are located near to Blue Badge holders' homes.
- 1.3.9 Parking Attendants issue Penalty Charge Notices (PCNs) which are set at £60. The Penalty Charge is reduced by 50% to £30 if paid within 14 days of the date of issue. PCNs can be paid online, by an automated telephone service, or by post.
- 1.3.10 Anyone wishing to challenge a PCN must do so in writing within 28 days of the PCN issue date. It is not possible to pay the reduced charge and appeal against the PCN. Motorists wishing to contest liability make representations to the Council and, if rejected, may appeal to the Parking and Bus Lane Tribunal for Scotland.
- 1.3.11 An external organisation is employed by Inverclyde Council to process its PCNs and they also process residents' parking permits.
- 1.3.12 Table 1.4 below summarise the management responsibilities, income and costs associated with parking in the town.

Table 1.4 Management, Income and Costs

Element	Council	Back Office Provider
Responsibilities / Running Costs	Provide Parking Attendants Fees to cover processing and rental of software Deal with formal challenges Pay for production of permits, postage and DVLA enquires.	Process PCNs Process residents' parking permits Deal with formal challenges Undertake production of permits, postage and DVLA enquires.
Capital Costs	Signing and lining parking restricted areas	None
Income	All money from PCN fines (fee paid to back office provider for each)	Fee for each PCN and parking permit processed

Blue Badges

1.3.13 Vehicles displaying a valid Blue Badge may be parked free of charge or time restriction within any off-street pay and display car park.

¹ NB Council enforce school zig-zags



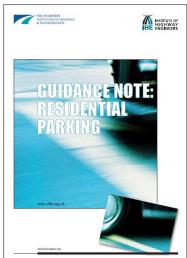
- 1.3.14 Vehicles displaying a valid Blue Badge whilst parked within an on-street limited waiting parking space are exempt from the time restrictions which apply unless the associated sign indicates otherwise (Greenock Town Centre).
- 1.3.15 In Port Glasgow, there are no time restrictions in respect of on-street disabled bays.
- 1.3.16 Blue Badge holders may park on single or double yellow lines in Scotland without any time limit, provided there is no loading ban in force at the time and the vehicle is not causing an obstruction (see below for restrictions).
- 1.3.17 Vehicles displaying a valid Blue Badge cannot park in any of the following areas:
 - Locations covered by a loading restriction during the period of the restriction;
 - Where there are double white lines in the centre of the road even if one of the lines is broken;
 - In a bus lane, during its hours of operation;
 - In a bus stop with clearway markings, during times of operations;
 - In a cycle lane, covered by a relevant order;
 - On Zebra, Pelican or Toucan crossings or their associated zig-zag markings;
 - In areas reserved for specific users e.g. loading bays or taxi ranks;
 - In a suspended parking bay;
 - Where temporary restrictions apply along the length of a road;
 - On school keep clear markings;
 - Locations regarded as likely to cause an obstruction such as:
 - at school entrances, bus stops, on a bend or near the brow of a hill or hump bridges
 - o where it would make it difficult for others to see clearly e.g. close to a junction
 - where it would make the road narrow e.g. by a traffic island or where roadworks are in progress
 - where it would hold up traffic e.g. narrow stretches of road or blocking vehicle entrances
 - o where emergency vehicles stop or go in and out e.g. fire station entrance
 - where the kerb has been lowered to form a pedestrian crossing point or driveway
 - o on a footway, unless signs permit.



2 Best Practice Review

2.1 Introduction

- 2.1.1 As part of a previous similar study for Greenock, PBA carried out a short best practice review. This has been refreshed and, where necessary, updated.
- 2.1.2 The Guidance Note: Residential parking, Chartered Institution of Highways and Transportation and Institute of Highway Engineers was identified as the key reference document. However, our understanding is that it primarily focuses on the number of residential parking spaces which should be provided at new development and their associated design considerations.



2.2 Types of Permit Schemes

- 2.2.1 Residents' Parking Permit Schemes (RPPS) is a relatively complex process to design and manage and it is inevitable that different locations will require slightly different or bespoke solutions. Design criteria will require to have some degree of flexibility of interpretation.
- 2.2.2 There is considered to be four broad types of location where residents' parking permit schemes could be appropriate, described as follows.

Exclusive Permit Schemes - Demand for Parking Exceeds Supply

2.2.3 This is the most traditional and common form of scheme, where a street or area is divided into prohibited and permitted parking areas. In order to park in a permitted area, a vehicle would be required to display a valid permit. The permit categories may vary; usually residents, visitors, health care workers serving residents and other users the authority may see fit. The system provides optimum benefit to residents but low levels of residents' parking can lead to an inefficient use of on-street parking where overall parking is limited. In areas where the demand for on-street spaces from residents alone exceeds the supply, the management and allocation of permits can be problematic; this is particularly the case where the scheme results in the kerbside space being reduced through the control of parking (e.g. clearing parking at junctions).

Shared Use Bays - On-Street Parking is not Restricted to Residents

2.2.4 This type of scheme is commonly referred to as a "shared use scheme", where there is a dual use of on-street space, overcoming the under use problem noted above. It commonly enables the time-limited use of on-street space (which may or may not be charged for) to be operated alongside vehicles with residents permits that would be exempt from either time or charge restrictions. It does eliminate the need for the administration of permits for visitors, carers etc., with these users being able to use space generally available outwith the restricted times.

Exclusive Bay Schemes - High Demand for On-Street Parking by both Residents and Non-Residents

2.2.5 In some instances, it may be considered that visitors and staff from local businesses and facilities may need some assured parking provision, which may leave residents unreasonably disadvantaged. In these cases designated spaces for residents, displaying permits, and visitors, paying for space through pay & display, may be more effective in managing this mix of use within the area.



Controlled Parking Zones (CPZs)

- 2.2.6 All kerb space is either designated parking or restricted parking and the zones (and possible sub-zones) are indicated by entry and exit signs.
- 2.2.7 CPZs may be of use in areas of intense parking use and/or where one permit parking zone adjoins another.
- 2.2.8 In order to be legally enforceable, all signing and lining must comply with the Traffic Signs Regulations and General Directions 2016 and the Traffic Signs Manuals and all schemes must be implemented by means of an appropriate TRO.

2.3 Bath and North East Somerset Guidance

2.3.1 Bath and North East Somerset have produced a document called *Guidance on the Introduction of Residents' parking Schemes* which:

"sets out an appropriate set of rules for the consideration and introduction of Residents' parking Schemes including the consultation process and also advice on the appropriate types of scheme and permits to be introduced within the schemes".

2.3.2 It is considered that this document covers all the key considerations for any Port Glasgow Residents' Parking Scheme and while we do not wish to re-produce this document, we have taken from it the key reference points to be considered as part of this study.

Section 1 - Layout of RPPS (including times of operation)

2.3.3 **Loss of spaces -** It is important to note that on some streets within a proposed or requested residents' parking scheme the amount of parking that would be permitted within a formal scheme could be less than is currently available due to the need to ensure junction protection access and passing places.

Key Consideration: consider loss of spaces due to formal scheme.

2.3.4 **Operating hours -** In the case of a City or Town Centre, because the non-residential parking is often commuters it is appropriate to start consideration with a five-day (Monday to Friday) scheme. If problems are due to short term shopping trips and commuting, a six-day (Monday to Saturday) scheme may need be considered. Occasionally a seven-day restriction may be necessary due to facilities such as the location to the retail centres, hospitals, places of worship or leisure facilities.

Key Consideration: scheme likely to only operate five days (Monday to Friday) 0800 hours to 1800 hours to match current TROs.

2.3.5 **Enforcement -** Enforcement of residents parking permit schemes tend to be during normal working hours, it would be appropriate for the proposed schemes to be operational during times for which enforcement is provided, and times when commuter activity is greatest.

Key Consideration: scheme likely to only be enforced during TRO restriction times; Monday to Friday 0800 hours to 1800 hours.





Section 2 - Prioritising Potential Areas for Residents' Parking Permit Scheme

2.3.6 **Parking Survey and Analysis -** It is proposed that a survey method is used to help determine the extent of parking problems and the demand for residents' parking in areas where residents and Councillors have reported issues.

Key Consideration: undertake parking surveys and analyse to identify problem / priority locations.

2.3.7 Criteria for introducing RPPS: the document outlines Bath and North East Somerset's criteria for introducing RPPS and these are listed in Table 2.1, below.

Table 2.1 Criteria for Introducing Residents' Parking Permit Scheme

No.	Criteria
1	Not less than 85% of the available kerb side space is occupied for more than six hours between 8am and 6pm on five or more days a week from Monday to Saturday inclusive, and a bona fide need of residents is established.
2	Not more than 50% of the car owning residents have, or could have parking available within the curtilage of their own property, or within 200 metres walking distance by way of garages or other private off-street space, such as a driveway.
3	The peak or normal working day demand for residents' spaces should be able to be met up to a maximum of 125% of the zones parking capacity.
4	The design and introduction of a scheme should give consideration to the displacement parking in adjacent roads.
5	The Authority should be satisfied that a reasonable level of enforcement of the proposals can be maintained by Civil Enforcement Officers [Parking Attendants in Scotland].
6	The initial proposals should be acceptable to the greater proportion of the residents due to the restrictive and fiscal impact of a scheme.
7	Permits for non-residential premises should be able to be limited in their use to essential operational use only.
8	In areas where parking space is severely limited, the introduction of reserved parking does not seriously affect the commercial viability of the area.
9	After a full consultation process, in excess of 50% of the total number of residents of the streets directly affected are in favour of the proposals to ensure a clear majority are in favour.



Section 3 - Permit Types and Criteria for Issue

- 2.3.8 There are usually three main types of permit: Residential Permits, Business Permits and Visitor Permits, each with their own issues to be considered.
- 2.3.9 Residential permits the Council must consider how many residential permits will be permitted per property, this could vary depending on the availability of parking space in different areas. Proof of vehicle ownership or entitlement to keep the vehicle at home should also be required.
 - Key Consideration: have a clear policy on the number of residents' parking permits permitted per home and what qualifies as proof of ownership or entitlement. This will be limited to two permits per household, consistent with the scheme in Greenock.
- 2.3.10 Business permits Businesses operating within a Residents' Parking Permit Scheme may, at the discretion of the Council, be considered eligible for a permit or permits.
 - Key Consideration: no issuing of business permits as discouraging long-term on-street business parking by staff is an objective (to improve turnover of spaces).
- 2.3.11 Visitor Permits Annual visitor permits are sometimes considered as an appropriate means of managing visitors, and are considered easier to manage than books of daily permits. However, they often become an additional permit for the property and are therefore not recommended for use. Daily scratch card permits for visitors are nationally the most popular way of managing visitors, however these can be costly to purchase and administer for an authority. Virtual permits are becoming the preferred method of managing visitors with activation made from a mobile or landline telephone but can be misused.
 - Key Consideration: There will be no permits for visitors available, similar to the existing scheme in Greenock.
- 2.3.12 Other considerations each of the issues set out in Table 2.2, below, will need to be considered.

Table 2.2 Other Considerations

Criteria	Recommendation for Port Glasgow
Blue Badge holders	Blue Badge holders would be permitted to park in a RPPS on yellow line restrictions and dedicated RPPS bays in car parks under the national regulations and concessions for legitimate badge holders. They can also park in standard parking spaces without charge or limit of time.
Carers	The potential increase from 30 minutes to one hour in limited waiting bays, will help some carers. Introducing waiting restriction on other roads is likely to hinder access for carers.
Medical Permits	No medical permits issued. To keep the scheme simple and it is assumed that limited waiting times are appropriate to allow medical visits.
Tradespeople Permits	There will be no tradespeople permits. They will be expected to use existing parking facilities, which are all nearby.



2.3.13 Security - It is essential that all paper permits including visitor permits are not only printed to prevent forgery but are managed and issued in a secure way to prevent abuse. It should not be forgotten that a permit with a face value has a significantly higher value to a non-resident. Secure permits can be procured for use by the authority or alternatively the printing outsourced to a specialist printer. The use of virtual permits can and does reduce levels of fraud, as the systems can be fully audited.

Key Consideration: 'Virtual permits' will be used, consistent with existing scheme in Greenock.

Section 4 - Charging for Permits and Enforcement Costs

- 2.3.14 This is a particularly controversial issue as many residents consider that they are not the cause of parking problems and having paid their vehicle excise duty fee and/or council tax they are "entitled" to park on the public road, in their own area free of any charge.
- 2.3.15 Cost of Permits The level of charge should reflect at least the annual costs of administering the permit system. This would include staff costs, overheads, consumables and any permit system maintenance items (software licences for example).
 - Key Consideration: To be consistent with current Greenock scheme, it has been decided not to charge residents for permits.
- 2.3.16 Complexity The introduction of complex rules, permit management systems, refunds and various other permit types or length (e.g. monthly) add to the administration cost and therefore the potential cost to the resident. It is therefore beneficial to keep rules simple where appropriate.

Key Consideration: overall rules to be kept simple to ensure transparency and minimise administration costs. The existing terms and conditions in pace will be used.

2.4 Permit Costs

2.4.1 Although it has been decided not to charge for permits, Table 2.3 shows the cost of resident permit schemes in other local authority areas of Scotland.



Table 2.3 Permits Costs from other Local Authorities

Area	Cost per Resident Permit (annual unless otherwise stated)
East Ayrshire ²	£25
Renfrewshire	Free in pre-defined zones within Paisley
Aberdeenshire ³	Permits apply to: Banchory, Banff, Ellon, Fraserburgh, Huntly, Inverurie, Peterhead, Stonehaven, Turriff £60 per annum
Dundee ⁴	City centre £87.00 per annum Menziehill Zone £8.00 per annum Broughty Ferry Zone £62.00 per annum
Aberdeen City ⁵	First permit £50 and for second permit £120
South Ayrshire ⁶	£50
South Lanarkshire ⁷	Permits are free of charge for all areas, though for multiple permits it varies by zone.
Clackmannanshire8	£20
Falkirk ⁹	£60

04/Residential%20Parking%20Permit%20Application%20Form.pdf

² http://www.east-ayrshire.gov.uk/Resources/PDF/P/Parking-consultation/Draft-Permit-Parking-Policy.pdf

³ https://www.aberdeenshire.gov.uk/media/22884/residents-permit-guidance-notes-2017-07-12-pdf-revised.pdf

⁴ https://www.dundeecity.gov.uk/sites/default/files/publications/residentsapr18.pdf

⁵ https://www.aberdeencity.gov.uk/sites/default/files/2018-

 $^{^{6} \, \}underline{\text{http://www.ayrshireroadsalliance.org/Resources/pdf/Parking/Notes-to-assist-with-Permit-application-form-SAC.pdf}$

⁷ http://www.southlanarkshire.gov.uk/info/200229/parking and car parks/381/parking zone permits

⁸ http://www.clacksweb.org.uk/transport/residentsparkingpermit/

⁹ http://www.falkirk.gov.uk/services/roads-parking-transport/streets-parking/docs/parking-permit/apply/01%20Resident%20permit%20application.pdf?v=201805241155



3 Parking Survey and Analysis

3.1 Introduction

3.1.1 A parking occupancy, duration and turnover survey was undertaken in June 2018. A full summary of the results is included in Appendix A with the key findings summarised in this section.

3.2 Car Ownership

3.2.1 Analysis of the 2011 Census output areas found that two-thirds (70%) of the households in the study area have no access to a car or van.

Table 3.1 Car Ownership

	Wider Town Centre			
	No. of Households	%		
All households	580			
No cars or vans	405	70%		
One car or van	134	23%		
Two cars or vans	38	7%		
Three cars or vans	3	1%		
Four or more cars or vans	re cars or vans 0			
Total No. of Cars or Vans:	or Vans: 219 31% (at least on			

3.2.2 The Census data estimates a total of 219 cars or vans owned by residents in the study area.

3.3 On-Street Situation

3.3.1 Figure 3.1 shows the overall on-street parking accumulation in the study area in relation to supply.



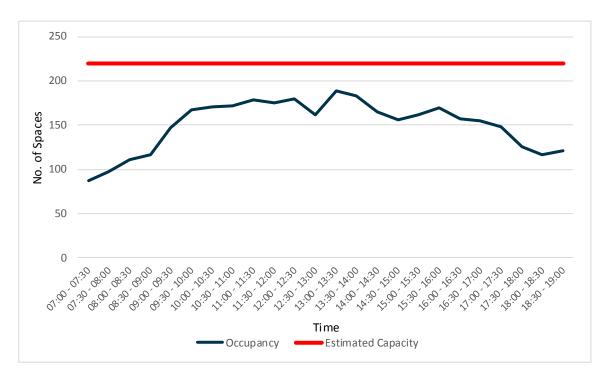


Figure 3.1 On-Street Occupancy

3.3.2 Figure 3.1 shows that, overall, there is sufficient supply of on-street parking to meet demand. Of course, this varies across streets and Table 3.2 shows the daily on-street parking occupancy, by street.

