

# Birmingham City Council

## Report to Cabinet



Date: 15<sup>th</sup> October 2019

**Subject:** Workplace Parking Levy - Investigation of options for developing and implementing a scheme for Birmingham.

**Report of:** Director, Inclusive Growth

**Relevant Cabinet Member:** Councillor Waseem Zaffar – Transport and Environment  
Councillor Tristan Chatfield – Finance and Resources

**Relevant O & S Chair(s):** Councillor Liz Clements – Sustainability and Transport  
Councillor Sir Albert Bore - Resources

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Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s): Ladywood, Soho & Jewellery Quarter, Newtown, Nechells and Bordesley & Highgate		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 006787/2019		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential :		

### 1. Executive Summary

#### 1.1 The purpose of this report is to:

Inform Cabinet about the work being carried out to investigate options for developing and implementing a Birmingham Workplace Parking Levy (WPL), as part of a series of measures being implemented to improve air quality to create a healthier environment and reduce congestion in Birmingham. It aims to help address these problems by encouraging employers to review and manage

workplace parking provision; help fund schemes to improve the quality and attractiveness of more sustainable modes of transport; and make travel by private car less attractive.

- 1.2 This report presents the key findings from the Strategic Outline Business Case, (SOBC) and seeks approval for the further investigation of a WPL scheme for Birmingham and the development of potential options. Based on an initial assessment of the predicted net revenue, it is estimated that the levy will generate approximately £7.100m annual net revenue. The estimated cost of implementing the scheme is £0.915m over a three-year period, including the costs outlined in paragraph 2.5 below.
- 1.3 The Transport Act (2000) provides the enabling legislation for WPL and states that WPL may be used to fund any specified travel scheme, including improvements to active travel modes (including walking and cycling), other sustainable modes of transport (e.g. public transport) and schemes which positively contribute towards reducing car dominance and improving air quality and congestion. This will be complemented by social marketing and engagement interventions to encourage population level modal shift and support the Active City Ambition. A list of potential improvement schemes have been identified within this Cabinet report.

## **2. Recommendations**

- 2.1 Notes the findings of the Workplace Parking Levy (WPL) study to date, covered within the SOBC (Appendix A); and
- 2.2 Approves the development of a WPL Full Business Case (FBC), which will include:
  - Full investigation of WPL options, impact assessments and operational principles;
  - Identification of governance requirements and budget required;
  - Completion of comprehensive workplace parking surveys;
  - Development of a communications and engagement strategy; and
  - Commencement of informal engagement with employers.
- 2.3 Approves the development of a WPL Consultation Strategy which will be brought to Cabinet for approval (anticipated to be summer 2021 based on the Delivery Programme provided at Appendix C).
- 2.4 Notes that the findings of the WPL consultation and further technical assessment of the scheme will be brought to Cabinet to determine next steps (anticipated to be late 2021 based on the Delivery Programme provided at Appendix C).
- 2.5 Notes the total cost of implementation is £0.915m and approves release of £0.615m from Invest to Save development funding to procure external

consultancy support to complete the Full Business Case, based on aforementioned tasks. The remaining funding will be subject to approvals within the FBC. Based on current estimates, it is proposed that the Invest to Save funding will be repaid within the first year of operation, expected to be 2023/24.

- 2.6 Approves the procurement strategy to engage external resource using the Council's West Midlands Transportation Professional Services Framework Agreement for a value up to £0.615m.
- 2.7 Notes that where the Council's West Midlands Transportation Professional Services Framework Agreement does not cover the scope, alternative procurement options will be considered and carried out in accordance with the Council's Procurement Governance Arrangements.
- 2.8 Delegates authority to the Director Inclusive Growth in conjunction with Assistant Director Development and Commercial Finance, Chief Finance Officer and the City Solicitor (or their delegates) to award the contracts for external resource.
- 2.9 Authorises the City Solicitor (or their delegate) to complete all relevant documents necessary to give effect to the above recommended decisions.

### **3. Background**

3.1 A WPL is a demand management tool which puts a charge on employers who provide workplace parking. All employers within the geographical area of the WPL who provide workplace parking spaces are legally obliged to license the spaces. The emerging Birmingham Transport Plan will set out the need for Birmingham to adopt further bold moves around demand management to effectively manage levels of traffic in the city. In turn this can facilitate delivery of some of the planned transport 'Big Moves', including further reduction of city centre traffic. The overarching aims of a WPL for Birmingham would therefore be commensurate with this emerging approach to:

- tackle air pollution to help create a cleaner, healthier environment;
- fund public transport and urban realm improvements;
- develop a traffic management strategy to reduce congestion during periods of disruption and support economic growth;
- improve accessibility to workplaces by alternative modes; and
- supplement the development of Birmingham's parking policy.

3.2 To inform the WPL proposal development, a WPL best practice review was produced in 2018 to help identify the key determinants of a successful WPL and the extent to which these are transferable to the Birmingham environment. This indicates that a WPL scheme could provide funding for major transport infrastructure initiatives in the city, whilst encouraging public transport use and better car park management.

- 3.3 Nottingham is the only UK city to implement a WPL. This was introduced in 2012 to tackle problems associated with traffic congestion. The Nottingham WPL has provided funding for major transport infrastructure initiatives, whilst encouraging public transport use and better car park management. Nottingham has shown no negative business impacts and whilst no direct link can be made to WPL, Nottingham has experienced strong economic growth since the implementation of its WPL.
- 3.4 The implementation of a WPL will require a legally binding scheme order and FBC to be approved by the Secretary of State for Transport. This must be supported by a revenue plan listing what the WPL net revenue proceeds will fund. Consultation and engagement requirements are stringent due to the need to be able to convince the Secretary of State that employers' views have been sought and taken into account.
- 3.5 Following the best practice review, a Strategic Outline Business Case (SOBC) was developed in 2019 to consider options for development. The SOBC forms Appendix A of this report and provides an indication of potential schemes to be funded as well as scheme exemptions and discounts. The SOBC identified a city centre core WPL as the preferred option as it will align with the Clean Air Zone (CAZ), has a strong policy fit and would be the easiest of the geographical scenarios to deliver in terms of the scheme itself and also the associated public transport availability.
- 3.6 If a WPL scheme was implemented, Small to Medium Enterprises (SMEs) and the most vulnerable individuals will be supported through the scheme exemptions and discounts.
- 3.7 Exemptions relate to spaces which do not have to be licensed at all such as; spaces used by a particular vehicle type e.g. motorbikes; spaces for vehicles used for a particular purpose e.g. delivery or fleet vehicles.
- 3.8 Discounts relate to spaces which need to be licensed but are not chargeable. A 100% discount is proposed for workplace spaces provided for registered disabled Blue Badge holders and employers who provide a low number of workplace spaces (e.g.10 or fewer in total across all of their premises within the city centre).
- 3.9 The decision on which exemptions and discounts should be adopted in Birmingham will require supporting evidence from parking surveys, business and stakeholder engagement and wider consultation. Exemptions and discounts will also take into account the interface with other projects e.g. the Clean Air Zone.
- 3.10 The WPL funded schemes must be attractive to the business community and support Birmingham's transport priorities. The Transport Act (2000) states that the funding must be for transport and contribute to local transport plans. Revenue must provide additionality and cannot be used as a substitute for existing expenditure, but can part fund schemes. More information can be found

in Annex B of Appendix A. The schemes should make the city centre more attractive for sustainable travel, improve connectivity and also complement the transport schemes being delivered and funded through the CAZ. A proposed package of schemes has been identified, but the Council is not limited to these schemes. The proposed package of schemes identified are as follows:

- Metro Expansion to East Birmingham;
- Pedestrianisation of the city centre and Moor Street;
- Snow Hill Growth Strategy including transformation of the A38 and investment in public transport;
- Cycle routes and canal improvements; and
- Travel demand management (behavioural change activities to enable sustainable travel).

