

Decision Pathway – Report



PURPOSE: Key decision

MEETING: Cabinet

DATE: 03 March 2022

TITLE	Portway Park & Ride Car Park Expansion		
Ward(s)	Avonmouth & Lawrence Weston		
Author: Andrew Davies	Job title: Principal Transport Planner		
Cabinet lead: Cllr Don Alexander, Cabinet Member Transport	Executive Director lead: Stephen Peacock, Executive Director Growth and Regeneration		
Proposal origin: BCC Staff			
Decision maker: Cabinet Member Decision forum: Cabinet			
Purpose of Report: To seek approval to submit a funding bid and Full Business Case to the West of England Combined Authority (WECA), to deliver the expansion of the Portway Park & Ride Car Park by March 2023 and if successful, to authorise the delivery of the scheme.			
Evidence Base: <ol style="list-style-type: none"> 1. The A4 Portway Park & Ride opened in 2001 with 265 parking spaces and a bus service connecting the site to the city centre. Planning permission was granted in 2007 to extend the site to provide an additional 552 parking spaces (site plan included in Appendix A1). This extension was to be delivered in two phases as only part of this additional capacity was required at that time. Phase 1 of this expansion was delivered in 2008, providing an additional 279 spaces. The remainder of the site consented within that application was constructed and laid out as a future expansion area, to enable the remaining spaces to be delivered in the future when demand for the site required (see Appendix A2). 2. A new rail station at Portway Park & Ride is planned to open in summer 2022 which is likely to increase demand for the site; potentially by around 100 cars each day. The delivery of the new rail station will reduce the current capacity of the site by around 30 spaces as space is required for the platform entrances and associated facilities such as a drop-off bay, cycle parking and new accessible ('Blue Badge') parking bays. This will further increase pressure on site capacity if expansion is not delivered. 3. A number of other initiatives are likely to drive additional demand for parking at the site such as the introduction of the Clean Air Zone later in 2022 and further investment in public transport along the A4 corridor through the Strategic Corridor upgrade project. 4. The site has also been identified as part of the YTL Arena Bristol Travel Mitigations package, to provide a Park & Ride facility for larger events at the planned arena. In January 2022 Bristol's City Council's Cabinet approved the development of an Outline Business Case for West of England Combined Authority funding to contribute towards this arena transport mitigations package, including the expansion and management of the Portway Park & Ride site. This Cabinet report is seeking approval to submit a funding bid to the Combined Authority to bring forward the delivery of the site expansion. If approved and successful, it is anticipated that the YTL Arena Section 106 planning contribution of £562,500 can be used for further improvements to the Portway Park & Ride site including the ongoing management and maintenance of the site. 			

5. In anticipation of the likely additional demand, a site occupancy survey was carried out in January 2020 which found that the site was approaching 80% capacity on some days at that time. The impacts of COVID-19 reduced demand for Park & Ride with a significant drop off in Park & Ride bus passengers using this site from March / April 2020. Demand started to recover from Summer 2021 with steady growth towards the end of 2021. It is anticipated that this recovery will continue, and additional capacity will therefore be required to meet demand following completion of the new rail station.
6. Both the Bristol Transport Strategy (adopted 2019) and the West of England Joint Local Transport Plan 4 (2020-2036) set out the aspiration to expand Portway Park & Ride as part of a broader strategy to expand Park & Ride provision.
7. Work required to deliver the proposed expansion is relatively straightforward and will consist of an upgraded surface to the expansion area, the marking out of parking bays and the installation of lighting to match the existing operational part of the site. A new pedestrian and cycle access is also proposed, connecting directly to the footway along the A4 Portway. This would provide a more direct route into the site for pedestrians and cyclists approaching from the south, thereby also improving accessibility to the new rail station. The proposed site plan is included in Appendix A3.
8. The West of England Combined Authority has identified funding that could potentially be allocated to this project and has invited a bid from Bristol City Council. A Full Business Case is currently being prepared to support a potential bid, which will need to be considered by the West of England Joint Committee. The funding identified would need to be spent by March 2023. A project programme has been prepared which demonstrates that this extension proposal can be delivered by March 2023 if works commence in Summer 2022, following completion of the new rail station. It is anticipated that the cost of delivering the proposed extension will be £922,216.00 including appropriate contingencies.
9. It is likely that proposed works can be delivered via a contract with the Bristol Highways Asset Management and Associated Works Framework 2021-25. Procurement with the framework contractors will need to be undertaken as the works value will exceed £150k. Time required for this procurement is included within the current proposed project programme for completion of the expansion by March 2023.
10. Based on the increase in parking spaces that this expansion will deliver, a pro-rata calculation based on the costs for the existing car park has been undertaken to determine the likely additional annual maintenance / revenue costs associated with the site expansion. The assumed additional cost is £58k per annum (this represents a highest cost scenario).
11. The additional annual revenue costs can be met initially by the YTL Arena Bristol Section 106 planning agreement contribution of £562,500, which will be used for further improvements to the site as well as the site's ongoing management and maintenance. Further revenue sources will be explored as the site is developed further.