Table 3.2 Daily On-Street Parking Occupancy by Street

Street (Capacity)	Occupancy (Hour from)									
on cor (oupdony)	0800	0900	1000	1100	1200	1300	1400	1500	1600	1700
Bay Street (13)	42%	100%	69%	104%	100%	85%	73%	96%	100%	77%
Church Street (17)	50%	68%	61%	79%	66%	71%	50%	74%	66%	63%
Court Road (22)	12%	17%	20%	20%	18%	16%	15%	12%	10%	9%
Crawford Street (6)	117%	133%	133%	133%	125%	117%	117%	117%	108%	83%
Falconer Street (9)	89%	94%	89%	83%	83%	100%	78%	78%	94%	89%
Huntly Terrace (21)	62%	69%	92%	115%	92%	138%	85%	77%	62%	92%
John Wood Street (23)	13%	39%	50%	46%	48%	57%	41%	43%	37%	28%
King Street (52)	71%	80%	85%	88%	85%	88%	89%	83%	80%	53%
Princes Street (46)	25%	53%	61%	55%	64%	75%	62%	64%	60%	67%
Scarlow Street (3)	0%	0%	117%	67%	67%	117%	50%	67%	50%	67%
Station Road (4)	69%	88%	88%	88%	81%	88%	63%	69%	63%	69%
Willison's Lane (4)	113%	125%	125%	125%	100%	125%	125%	125%	125%	88%

- 3.3.3 High demand streets have been defined as those where not less than 85% of the available kerb side space was occupied for more than six hours between 0800 hours and 1800 hours on the weekday when the surveys were undertaken. With reference to Table 3.2. those which meet these criteria are as follows:
 - Bay Street;
 - Crawford Street;
 - Falconer Street;
 - Station Road; and
 - Willison's Lane.
- 3.3.4 King Street falls just below the criteria, with on-street occupancy at, or over, capacity for five hours in the day.
- 3.3.5 Figure 3.2 shows the on-street daily parking availability profile by street (with capacity shown in brackets in the legend). Please note that negative values are due to being over-capacity.

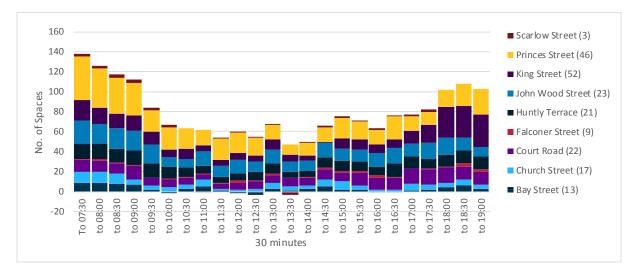


Figure 3.2 On-Street Daily Parking Availability Profile

- 3.3.6 Figure 3.2 shows spare capacity can be found on the following streets:
 - Princes Street minimum of 10 available spaces throughout the day (adjacent to Port Glasgow Swimming Pool);
 - John Wood Street minimum of 9 available spaces throughout the day; and
 - Huntly Terrace minimum of 6 available spaces throughout the day.
- 3.3.7 The figure also shows that a number of streets are over capacity including:
 - Scarlow Street is over capacity by 2 vehicles from 1300 hours to 1330 hours;



- Bay Street is over capacity on several occasions throughout the day; a maximum of three vehicles between 1230 hours to 1300 hours. These are parked in the are in front of Port Glasgow Swimming Pool¹⁰; and
- Falconer Street is over capacity by 1 vehicle at 1330 hours to 1400 hours.

3.4 Off-Street Situation

3.4.1 Figure 3.3, below, shows the demand for off-street car parks in Port Glasgow in relation to supply in June 2018.

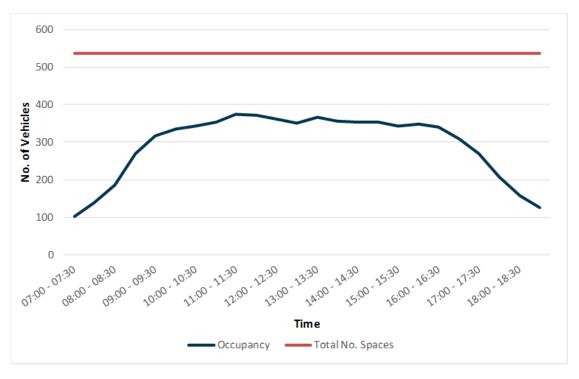


Figure 3.3 Car Park Occupancy Overview

3.4.2 Figure 3.3 shows that there is sufficient supply to meet demand for off-street parking throughout the day and Figure 3.4 shows the occupancy of each individual car park.

¹⁰ The assumed number of unrestricted spaces on Bay Street is six vehicles, in reality more can be parked on the street at the eastern end



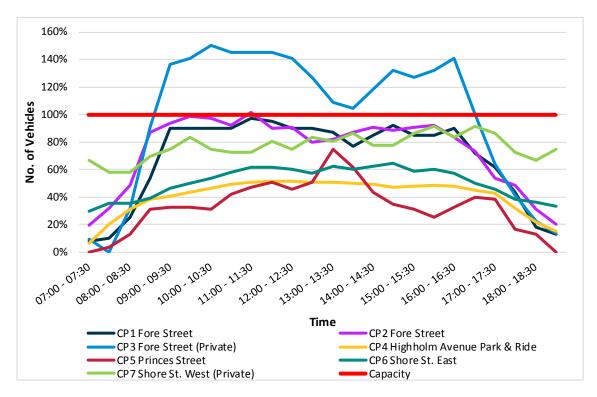


Figure 3.4 Car Park Occupancy

- 3.4.3 Figure 3.4 shows which car parks have the most spare capacity, at different times of the day. Figure 3.4 also shows that while parts of the Fore Street car park are over capacity at times during the day, with vehicles parked outwith spaces, other parts usually have spare capacity and the Fore Street NHS car park is shown over capacity, again because of parking outwith bays.
- 3.4.4 In particular, there are spare capacity at Highholm Avenue Park and Ride and Princes Street (short stay only) with both being less than 50% occupied throughout the day; this is also illustrated in Figure 3.5, below.



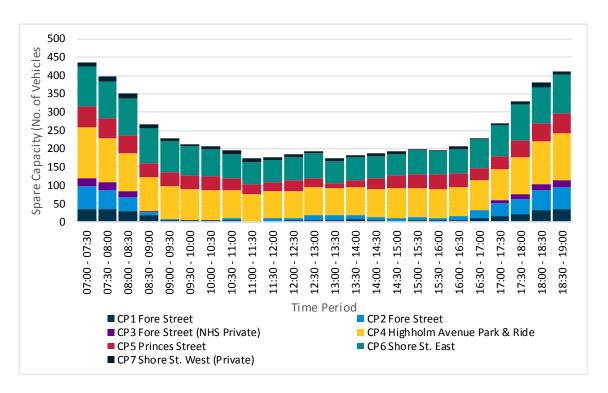


Figure 3.5 Car Park Space Availability Profile

- 3.4.5 Figure 3.5 shows spare capacity can be found on the following publicly accessible car parks:
 - Highholm Avenue Park and Ride minimum of 73 available spaces throughout the day;
 - Shore Street (East) minimum of 56 available spaces throughout the day; and
 - Princes Street minimum of 14 available spaces throughout the day.
- 3.4.6 Table 3.3 shows the average duration of stay in each of the car parks in the study area.

Table 3.3 Car Park Average Duration of Stay

Duration of Stay	Car Park Name	Average Stay (hours)
Car Park 1	Fore Street North	5.8
Car Park 2	Fore Street West	4.2
Car Park 3	Fore Street South (NHS owned and operated)	3.5
Car Park 4	Highholm Avenue Park & Ride	8.2
Car Park 5	Princes Street	1.6
Car Park 6	Shore Street East	5.9
Car Park 7	Shore Street West (Private)	5.3
	Average Duration of Stay	4.9



- 3.4.7 Anecdotal evidence suggest that the Fore Street car park is popular for commuters (parking and getting the bus to Glasgow etc.) and workers in Port Glasgow, including Ferguson Marine Engineering Ltd. Resident Parking Demand
- 3.4.8 Analysis of the parking data has been undertaken to identify where residents currently park. This is based on the simple assumption that vehicles recorded as parked between 0700 hours and 0730 hours belong to residents (still parked from overnight) and these are shown in Figure 3.6.

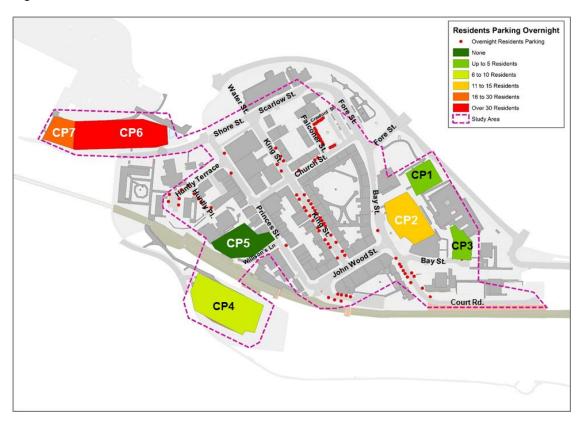


Figure 3.6 Resident Parking Overview

3.4.9 Figure 3.6 shows that there are clusters of on-street residential parking on King Street, Falconer Street, Court Road, Huntly Terrace, Huntly Place and Station Road. At King Street it is unlikely that the demand is early morning commuters rather than residents; two of the vehicles leave between 0800 hours and 0900 hours, one between 1230 hours and 1300 hours and the other two remained parked until the end of the survey period (1900 hours). The demand shown in the Highholm Park and Ride car park is likely to be commuters accessing early trains rather than residents.



3.4.10 Table 3.4 and Table 3.5 show the volumes parked on-street and off-street respectively.

Table 3.4 On-street Resident Vehicles

Location	Estimated No. of Resident Vehicles		
Bay Street	4		
Church Street	6		
Court Road	10		
Crawford Street	7		
Falconer Street	8		
Huntly Place	5		
Huntly Terrace	6		
John Wood Street	0		
King Street	31		
Princes Street	3		
Scarlow Street	0		
Station Road	7		
Willison's Lane	0		
Total	87		

Table 3.5 Off-street Resident Vehicles

Location	Estimated No. of Resident Vehicles
CP1 Fore Street	3
CP2 Fore Street	15
CP3 Fore Street (Private)	2
CP4 Highholm Avenue Park & Ride	-
CP5 Princes Street	0
CP6 Shore St. East	47
CP7 Shore St. West (Private)	24
Total	91

3.4.11 The number of vehicles parked overnight in Table 3.4 and Table 3.5 (178) roughly matches the Census 2011 data which estimated car ownership at 219 (the exact extents of the Census wards are slightly higher). Table 3.4 gives an indication of which streets are likely to have the



greatest demand for residents' parking permits. However, it should be noted that there could be supressed demand; residents who would like to park on certain streets but are not currently able to.

3.4.12 The argument regarding proximity expectation is a difficult one to manage effectively. In certain locations, the demands for a certain type of parking activity will be higher i.e. Princes Street during the day for retail trips and King Street overnight, due to the high number of residential properties. The simple fact is that in areas which are mixed use there will always be competition for spaces that cannot be satisfied and therefore the issue should be whether there are other opportunities to park in the area (in close proximity) that does not deter people from visiting shops etc.



4 Penalty Charge Notices

4.1 Introduction

4.1.1 Information on the number of PCNs issued on each of the streets and car parks in Port Glasgow in the period 28/06/2017 to 26/06/2018 was provided by Inverclyde Council. Figure 4.1 and Figure 4.2 presents an overview of the results.

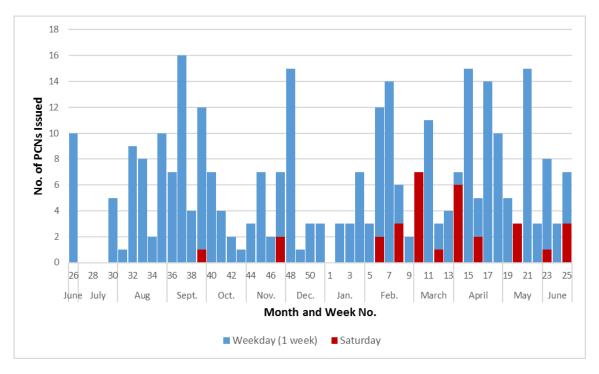


Figure 4.1 On-Street PCNs Issued (per Week)

4.1.2 Figure 4.1 shows the volume of PCNs is very much dependent on the level of enforcement which takes place but is limited to approximately 15 PCNs issued per week. It also appears that only selective Saturdays are enforced by Parking Attendants.

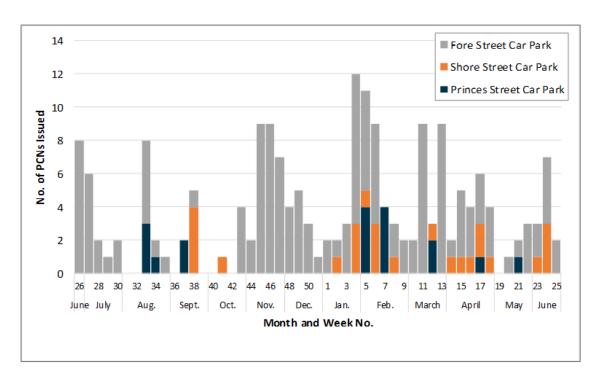


Figure 4.2 Off-street PCNs Issued (per Week)

- 4.1.3 Figure 4.2 again shows the volume of PCNs is very much dependent on the level of enforcement which takes place but is limited to approximately 12 PCNs in car parks per day. No PCNs were issued at the Highholm Park and Ride car park as there were no contraventions.
- 4.1.4 Table 4.1 shows the main reasons for PCNs being issued in the study area.



Table 4.1 Overview of PCNs Issued

Contravention	No. of PCNs Issued (12-month period)		
	On-Street	Car Parks	
Out of bay (Bay Street or Shore Street)	0	132	
Parking on double yellow lines (No Loading/unloading)	117	0	
Parked for longer than permitted (Church Street, Bay Street, John Wood Street or Princes Street)	84	0	
Parked in disabled bay without badge	62	2	
Parking on double yellow lines (No waiting)	49	0	
Parked in a disabled bay without valid badge (Bay Street or Shore Street)	0	38	
Parked in a loading bay during restricted hrs (King Street, Church Street* or Scarlow Street)	20	0	
Overstay (Princes Street Car Park only)	0	13	
Not parked correctly within bay (Fore Street Car Park only)	0	5	
Parked on restricted bus stop/stand	4	0	
Parked in bay without clearly displaying valid perm (Fore Street Car Park only)	0	2	
Parked vehicle exceeds weight/height/length (Bay Street or Shore Street)	0	2	
Total	337	194	

^{*}likely wrongly coded as no loading bay on Church Street

- 4.1.5 Table 4.1 shows that most tickets are issued for parking on double yellow lines, or outwith bays in car parks.
- 4.1.6 The most common reasons and locations for PCNs being issued are shown in Table 4.2, below; a full summary is included in Appendix B.



Table 4.2 Common PCN Reasons and Locations

Location		Contravention	Number of PCNs Issued (12-month period)
Fore Street Car Park (excluding CP3)	Car Park	Parking outwith bay	114
King Street	On-Street	Parking on double yellow lines	62
John Wood Street	On-Street	Parked for longer than permitted	32
Princes Street	On-Street	Parked for longer than permitted	30
Bay Street Car Park	Car Park	Parked in a disabled bay without valid badge	27
Princes Street	On-Street	Parking where Loading/unloading restriction are in place (double yellow lines with double blip markings)	22
Church Street	On-Street	Parked for longer than permitted	20
Bay Street	On-Street	Parking on double yellow lines	15
Princes Street	On-Street	Parked in disabled bay without badge	15

4.1.7 It is evident from Table 4.2, above, that there were 82 PCNs issued in a 12-month period for parking for longer than permitted. This is evidence that those visiting the area require more time to carry out their business.



5 Consultation

5.1 Introduction

5.1.1 This section includes a summary of the key themes to emerge from the consultation exercise undertaken; full details can be found in Appendix C.

5.2 Residents and Businesses

5.2.1 Approximately 550 questionnaires and reply-paid envelopes were distributed to all homes within the consultation area on the 18th July with an indicated return deadline of Saturday the 4th of August 2018. The area covered is shown in the figure below.



Figure 5.1 Public Consultation Area

- 5.2.2 The questionnaire also included a link to an identical version hosted online.
- 5.2.3 In order to guard against respondents completing more than one survey, each paper based version had a unique six-digit serial number. Respondents who completed the online version were requested to enter their serial number and we were then able to track and remove any double entries (there were none).
- 5.2.4 A total of 128 responses were received giving an overall return rate of around 23%. It is possible that the relatively low response rate could be attributed to a lack of strong feeling about a resident parking scheme, or indeed an inability to return within the time period that they were given.

