

## **APPENDIX 1**

### **THE CITY PARKING PLAN**

#### **Summary Key Points**

- **The City Parking Plan provides a framework for managing parking in Cardiff**
- **Cardiff will be re-organised into new strategic and administrative areas, which will then be further subdivided into smaller Parking Zones**
- **Parking zones will be introduced throughout the central area of Cardiff**
- **All kerbside space within parking zones will be controlled with bays (where parking is considered safe) or yellow lines (where parking is considered dangerous or obstructive)**
- **Parking schemes in the peripheral area will continue to be introduced as and when required, in accordance with policy.**

#### **Overview**

1. Cardiff is unusual when measured against comparator cities in that it manages parking without a zonal approach. For example, all the UK core cities reviewed operate zonal parking<sup>1</sup>. The Parking Strategy 2016 was designed to address many issues and comprehensively laid the foundations for a move towards zonal parking. However, extenuating circumstances, such as the COVID-19 pandemic have delayed the implementation of many key proposals.
2. The 2016 Parking Strategy states that: *“The new strategy proposes an area-based approach for delivering parking for a liveable Cardiff. The use of an area-based approach for managing parking will ensure that the best and most appropriate solution is chosen....”*
3. A best practice review has been undertaken focused on parking management from other cities across the UK<sup>2</sup>, within the framework of the statutory guidance (*Traffic Signs Manual Chapter 3, 2019*), and considered recent strategic parking reviews by other Local Authorities.<sup>3</sup>
4. The resulting City Parking Plan is the umbrella term for the programme that will see this area-based approach implemented across the city.

#### **Restructuring Parking in Cardiff**

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<sup>1</sup> <http://www.corecities.com/about-us/core-cities>

<sup>2</sup> Bath, Bristol, Edinburgh, Birmingham, Leeds, Liverpool, London Borough of Richmond Upon Thames, London Borough of Hackney, Manchester, Newport, Nottingham, Norwich, York, Swansea, Swindon

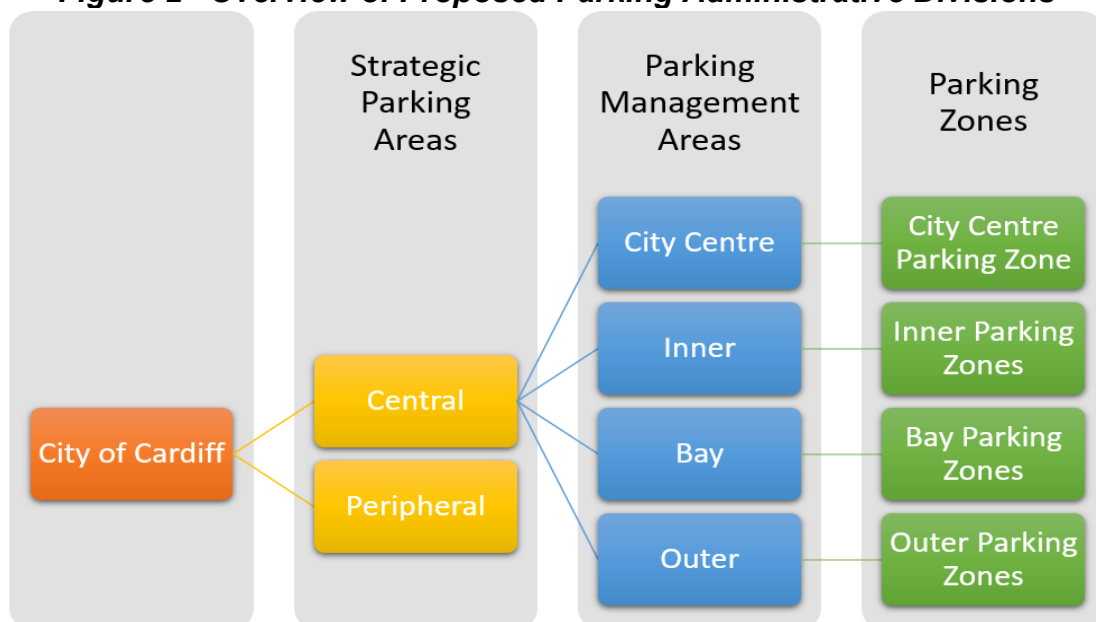
<sup>3</sup> for example: [Strategic parking review – The City of Edinburgh Council](#) / [Parking and enforcement plan | Hackney Council](#) / [Residents Parking Scheme strategy | Bath and North East Somerset Council \(bathnes.gov.uk\)](#)