Cabinet Member / Officer Recommendations:

That Cabinet:

1. Approves the submission of a funding bid in the amount of £922,216.00 and Full Business Case to the West of England Combined Authority, for the expansion of the Portway Park & Ride site.
2. Authorises the Executive Director – Growth & Regeneration, in consultation with the Cabinet Member for Transport, if the bid is successful, to accept and spend the funding to take all steps required to deliver the expansion of the Portway Park & Ride site as outlined in this report including procuring and awarding

contracts which may be over £500k.

Corporate Strategy alignment:

1. Maintaining sufficient capacity of the Portway Park & Ride site to meet anticipated demand will ensure that connectivity between people and jobs are maintained for journeys along this corridor, both via the bus service and the future rail connection. Ensuring that Park & Ride remains a credible option for journeys contributes to the promotion of public transport and, as part of a broader transport strategy, encourages active travel. These benefits align with the Corporate Strategy theme of 'Well Connected'.

City Benefits:

1. Expansion of the Portway Park & Ride will ensure that appropriate capacity is maintained to support current and future Park & Ride demand on the A4 corridor. Park & Ride provides a safe and attractive environment for car drivers to switch to public transport, thereby reducing car trips.

Consultation Details:

1. Statutory consultation undertaken through the 2007 planning application.

Background Documents:

- Bristol Transport Strategy - [383a996e-2219-dbbb-dc75-3a270bfce26c \(bristol.gov.uk\)](https://www.bristol.gov.uk/383a996e-2219-dbbb-dc75-3a270bfce26c)
- West of England Joint Local Transport Plan 4 (2020-2036) - [Joint Local Transport Plan - Combined Authority \(westofengland-ca.gov.uk\)](https://www.westofengland-ca.gov.uk/joint-local-transport-plan-combined-authority)

Revenue Cost	£58k per annum	Source of Revenue Funding	Section 106 Developer Funding
Capital Cost	£922,216.00	Source of Capital Funding	Grant (West of England Combined Authority)
One off cost <input checked="" type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input type="checkbox"/>	Income generation proposal <input type="checkbox"/>

Required information to be completed by Financial/Legal/ICT/ HR partners:

1. **Finance Advice:** This report seeks cabinet approval to bid for and accept if successful a capital bid of £922m. This project will have on going revenue implications estimated at £0.058m annually.
2. Permanent ongoing revenue funding has not yet been identified for these costs. However, substantial S106 resources exists which can be properly applied to cover these costs until permanent funding is agreed.
3. Further details of both the revenue and capital costs are shown in the tables below:

Detailed Costs Breakdown:

Capital Costs

Cost Category	Cost (£000s)
Direct construction costs	570
Fees and wider costs (project management, fees, surveys, CCTV etc.)	108
Contingency	236
Inflation	8
Total	922

Revenue Costs

Cost Category	Cost (£000s)
National Non-Domestic Rates (Business Rates)	17
Facilities management, maintenance, energy	27

CCTV	14
Total	58

Finance Business Partner: Kayode Olagundoye, Interim Finance Business Partner, February 16, 2022

2. Legal Advice: The submission of the bid for funding raises no particular legal issues. If successful, the procurement process must be conducted in line with the 2015 Procurement Regulations and the Councils own procurement rules. Legal services will advise and assist officers with regard to the conduct of the procurement process and the resulting contractual arrangements.

Legal Team Leader: Husinara Jones, team Leader/Solicitor 17 January 2022

3. Implications on IT: I can see no implications on IT in regards to this activity.

IT Team Leader: Gavin Arbuckle, Head of Service Improvement & Performance, 21 January 2022

4. HR Advice:

No HR implications evident

HR Partner: James Brereton (HR Business Partner), 21 January 2022

EDM Sign-off	Stephen Peacock, Executive Director Growth and Regeneration	19 January 2022
Cabinet Member sign-off	Cllr Alexander, Cabinet Member Transport	20 January 2022
For Key Decisions - Mayor's Office sign-off	Mayor's Office	31 January 2022

Appendix A – Further essential background / detail on the proposal Appendix A1 – Site Plan Granted Planning Consent in 2007 Appendix A2 – Site Plan Delivered In 2008 Appendix A3 – Proposed Site Expansion Layout	YES
Appendix B – Details of consultation carried out - internal and external	NO
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	NO
Appendix E – Equalities screening / impact assessment of proposal	YES
Appendix F – Eco-impact screening/ impact assessment of proposal	YES
Appendix G – Financial Advice	NO
Appendix H – Legal Advice	NO
Appendix I – Exempt Information	No
Appendix J – HR advice	NO
Appendix K – ICT	NO
Appendix L – Procurement	NO