

AGENDA

Meeting: Environment Select Committee
Place: Kennet Room - County Hall, Trowbridge BA14 8JN
Date: Tuesday 1 September 2015
Time: 10.30 am

Please direct any enquiries on this agenda to Fiona Rae, 01225 712681, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 712681 or email fiona.rae@wiltshire.gov.uk

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Membership:

Cllr Bridget Wayman (Chairman)	Cllr Magnus Macdonald
Cllr Peter Edge (Vice-Chairman)	Cllr Ian McLennan
Cllr Brian Dalton	Cllr Linda Packard
Cllr Dennis Drewett	Cllr James Sheppard
Cllr Peter Evans	Cllr Tony Trotman
Cllr Jose Green	Cllr Philip Whalley
Cllr Jacqui Lay	

Substitutes:

Cllr Rosemary Brown	Cllr George Jeans
Cllr Trevor Carbin	Cllr Bob Jones MBE
Cllr Terry Chivers	Cllr John Noeken
Cllr Anna Cuthbert	Cllr Jeff Osborn
Cllr Tony Deane	Cllr Ricky Rogers
Cllr Nick Fogg MBE	Cllr Ian Tomes
Cllr Mike Hewitt	Cllr Ian West

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1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting**

To approve and sign the minutes of the Environment Select Committee meeting held on 9 June 2015.

3 **Declarations of Interest**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

To receive any announcements through the Chairman.

5 **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so **at least 10 minutes prior to the meeting**. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named above for any further clarification.

Questions

To receive any questions from members of the public or members of the Council received in accordance with the constitution. Those wishing to ask questions are required to give notice of any such questions in writing to the officer named above no later than **5pm on Monday 24 August 2015**. Please contact the officer named on the first page of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Committee members prior to the meeting and made available at the meeting and on the Council's website.

6 **Review of On and Off-Street Parking Traffic Regulation Orders**

It was concluded within the Parking Review Task Group that the results of the Traffic Order application would be brought back to the Environment Select Committee for consideration.

The Committee is asked to note the results of the public consultation on the advertised Traffic Regulation Orders.

The Committee is also asked to provide any comments on the proposed approach, including that:

- (i) The Traffic Regulation Orders be implemented as advertised.

- (ii) A trial implementing 'MiPermit only' in Sheep Street car park in Devizes, Union Street car park in Melksham and Wood Street car park in Royal Wootton Bassett is progressed by Parking Services and that car park users and the relevant town councils and area boards are notified accordingly.

7 **Housing**

7a **Housing Association Resident Participation and Scrutiny**

To receive an update on housing association resident participation.

Information will be provided to enable the committee to make a decision about potential future overview and scrutiny involvement with regards to Tenant Scrutiny, including good practice and suggestions for improvement of tenant participation across Wiltshire with the four main housing providers, Aster, Selwood, GreenSquare and the Council.

7b **Housing Allocation Policy - Implementation Update**

To consider a report highlighting the first six months of the implementation of significant changes to the Housing Allocation Policy.

The Committee is invited to consider any potential further overview and scrutiny involvement, bearing in mind that a peer review is currently scheduled for the first week of October 2015, which will include a review of the allocation service.

7c **Future Delivery Model for the Repairs, Improvements and Maintenance of Council Owned Assets**

To receive a brief update on the Future Delivery Model for the Repairs, Improvements and Maintenance of Council Owned Assets.

This item is currently on the Cabinet forward work plan, scheduled for the Cabinet meeting on 15 September 2015, and the Committee is invited to consider any potential future overview and scrutiny involvement prior to the report being considered by Cabinet.

8 Task Group Update

Written updates on Environment Select Committee Task Group activity are attached.

The Committee is asked to consider the terms of reference for the Public Transport Review Task Group.

9 Forward Work Programme

To note and receive updates on the progress of items on the forward work programme.

Under the revised Overview and Scrutiny (OS) arrangements there is now a single OS work programme controlled by the OS Management Committee, linked to priorities in the Business Plan.

Therefore it should be noted that, whilst any matters added by Members are welcome, they will be referred to the OS Management Committee for approval before formal inclusion in the work programme for the Environment Select Committee.

A copy of the Overview and Scrutiny Forward Work Programme for the Environment Select Committee is attached for reference.

10 Urgent Items

To address any other items of business which the Chairman agrees to consider as a matter of urgency.

11 Date of Next Meeting

To confirm the date of the next scheduled meeting as 27 October 2015.

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ENVIRONMENT SELECT COMMITTEE

DRAFT MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING HELD ON 9 JUNE 2015 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Rosemary Brown (Substitute), Cllr Brian Dalton, Cllr Dennis Drewett, Cllr Peter Edge (Vice Chairman), Cllr Peter Evans, Cllr Jose Green, Cllr Jacqui Lay, Cllr Magnus Macdonald, Cllr James Sheppard, Cllr Tony Trotman, Cllr Bridget Wayman (Chairman) and Cllr Philip Whalley

Also Present:

Dr Carlton Brand (Corporate Director), Tracy Carter, Cllr Anna Cuthbert, Cllr Simon Killane, