



Environmental Impact Assessment [version 1.0]

Proposal title: Workplace Parking Levy		
Project stage and type: <input checked="" type="checkbox"/> Initial Idea Mandate <input type="checkbox"/> Outline Business Case <input type="checkbox"/> Full Business Case		
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Strategy <input type="checkbox"/> Function <input type="checkbox"/> Service <input type="checkbox"/> Other [please state]	<input checked="" type="checkbox"/> New <input type="checkbox"/> Already exists / review	<input type="checkbox"/> Changing
Directorate: Growth and Regen, EoP	Lead Officer name:	
Service Area: City Transport	Lead Officer role:	

Step 1: What do we want to do?

The purpose of this Environmental Impact Assessment is to help you develop your proposal in a way that is compliant with the council's policies and supports the council's strategic objectives under the [One City Climate Strategy](#), the [One City Ecological Emergency Strategy](#) and the latest [Corporate Strategy](#).

This assessment should be started at the beginning of the project proposal process by someone with a good knowledge of the project, the service area that will deliver it, and sufficient influence over the proposal to make changes as needed.

It is good practice to take a team approach to completing the Environmental Impact Assessment. See further [guidance](#) on completing this document. Please email environmental.performance@bristol.gov.uk early for advice and feedback.

1.1 What are the aims and objectives/purpose of this proposal?

Briefly explain the purpose of the proposal and why it is needed. Please use plain English, avoiding jargon and acronyms.

The Committee report sets out the current thinking around how a Workplace Parking Levy (WPL) would work and the practical steps required to deliver one. The report also seeks approval to allocate funding for the development of a business case for the scheme:

The aim of a WPL scheme is to tackle congestion by placing a charge upon the use of commuter workplace parking places (WPPs). The parking places may have been free of charge to the employees for some time previously. The aim is also to encourage employers to manage the number of free workplace parking places that they provide, whilst promoting the use of sustainable transport. The introduction of a WPL has other benefits associated with the reduction in the use of the car and increase in the use of alternative modes such as walking, cycling and public transport e.g., improvements to health and the environment.

The details of the potential WPL scheme requires further work but essentially workplaces with parking places would face an annual charge per parking place and the employer would decide whether to pass that compulsory charge onto the employee or not. The parking charges earned from the scheme provide local authorities with a ring-fenced source of revenue to fund Local Transport Plan policies and objectives (and the associated transport schemes such as improved bus services). Specifically, the Transport Act 2000 Road User Charging and Workplace Parking Levy Explanatory Note, states: "The Act enables local traffic authorities

outside London to introduce road user charging and workplace parking levies to help tackle congestion and use the revenue to directly or indirectly facilitate local transport policy goals of the licensing authority.”

1.2 Will the proposal have an environmental impact?

Could the proposal have either a positive or negative effects for the environment now or in the future? If ‘No’ explain why you are sure there will be no environmental impact, then skip steps 2-3 and request review by sending this form to environmental.performance@bristol.gov.uk

If ‘Yes’ complete the rest of this assessment.

Yes No [please select]

1.3 If the proposal is part of an options appraisal, has the environmental impact of each option been assessed and included in the recommendation-making process?

If ‘Yes’ please ensure that the details of the environmental impacts of each option are made clear in the pros and cons section of the [project management options appraisal document](#).

Yes No Not applicable [please select]

If ‘No’ explain why environmental impacts have not been considered as part of the options appraisal process.

Step 2: What kinds of environmental impacts might the project have?

Analysis of impacts must be rigorous. Please demonstrate your analysis of any impacts of the proposal in this section, referring to evidence you have gathered. See detailed [guidance documents](#) for advice on identifying potential impacts.

Does the proposal create any benefits for the environment, or have any adverse impacts?

Outline any potential benefits of the proposal and how they can be maximised. Identify how the proposal will support our corporate environmental objectives and the wider [One City Climate and Ecological Emergency strategies](#).

Consider how the proposal creates environmental impacts in the following categories, both now and in the future.
Reasonable efforts should be made to quantify stated benefit or adverse impacts wherever possible.