#### **4. Options Considered and Recommended Proposal.**

4.1 In considering the development of WPL, the Council has given high-level consideration to a number of alternative schemes with potential to achieve behaviour change and provide additional funding sources, including Road User Charging (RUC), which charges drivers for the use of roads that they drive on. Preliminary conclusions from the assessment undertaken to date indicate that WPL is likely to provide the best option at the present time.

- WPL targets commuters and therefore peak time congestion, which has been identified as a major problem in Birmingham;
- WPL legislation is already available (including Regulations covering penalty charges and other outstanding items) and Nottingham has proved that it can be made to work successfully;
- WPL offers a complementary mechanism to the other parking and charging proposals in the city, particularly those planned in the city centre;
- WPL is a relatively low-cost and light touch scheme in operation and does not require new or adapting existing technological solutions;
- WPL, with proper consultation and engagement, is likely to prove more acceptable to the general public than a RUC solution;
- Although RUC would be likely to provide more revenue, in this preliminary proposal, WPL (with other identified funding sources e.g. Transforming Cities Fund, Integrated Transport Block ) is likely to deliver sufficient funding to meet the costs of the identified transport improvements in the Birmingham Transport Plan; and
- Nottingham evidence shows that WPL has not led to significant adverse impact on businesses.

- 4.2 A full options appraisal and recommendations for the preferred option will be developed and included as part of the FBC, subject to approval to proceed.

### ***Geographical Scope***

- 4.3 As part of Birmingham Connected, the city centre and 10 areas of the city were identified as Green Travel Districts. These are locations where there is a concentration of people, living and working, generating a significant number of trips and where there is potential for many of these journeys to be made by sustainable modes of transport. The WPL SOBC considered three geographical alternatives, as follows:
- Managing the city core (city centre only);
  - Managing employment districts (city centre + Green Travel Districts);
  - Managing the wider city (city centre + Green Travel Districts + remainder of city).
- 4.4 The geographical boundary of the city core is the A4540 Middleway (Ring Road), which is consistent with the Clean Air Zone (CAZ) and will help to ensure that the scheme boundary is readily understood. A map of the proposed boundary is included as Appendix B of this report.
- 4.5 The inclusion of Green Travel Districts and a city wide scheme were discounted due to poorer public transport accessibility outside the city centre, concerns over displacement of parking into residential areas, potential business relocation and anticipated lower levels of scheme acceptability by businesses and the public. A city centre core WPL aligned with the Clean Air Zone (CAZ) has a strong policy fit, in addition to being the easiest of the geographical scenarios to deliver in terms of the scheme itself and also the associated public transport availability. The full options appraisal and recommendations for the preferred option will be developed and included as part of the FBC, subject to approval to proceed.

### ***Exemptions and Discounts***

- 4.6 The Transport Act (2000) provides the enabling legislation for WPL and provides flexibility to allow exemptions and discounts to certain user groups.
- 4.7 Exemptions relate to spaces which do not have to be licensed at all such as; spaces used by a particular vehicle type e.g. motorbikes; spaces for vehicles used for a particular purpose e.g. delivery or fleet vehicles.
- 4.8 Discounts relate to spaces which need to be licensed but are not chargeable. 100% discounts will be considered for workplace parking spaces provided for registered Blue Badge holders and small businesses who provide a low number of workplace spaces (e.g. 10 or fewer chargeable spaces).

- 4.9 Other potential discounts or exemptions identified may include low emission vehicles, all hospital and health services, volunteers, educational facilities and specific sectors (e.g. creative industries).
- 4.10 Specific discounts and exemptions will be determined as part of the Full Business Case. The decision on which exemptions and discounts should be adopted in Birmingham will require supporting evidence from parking and travel surveys, business and stakeholder engagement and wider consultation. Exemptions and discounts will also take into account the interface with other projects e.g. the Clean Air Zone.
- 4.11 The communications / engagement strategy will ensure that the scope of the WPL scheme, mitigations and exemptions are clearly communicated to city centre workplaces and residents. This will be achieved through the development of a guide for employers, social marketing and engagement interventions.