**Figure 1 – Proposed Hierarchy of Parking Areas in Cardiff**



5. There will be two key strategic areas which align with the “central area” and “non-central area” of the Strategic Parking Areas (SPG) and maintains, in principle, the “central parking area” designation from the 2016 Parking Strategy.
6. The “central” strategic area will then be subdivided into smaller “Parking Management Areas”. These are administrative areas where the approach to the provision of parking and management of parking restrictions is standardised. For example, in the Inner Parking Management Area (PMA) all parking will be controlled at a minimum between 8am and 10pm, and only limited permits will be available. In the Outer PMA parking controls will apply 8am to 6pm, and a greater variety of permit types will be available.
7. Parking Management Areas may then be further subdivided into Parking Zones. All kerbside space within Parking Zones will be controlled with bays where parking is considered safe, or yellow lines where parking is considered dangerous or obstructive. The purpose of this is to ensure a consistent approach can be applied to clearly defined areas, while still providing the flexibility to manage parking at a localised level and respond to the needs of individual communities.

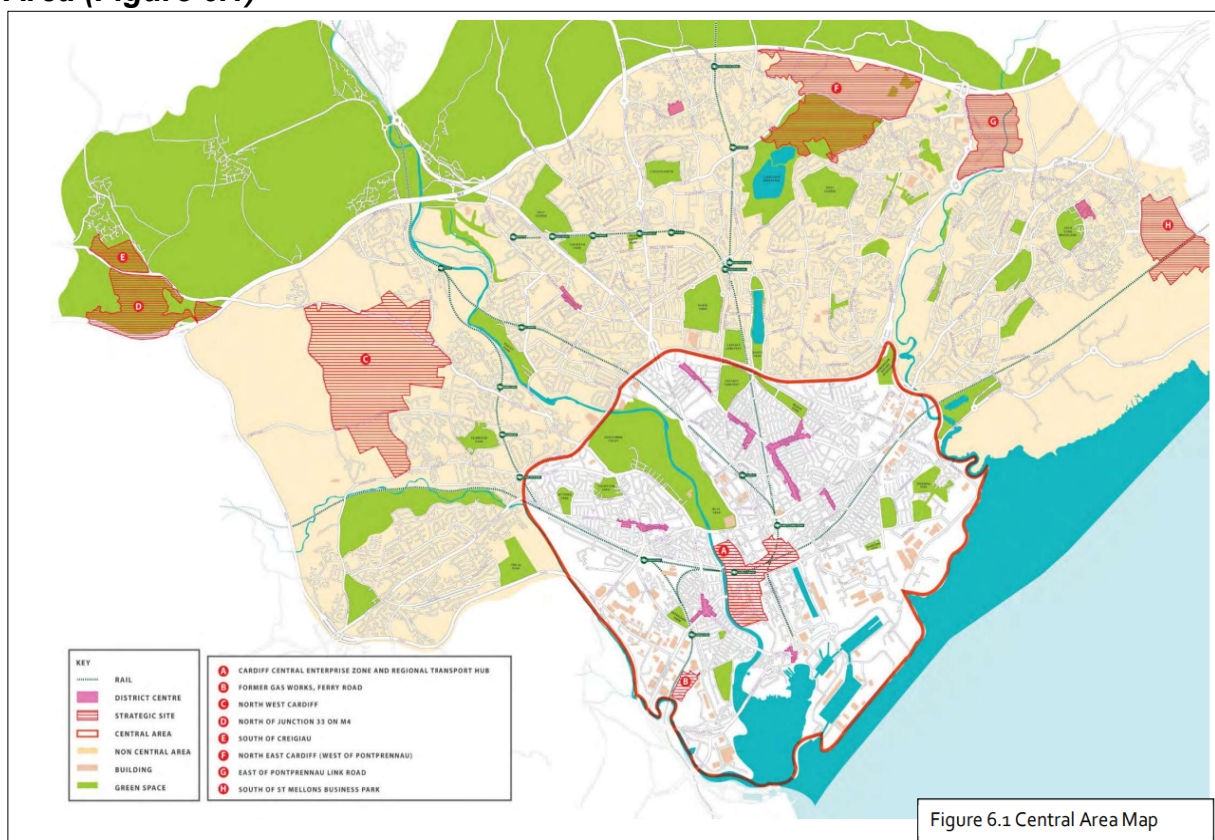
**Figure 2 –Overview of Proposed Parking Administrative Divisions**