Port Glasgow Parking Study

Business response Rate

5.2.5 In terms of businesses, there are 114 in the study area, of which 24 are unoccupied¹¹, and 20 responses were received; a return rate of 22%.

Resident Response Rate

- 5.2.6 Around 436 surveys were distributed to households with 104 returned; a response rate of 24%.
- 5.2.7 Additionally, analysis of 2011 census data found that car ownership in the study area is low with only around 30% of households (N=175) having access to a car or van. Responses were received from 85 households with access to a car, equating to around 49% of car owners in the study area.

Results

5.2.8 Appendix C provides full details of the public consultation findings; however, the key themes to emerge from the consultation are as follows.

Respondents Locations

 Bay Street (28), King Street (14), Fore Street (12) and Court Road (10) had the most responses by residents. King Street and Princes Street (both 7) had the most responses by businesses.

Where Respondents Park Currently

Most respondents (36%) were able to park on their own street and less than a quarter (16%) were able to park in off-street locations (car parks). The locations where people have the most difficulty parking on their own street are Bay Street (19%) Fore Street (8%). A number of respondents from Bay Street (N=4), Court Road (N=2), Falconer Street (N=2), Fore Street (N=4), and Princes Street (N=4) said they park in off-street locations.

Happiness with Current Parking Situation

- Overall 66% of respondents are unhappy with the current parking situation in their street.
 The streets where the highest number of residents are unhappy with the current parking situation are:
 - Bay Street (N=13);
 - King Street (N=13);
 - Court Road (N=8);
 - Falconer Street (N=8); and
 - John Wood Street (N=7).
- For some other streets, a large proportion of residents are unhappy with the current parking situation but the number of respondents is lower. Businesses on King Street and Princes Street are fairly split in terms of whether they are happy with the current parking situation. Four of seven on King Street and three of six on Princes Street say they are

¹¹ August 2018 survey by Inverclyde Council's Planning Service



happy. Elsewhere six businesses responded, based on Church Street, Crawford Street, Bay Street, John Wood Street (2) and Scarlow Street, and all said they are unhappy with the current parking situation.

Difficulty in Finding a Space

- At least 75% of residents who responded to the questionnaire on the following streets said they found it difficult to find a parking space at a place and time that suits them:
 - Church Street (N=1, 100%);
 - Crawford Street (N=1, 100%);
 - Thistle Court (N=3, 100%);
 - Falconer Street (N=8, 89%);
 - John Wood Street (N=5, 83%);
 - Fore Street (N=9, 82%); and
 - King Street (N=11, 79%).
- Most businesses (63%) said they think it is difficult for them or their customers to find a space, at a place and time that suits them. Outwith Princes Street and King Street, all businesses said it was difficult for people to find a space, at a place and time that suits them. These are based in Church Street, Crawford Street, Bay Street, John Wood Street and Scarlow Street.

Car Ownership

In contrast to the 2011 Census data, where only 30% of households are estimated to have access to a car or van, 81% of respondents to the survey do have access to a car or van. It is considered that households who do not own are car are less likely to respond.

Opinions on Residents' parking Permits

- Respondents were asked to rank their top three choices from four options for a residents' parking scheme, as follows:
 - Shared spaces on-street Resident permit provides free, unlimited stay parking on a first-come, first-served basis with other parkers;
 - Shared spaces off-street Resident permit provides free, unlimited stay parking on a first-come, first-served basis with other parkers;
 - Shared spaces on and off-street Resident permit provides free, unlimited stay parking on a first-come, first-served basis with other parkers; and
 - No residents' parking scheme.
- Three points were allocated to first choice, two to second choice and one for third choice. A number of preferred options emerged, as follows:
 - Court Road shared spaces on-street;



- Crawford Street shared spaces on-street;
- Bay Street shared spaces on and off-street;
- King Street shared spaces on-street; and
- Thistle Court shared spaces on-street.
- The only street where the most points were allocated to no residents' parking permit scheme was Princes Street (three businesses out of seven). Elsewhere there is no clear common consensus on what type of residents' parking should be provided.

Maximum Length of Stay

- Around 81% of respondents think the maximum length of stay should be increased beyond 30 minutes but no more than 2 hours. Around 80% of residents and 89% of businesses think the maximum length of stay should be increased.
- Around 34% say it should be one-hour maximum stay and around 29% say two-hour maximum stay. Approximately 19% feel there should be no increase in the maximum length of stay and around the same (20%) say it should be increased to more than two hours. Some residents think that waiting restrictions should be introduced on Falconer Street (N=9), King Street (N=18) and Court Road (N=27). Only one business said waiting restrictions should be introduced on-streets which do not already have them (King Street).

5.3 Conclusions

- 5.3.1 The consultation feedback has suggested several conclusions about how different elements of any potential residents' parking permit scheme should be treated, what extent it should cover and what the likely demand for permits would be.
- 5.3.2 The key conclusions being:
 - Most respondents normally park on their own street (36%), some park off-street (in car parks) (16%) and only 6% park on another street;
 - There is overall dissatisfaction with the current parking situation with 66% of respondents saying they are unhappy;
 - Most residents and business say that they (or their customers) find it difficult to find a
 parking space at a place and time that suits and the fewer say they find it easy;
 - Car ownership amongst respondents is high, with 81% having access to a car;
 - There is no clear consensus on what type of residents' parking permit scheme is most favoured. Shared spaces on-street is the most popular, followed by shared spaces on and off-street and then shared spaces off-street. The number of respondents who said their preference was no resident parking permit scheme was much lower;
 - There is a clear consensus that the length of time people can wait on-street should be increased (81%). Most respondents said it should be increased to one hour (34%) followed by two hours (29%), then more than two hours (18%); and
 - Most businesses do not think waiting restrictions should be introduced on any streets which currently have no waiting restrictions (94%). By comparison, around 50% of residents do; identifying Court Road (25%), King Street (17%) and Falconer Street (8%).



5.3.3 All of the above have been considered in developing the parking scheme options to be tested; the key findings of are summarised in Figure 5.2, below.

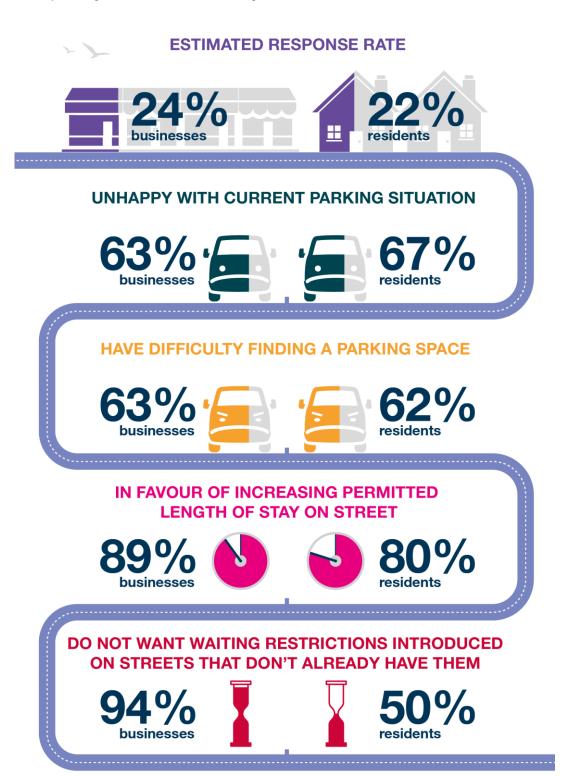


Figure 5.2 Summary of Consultation Responses



6 Option Development and Appraisal

6.1 Introduction

- 6.1.1 As outlined previously, a range of data has been used to inform the option appraisal process and develop a spreadsheet model for costs and revenues.
 - Full parking duration, occupancy and turnover data;
 - Resident and business survey; and
 - Review of historic PCN data.

6.2 Objectives

- 6.2.1 Careful consideration must be given to how any residents' parking permit scheme operates and what impact it might have. Within a town centre environment there are a number of competing demands for road space and a successful scheme will strike a balance between them.
- 6.2.2 Ideally, a successful scheme will have the following characteristics:
 - Allow all residents to park within a reasonable distance of their homes in the evening / overnight and provide sufficient capacity for those who also require to park during the day;
 - Provide opportunities for people to access shops during the day. On-street provision should be short stay, allowing a high turnover of vehicles and maximising the volume of people who can access shops whilst still affording them a sufficient amount of time; and
 - Encourage long stay commuters (both accessing Port Glasgow and buses / trains to elsewhere) to park in car parks.

Strategic Aims

- 6.2.3 With the above considerations in mind, the following objectives have been developed for any future parking scheme:
 - It should be simple and consistent:
 - It should create a hierarchy of street usage (residents and short stay shoppers use onstreet locations and long stay commuters use the car parks);
 - It should encourage turnover of spaces near commercial premises; and
 - It should, as far as possible and without significant adverse impacts to other users, meet residents and businesses expressed preferences.

6.3 Considerations

- 6.3.1 The following should be considered:
 - Residents Permits and Complementary Restrictions Issuing residents' parking permits will only work where there are complementary restrictions to prevent nonresidents from parking. This could be as follows:



- Dedicated spaces for residents which can only be used by them (could be operational at particular times of day only)
- Shared spaces which can still be utilised by other users. For example, still allows non-residents to park for a short period to access local shops and services. Overall, this may not lead to a reduction in opportunities for people to access local shops and services but can actually lead to a higher turnover of vehicles using these spaces;
- Period of Operation it is recommended that the period of operation of any residents' parking permit scheme is consistent with the current time-limited parking restrictions; Monday to Friday 0800 hours to 1800 hours. In the evening, there will be less demand for access to shops and services, freeing up space for residents to park. Residents are more likely to find a space when they return from work as, overall, there will be a reduction in long stay (commuters) parking at these locations;
- Geographical Extent of Coverage (On-Street) There is a risk that where residents' parking permits / short stay parking is provided on-street, current long-stay commuter parking simply transfers to surrounding streets without parking controls. Thereby, the geographical coverage of streets where parking permits are issued should be carefully considered. It is recommended that any parking scheme which involves issuing of permits for on-street locations should cover all streets in the study area to avoid simply transferring parking pressure to different streets (displacement). The criteria below have been considered when reviewing which streets should be covered by a RPPS.



Table 6.1 RRPS Criteria

No.	Criteria	Application for Port Glasgow	Criteria
1	Not less than 85% of the available kerb side space is occupied for more than six hours between 8am and 6pm on five or more days a week from Monday to Saturday inclusive, and a bona fide need of residents is established.	To be used as a criteria.	Not less than 85% of the available kerb side space for an individual street is occupied for more than six hours between 8am and 6pm on day of the parking survey
2	Not more than 50% of the car owning residents have, or could have parking available within the curtilage of their own property, or within 200 metres walking distance by way of garages or other private off-street space such as a driveway.	Not applicable; none (or very few) properties in the study area have parking available in the curtilage of their own property as they are mostly tenement buildings.	N/A
3	The peak or normal working day demand for residents' spaces should be able to be met up to a maximum of 125% of the zones parking capacity.	To be used as a criteria.	This will be considered on an overall level rather than a street-by-street basis.
4	The design and introduction of a scheme should give consideration to the displacement parking in adjacent roads.	To be considered.	Based on feedback received in the residents survey.
5	The Authority should be satisfied that a reasonable level of enforcement of the proposals can be maintained by Parking Attendants	Enforcement is already in place and can be undertaken at a reasonable level without any increase in resources.	N/A
6	The initial proposals should be acceptable to the greater proportion of the residents due to the restrictive and fiscal impact of a scheme.	To be used as a criteria.	More than 50% of respondents to the residents' survey are unhappy with the current parking situation and say they find it difficult to get a space
7	Permits for non-residential premises should be able to be limited in their use to essential operational use only.	There will be no permits for non-residential use (consistent with existing scheme in Greenock).	N/A
8	In areas where parking space is severely limited, the introduction of reserved parking does not seriously affect the commercial viability of the area.	Considered.	Limit the number of spaces reserved to RPPS only (none proposed on-street).
9	After a full consultation process, in excess of 50% of the total number of residents of the streets directly affected are in favour of the proposals to ensure a clear majority are in favour.	To be considered through a further consultation process or through standard TRO consultation processes.	Should proposals be taken forward, the TRO process would involve a full consultation and would allow an opportunity for objections. At this stage there has been no consultation on a proposed scheme.

6.3.2 In relation to Table 6.1, Table 6.2 shows which streets in the study area meet each criteria.



Table 6.2 RPPS Criteria by Street

Street	No. Parking Spaces	No. of Resident Survey Responses (Businesses in Brackets)	>85% Parking Pressure (see criteria 1 in Table 6.1)	>50% Residents Unhappy (see criteria 4 in Table 6.1)	Conflict Residents v Commuters (as identified by analysis of parking data)	Recommendation	
Bay Street	6 + 5*	28		√ (52%)		5 time limited spaces to be increased to 1 hour (from 30 mins) Restrictions required at other locations to prevent commuter parking and maintain through route	
Church Street	7 + 10*	1(1)		(100%)		Increase waiting limit from 30 minutes to one hour	
Court Road	21	10	✓	(80%)	√	Restrictions required to prevent commuter parking and improve opportunity for residents to park	
Crawford Street	5	1(1)	√	(100%)	✓	Restrictions required to prevent commuter parking and improve opportunity for residents to park and access to businesses	
Falconer Street	8	9	√	(89%)	✓		
Fore Street	-	12(1)		(70%)		No parking availability – no action	
Huntly Terrace	21	4		(67%)		Restrictions required to prevent commuter parking and improve opportunity for residents to park	
Huntly Place	-	-				Restrictions required to prevent commuter parking and improve opportunity for residents to park (formal provision for residents)	
John Wood Street	22*	6(2)	√	(100%)		Increase permitted waiting time to1 hour and allow residents to park	
King Street	51	14(7)		(71%)	✓	Permitted waiting time of1 hour and residents allowed to park	
Princes Street	44*	0(7)				Increase permitted waiting time	
Scarlow Street	2*	0 (1)				to1 hour and allow residents to park	
Shore Street	-	3				No parking availability – no action	
Station Road	4	-			✓	Restrictions required to prevent commuter parking and improve	
Willison's Lane	4	-				opportunity for residents to park and access to businesses	

^{*}limited to 30 mins

6.3.3 The information presented in Table 6.2 is shown graphically in Figure 6.1, below (and included in Appendix D at a larger scale).



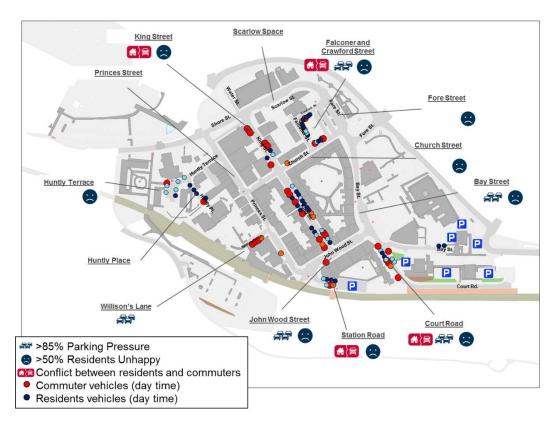


Figure 6.1 Overview of RPPS Criteria by Street

- Geographical Extent of Coverage (Car Parks) As well as providing residents' parking permits for on-street use, it is possible that permits could be used in off-street locations (car parks) at bays allocated as resident only. The benefit to residents would be increased likelihood of a space being available as they would not be in competition with the public (similar to the spaces in Princes Street car park which currently has bollards). It is recommended that this is limited to Princes Street, Fore Street and Shore Street East, as these are within the closest proximity to residential properties;
- On-street Limited Waiting Period The length of time short stay parking can be accommodated has been carefully considered. Currently it is limited to 30 minutes at some on-street locations and restricted to a maximum of two hours in Princes Street car park. The residents and businesses survey found that there was significant demand to increase this. Having reviewed the data, it is recommended that the permitted length of stay is increased from 30 minutes to one hour and that a consistent approach is adopted such that all streets are treated equally. As an example, there are 44 spaces on Princes Street limited to 30 minutes' stay and providing 88 opportunities for short stay parking in any hour during the period 0800 hours to 1800 hours. Increasing them to a two-hour maximum stay effectively reduces the opportunities for short stay parking to access shops to 22 opportunities per hour. This is considered to be too detrimental an impact on access to local business and it is suggested that the one-hour maximum stay creates a better balance. Those wishing to stay for more than one hour can still make use of the various off-street car parks, most of which are shown to have spare capacity throughout the day;
- Accommodating Long Stay Parking Elsewhere Dedicating more space to residents
 and short stay parking does reduce the opportunities for long stay parking by commuters.
 Consideration needs to be given to where this can be accommodated, ideally, it would be
 in under-utilised car parks on the edge of the town centre; and



- Impact on PCNs Issued Any changes to parking restrictions are likely to impact the number of PCNs issued and the income generated to the Council. However, this is very much dependant on the level of enforcement undertaken. Experience from elsewhere shows that where enforcement is rigorous, the level of PCNs issued drops (i.e. people understand realise that non- compliance with regulations will be punished). At a general level, the increase in total length of carriageway with parking restrictions (limited period of waiting) should lead to more PCNs being issued. It has been assumed that the income from PCNs will be remain constant regardless of the parking scheme implemented.
- 6.3.4 Based on the above the following parameters are considered to be fixed:
 - Any parking restrictions should cover the period Monday to Friday 0800 hours to 1800 hours, as current;
 - Any parking scheme which involves issuing of permits for on-street locations should cover all streets in the study area to avoid simply shifting parking problems;
 - Any parking scheme which involves issuing of permits for car parks should be limited to Princes Street (CP5), Bay Street West (CP2) and Shore Street East (CP6);
 - The on-street limited waiting period should be one hour, applied consistently throughout the study area; and
 - For assessment purposes, the income from PCNs will be unaffected regardless of the parking scheme implemented.