### ***Types of Schemes Funded from WPL Net Revenue***

- 4.12 The Transport Act (2000) states that the funding must be for transport and contribute to local transport plans. Revenue must provide additionality and cannot be used as a substitute for existing expenditure, but can part fund schemes. Birmingham's WPL-funded schemes must be attractive to the business community and support Birmingham's transport priorities. A revenue plan indicating what the net revenue proceeds from the levy will be used to fund must form part of the WPL Scheme Order to be submitted to the Secretary of State.
- 4.13 Net revenue income generated through WPL is ring-fenced under the Transport Act 2000 legislation and may be used to fund specified travel schemes, including:
- Improvements to active travel modes, including walking and cycling;
  - Improvements to alternative, more sustainable modes of transport e.g. public transport; and
  - Schemes that will positively contribute towards reducing car dominance and improving air quality and congestion.
- 4.14 The schemes should make the city centre more attractive for sustainable travel, improve connectivity and also complement the transport schemes being delivered through CAZ funding. The proposed package is set out in paragraph 3.10.

## **5. Consultation**

- 5.1 Subject to the go ahead to undertake further development work for WPL, a comprehensive workplace parking study supported by detailed parking survey is

proposed. Informal engagement with employers will be undertaken at this stage and the Council will work closely with the Chamber of Commerce and other businesses to understand the impact of the WPL.

- 5.2 It is proposed to undertake further formal consultation which will enable better understanding of proposed scheme including chargeable spaces, exemptions, discounts and levy potential.
- 5.3 The findings of all consultation and further technical assessment of the scheme will be brought to Cabinet to determine next steps, anticipated to be late 2021 based on the Delivery Programme provided at Appendix C.

## **6. Risk Management**

- 6.1 The Council is at the early stages of considering the levy and a full risk assessment has not been undertaken. The biggest risk associated with the proposal would be that it would act to constrain or dampen economic growth in the area. This may reduce opportunities for retention and growth in local employment opportunities and also constrain business rate payments from such developments now and in future. There is however little evidence from Nottingham that such outcomes have occurred. There is also a risk that business will be constrained if the Council does not act to provide the improved public transport connectivity that WPL will facilitate. A thorough analysis of risks associated with the development of a WPL Scheme for Birmingham will be undertaken as part of the Full Business Case Development and be presented to Cabinet.

## **7. Compliance Issues:**

- 7.1 **How are the recommended decisions consistent with the City Council's priorities, plans and strategies?**

### **7.1.1 Climate Emergency Motion (2019)**

The City Council is committed to taking further steps to tackle climate change following its decision to pass the motion on Climate Emergency at a meeting of the City Council on 11<sup>th</sup> June 2019. Reflecting the Motion, Cabinet on the 25<sup>th</sup> June 2019 agreed to add a sixth outcome to the Council Plan focussing on tackling climate change. WPL is aimed at helping to reduce the impact and minimise the contribution of the city's transport to climate change.

### **7.1.2 Council Plan 2018-2022 (revised 2019)**

WPL will help improve air quality and transform transport in the city and deliver the following outcomes of the 2018-2022 Council Plan:

- Birmingham is a great city to live in
- Birmingham is a city that takes a leading role in tackling Climate Change.

### 7.1.3 **Birmingham Development Plan** (adopted 2017)

WPL will contribute towards measures that will support the objectives of policies TP38 (a sustainable network), TP39 (walking), TP40 (cycling), TP41 (public transport) and TP44 (traffic and congestion management). Refer to Section 2.2.2 of the SOBC (Appendix A) for further details.

### 7.1.4 **Birmingham Connected** (2014)

Birmingham sets out five key outcomes to make Birmingham Efficient, Equitable, Sustainable, Healthy and Attractive. The revenue generated from WPL will be reinvested into measures which support the objectives set out in Birmingham Connected, in particular in relation to efficient and sustainable movement of people, reduced greenhouse gases from transport, increase the number of short trips made by active travel modes and reduction in air pollution. Refer to Section 2.2.3 of the SOBC (Appendix A) for further information.