## Strategic Parking Areas

8. Parking in Cardiff will be divided between two strategic areas.
  - i) Peripheral Strategic Parking Area (PSPA), which is broadly the area west, north and east of the A48 and aligns with the non-central area within the Managing Transportation Impacts (incorporating Parking Standards) Supplementary Planning Guidance (SPG).
  - ii) Central Strategic Parking Area (CSPA), which aligns with the central area within the SPG. It is intended to fully control parking in the Central Strategic Parking Area through the phased introduction of Parking Management Areas and Parking Zones.

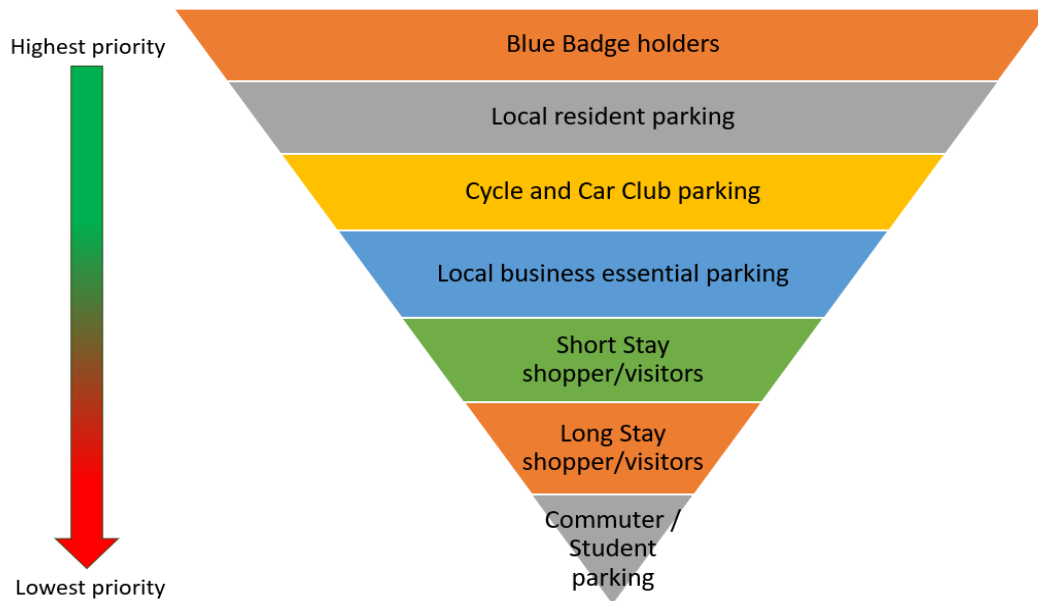
**Figure 3 –Extract from Supplementary Planning Guidance: “Managing Transportation Impacts (Incorporating Parking Standards)”, July 2018, Central Area (Figure 6.1)**



## Parking Management Areas

9. It is proposed that parking in the CSPA be divided into new administrative areas, with these areas having a hierarchy of strategic and policy oversight. These areas will in principle maintain, the “central parking area” designation detailed in the 2016 Parking Strategy.
10. The CSPA will be subdivided into smaller “Parking Management Areas” (PMAs), which are administrative areas where the provision of parking and management of parking restrictions is standardised. Within the areas parking will be managed using the following;