6.4 Options Considered

6.4.1 Based on the above, the following options have been identified to be considered further.

Option 1 - Residents Shared Spaces On-Street

Description

- Parking opportunities on streets in the study area are limited to one-hour maximum stay between 0800 hours and 1800 hours Monday to Friday except for residents' parking permit holders (who can park for any duration at any time) or limited to permit holders only Monday to Friday from 8.15am to 9.15am and 5pm to 6pm (consistent with restrictions in Greenock). This could vary depending on whether streets are located close to businesses / retail; and
- Between 1800 hours and 0800 Monday to Friday hours anyone can park on-street, for as long as required.

Impact

- Residents and short-stay visitors (shoppers) can park on-street during the day;
- Longer stay shoppers park in car parks (which have been shown to have spare capacity) during the day;
- Commuters (long-stay) park in car parks during the day; those accessing the train will likely use the Highholm Park and Ride (which is under-utilised) and those working in the town the other unrestricted car parks (which also have spare capacity); and
- In the period 1800 hours to 0800 hours the reduced demand by shoppers and commuters frees up on-street space for residents.



Option 2 - Residents Only Spaces Off-Street

6.4.2 The brief provided by Inverclyde Council included "resident only parking spaces off-street" as an option to be tested, however, it is acknowledged that no such operation exists elsewhere in the Council area.

Description

- Resident only spaces in car parks for the period 0800 hours to 1800 hours Monday to Friday;
- Between 1800 hours to 0800 hours Monday to Friday anyone can park in these spaces;
 and
- Existing on-street locations with time limited parking are increased from maximum 30 minutes' stay to maximum one hour stay.

Impact

- Residents who require to park during the day have more chance of getting a dedicated space in a car park;
- Short stay visitors (shoppers) can continue to park on-street at existing locations during the day for 1 hour rather than 30 minutes;
- Longer stay shoppers and commuters can continue to park at unrestricted on-street locations and car parks at all times; and
- In the period 1800 hours to 0800 hours Monday to Friday the reduced demand by shoppers and commuters frees up on-street space for residents.
- 6.4.3 Analysis of each option has been undertaken to see if both options are viable and what impact they might have on parking in the town centre.



6.5 Option 1 – Residents Shared Spaces On-Street

Parking Restrictions

6.5.1 Table 6.3 shows potential options for what restrictions could be introduced for different streets in the study area based on different characteristics.

Table 6.3 Option 1 Parking Restriction Options

Characteristics	Streets	Option 1A	Option 1B	Option 1C
Streets with time limited waiting currently (30 mins)	Bay Street Church Street John Wood Street Princes Street Scarlow Street	Mon – Fri 8.00 am - 6pm Permit Holders or 1 Hour No Return within 1 Hour	Mon – Fri 8.00 am - 6pm Permit Holders or 1 Hour No Return within 1 Hour	Mon – Fri 8.00 am - 6pm Permit Holders or 1 Hour No Return within 1 Hour
Streets with unrestricted parking near businesses / retail	Crawford Street Church Street* Falconer Street King Street Station Road Willison's Lane			Permit Holder and Blue Badge holders only
Streets with unrestricted parking and not near businesses / retail	Court Road Huntly Terrace		Permit Holder and Blue Badge holders only Monday to Friday from 8.15am to 9.15am and 5pm to 6pm	Monday to Friday from 8.15am to 9.15am and 5pm to 6pm

^{*}between bus station and Falconer Street

6.5.2 Each of the options in Table 6.3 assume that some form of parking restriction is introduced on all of the streets listed. It is considered that introducing restrictions only on selected streets would simply shift parking demand to those without restrictions.

Assumptions

- 6.5.3 A range of assumptions have been made based on the data available, as follows:
 - **Uptake of permits** Analysis of the 2011 Census estimated that there are 219 cars or vans in the study area. It has been assumed that should residents' parking permits be available at no cost, applications would be received for each. Even with this worst-case scenario, the cost to the Council would be in the region of £2,000;
 - Transfer of long-stay parking where a maximum length of stay is introduced to a street or changed, it is assumed that all vehicles currently staying for longer than this period will be transferred to an off-street location, with no time limit on the length of stay;
 - Transfer of on-street commuter parking where vehicles arrive to park in a space between 0800 and 0900 (Monday to Friday) on streets where restrictions are proposed between 8:15 and 9:15 (Monday to Friday), they transfer to public car parks;



- Changes in Length of Stay where the length of stay is increased on a street, it is assumed that all people currently parking there will seek to increase their length of stay to the new maximum permitted (1 hour). Where this results in demand exceeding supply, the additional demand will be transferred to off-street locations (car parks); and
- Parking in Private Car Parks those considered as part of the study would be unaffected. There may however be some impact(s) on the car parks at Thistle Court, Heather Court and Rowan Court which are outwith Council control (private) but were not part of the initial survey specification.
- 6.5.4 Figure 6.2 shows the impact each of the options outlined in Table 6.3. The values presented should be considered a worst-case scenario, for example, some vehicles may not require to park on-street for the full hour available and, where this is the case, this would free up more short stay, on-street parking opportunities. Additionally, some vehicles currently parked in car parks for between 30 minutes and one hour could now park on-street, closer to their destination, if spaces are available.

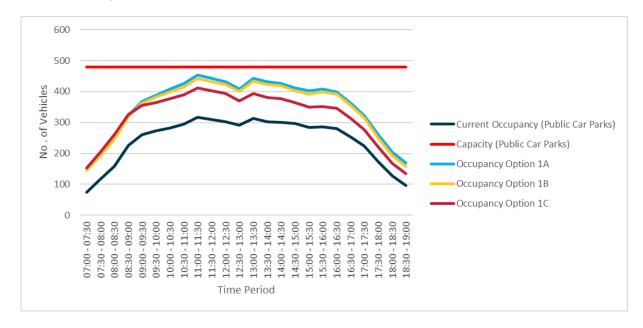


Figure 6.2 Future Off-street Parking Capacity

- 6.5.5 Figure 6.2 shows that the estimated worst-case future parking demand could be accommodated within the study area car parks in each of the variations of Option 1. The capacity of the public car parks is 480 spaces and peak demand is 454 for Option 1A, 442 for Option 1B and 411 for Options 1C.
- 6.5.6 As explained, the fact that occupancy is shown close to capacity, is very much a worst-case scenario. Should there be significant parking pressure on car parks this may actually force people to reconsider their travel options, contributing to wider local and national sustainable travel objectives.

6.6 Option 2 – Residents Only Spaces Off-Street (Designated Bays)

Assumptions

- 6.6.1 A range of assumptions have been made based on the data available, as follows:
 - Uptake of permits Analysis of the 2011 Census estimated that there are 219 cars or vans in the study area. It has been assumed that should resident's permits be available at



no cost, applications would be received for each. Even with this worst-case scenario, the cost to the Council would be in the region of £2,000;

- Transfer of parking where spaces in car parks are designated for residents only this supply is removed from that car park; and
- Changes in Length of Stay as the length of stay is increased on-street on Princes Street, it is assumed that all people currently parking there will seek to increase their length of stay to the new maximum permitted (1 hour). Where this results in demand exceeding supply, the additional demand will be transferred to off-street locations (car parks).
- 6.6.2 Figure 6.3 shows the impact of setting aside some off-street spaces as resident only spaces. This is a worst-case scenario, for example, some vehicles may not require to park on Princes Street for the full hour available and, where this is the case, this would free up more short stay, on-street parking opportunities.

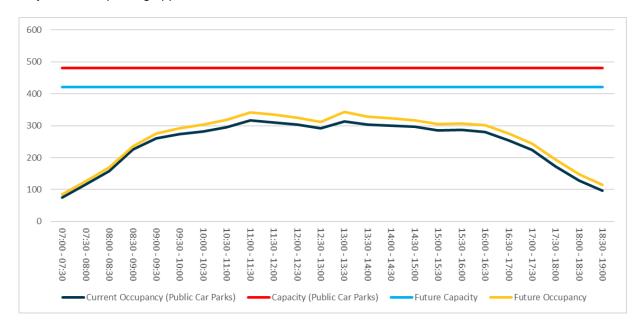


Figure 6.3 Future Off-street Parking Capacity

6.6.3 Figure 6.3 is based on 60 spaces in car parks being designated for residents' parking permit holders and shows that with the loss of these spaces and the transfer of some vehicles from Princes Street, due to the increased permitted waiting time, there is still sufficient capacity to satisfy demand.

6.7 Financial Considerations

6.7.1 Consideration has been given to the financial cost to the Council of introducing a residents' parking permit scheme in Port Glasgow. The following has been included:

Cost to the Council

Set up cost is assumed to be a £1,000 set up fee and then £5 per permit issued. Analysis of the 2011 Census found that there are estimated to be around 219 vehicles registered to households in the survey area; so even if every vehicle required a permit, the maximum cost to the Council would be in the region of £2,000 for this element;



- There are no additional costs associated with enforcement as this is already in place with no planned increase incurred;
- Any requirement for new signs and lines, or alterations to existing, which will be affected by the extent of changes proposed; and
- Cost associated with publicising the scheme, for example, distribution of letters to residents and promotion of amended TRO.

Income

The only income to the Council is through PCNs issued and this is dependent on the level of enforcement undertaken. While in reality there are likely to retain opportunities to issue PCNs, it has been assumed that this will be unaffected and income will remain at the same or similar level.

6.8 Option Scoring

- 6.8.1 In order to inform the decision-making process, each option has been scored in terms of its contribution to the four strategic aims.
- 6.8.2 Each option was assigned a score of 1 to 5 for its contribution to each strategic aim where:
 - A score of "1" represents a minimal contribution to the strategic priority; and
 - A score of "5" conversely represents a large contribution to the strategic priority.
- 6.8.3 These scores are then summed to create a total score for contribution to the strategic aims.
- 6.8.4 In order to account for the bias towards large schemes in such scoring exercises (i.e. big expensive schemes typically tend to perform best precisely because they are larger and cost more), we scored each option in terms of its deliverability and affordability. Again, a score of "1" suggested that an option would be difficult to deliver and / or expensive. The two scores for these criteria were combined to create a "Value for Money" score for each option.
- 6.8.5 The score for the contribution to the strategic aims it then multiplied by the value for money score to provide a total weighted score, with the highest scoring option assuming the highest rank.
- 6.8.6 The priority list that has been developed has been carefully developed and sense checked to ensure that it delivers the agreed strategic priorities for the study, whilst at the same time reflecting the affordability and deliverability of each option.
- 6.8.7 Table 6.4 outlines the scoring for each option against the defined strategic aims and includes scoring of the current system by means of a comparison. Based on the survey responses, the expressed preferences are as follows:
 - Residents introduction of measures to make it easier for them to find a parking space where they would like one and increase in the permitted length of stay on-street; and
 - Businesses introduction of measures to make it easier for them or their customers to find a parking space where they would like one, increase in the permitted length of stay on-street and no waiting restrictions introduced on streets which do not already have them.



Table 6.4 Option Scoring Results Explained

		5	Scoring Descriptio	n	
Element	Do Nothing (Existing TROs / Current Scheme)	Option 1A Residents Shared Spaces On-Street	Option 1B Residents Shared Spaces On-Street	Option 1C Residents Shared Spaces On-Street	Option 2 Residents Only Spaces Off- Street
Simplicity and consistency	4 – generally simple and consistent (time limited waiting and unrestricted on-street). Generally unrestricted offstreet.	5 – as current but more consistent as all streets treated the same	4 – introduction of additional restrictions but treats all streets near businesses the same	3 – introduction of additional restriction and treats some streets near businesses differently to others	3 – less consistent than current as designated resident permit bays are introduced in car parks
Creating a hierarchy of street usage (residents and shoppers use on-street locations and commuters use the car parks)	2 – unrestricted on-street parking does not contribute to this			2 – unrestricted on-street parking does not contribute to this. Dedicated parking permit bays offer limited flexibility of use by different groups	
Meet expressed preferences of residents and businesses	2 – scores poorly as residents (and businesses) express general dissatisfaction with current situation	3 – affords residents more opportunities but introduces increased waiting restrictions on most streets	4 – affords residents more opportunities but introduced increased waiting restrictions on more streets	5 – affords residents more opportunities and does not introduce waiting restrictions on additional streets	4 – better than current situation as provides more opportunities for residents to park during the day
Encourage turnover of spaces near commercial premises	3 – encourages high turnover through 30- minute wait time but only applies on selected streets	5 – one-hour maximum length of stay leads to lower turnover of vehicles in existing spaces, but overall this objective is achieved through increasing the number of time limited spaces. However, these are not targeted to locations near commercial premises.	5 – as 1A, all streets near business / commercial premises have time limited parking. These are targeted to locations near commercial premises.	2 – not all streets near business / commercial premises have time limited parking and length of permitted stay increase to one hour	3 – no change on current
Deliverability 5 – no change required		3 – fairly extensive changes (most streets in study area). Requirement to go through the process of advertising TROs.		4 – minimal extent of changes (three car parks only) but change to TRO required	
Affordability 5 – no additional cost		3 – considerable o	considerable cost associated with new signage and lines 4 – minimal cost associated with new signage and lines but change		4 – minimal costs associated with new signage and lines but change to TRO required

6.8.8 In terms of encouraging turnover of spaces, the table below indicates how each option contributes to this.



Table 6.5 Turnover of Spaces

	Do Nothing (Existing TROs / Current Scheme)	Option 1A Residents Shared Spaces On-Street	Option 1B Residents Shared Spaces On-Street	Option 1C Residents Shared Spaces On-Street
No. of Time Restricted Spaces	84	225	183	84
Max. Length of Stay	30 mins	1 hour	1 hour	1 hour
No. of Opportunities to Park (minimum)	2016	2700	2196	1008

- 6.8.9 The scoring of Options 1A and 1B in Table 6.4 under "encourage turnover of spaces near commercial premises" is five in both instances. This reflect that while Option 1A encourages more turnover of spaces, it is not targeted at locations near commercial premises. The additional spaces with time limited waiting do not offer significant benefit in terms of this
- 6.8.10 Indicative costs for each option are set out in Table 6.6, below. The costs for Option 1A, 1B and 1C are considered to be the same as all streets will require new road markings (lines) and signs.

Table 6.6 Indicative Costs

element.

Option 1A, 1B and 1C Element Residents Shared Spaces On-Street		Option 2 Residents Only Spaces Off- Street			
	Costs				
Set Up Cost	~£2k	~£2k			
Cost of Producing Permits (x ~220)	~£1k	~£1k			
Enforcement	Assumed no increase as already undertaken				
New Signs and Lines	~£15k	£1.5k			
Publicising the Scheme (distribution of letters)	~£1k	~£1k			
Income					
No. PCNs Issued	· ·	ment undertaken, assumed no on current			
Total	~£19 ~£5.5k				

6.8.11 Table 6.6 shows that there is relatively little cost associated with any option, with the only difference being the cost of installing signs and lines. In Option 1A, 1B and 1C, there is greater requirement to introduce TRO plates for restrictions on-street and corresponding road markings; this also impacts on the deliverability of the scheme (including preparation of TROs).