### 7.1.5 **Birmingham Transport Plan** (2019 emerging)

The WPL is included within Birmingham's emerging Transport Plan, which outlines some 'Big Moves' to support the delivery of transformation. The scheme will form part of a range of progressive measures to manage the demand and will contribute towards further moves that will improve the public transport network.

### 7.1.6 **Birmingham Clean Air Strategy** (2019 emerging)

WPL will work in conjunction with the class D Clean Air Zone (CAZ) being implemented within the A4540 Middleway. It will:

- contribute towards a reduction in car usage – reducing emissions and improve health;
- improve the wider transport network whilst increasing the range of cleaner, sustainable and active travel modes; and
- invest in the public transport network to encourage more people to shift from private vehicle.

### 7.1.7 **Local Cycling and Walking Strategy (LCWP)** (2019 emerging)

The revenue generated from WPL will help deliver measures to meet the aim and objectives of the LCWP by:

- providing funding towards improving local infrastructure; paths, cycle parking and public transport;
- enabling better access to bikes and delivering road user training; and

- introducing traffic management measures to make Birmingham's streets safer and more attractive.

#### 7.1.8 **Transport Space Allocation (TSA)** (2018 draft)

The WPL scheme is closely aligned with the TSA guidance, providing investment into public transport and active modes of travel that will complement the hierarchy and network priorities of the given area.

#### 7.1.9 **Parking SPD** (2019 emerging)

The City Council are currently updating their Supplementary Planning Document (SPD), which will replace the existing 2012 document which sets out the car parking standards to be applied to planning applications for new developments. The updated SPD will align with the emerging Birmingham Transport Plan's 'big move' to use parking as a means of managing demand for travel by car, which would be complemented by the WPL.

#### 7.1.10 **Birmingham Business Charter for Social Responsibility (BBC4SR)**

Compliance with the BBC4SR is a mandatory requirement that will form part of the conditions of contract for individual contracts over £200,000. Tenderers will be required to submit an action plan with their tender that will be evaluated in accordance with the framework protocol and the action plan of the successful tenderer will be implemented and monitored during the contract period.

## 7.2 **Legal Implications**

7.2.1 The Transport Act 2000 Part III Chapter Two sets out the legal framework for a licencing scheme in respect of workplace parking spaces setting out specific legislation for a WPL scheme including the process for implementing a scheme and things that should be considered within the scheme. Schedule 12 sets out the financial provision of charging schemes such as the WPL. The Act requires any surplus proceeds from the WPL scheme to be spent on relevant measures that facilitate the achievement of local transport objectives.

7.2.2 The Workplace Parking Levy (England) Regulations 2009 came into force on 1<sup>st</sup> October 2009 to enable enforcement of workplace parking levy schemes in relation to Part III, Chapter two of the Transport Act 2000. The regulations set out some of the arrangements for WPL. In particular they provide for:

- exemptions from the requirement to have a scheme order confirmed;
- liability to pay licence charges;
- the setting of penalty charge rates; and

- the adjudication of appeals.

7.2.3 The Workplace Parking Levy will adhere to Birmingham City Council, West Midlands Combined Authority and Department for Transport approval/governance processes. A legally sound WPL Scheme Order together with the approved full Business Case will need to be drafted to submit to the Secretary of State for Transport for confirmation. Approval to submit a WPL Scheme Order will be included as part of future Cabinet report recommendations.

## 7.3 Financial Implications

### Indicative Costs

7.3.1 Development and delivery of Workplace Parking Levy and its supporting infrastructure is proposed to be funded through Birmingham City Council's Invest to Save funding, subject to approval.