Where the proposal is likely to have a beneficial impact, consider what actions would enhance those impacts. Where the proposal is likely to have a harmful impact, consider whether actions would mitigate these impacts.

Enhancements or mitigation actions are only required when there is a likely impact identified. Remember that where enhancements or mitigation actions are listed, they should be assigned to staff and appropriately resourced.

GENERAL COMMENTS (highlight any potential issues that might impact all or many categories)

The objectives of the WPL are to reduce congestion by placing a charge upon the use of commuter parking places. The introduction of a fee will incentivise employers and employees to consider alternative means of commuting to work (walk, wheel, cycle, public transport) that are more sustainable than car use. The revenue generated by the scheme will be reinvested in making sustainable modes of transport more attractive which will in turn help to drive down emissions and provide other environmental benefits.

<p>ENV1 Carbon neutral: Emissions of climate changing gases</p> <p>BCC has committed to achieving net zero emissions for its direct activities by 2025, and to support the city in achieving net zero by 2030.</p> <p>Will the proposal involve transport, or the use of energy in buildings? Will the proposal involve the purchase of goods or services? If the answer is yes to either of these questions, there will be a carbon impact.</p> <p>Consider the scale and timeframe of the impact, particularly if the proposal will lead to ongoing emissions beyond the 2025 and 2030 target dates.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Benefits</p> <p>The WPL scheme will reduce climate change gases by providing an incentive for commuters to choose sustainable modes of transport over car use. Nottingham City Council is the only local authority to have introduced a WPL which has resulted in a 5.79% reduction in transport emissions since 2012. Bristol's scheme could achieve equivalent savings depending on the final design and scope of the scheme.</p>
	<p>Enhancing actions</p> <p>The revenue raised by the WPL will be reinvested into the transport network to ensure that alternatives to car-based commuting are safe, reliable and price competitive.</p> <p>Our transport business engagement team has a number of support services available to employers and employees to promote use of sustainable modes of transport and improve onsite infrastructure e.g. loan bikes, bus taster tickets and match-funded grants for lockers and showers.</p>
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input checked="" type="checkbox"/> 5+ years</p>
	<p>Adverse impacts</p> <p>There are no adverse impacts anticipated at this stage</p>
	<p>Mitigating actions</p> <p>N/A</p>
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>	
<p>ENV2 Ecological recovery: Wildlife and habitats</p> <p>BCC has committed to 30% of its land being managed for nature and to halve its use of pesticides by 2030.</p> <p>Consider how your proposal can support increased space for nature, reduced use of pesticides, reduce pollution to waterways, and reduce consumption of products that undermine ecosystems around the world.</p> <p>If your proposal will directly lead to a reduction in habitat within Bristol, then consider</p>	<p>Benefits</p>
	<p>Enhancing actions</p>
	<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>
	<p>Adverse impacts</p>

<p>how your proposed mitigation can lead to a biodiversity net gain. Be sure to refer to quantifiable changes wherever possible.</p> <p>Further guidance</p> <p><input checked="" type="checkbox"/> No impact</p>	<p>Mitigating actions</p>	
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>		
<p>ENV3 A cleaner, low-waste city: Consumption of resources and generation of waste</p> <p>Consider what resources will be used as a result of the proposal, how they can be minimised or swapped for less impactful ones, where they will be sourced from, and what will happen to any waste generated</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	<p>Benefits</p>	<p>The WPL will reduce the consumption of fossil fuels used to power private vehicles as commuters are incentivised to switch to more sustainable modes of transport.</p>
<p>Enhancing actions</p>	<p>The revenue raised by the WPL will be reinvested into the transport network to ensure that alternatives to car-based commuting are safe, reliable and price competitive.</p> <p>Our transport business engagement team has a number of support services available to employers and employees to promote use of sustainable modes of transport and improve onsite infrastructure e.g. loan bikes, bus taster tickets and match-funded grants for lockers and showers.</p>	
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>		
<p>Adverse impacts</p>		
<p>Mitigating actions</p>		
<p>Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years</p>		
<p>ENV4 Climate resilience: Bristol’s resilience to the effects of climate change</p> <p>Bristol’s climate is already changing, and increasingly frequent instances of extreme weather will become more likely over time.</p> <p>Consider how the proposal will perform during periods of extreme weather</p>	<p>Benefits</p>	<p>The revenue raised by the WPL will be reinvested into the transport network to ensure that alternatives to car-based commuting are safe, reliable and price competitive. By providing a greater range of viable transport options for residents and visitors we are helping to increase the resilience of our transport network should one system fail as a result of extreme weather events.</p> <p>Investment in sustainable transport is often combined with investment in improved flood mitigation measures such as Sustainable Urban Drainage Schemes and maintenance/enhancement of flood alleviation assets. Moreover, projects will often create opportunities for additional tree planting (providing shade and reducing the impact of the urban heat island effect) and provision of benches for rest during extreme heat.</p>