6.8.12 Table 6.7 shows the scoring results for each option based on the descriptions in Table 6.4.

Table 6.7 Option Scoring Results

	Existing Do Nothing (Existing	Option 1A	Option 1B	Option 1C	Option 2
Option No.	TROs / Current Scheme)	Residents S	Residents Only Spaces Off-Street		
Simplicity and consistency	4	5	4	3	3
Creating a hierarchy of street usage (residents and shoppers use onstreet locations and commuters use the car parks)	2	5	5	5	2
Meet residents and businesses expressed preferences	2	3	4	5	4
Encourage turnover of spaces near commercial premises	3	5	5	2	3
Objectives Score	11	18	18	15	12
Deliverability	5	3	3	3	4
Affordability	5	3	3	3	4
Value for Money Score	10	6	6	6	8
Weighted Score*	110	108	108	90	96
Rank	1	=2	=2	5	4

^{*(}objective score multiple by value for money score, see 6.8.5)

6.8.13 Table 6.7 shows the following:

- Although Option 1A and 1B score slightly lower than the current situation (do nothing) they score much higher against the strategic aims and the overall lower score comes down to affordability and deliverability. Option 1B scores higher in terms of meeting the expressed preferences of residents and businesses and Option 1A in terms of consistency and simplicity (as all streets are treated the same); and
- None of the other scenarios score higher overall than retaining the existing TROs.
- 6.8.14 A key factor behind Option 1B not scoring more highly is that businesses stated they do not want waiting restrictions in place on streets which do not already have them. However, this type of restriction is actually intended to improve access to businesses by increasing turnover. It is possible that the businesses are protecting their staff interests instead perhaps of their customers.
- 6.8.15 It is therefore recommended that the Council consider some intervention to better balance the parking availability for the area by taking Option 1B forward on the basis that most residents



- and businesses are unhappy with the current situation and that this option scores highly against the strategic aims.
- 6.8.16 This recommendation must of course be weighed up against the do-nothing scenario, as the difference between the existing TRO score and Option 1B is very marginal. The Council could be criticised for interfering and spending money during a time of austerity. Having said that there is evidence that there is parking availability when in fact people are reluctant to park remotely and walk to their destinations.
- 6.8.17 As such, it is recommended that the Council adopt Option 1B as this offers the best and fairest outcomes for all business groups, residents, visitors and commuters.

Principles of the Scheme

- 6.8.18 The study process has allowed us to make the following recommendations for each of the elements associated with implementing a residents' parking permit scheme in Port Glasgow.
 - Operating Hours: The scheme should operate Monday to Friday 0800 hours to 1800 hours to match existing TROs;
 - Residential Parking Permits: up to two residential permits should be permitted per home and would be issued dependent on proof of address and ownership of vehicle. Permits would last for one year from the time of issue;
 - Business Permits: No business permits should be issued as discouraging business parking is a key objective;
 - Blue Badge Holders: Blue Badge holders are permitted to park on some yellow line restrictions under the national regulations and concessions for legitimate badge holders, they can also park in standard parking spaces without charge or limit of time. Blue badge holders will also be able to park during permit holder only times;
 - Carers: Consistent with the existing scheme (Greenock) there will be no option to assign permits for carers. The planned increase from 30 minutes to one hour in limited waiting bays will help some carers with the availability of off-street parking for longer durations of stay. Carers may find it harder to find a space if the limited waiting time is extended to King Street etc;
 - Medical Visits: Existing parking facilities are considered enough to allow for medical visits:
 - Tradespeople: Tradespeople should receive no dispensations; they should park in existing parking facilities and abide by the restrictions; and
 - **Permit Format:** Permits will be virtual permits with details held on handheld requirement used by Parking Attendants, consistent with the existing scheme in place in Greenock.



7 Conclusions and Recommendations

7.1 Overview

- 7.1.1 The overall aim of this study was to assess the requirement and, if appropriate, provide recommendations for a residents' parking permit scheme in Port Glasgow, with outline costs.
- 7.1.2 The following key activities have been undertaken, as outlined below:
 - Best practice review;
 - Analysis of existing data from parking surveys;
 - Resident and business consultation;
 - Option development; and
 - Option appraisal.

7.2 Conclusions

- 7.2.1 Overall the study has allowed us to conclude that there is an identified demand for a residents' parking permit scheme in Port Glasgow and it is suggested that the preferred scheme is Option 1B *Residents Shared Spaces On-Street*, with the key elements as follows:
 - Parking opportunities on streets in the study area near businesses are limited to one hour maximum stay Monday to Friday between 0800 hours and 1800 hours with an exemption for residents' parking permits (who can park for any duration at any time) and streets which are not near businesses are limited to permit holders only Monday to Friday from 8.15am to 9.15am and 5pm to 6pm (consistent with restrictions in Greenock); and
 - Between 1800 hours and 0800 hours anyone can park on-street for as long as required.
- 7.2.2 The option is considered to best meet the strategic aims identified.
- 7.2.3 The following will also be required:
 - Preparation of TROs to make the scheme enforceable, including drawings to show the extent of restrictions;
 - As part of the scheme, additional parking restrictions should be introduced on currently uncontrolled streets as follows (see also Figure 7.1, below);
 - Huntly Terrace at least one side of the access road requires double yellow lines to keep route clear;
 - Huntly Place suggest double yellow lines on north-eastern side (at least) to keep route clear for servicing and deliveries. Potentially allow residential parking on southwestern side of street;
 - Station Road at least one side of the access road requires double yellow lines to keep route clear;
 - Court Road the northern side has double yellow lines at the bend to keep the route clear (effective from August 2018);



- Bay Street (north of Thistle Court) some double yellow with some parking permitted such that route is kept clear;
- Advertisement of the new TRO; and
- Consideration of potential restrictions / enforcement of the car parks at Heather Court and Thistle Court to ensure that long-stay parking is not displaced to these locations.
 Measures which will transfer parking demand to the under-utilised Council operated car parks rather than these locations should be identified (see Figure 7.1).

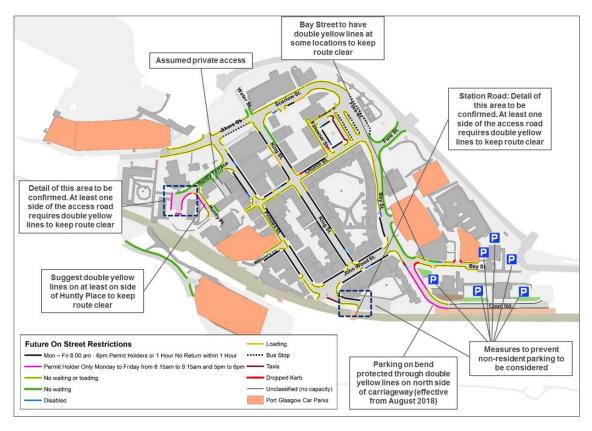


Figure 7.1 New Parking Restrictions

7.2.4 Figure 7.1 highlights show the areas where further consideration of parking restrictions is required should the overall principle of the scheme be accepted. Elsewhere, the extent of physical changes is primarily limited to the installation of single yellow lines and associated signage, as shown in Figure 7.2.



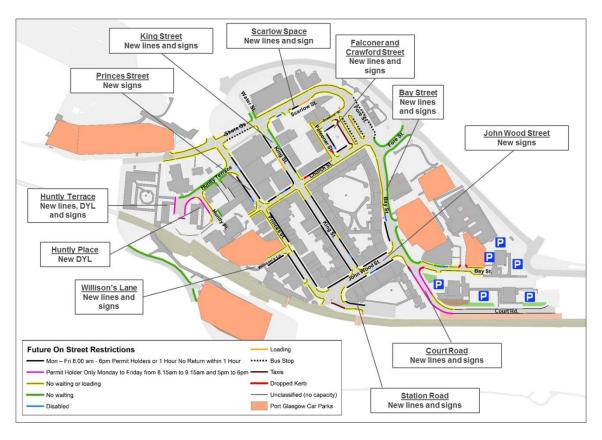


Figure 7.2 Overview of Physical Works

- 7.2.5 Figure 7.2 highlights that limited physical works are required to put the scheme in place with no changes to the provision of disabled bays, taxis and loading bays proposed. Should the general principles of the scheme be accepted then these could be considered further. However, the proposed scheme as it stands would bring benefit for all these users because it removes long-stay parking on-street. In doing so, it would provide:
 - Increased opportunities for Blue Badge holders to park close to their homes;
 - Increased potential for servicing of businesses through the increase in permitted length of stay (to one hour) and the length of kerbside which this applies to; and
 - Increased opportunities for taxis to access the kerbside.
- 7.2.6 Figure 7.1 and Figure 7.2 are included in Appendix D at a larger scale.

7.3 Recommendations

Car Parks Length of Stay

- 7.3.1 Considering reductions to the permitted length of stay in additional car parks is outwith the scope of this study and the impacts of this would require to be tested. Proposals to increase the number of on-street locations with a maximum permitted length of stay will lead to long-stay vehicles being forced into car parks. It is therefore suggested that no additional restrictions on the permitted length of stay in car parks are introduced to ensure these vehicles can be accommodated.
- 7.3.2 This approach ensures a high level of turnover in on-street spaces close to businesses, with long-stay parking encouraged to car parks. A further risk in limited waiting periods in more car



- parks is parking being transferred to areas which are outwith Council control (such as Thistle Court, Heather Court and Rowan Court).
- 7.3.3 It is suggested that the impact of the recommendations within this report are monitored over time to gauge whether changes are required to the permitted length of stay in car parks.

Monitoring and Evaluation

- 7.3.4 The recommendations included within this report are based on the available data and assumptions about future parking behaviour based on experience from similar schemes. In reality, parking is a complex matter with many variables affecting where people choose to park and for what purpose.
- 7.3.5 The Council should closely monitor how the scheme operates post-implementation through the following:
 - Repeat of the parking data collection exercise (after 12 18 months);
 - Follow up consultation with residents and businesses; and
 - Monitoring the number of PCNs issued.
- 7.3.6 Should the new scheme move parking pressure to locations outwith the study area then the extent of the on-street locations with limited waiting could be extended. Should parts of the carriageway with parking controls become under-utilised then parking restrictions could be relaxed / removed.
- 7.3.7 By closely monitoring the number of PCNs issued and adjusting how the scheme is enforced the Council can manage its success in achieving its strategic aims, while ensuring that there is no significant loss of income and that parity of access to kerbside space is being managed.



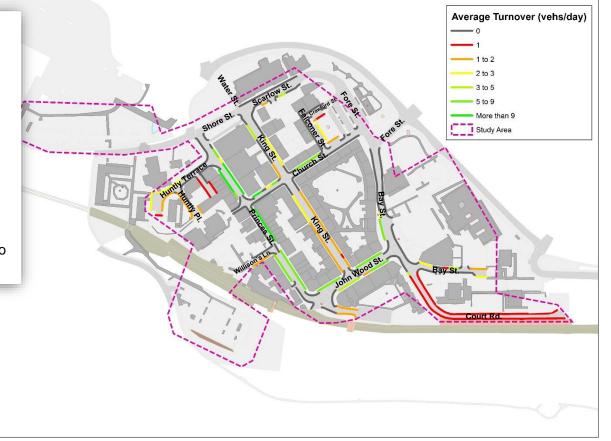
Appendix A Overview of Parking Data

Turnover

The Figure opposite shows the average turnover of vehicles on the day the parking surveys were undertaken.

It shows that Princes St. and John Wood St. have a higher turnover of vehicles with the outlying areas more likely to have one to two vehicles parked all day.

The yellow, orange and red sections are likely to be attributed to residents or commuters (longer stay) with the green areas more likely to be used by shoppers (short stay).





Residents Parking Overnight

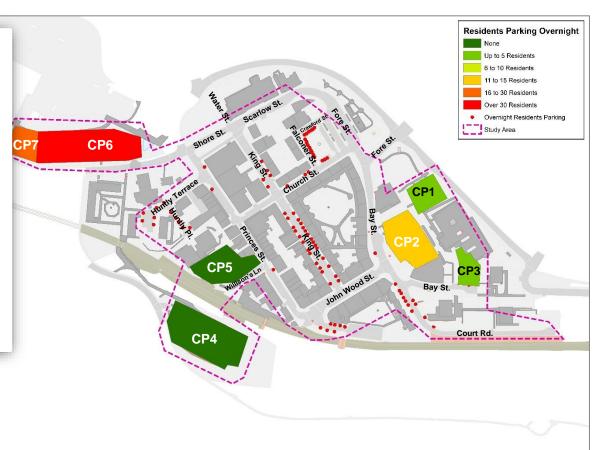
The Figure opposite shows the locations where residents park on-street overnight. This is based on the assumption that vehicles recorded as parked between 0700 and 0730 hours belong to residents.

The total number of vehicles parked on-street between 0700 and 0730 hours is shown in the table. This can be thought of as the possible demand for residential parking permits within the study area.

The number of vehicles parked overnight in the study area (178) roughly matches the Census 2011 data which estimated car ownership at 219 (the exact extents do not match).

On-Street Location	No. of Residents
Bay Street	4
Church Street	6
Court Road	10
Crawford Street	7
Falconer Street	8
Huntly Place	5
Huntly Terrace	6
John Wood Street	0
King Street	31
Princes Street	3
Scarlow Street	0
Station Road	7
Willison's Lane	0
On Street Total	87

Peter Brett Associates LLP



Car Park Location	No. of Residents Parking Overnight
CP1 Fore Street	3
CP2 Fore Street	15
CP3 Fore Street (NHS owned and operated)	2
CP4 Highholm Avenue Park & Ride	0
CP5 Princes Street	0
CP6 Shore St. (East)	47
CP7 Shore St. (West)	24
Car Park Total	91



Residents Parking Leavers

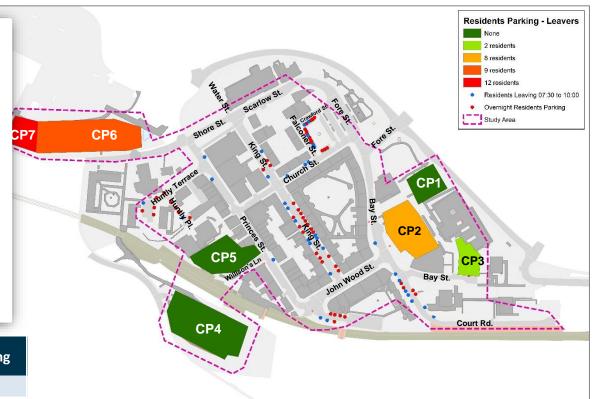
The Figure opposite shows the locations where residents park on-street overnight and then leave between 0730 and 1000 hours (blue dots). This is based on the assumption that all vehicles recorded as parking between 0700 and 0730 hours belong to residents.

The total number of resident vehicles parked on-street between 0700 and 0730 hours and then leaving between 0730 and 1000 hours is shown in the table.

It is possible that where blue dots are shown, there will be less demand for residents parking during the day.

On Street	No. of Residents Parking Leaving
Study Area	34

Car Park Location	No. of Residents Leaving
CP1 Fore Street	0
CP2 Fore Street	8
CP3 Fore Street	2
CP4 Highholm Avenue Park & Ride	0
CP5 Princes Street	0
CP6 Shore St. (East)	9
CP7 Shore St. (West)	12
Car Park Total	31

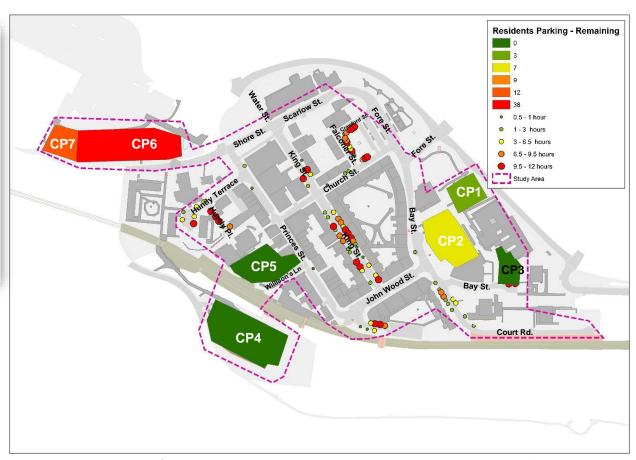




Residents Parking During the Day

The Figure opposite shows the locations where residents park onstreet by duration of stay. This is based on the assumption that all vehicles recorded as parking between 0700 and 0730 hours and staying past 1000 hours belong to residents.

The total number of resident vehicles parked on-street after 1000 hours is shown in the table in the bottom right.