7.3.2 The proposed scheme has an estimated cost of £0.915m and would take three years to implement. This costs covers:

- £0.615m towards scheme development and consultation, including undertaking a comprehensive workplace parking survey, developing the Full Business Case, consultation, legal approvals and liaison and approval from other stakeholders/partners, including West Midlands Combined Authority and Department for Transport; and
- £0.300m scheme implementation, including supporting appointment of support staff, camera car(s), costs of IT systems, website and marketing. Authorisation of this expenditure will be included in the next Cabinet report with the WPL FBC.

7.3.3 It is predicted that the proposed scheme will take three years to implement, becoming operational in 2023/24. The estimated scheme development costs have been distributed by fiscal year based on predicted activities shown in the Delivery Programme, with the scheme development cost spend profiled in the table below:

	19/20	20/21	21/22	22/23	Total
Scheme Development	£0.090m	£0.195m	£0.270m	£0.060m	£0.615m
Scheme Implementation	£0.000m	£0.000m	£0.000m	£0.300m	£0.300m
<b>Total Costs</b>	<b>£0.090m</b>	<b>£0.195m</b>	<b>£0.270m</b>	<b>£0.360m</b>	<b>£0.915m</b>
<b>Percentage</b>	<b>10%</b>	<b>21%</b>	<b>30%</b>	<b>39%</b>	<b>100%</b>

## Revenue Implications

7.3.4 Allowing 3 years for implementation, income will be available in 2023/2024. Drawing upon the experience of the Nottingham WPL, the following assumptions have been made for Birmingham:

- Number of chargeable spaces estimated to be 14,587 following estimated exemptions and discounts based on Nottingham's WPL scheme.
- Chargeable parking spaces assumed to be the same during first 10 years. This is based on Nottingham's experience where over the seven year of operation of WPL, there has not been any material changes to the number of chargeable parking spaces. The rationale behind it is that whilst some employers will likely reduce their provision, other land uses may be given over to development with additional parking provision, which is broadly comparable to levels of parking provision in Nottingham post-implementation of WPL. Proposed parking provision is subject to the aspirations of a revised Supplementary Planning Document (SPD). This will be reviewed during the WPL scheme development and FBC. Income generation will be reviewed annually and reflected in the development of the Transportation and Highways Capital Programme.
- Levy charge of £500 per space in first year. This is based on Nottingham's current levy charge of £415 with an uplift to reflect the different geographical location and changes in the Retail Price Index between now and implementation.
- Operational expenditure estimated to be £0.780m per annum. This is based on Nottingham's experience covering business support, administration and enforcement. This figure will be confirmed in the FBC.
- 2% per annum increase to parking levy and operational expenditure.
- The figures do not include bad debt provision, which will be considered as part of the Full Business Case Development. Compliance in Nottingham has been high and enforcement has not been required.

7.3.5 Birmingham City Council will be included in the WPL scheme and the financial liability for the 238 chargeable parking spaces will be met by the Council. Based on an individual levy of £500 per year, the total annual levy fee is estimated to be £0.119m. It is

anticipated that a proportion of the charges will be passed on to employees, building on the parking pass scheme already in operation for Staniforth Street car park. A Travel Plan is currently being prepared for Birmingham City Council and the approach to charging will be considered within this and relevant Human Resources and Occupational Health Policies.

7.3.6 Based on an initial assessment of the net predicted revenue, it is estimated that the levy will generate an estimated £5.605m in its first year of operation. Between 2024 and 2034 it is estimated that £79.000 million will be generated (allowing for a 2% per annum increase to the parking levy and operational expenditure).

7.3.7 The revenue implications are shown in Table 7.1 over page.

#### **VAT**

7.3.8 VAT is not payable on the WPL Charge. If however, an employer decides to introduce parking charges for its employees, this would be subject to VAT, therefore increasing the overall charge to individuals who are unable to reclaim VAT.

7.3.9 The financial assumptions and implications will be and refined as part of the part of the development of the FBC, subject to approval to progress.