<p>(particularly heat and flooding).</p> <p>Consider if the proposal will reduce or increase risk to people and assets during extreme weather events.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>		
	Enhancing actions	Consult with relevant internal teams to embed climate mitigation measures into all schemes delivered through WPL revenues.
	Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years	
	Adverse impacts	
	Mitigating actions	
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years		
<p>Statutory duty: Prevention of Pollution to air, water, or land</p> <p>Consider how the proposal will change the likelihood of pollution occurring to air, water, or land and what steps will be taken to prevent pollution occurring.</p> <p>Further guidance</p> <p><input type="checkbox"/> No impact</p>	Benefits	By reducing the quantity of vehicles travelling into the city centre the WPL scheme will help to improve air quality where the problem is most acute.
	Enhancing actions	
	Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years	
	Adverse impacts	
	Mitigating actions	
Persistence of effects: <input type="checkbox"/> 1 year or less <input type="checkbox"/> 1 – 5 years <input type="checkbox"/> 5+ years		

Step 3: Action Plan

Use this section summarise and assign responsibility for any actions you have identified to improve data, enhance beneficial, or mitigate negative impacts. Actions identified in section two can be grouped together if named responsibility is under the same person.

This action plan should be updated at each stage of the project. Please be aware that the Sustainable City and Climate Change Service may use this action plan as an audit checklist during the project’s implementation or operation.

Enhancing / mitigating action required	Responsible Officer	Timescale
Should the scheme be approved the Transport Business Engagement Team can provide support to employees and employers to incentivise a switch to more sustainable modes of transport	James Morvan	Post-OBC
Opportunities to enhance climate mitigation measures through schemes delivered by WPL revenues.	Various PM’s	Post-OBC
Methodology to be agreed on how to measure effect on transport emissions in the City	Various PMs	Post-OBC

Step 4: Review

The Sustainable City and Climate Change Service need at least five working days to comment and feedback on your impact assessment. Assessments should only be marked as reviewed when they provide sufficient information for decision-makers on the environmental impact of the proposal.

Please seek feedback and review by emailing environmental.performance@bristol.gov.uk before final submission of your decision pathway documentation¹.

Where impacts identified in this assessment are deemed significant, they will be summarised here by the Sustainable City and Climate Change Service and must be included in the ‘evidence base’ section of the decision pathway cover sheet.

<p>Summary of significant beneficial impacts and opportunities to support the Climate, Ecological and Corporate Strategies (ENV1,2,3,4):</p> <p>BCC’s Environmental Impact Assessment has determined significant beneficial impacts from the proposal – The combination of charges and revenue reinvestment in projects to encourage sustainable modes of transport will encourage a modal shift to active travel with associated carbon reductions and other benefits to health and environment.</p>
<p>Summary of significant adverse impacts and how they can be mitigated:</p>

<p>Environmental Performance Team Reviewer:</p> <p>Nicola Hares – Environmental Performance Officer</p>	<p>Submitting author: Jacob Pryor</p>
<p>Date: 27/08/2024</p>	<p>Date: 21/08/</p>

¹ Review by the Sustainable City and Climate Change Service confirms there is sufficient analysis for decision makers to consider the likely environmental impacts at this stage. This is not an endorsement or approval of the proposal.

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