Car Park Location	No. of Residents Remaining (after 1000)
CP1 Fore Street	3
CP2 Fore Street	7
CP3 Fore Street	0
CP4 Highholm Avenue Park & Ride	0
CP5 Princes Street	0
CP6 Shore St. (East)	38
CP7 Shore St. (West)	12
Car Park Total	60

On Street	No. of Residents Remaining On- Street after 1000
On-Street Parking	53



Parking Occupancy / Demand

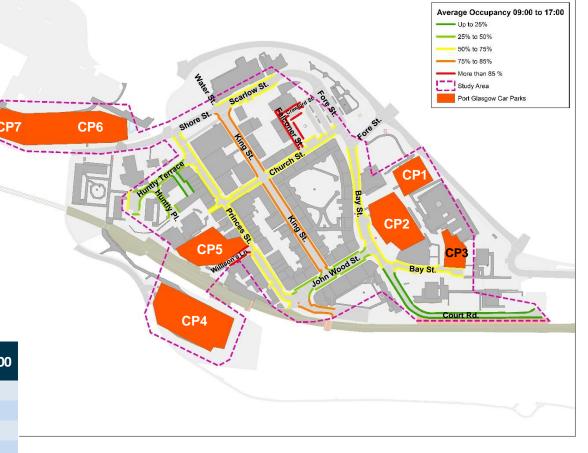
The Figure opposite shows the average parking occupancy on streets between 0900 to 1700 hours on the surveyed weekday.

High demand car parks are those where not less that 90% of the available kerb side space was occupied for more than 6 hours between 0900 and 1700 hours on the weekday when the surveys were undertaken.

They are listed in the Table below.

This may help establish that there is a bona fide need for restrictions in these locations.

High Demand Streets	Average Demand - 0900 to 1700
Crawford Street	123%
Falconer Street	88%
King Street	85%
Willison's Lane	122%



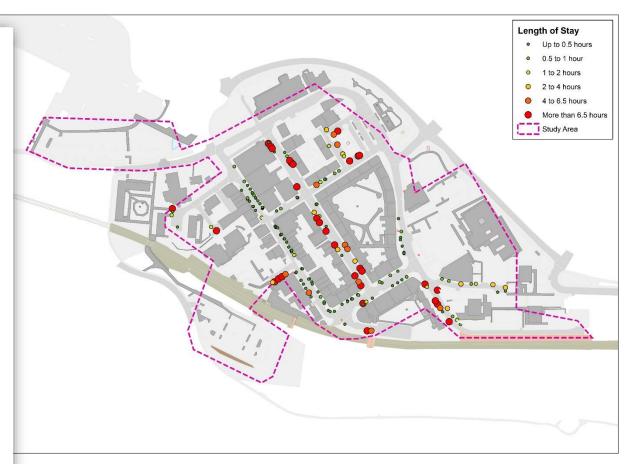


Parking Demand by Non-Residents

The Figure opposite shows the locations and length of stay where non-residents park on-street. These are defined as vehicles arriving between 0730 and 1000 hours.

The following can be assumed about those shown within the study area:

- Dark green dots people parking up to 30 mins to access local shops and services
- Light green dots people parking between 30 minutes and one hour to access local shops and services
- Yellow dots people parking between one hour and two hours to access local shops and services
- Orange dots people parking between 2 and 4 hours to access local shops and services
- Orange dots people parking between four and six and a half hours likely to be made up of commuters and people accessing local shops and services
- Red dots people parking for more than 6.5 hours and are likely to be made up of commuters or residents.



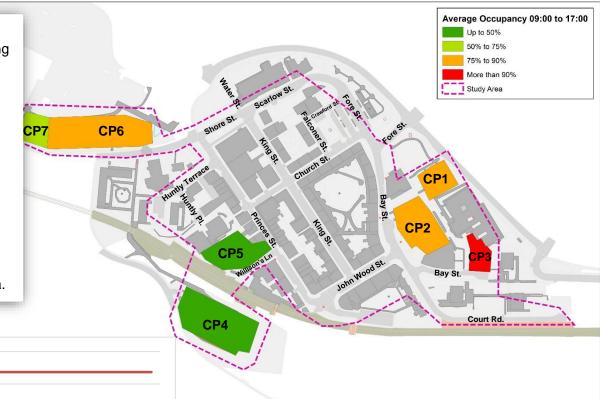


Off-Street Occupancy / Demand

The Figure opposite shows the average parking occupancy of car parks between 0900 to 1700 hours on the surveyed weekday.

High demand car parks are those where not less that 85% of the available spaces are occupied for more than 6 hours between 0900 and 1700 hours on the weekday when the surveys were undertaken.

The graph below also indicates that additional off-street parking capacity is available throughout the weekday period with a peak occupancy recorded at 69% or 375 vehicles across all surveyed car parks in the study area.



Key Information:

While there may be a perceived lack of parking spaces in the study area, there is spare capacity off-street throughout the day. It may be that the available spaces are not located where people want to park.

There is an opportunity for the Princes Street car park to accommodate more short stay car parking.

There is an opportunity for the Highholm Avenue Park & Ride car park to accommodate more long stay parking.



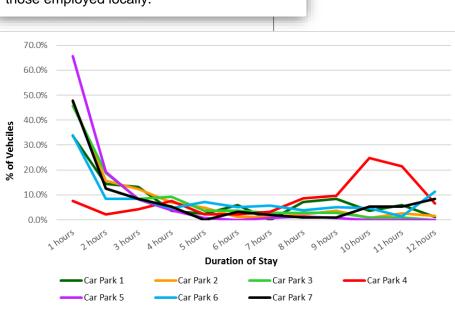


Off-Street Duration of Stay

The Figure opposite shows the average duration of stay between 0700 to 1900 hours during the weekday period. The results indicate that the duration of stay varies across all car parks.

Highholm Avenue Park & Ride has the longest duration of stay reflecting its function as a Park & Ride site for commuters using Port Glasgow station. Princes Street Car Park had the shortest average duration of stay with a maximum waiting time of 2 hours in place.

The duration of stay in all other car parks ranges between 3 to 6.5 hours reflecting their use by a mixture of commuters, shoppers and those employed locally.

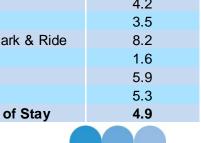


CP7

CP6

	Car Park Name	Average Stay (hours)
CP1	Fore Street (north)	5.8
CP2	Fore Street (west)	4.2
CP3	Fore Street (south)	3.5
CP4	Highholm Avenue Park & Ride	8.2
CP5	Princes Street	1.6
CP6	Shore Street East	5.9
CP7	Shore Street West	5.3
	Average Duration of Stay	4.9

Peter Brett Associates LLP



Off-Street - Average Duration of Stay

Up to 2 hours

3 - 6.5 hours

6.5 - 9.5 hours

9.5 - 12 hours

Court Rd.

Study Area

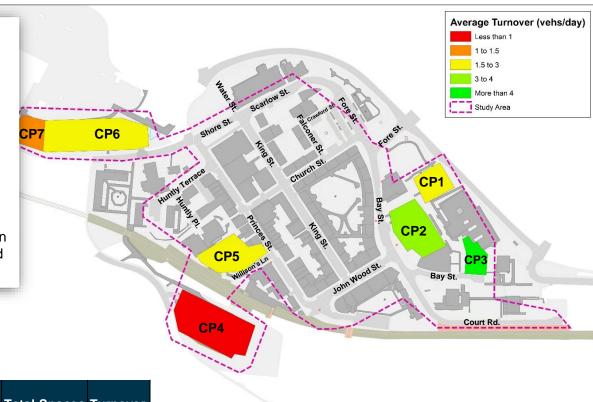
CP2

Off-Street Turnover

The Figure opposite shows the average offstreet turnover of vehicles on the day the parking surveys were undertaken.

It shows that Bay St. west and south car parks have a higher turnover of vehicles with Highholm Avenue Park & Ride having a lower rate of turnover with vehicles more likely to remain all day.

The orange and red sections are likely to be attributed to shoppers with the yellow and green areas more likely to be used by commuters and residents.



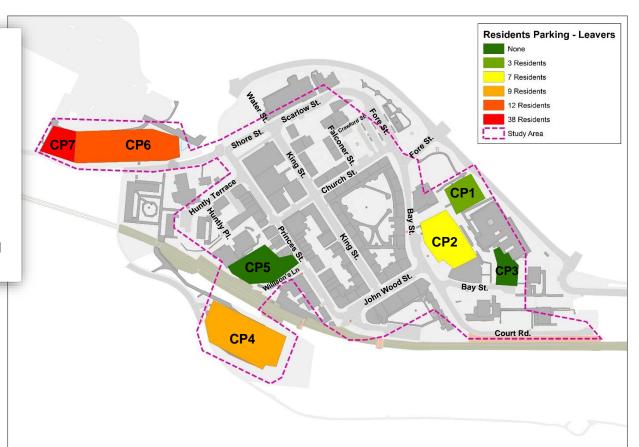
ID	Car Park Name	No. of Occupants	Total Spaces	Turnover
CP1	Fore Street (north)	83	39	2.1
CP2	Fore Street (west)	269	78	3.4
CP3	Fore Street (south)	107	22	4.9
CP4	Highholm Avenue Park & Ride	93	151	0.6
CP5	Princes Street	157	55	2.9
CP6	Shore Street East	212	157	1.4
CP7	Shore Street West (Private)	96	36	2.7



Residents Parking Leavers

The Figure opposite shows the locations where residents park off-street overnight and then leave between 0730 and 1000 hours. This is based on the assumption that all vehicles recorded as parking between 0700 and 0730 hours belong to residents.

The total number of resident vehicles parked off-street between 0700 and 0730 hours and then leaving between 0730 and 1000 hours is shown in the table below.



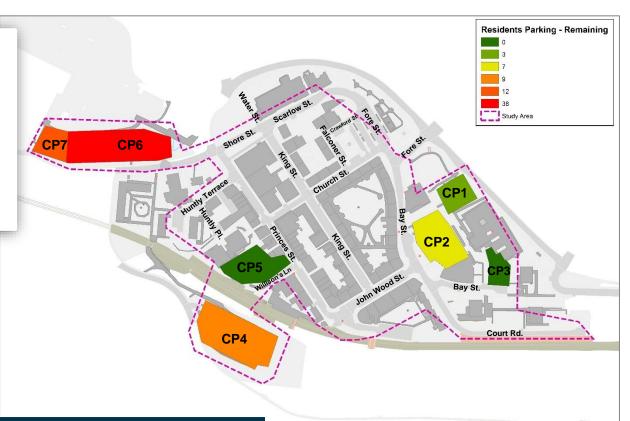
Car Park Location	No. of Residents Leaving
CP1 Fore Street	0
CP2 Fore Street	8
CP3 Fore Street	2
CP4 Highholm Avenue Park & Ride	1
CP5 Princes Street	0
CP6 Shore St. (East)	9
CP7 Shore St. (West)	12
Car Park Total	32



Residents Parking During the Day

The Figure opposite shows the locations where residents park off-street during the day. This is based on the assumption that all vehicles recorded as parking between 0700 and 0730 hours and staying past 1000 hours belong to residents.

The total number of resident vehicles parked off-street after 1000 hours is shown in the table in the bottom right.



Car Park Location	No. of Residents Remaining (after 1000)
CP1 Fore Street	3
CP2 Fore Street	7
CP3 Fore Street	0
CP4 Highholm Avenue Park & Ride	9
CP5 Princes Street	0
CP6 Shore St. (East)	38
CP7 Shore St. (West)	12
Car Park Total	69



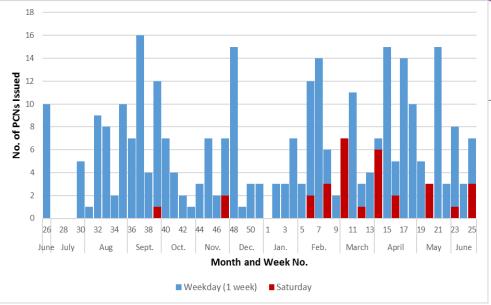
On-Street Penalty Charge Notices

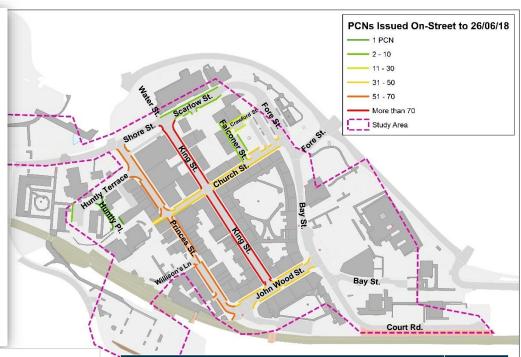
The Figure shows how many PCNs have been issued on each of the streets in Port Glasgow between 28/06/2017 and 26/06/2018.

The overall values are shown in the graph which indicates that the number of PCN's varies from week-to-week, dependent on the level of enforcement which takes place.

The highest number of PCN's were issues on King Street (80) with a breakdown as follows; 62 vehicles parking on loading/unloading restrictions (double yellow lines), 12 vehicles parked in a loading bay during restricted hours; 3 vehicles parked in a disabled bay without valid badge; and 3 vehicles parked on a no waiting location (double yellow lines).

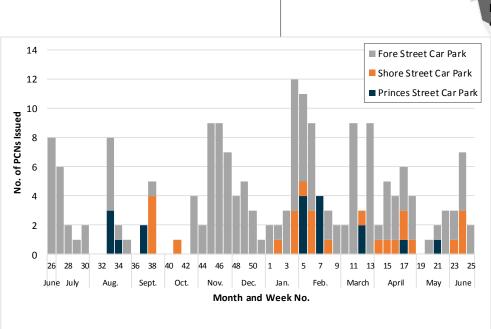
The table shows the number of PCNs issued by by contravention.

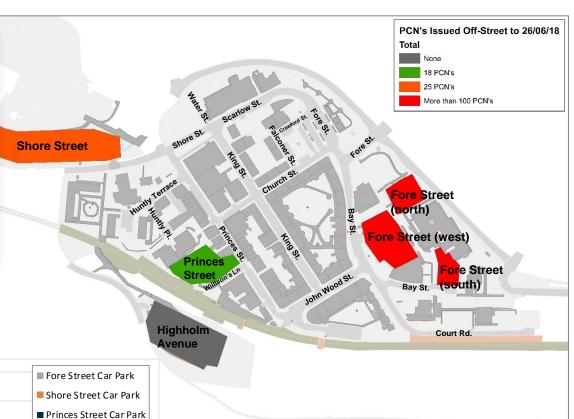




Contravention	
01 - No waiting	49
02 - Loading/unloading	117
24 - Not parked correctly within bay	5
25 - Parked in a loading bay during restricted hrs	20
30 - Parked for longer than permitted	84
35 - Parked in disc bay without valid disc	1
40 - Parked in disabled bay without badge	64
47 - Parked on restricted bus stop/stand	4
80 - Overstay	13
85 - Parked in bay without clearly disp valid perm	2
86 - Out of bay	132
87 - Parked in a disabled bay without valid badge	38
89 - Parked vehicle exceeds weight/height/length	2

Off-Street Penalty Charge Notices The Figure shows how many PCNs have been issued on each of the car parks in Port Glasgow between 28/06/2017 and 26/06/2018. The overall values are shown in the graph which indicates that while the number of PCN's has varied week-to-week there is a generally consistent number of issued. No PCNs were issued at the Highholm Park and Ride car park as there were no contraventions.







Penalty Charge Notices

The Figure shows how many PCNs have been issued on each street and in each car park in Port Glasgow between 28/06/2017 and 26/06/2018 (highest values highlighted in red).