**Table 7.1. Scheme Development and Scheme Implementation Costs**

	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	Total 2024 to 2034
Parking Levy charge (£ pa)	£500	£510	£520	£531	£541	£552	£563	£574	£586	£598	£609	-
Revenue (gross) <i>Notes 1 &amp; 3</i>	(£7.290m)	(7.440m)	(£7.590m)	(£7.740m)	(£7.890m)	(£8.050m)	(£8.210m)	(£8.380m)	(£8.550m)	(£8.720m)	(£8.890m)	<b>(£88.750m)</b>
Operating Expenditure <i>Notes 2 &amp; 3</i>	£0.775m	£0.790m	£0.805m	£0.830m	£0.840m	£0.855m	£0.875m	£0.890m	£0.910m	£0.925m	£0.945m	<b>£9.440m</b>
Repayment of Spend to Save Funding	£0.915m	-	-	-	-	-	-	-	-	-	-	-
<b>Revenue (net)</b>	<b>(£5.600m)</b>	<b>(£6.650m)</b>	<b>(£6.785m)</b>	<b>(£6.910m)</b>	<b>(£7.050m)</b>	<b>(£7.195m)</b>	<b>(£7.335m)</b>	<b>(£7.490m)</b>	<b>(£7.640m)</b>	<b>(£7.795m)</b>	<b>(£7.945m)</b>	<b>(£79.310m)</b>
Note: 1. Revenue assumes 14,587 chargeable spaces. 2. Operational expenditure assumed to be £0.780m per annum, based on Nottingham's experience. 3. 2% per annum increase has been applied to the parking levy and operating expenditure each year following implementation												

## **7.4 Procurement Implications**

- 7.4.1 Consultancy expertise will be required to support the development of the WPL, the consultation strategy, the Full Business Case and liaison with stakeholders/ partners, in particular drawing on expertise used in the delivery of Nottingham WPL. The Council's approved route to procure the resource to provide these services will be using the Council's West Midlands Transportation Professional Services Framework Agreement.
- 7.4.2 Where it is found that the framework agreement does not cover the scope of services required or the organisations on the framework agreement do not have the capacity to deliver, alternative procurement routes will be considered. This will include using alternative public sector framework agreements or carrying out a full procurement process. The selected route will be carried out in accordance with the Council's Procurement Governance Arrangements.
- 7.4.3 Any further procurement implications identified through the project will be reported in the FBC.

## **7.5 Human Resources Implications (if required)**

- 7.5.1 A Programme Manager will be required to lead the development of the WPL, if in house resource is not available, consultancy support will be procured.
- 7.5.2 Birmingham City Council will not be excluded from the WPL scheme. It is anticipated that a proportion of the charges will be passed on to employees, building on the parking pass scheme already in operation for Staniforth Street car park. A Travel Plan is currently being prepared for Birmingham City Council and the approach to charging will be considered within this and relevant Human Resources and Occupational Health Policies. The implications for impacted employees will be considered as part of the FBC and the communications and engagement strategy.

## **7.6 Public Sector Equality Duty**

- 7.6.1 An Initial Equality Assessment (IEA) has been undertaken and is included as Appendix D of this report. The IEA highlights the need for individuals with protected characteristics to be included in the WPL exemptions and discounts. Disabled commuters qualifying for blue badges could be negatively impacted by the levy, therefore it is proposed that disabled parking spaces receive a 100% discount. Active travel options for all will be supported through the Levy funded schemes, including consideration of infrastructure requirements and facilities that meet the needs of people with disabilities. A Health Impact Assessment and full Equality Impact Assessment will be undertaken as part of the scheme development. This is not required at present as proposals are at

SOBC stage. Following Cabinet approval to develop a WPL Full Business Case, a more thorough impact appraisal can take place, including consultation with affected groups.

## **8. Appendices**

8.1 List of Appendices accompanying this report:

Appendix A – Strategic Outline Business Case

Appendix B – Proposed WPL Geographical Boundary

Appendix C – Delivery Programme

Appendix D – Initial Equality Assessment

## **9. Background Documents**

9.1 Transport & Highways Capital Programme March 2019