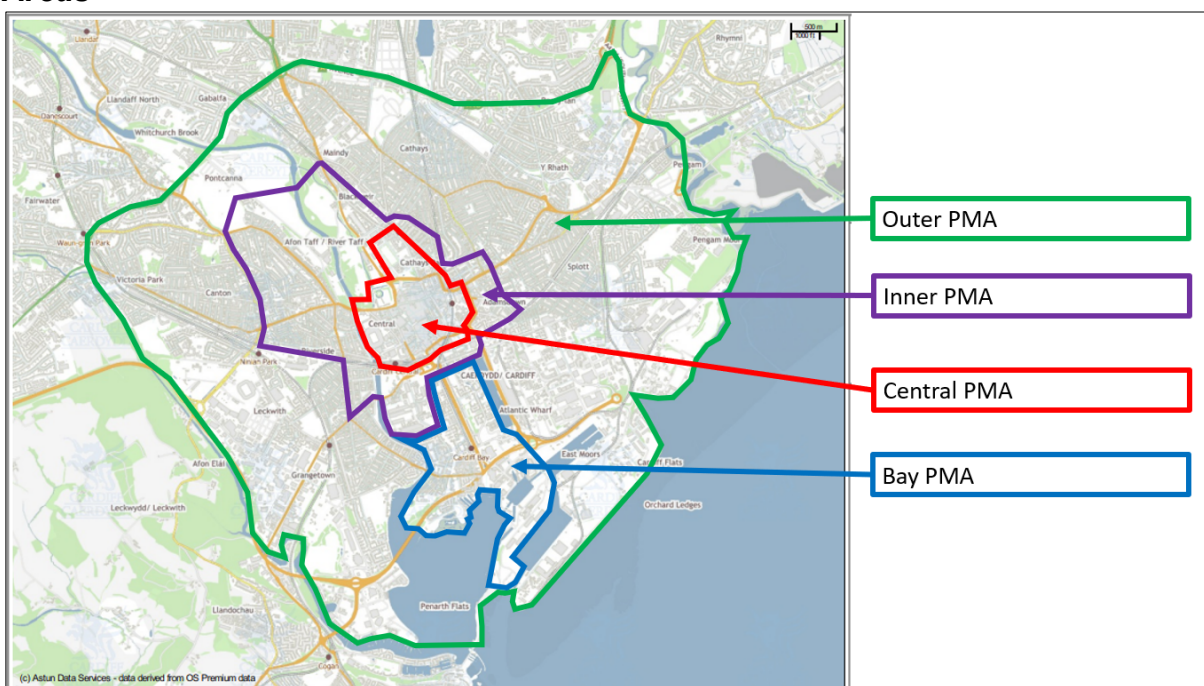
- **Hierarchy of Parking** - how parking is prioritised for the particular user in accordance with the following:



- **Pricing of Parking** – how much people pay for parking at a given location for a given period
- **Length of Stay** – how long people are permitted to park at a given location
- **Enforcement of Parking** - ensuring that people park both safely and legally

11. The general principle being that parking controls will be more restrictive closer to the city centre and high demand areas. Operational hours of control will be longer to adequately regulate local parking demand.

**Figure 4 – Central Strategic Parking Area Subdivided into Parking Management Areas**



(Illustrative only)

### Parking in the Central PMA

12. The Central PMA will be two Parking Zones:
  - i) the City Centre Zone: this will encompass the entire city centre area, including key destinations such as the Central and Queen Street train stations, the roads surrounding the pedestrian precincts, and the main city centre bus corridors
  - ii) the Civic Centre Zone: this will encompass the civic centre pay and stay area, including Park Place, Park Grove and Museum Place
  
13. Parking places in this PMA will generally be reserved for three key user groups: delivery vehicles, taxis and Blue Badge holders. New parking places for general users (such as pay and stay or limited waiting bays) will no longer be supported except in exceptional circumstances, for example to create a drop-off/pick up point at an amenity.
  
14. While not formal policy, the general operational practice has been to control parking in the city centre at all times (e.g. 24 hours a day, every day). However, there are still some historic parking controls which apply for reduced hours, such as between 8am and 6.30pm, or uncontrolled on Sundays. Unrestricted parking creates localised “hot spots” of problem parking and adds to traffic pressures by promoting car travel within the city centre. Existing practice to control parking in the city centre at all times will now be formal policy, and a process will be developed to identify and remove these anomalies.
  
15. It is recognised that the ability to receive deliveries is essential to many businesses, however inconsiderate parking by delivery vehicles can contribute to significant delays to bus services, conflict with cyclists and pedestrians, and generally impede the free flow of traffic. Currently, kerb-side loading/unloading within the city centre is largely prohibited between 7.45am and 6pm, Monday to Saturday. It is considered that this is no longer sufficient to efficiently manage the pressures upon the highway network in such a critical and high-demand area.
  
16. The central PMA will be designated as a “no loading zone”. This means that all kerb-side loading/unloading will be prohibited, except within marked bays or designated areas. This ensures that loading/unloading is only undertaken where it is safe and practical to do so, improve bus reliability and reduce potential conflict with pedestrians and cyclists.
  