On-Street	
Bardrainney Avenue, Port Glasgow	1
Broadfield Avenue, Port Glasgow	1
Broadstone Avenue, Port Glasgow	4
Brown Street, Port Glasgow	4
Bute Avenue, Port Glasgow	1
Cardross Avenue, Port Glasgow	2
Church Street, Port Glasgow	32
Clune Brae, Port Glasgow	2
Crawford Street, Port Glasgow	17
Falconer Street, Port Glasgow	5
Fore Street, Port Glasgow	17
Glasgow Road, Port Glasgow	2
Glen Avenue, Port Glasgow	23
Glenhuntly Road, Port Glasgow	7
Glenhuntly Terrace, Port Glasgow	6
Glenside Road, Port Glasgow	3
High Carnegie Road, Port Glasgow	2
Highholm Avenue, Port Glasgow	1
Holmscroft Street, Greenock	1
Huntly Place, Port Glasgow	1
Huntly Terrace, Port Glasgow	5
Islay Avenue, Port Glasgow	1
Jean Street, Port Glasgow	7
John Wood Street, Port Glasgow	33
King Street, Port Glasgow	80
Montrose Avenue, Port Glasgow	1
Mull Avenue, Port Glasgow	1
Northfield Avenue, Port Glasgow	1
Princes Street, Port Glasgow	67
Scarlow Street, Port Glasgow	8
Slaemuir Avenue, Port Glasgow	1
Off Street	
Fore Street Car Park, Port Glasgow	151
Princes Street Car Park, Port Glasgow	18
Shore Street Car Park, Port Glasgow	25
Total	





Appendix B Overview of PCNs Issued

Location	01 - No waiting	02 - Loading/unloading	24 - Not parked correctly within bay	25 - Parked in a loading bay during restricted hrs	30 - Parked for longer than permitted	35 - Parked in disc bay without valid disc	40 - Parked in disabled bay without badge	47 - Parked on restricted bus stop/stand	80 - Overstay	85 - Parked in bay without clearly disp valid perm	86 - Out of bay	87 - Parked in a disabled bay without valid badge	89 - Parked vehicle exceeds weight/height/length	Total
On-Street														
Bardrainney Avenue, Port Glasgow	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Broadfield Avenue, Port Glasgow	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Broadstone Avenue, Port Glasgow	0	0	0	0	0	0	4	0	0	0	0	0	0	4
Brown Street, Port Glasgow	0	4	0	0	0	0	0	0	0	0	0	0	0	4
Bute Avenue, Port Glasgow	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Cardross Avenue, Port Glasgow	0	0	0	0	0	0	2	0	0	0	0	0	0	2
Church Street, Port Glasgow	0	7	0	1	20	0	4	0	0	0	0	0	0	32
Clune Brae, Port Glasgow	0	0	0	0	0	0	0	2	0	0	0	0	0	2
Crawford Street, Port Glasgow	0	3	0	0	0	0	14	0	0	0	0	0	0	17
Falconer Street, Port Glasgow	0	2	0	0	0	0	3	0	0	0	0	0	0	5
Fore Street, Port Glasgow	0	15	0	0	2	0	0	0	0	0	0	0	0	17
Glasgow Road, Port Glasgow	0	0	0	0	0	0	1	1	0	0	0	0	0	2
Glen Avenue, Port Glasgow	19	1	0	0	0	0	3	0	0	0	0	0	0	23
Glenhuntly Road, Port Glasgow	7	0	0	0	0	0	0	0	0	0	0	0	0	7
Glenhuntly Terrace, Port Glasgow	5	0	0	0	0	0	1	0	0	0	0	0	0	6
Glenside Road, Port Glasgow	0	0	0	0	0	0	3	0	0	0	0	0	0	3
High Carnegie Road, Port Glasgow	2	0	0	0	0	0	0	0	0	0	0	0	0	2
Highholm Avenue, Port Glasgow	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Holmscroft Street, Greenock	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Huntly Place, Port Glasgow	0	0	0	0	0	1	0	0	0	0	0	0	0	1
Huntly Terrace, Port Glasgow	5	0	0	0	0	0	0	0	0	0	0	0	0	5
Islay Avenue, Port Glasgow	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Jean Street, Port Glasgow	7	0	0	0	0	0	0	0	0	0	0	0	0	7
John Wood Street, Port Glasgow King Street, Port Glasgow	0	1 62	0	0 12	32	0	0	0	0	0	0	0	0	33
Montrose Avenue, Port Glasgow	3	0	0	0	0	0	3	0	0	0	0	0	0	80 1
Mull Avenue, Port Glasgow	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Northfield Avenue, Port Glasgow	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Princes Street, Port Glasgow	0	22	0	0	30	0	15	0	0	0	0	0	0	67
Scarlow Street, Port Glasgow	0	0	0	7	0	0	0	1	0	0	0	0	0	8
Slaemuir Avenue, Port Glasgow	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Off Street														
Fore Street Car Park, Port Glasgow	0	0	5	0	0	0	2	0	0	2	114	27	1	151
Princes Street Car Park, Port Glasgow	0	0	0	0	0	0	0	0	13	0	5	0	0	18
Shore Street Car Park, Port Glasgow	0	0	0	0	0	0	0	0	0	0	13	11	1	25
Total	49	117	. 5	20	84	1	64	4	13	2	132	38	2	

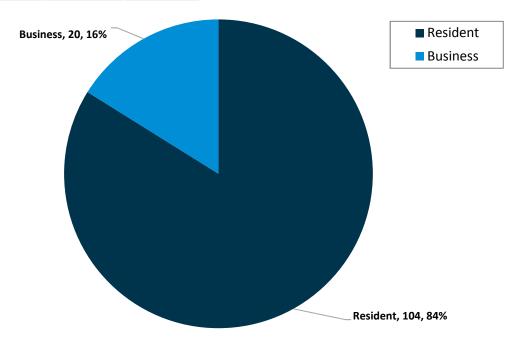
x highest values



Appendix C Overview of Survey Responses

Question: Are you a resident or business?

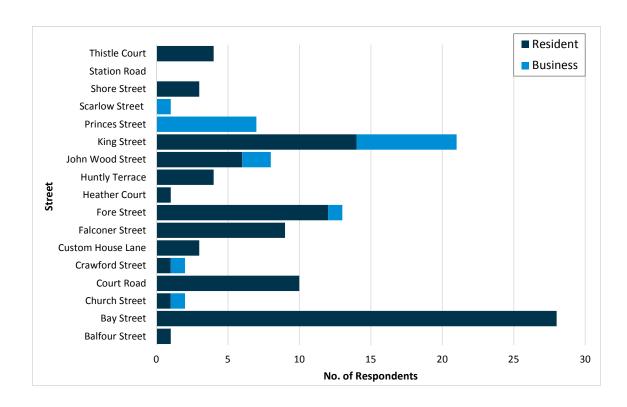
Resident	Business	Total
104	20	124
84%	16%	100%



Question: In which street do you live / own a business on?

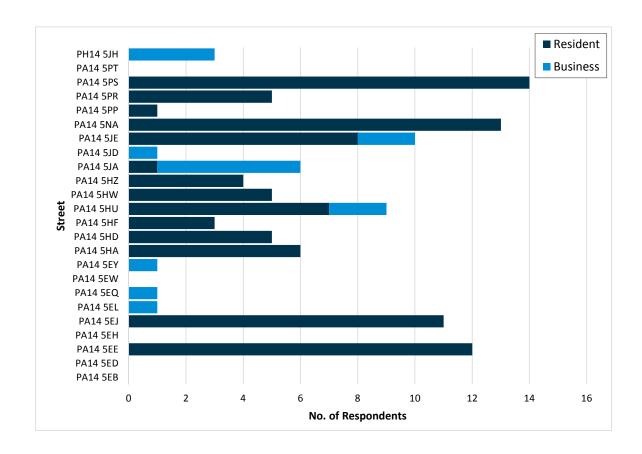
,				
	Resident	Business		
Balfour Street	1	0		
Bay Street	28	0		
Church Street	1	1		
Court Road	10	0		
Crawford Street	1	1		
Custom House Lane	3	0		
Falconer Street	9	0		
Fore Street	12	1		
Heather Court	1	0		
Huntly Terrace	4	0		
John Wood Street	6	2		
King Street	14	7		
Princes Street	0	7		
Scarlow Street	0	1		
Shore Street	3	0		
Station Road	0	0		
Thistle Court	4	0		
Total	97	20		

	Resident	Business
Balfour Street	1%	0%
Bay Street	24%	0%
Church Street	1%	1%
Court Road	9%	0%
Crawford Street	1%	1%
Custom House Lane	3%	0%
Falconer Street	8%	0%
Fore Street	10%	1%
Heather Court	1%	0%
Huntly Terrace	3%	0%
John Wood Street	5%	2%
King Street	12%	6%
Princes Street	0%	6%
Scarlow Street	0%	1%
Shore Street	3%	0%
Station Road	0%	0%
Thistle Court	3%	0%
Total	83%	17%



Question: What is your postcode?

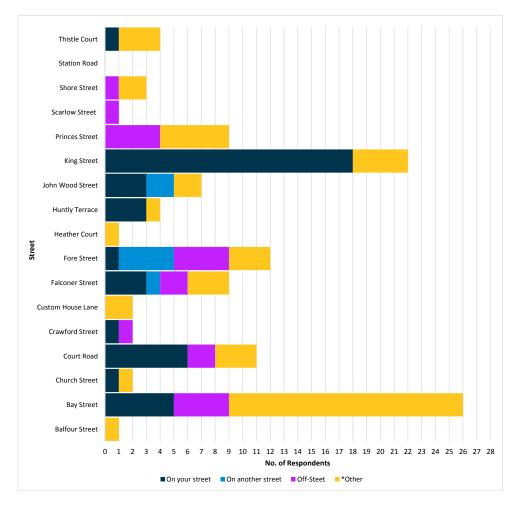
what is your postcode?					
	Resident	Business			
PA14 5EB	0	0			
PA14 5ED	0	0			
PA14 5EE	12	0			
PA14 5EH	0	0			
PA14 5EJ	11	0			
PA14 5EL	0	1			
PA14 5EQ	0	1			
PA14 5EW	0	0			
PA14 5EY	0	1			
PA14 5HA	6	0			
PA14 5HD	5	0			
PA14 5HF	3	0			
PA14 5HU	7	2			
PA14 5HW	5	0			
PA14 5HZ	4	0			
PA14 5JA	1	5			
PA14 5JD	0	1			
PA14 5JE	8	2			
PA14 5NA	13	0			
PA14 5PP	1	0			
PA14 5PR	5	0			
PA14 5PS	14	0			
PA14 5PT	0	0			
PH14 5JH	0	3			
Total	95	16			



Question: Where do you normally park?

	On your street	On another street	Off-Steet	*Other	Total
Balfour Street	On your street	0	0	1	1 Otal
Bay Street	5	0	4	17	26
Church Street	1	0	0	1	20
Court Road	6	0	2	3	11
Crawford Street	1	0	1	0	2
Custom House Lane	0	0	0	2	2
Falconer Street	3	1	2	3	9
Fore Street	1	4	4	3	12
Heather Court	0	0	0	1	1
Huntly Terrace	3	0	0	1	4
John Wood Street	3	2	0	2	7
King Street	18	0	0	4	22
Princes Street	0	0	4	5	9
Scarlow Street	0	0	1	0	1
Shore Street	0	0	1	2	3
Station Road	0	0	0	0	0
Thistle Court	1	0	0	3	4
Total	42	7	19	48	116

	On your street	On another street	Off-Steet	*Other	Total
Balfour Street	0%	0%	0%	100%	100%
Bay Street	19%	0%	15%	65%	100%
Church Street	50%	0%	0%	50%	100%
Court Road	55%	0%	18%	27%	100%
Crawford Street	50%	0%	50%	0%	100%
Custom House Lane	0%	0%	0%	100%	100%
Falconer Street	33%	11%	22%	33%	100%
Fore Street	8%	33%	33%	25%	100%
Heather Court	0%	0%	0%	100%	100%
Huntly Terrace	75%	0%	0%	25%	100%
John Wood Street	43%	29%	0%	29%	100%
King Street	82%	0%	0%	18%	100%
Princes Street	0%	0%	44%	56%	100%
Scarlow Street	0%	0%	100%	0%	100%
Shore Street	0%	0%	33%	67%	100%
Station Road	-	-	-	-	-
Thistle Court	25%	0%	0%	75%	100%
Total	36%	6%	16%	41%	100%



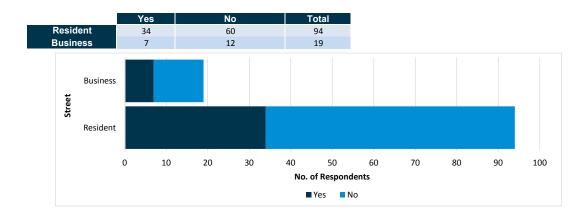
*Other responses include people parking in other streets not listed (i.e. Heather Court, Rowan Court or Thistle Court), people who responded "wherever there is a space" and people who don't own a car / don't drive

Question: Are you happy with the current parking situation in your street?

	Yes	No	Total
Balfour Street	1	0	1
Bay Street	12	13	25
Church Street	0	2	2
Court Road	2	8	10
Crawford Street	0	2	2
Custom House Lane	1	1	2
Falconer Street	1	8	9
Fore Street	3	8	11
Heather Court	1	0	1
Huntly Terrace	1	2	3
John Wood Street	0	7	7
King Street	8	13	21
Princes Street	3	3	6
Scarlow Street	0	1	1
Shore Street	3	0	3
Station Road	0	0	0
Thistle Court	0	3	3
Total	36	71	107

				N ■ Yes ■ 1	o. of Respondent No	S		
		0	5	10	15	20	25	3
	Balfour Street							
	Bay Street							
	Church Street							
	Court Road							
	Crawford Street							
	Custom House Lane							
	Falconer Street							
ĸ	Fore Street							
Street	Heather Court							
_	Huntly Terrace							
	John Wood Street							
	King Street							
	Princes Street							
	Scarlow Street							
	Shore Street							
	Station Road							
	Thistle Court							

	Yes	No
Balfour Street	100%	0%
Bay Street	48%	52%
Church Street	0%	100%
Court Road	20%	80%
Crawford Street	0%	100%
Custom House Lane	50%	50%
Falconer Street	11%	89%
Fore Street	27%	73%
Heather Court	100%	0%
Huntly Terrace	33%	67%
John Wood Street	0%	100%
King Street	38%	62%
Princes Street	50%	50%
Scarlow Street	0%	100%
Shore Street	100%	0%
Station Road	0%	0%
Thistle Court	0%	100%
Total	34%	66%

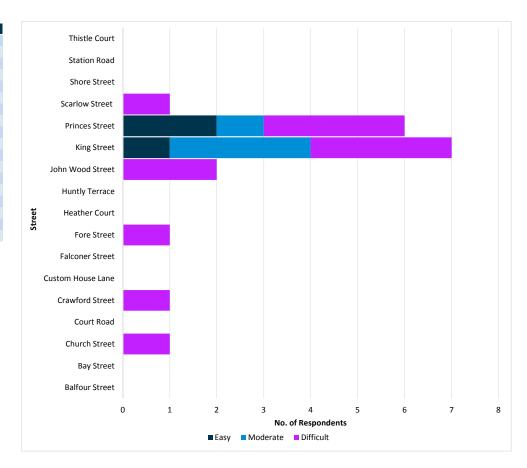


Question: How easy is it for you or your customers to find a parking space at a place and time that suits you?

Only: Business

	Easy	Moderate	Difficult	Total
Balfour Street	0	0	0	0
Bay Street	0	0	0	0
Church Street	0	0	1	1
Court Road	0	0	0	0
Crawford Street	0	0	1	1
Custom House Lane	0	0	0	0
Falconer Street	0	0	0	0
Fore Street	0	0	1	1
Heather Court	0	0	0	0
Huntly Terrace	0	0	0	0
John Wood Street	0	0	2	2
King Street	1	3	3	7
Princes Street	2	1	3	6
Scarlow Street	0	0	1	1
Shore Street	0	0	0	0
Station Road	0	0	0	0
Thistle Court	0	0	0	0
Total	3	4	12	19

	Easy	Moderate	Difficult
Balfour Street	0%	0%	0%
Bay Street	0%	0%	0%
Church Street	0%	0%	100%
Court Road	0%	0%	0%
Crawford Street	0%	0%	100%
Custom House Lane	0%	0%	0%
Falconer Street	0%	0%	0%
Fore Street	0%	0%	100%
Heather Court	0%	0%	0%
Huntly Terrace	0%	0%	0%
John Wood Street	0%	0%	100%
King Street	14%	43%	43%
Princes Street	33%	17%	50%
Scarlow Street	0%	0%	100%
Shore Street	0%	0%	0%
Station Road	0%	0%	0%
Thistle Court	0%	0%	0%
	16%	21%	63%

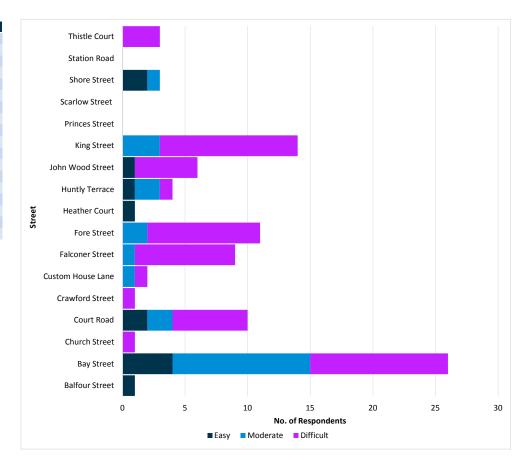


Question: How easy is it for you find a parking space at a place and time that suits you?