17. A new system of waivers/dispensations will be developed for essential services to allow parking where parking would otherwise not be permitted (such as on yellow lines), subject to terms and conditions. This will allow the Council to adequately ensure that any activities that are authorized are undertaken in a

safe and controlled manner, so as not to negatively impact upon the transport network.

18. In accordance with current regulations<sup>4</sup>, designating the area as a no loading zone will allow the Council to remove kerb-side signage as drivers are informed of the loading restrictions at the entrance to the zone. This will significantly reduce street clutter in areas of high pedestrian footfall and help create a more accessible street scene.
19. Respecting that the area is the hub of the best public transport and active travel links in the city, parking permits of any kind will not be issued to properties within the city centre zone. Subject to public consultation, any properties in this area that have historically been part of the permit scheme will be removed in one of two ways:
  - i) properties that have had no active permits for 6 months or more will be automatically removed.
  - ii) properties that have existing permits will be allowed to continue to purchase permits until the permit holder leaves the property.

#### Parking in the Inner PMA

17. The Inner PMA will primarily buffer the City Centre/Civic Centre and will broadly align with the historic limits of the Central Parking Zone, providing parking protection for residents in key event/commuter areas.
18. Vibrant night time economies and large-scale events can lead to significant late evening parking pressures in these areas, therefore it is proposed that all parking will be controlled as a minimum between 8am and 10pm, Monday to Sunday.
19. Permit holder only parking will apply all day everyday. This is to ensure that some road space is always reserved for permit holders.
20. As part of the previous Central Parking Zone, most of these areas are already subject to 100% parking control. Currently only residents are entitled to permits in these areas. It is proposed that community permits<sup>5</sup> will now be made available within these zones in recognition of the essential role such institutions play.

#### Parking in the Bay PMA

21. The Bay PMA will encompass nearly all of Butetown, excluding the northern section of Butetown that is included in the city centre buffer area (inner area).

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<sup>4</sup> Schedule 1, Traffic Signs Regulations and General Directions 2016

<sup>5</sup> Community premises are defined as a premises exempt from paying business rates, and include places of worship and certain community disability access groups.

22. Late evening economies and events can lead to significant evening parking pressures in these areas. Therefore, it is proposed that all parking will be controlled as a minimum between 8am and 8pm, Monday to Sunday.
23. Permit holder only parking will apply all day everyday. This is to ensure that some road space is always reserved for permit holders.
24. Permits will be issued to residents and community groups (such as places of public worship).

#### Parking in the Outer PMA

25. Currently parking in the Outer area is normally controlled through the introduction of 50% residential parking schemes. The criteria for which are set by the 2016 Parking Policy. However, residential parking is normally only introduced outside residential properties and as such total parking control in these areas may sometimes only be between 25% and 35%..The City Parking Plan will ensure that all kerb-side space in this area is controlled.
26. Parking will usually be designated depending on the nature of the property the bay is fronting, for example, permit holder only parking will be primarily introduced in front of residential properties with general use parking on flanks of terraced houses or side streets. However, where there is greater need for general use parking (such as near busy shopping districts), the road space may be more evenly divided between permit holder and shared use parking.
17. Permits will be issued to residents, community groups, businesses and schools, provided they meet the eligibility criteria.

#### Parking Zones

18. PMAs will be further subdivided into smaller Parking Zones, which will normally encompass a maximum of approximately 30 streets.

#### ***Figure 5 –Example Parking Management Area Subdivided into Parking Zones***



(Illustrative only)

19. Drivers are made aware they are entering a Parking Zone by street signs at the entrance to the zone, and drivers should be aware of the meaning of these signs by virtue of Highway Code 245. This helps ensure drivers are fully aware of the location of the boundaries of zones and when parking rules change

**Figure 6 - Example Sign at an Entrance to a Parking Zone showing the times when all parking is controlled:**





20. Parking Zones will ensure a consistent approach in clearly defined areas, whilst providing flexibility to manage parking at a localised level and respond to the needs of individual communities.

21. Within Parking Zones, the kerbside will be controlled, normally either with;

- i) parking bays where parking is considered safe, or
- ii) yellow lines where parking is considered obstructive or dangerous.

22. This approach will help to:

- Promote active travel and public transport use.
- Mitigate against potential parking loss caused by major transport projects, such as cycle routes and bus corridors.
- Better manage parking during events, by reducing the attractiveness of driving into the city, promote Park & Ride, and provide parking protection in residential areas
- Provide a clear, consistent approach for drivers.

23. To legitimately park in a zone a driver will need to:

- Have a valid permit;
- Pay to park (obtain a digital or physical ticket);
- Stay less than the maximum permitted time;
- Be eligible to park in a bay for specific users (such as Blue Badge Holders, Doctors, or Taxis); or,
- be loading/unloading (provided a ban on loading is not in force at that particular location).

24. It is considered essential for the Council to have a formal approach so that zones can be introduced in a clear and transparent manner, and therefore a new policy on the introduction of Parking Zones is proposed.

### Introducing Parking Zones

- 1.1. The City Parking Plan will be delivered in four key distinct, but concurrent, ways. This represents the fact that parking has historically been treated differently in these areas and therefore different approaches and processes may be necessary to ensure alignment with the City Parking Plan:
  - a) **Central Area:** the central area is already subject to 100% parking control. A review will be conducted to identify restrictions which do not meet the objectives of the City Parking Plan and a consultation exercise will be carried out to amend these. Some of this work may be undertaken as part of active travel schemes, such as the eastside canal quarter scheme or cycleway schemes.
  - b) **Inner Area:** the majority of this area is already subject to 100% parking control. A phased review will be conducted to identify restrictions which do not meet the objectives of the City Parking Plan on a zone-by-zone basis, and consultation exercises undertaken to amend these.
  - c) **Bay Area:** this area is a mixture of fully regulated roads, part regulated roads (such as 50% permit schemes) and completely unregulated roads. A process map has been developed for the introduction of zonal parking throughout the Outer areas of the CSPA. Priority will be given to introducing zonal parking along proposed cycle routes, bus corridors and in areas which suffer most significantly from the effects of commuter parking and parking during events.
  - d) **Outer Area:** A process map has been developed for the introduction of zonal parking throughout the Outer areas of the CSPA. Priority will be given to introducing zonal parking along proposed cycle routes, bus corridors and in areas which suffer most significantly from the effects of commuter parking.
- 1.2. Parking Zones will generally be introduced as part of a rolling ward-by-ward programme that expands outwards from the City Centre Zone. This is so that displacement from zones can be managed and that the Council does not end up creating “pockets” of uncontrolled roads surrounded by fully controlled roads to the detriment of the highway network, residents and businesses. However, Parking Zones may be introduced in other areas due to funding requirements or to compliment active travel schemes.
- 1.3. All zones are subject to public consultation as part of the statutory Traffic Regulation Order process. Local member consultation will be undertaken as part of this process.
- 1.4. The Council does not currently have a formal policy or operational guidance for Parking Zones. It is considered essential for the Council to now have a formal

policy so that zones are introduced in a clear and transparent manner. The proposed policy can be found in Appendix 2.

- 1.5. So that parking controls in zones are introduced in a consistent manner, the Parking Zone policy will be accompanied by technical design standards, which will provide a first point of reference when considering where and under what criteria certain restrictions should be applied.
- 1.6. The Council will continue to consider requests for disabled bays within zones and at locations of interest, such as near shopping districts. However, it is proposed that the application process for disabled bays is reviewed separately.

### **Funding Parking Zones**

25. There is no standard schedule of costs for the development and implementation of a Parking Zone since the size and complexity will vary on a case-by-case basis. However, using a recent example (Zone C1 – Cathays East), typical costs are illustrated below:

<b>Expenditure</b>	<b>Costs</b>
Informal Consultation and Surveys	£1,500
Traffic Regulation Orders	£8,500
Pay and Stay Ticket Machines	£15,000
CPZ Signs and Lines	£80,000
Changes at first review stage	£5,000
<b>TOTAL OUTGOING:</b>	<b>£110,000</b>
<b>Income Stream</b>	<b>Annual Income</b>
Permits (Residential)	£25,000
Permits (Other)	£7,000
Pay and Stay	£18,000
<b>TOTAL INCOMING (per annum):</b>	<b>£50,000</b>

26. The funding to support the progression of Cardiff's Parking Zones could potentially be sourced from a number of areas, such as the Parking Reserve (identified allocation), Section 106 developer contributions and grant opportunities.
27. However, it is important to note that before commencement of any Parking Zone project a financial business plan will be developed identifying costs and sources of funding.

End of appendix