Only: Resident

	Easy	Moderate	Difficult	Total
Balfour Street	1	0	0	1
Bay Street	4	11	11	26
Church Street	0	0	1	1
Court Road	2	2	6	10
Crawford Street	0	0	1	1
Custom House Lane	0	1	1	2
Falconer Street	0	1	8	9
Fore Street	0	2	9	11
Heather Court	1	0	0	1
Huntly Terrace	1	2	1	4
John Wood Street	1	0	5	6
King Street	0	3	11	14
Princes Street	0	0	0	0
Scarlow Street	0	0	0	0
Shore Street	2	1	0	3
Station Road	0	0	0	0
Thistle Court	0	0	3	3
Total	12	23	57	92

	Easy	Moderate	Difficult
Balfour Street	100%	0%	0%
Bay Street	15%	42%	42%
Church Street	0%	0%	100%
Court Road	20%	20%	60%
Crawford Street	0%	0%	100%
Custom House Lane	0%	50%	50%
Falconer Street	0%	11%	89%
Fore Street	0%	18%	82%
Heather Court	100%	0%	0%
Huntly Terrace	25%	50%	25%
John Wood Street	17%	0%	83%
King Street	0%	21%	79%
Princes Street	0%	0%	0%
Scarlow Street	0%	0%	0%
Shore Street	67%	33%	0%
Station Road	0%	0%	0%
Thistle Court	0%	0%	100%
	13%	25%	62%

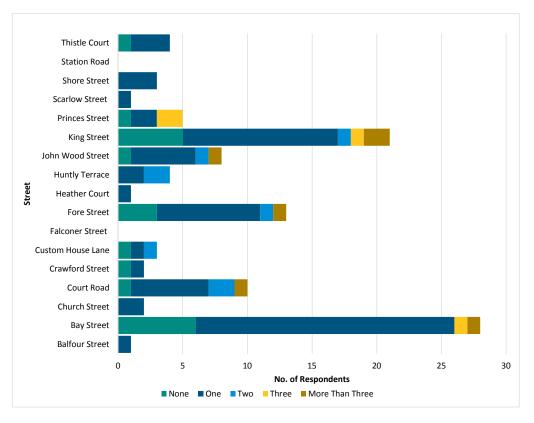


Question: How many cars are there available to residents in your household?

Only: Resident

	None	One	Two	Three	More Than Three	Total
Balfour Street	0	1	0	0	0	1
Bay Street	6	20	0	1	1	27
Church Street	0	2	0	0	0	2
Court Road	1	6	2	0	1	14
Crawford Street	1	1	0	0	0	1
Custom House Lane	1	1	1	0	0	3
Falconer Street	0	0	0	0	0	0
Fore Street	3	8	1	0	1	14
Heather Court	0	1	0	0	0	1
Huntly Terrace	0	2	2	0	0	6
John Wood Street	1	5	1	0	1	11
King Street	5	12	1	1	2	25
Princes Street	1	2	0	2	0	8
Scarlow Street	0	1	0	0	0	1
Shore Street	0	3	0	0	0	3
Station Road	0	0	0	0	0	0
Thistle Court	1	3	0	0	0	3
Total	20	68	8	4	6	106

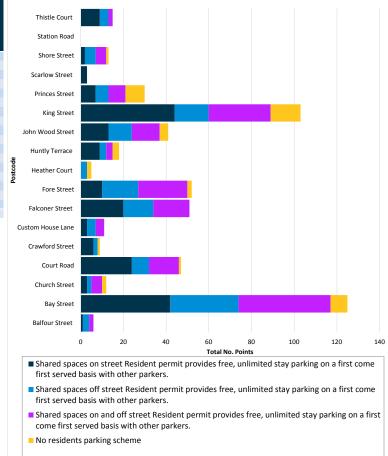
	None	One	Two	Three	More Than Three
Balfour Street	0%	100%	0%	0%	0%
Bay Street	21%	71%	0%	4%	4%
Church Street	0%	100%	0%	0%	0%
Court Road	10%	60%	20%	*Other	10%
Crawford Street	50%	50%	0%	0%	0%
Custom House Lane	33%	33%	33%	0%	0%
Falconer Street	0%	0%	0%	0%	0%
Fore Street	23%	62%	8%	0%	8%
Heather Court	0%	100%	0%	0%	0%
Huntly Terrace	0%	50%	50%	0%	0%
John Wood Street	13%	63%	13%	0%	13%
King Street	24%	57%	5%	5%	10%
Princes Street	20%	40%	0%	40%	0%
Scarlow Street	0%	100%	0%	0%	0%
Shore Street	0%	100%	0%	0%	0%
Station Road	0%	0%	0%	0%	0%
Thistle Court	25%	75%	0%	0%	0%
Total	19%	64%	8%	4%	6%



Question: Which type of residents parking would you be most in favour of? (please pick one box in each column)

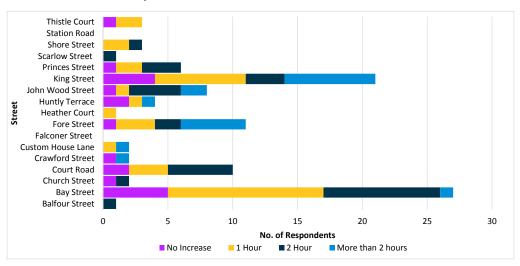
	Shared spaces on street Resident permit provides free, unlimited stay parking on a first come first served basis with other parkers.	Shared spaces off street Resident permit provides free, unlimited stay parking on a first come first served basis with other parkers.	Shared spaces on and off street Resident permit provides free, unlimited stay parking on a first come first served basis with other parkers.		Total
Balfour Street	1	3	2	0	6
Bay Street	42	32	43	8	125
Church Street	3	2	5	2	12
Court Road	24	8	14	1	47
Crawford Street		2	0	1	9
Custom House Lane	3	4	4	0	11
Falconer Street	20	14	17	0	51
Fore Street	10	17	23	2	52
Heather Court	0	3	0	2	5
Huntly Terrace	9	3	3	3	18
John Wood Street		11	13	4	41
King Street		16	29	14	103
Princes Street	7	6	8	9	30
Scarlow Street	3	0	0	0	3
Shore Street	_	5	5	1	13
Station Road	0	0	0	0	0
Thistle Court	9	4	2	0	15
Total	196	130	168	47	541

	Shared spaces on street Resident permit provides free, unlimited stay parking on a first come first served basis with other parkers.		Shared spaces on and off street Resident permit provides free, unlimited stay parking on a first come first served basis with other parkers.	No residents parking scheme
Balfour Street	17%	50%	33%	0%
Bay Street		26%	34%	6%
Church Street	25%	17%	42%	17%
Court Road	51%	17%	30%	*Other
Crawford Street	67%	22%	0%	11%
Custom House Lane	27%	36%	36%	0%
Falconer Street	39%	27%	33%	0%
Fore Street	19%	33%	44%	4%
Heather Court	0%	60%	0%	40%
Huntly Terrace	50%	17%	17%	17%
John Wood Street	32%	27%	32%	10%
King Street	43%	16%	28%	14%
Princes Street	23%	20%	27%	30%
Scarlow Street	100%	0%	0%	0%
Shore Street	15%	38%	38%	8%
Station Road	0%	0%	0%	0%
Thistle Court	60%	27%	13%	0%
Total	36%	24%	31%	9%



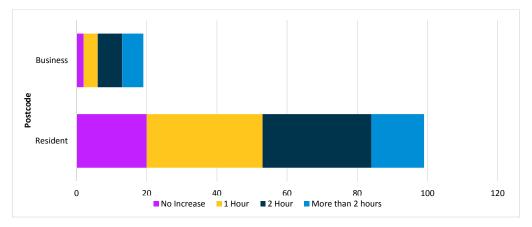
Question: Do you think the length of time you can wait on-street should be increased? It is currently 30 minutes. If so, what should it be increased to?

	No Increase	1 Hour	2 Hour	More than 2 hours	Total
Balfour Street	0	0	1	0	1
Bay Street	5	12	9	1	27
Church Street	1	0	1	0	2
Court Road	2	3	5	0	10
Crawford Street	1	0	0	1	2
Custom House Lane	0	1	0	1	2
Falconer Street	0	0	0	0	0
Fore Street	1	3	2	5	11
Heather Court	0	1	0	0	1
Huntly Terrace	2	1	0	1	4
John Wood Street	1	1	4	2	8
King Street	4	7	3	7	21
Princes Street	1	2	3	0	6
Scarlow Street	0	0	1	0	1
Shore Street	0	2	1	0	3
Station Road	0	0	0	0	0
Thistle Court	1	2	0	0	3
Total	19	35	30	18	102

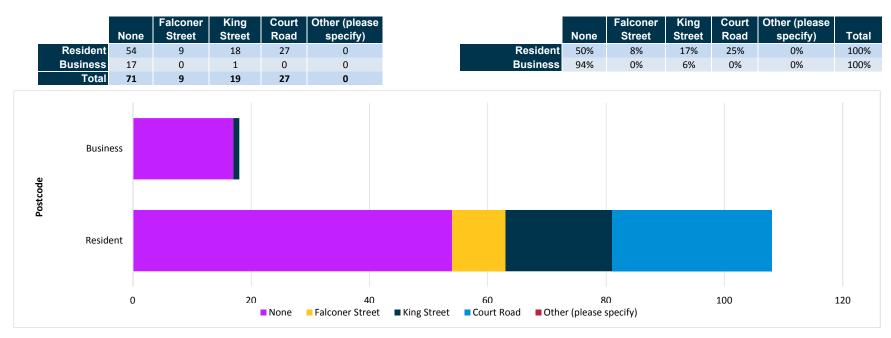


	No Increase	1 Hour	2 Hour	More than 2 hours	Total
Balfour Street	0%	0%	100%	0%	1%
Bay Street	19%	44%	33%	4%	26%
Church Street	50%	0%	50%	*Other	2%
Court Road	20%	30%	50%	0%	10%
Crawford Street	50%	0%	0%	50%	2%
Custom House Lane	0%	50%	0%	50%	2%
Falconer Street	0%	0%	0%	0%	0%
Fore Street	9%	27%	18%	45%	11%
Heather Court	0%	100%	0%	0%	1%
Huntly Terrace	50%	25%	0%	25%	4%
John Wood Street	13%	13%	50%	25%	8%
King Street	19%	33%	14%	33%	21%
Princes Street	17%	33%	50%	0%	6%
Scarlow Street	0%	0%	100%	0%	1%
Shore Street	0%	67%	33%	0%	3%
Station Road	0%	0%	0%	0%	0%
Thistle Court	33%	67%	0%	0%	3%
Total	19%	34%	29%	18%	100%

	No Increase	1 Hour	2 Hour	More than 2 hours	Total
Resident	20	33	31	15	99
Business	2	4	7	6	19
Resident	20%	33%	31%	15%	
Business	11%	21%	37%	32%	



Question: Should waiting restrictions be introduced on any of these streets which currently have no waiting limit?





Appendix D Maps

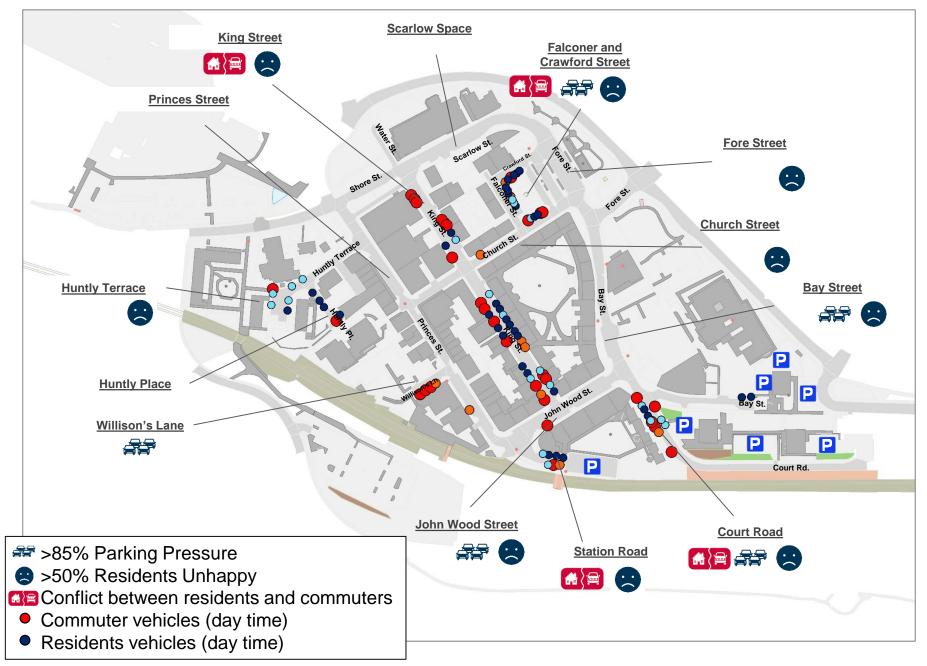
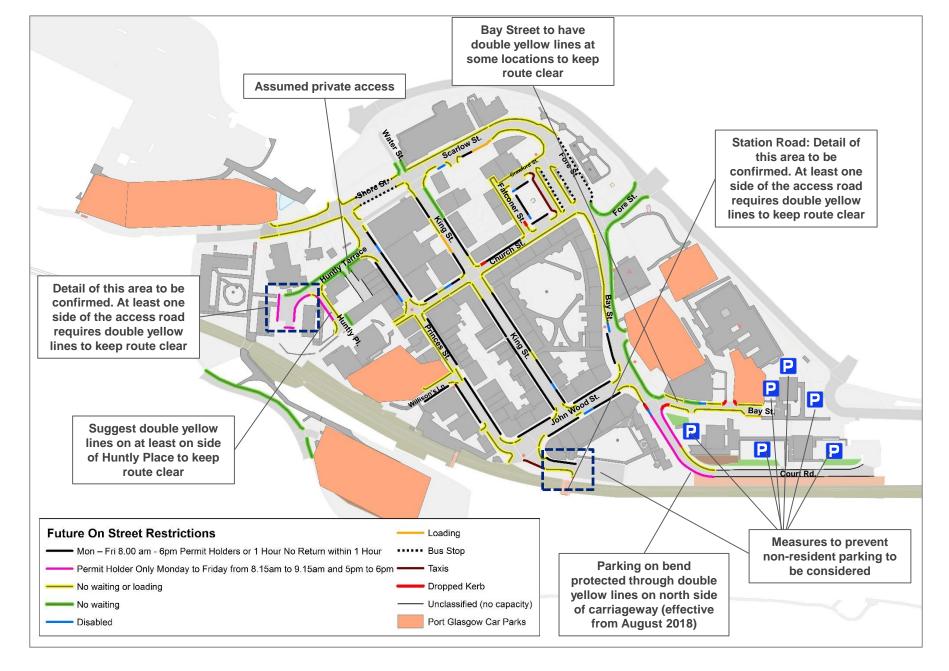


Figure 6.1 Overview of RPPS Criteria by Street









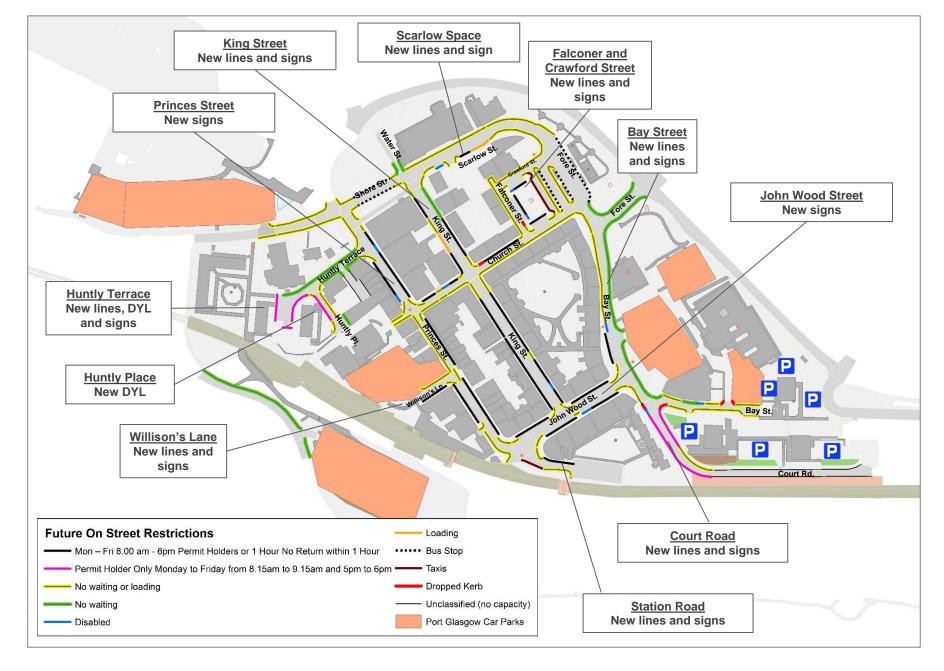


Figure 7.2 Overview of Physical Works



Peter Brett Associates LLP is a leading development and infrastructure consultancy. As an independent consulting practice of planners, economists, engineers and scientists, we provide trusted advice to create value from land and buildings owned or operated by our clients.

All of our work, from the engineering of landmark buildings and critical infrastructure to the spatial planning and economic evidence in support of development, is evidence based and informed by a deep understanding of what it takes to deliver construction.

UK Ashford Birmingham Bristol Cambridge Edinburgh Glasgow Leeds London Manchester Newcastle Northampton Oxford Plymouth Reading Southampton Taunton

International Czech Republic Germany Slovakia

Services
Transport Planning
Energy and Buildings
Civil Engineering
Water, Environment and
Geotechnical
Planning, Development
and Economics

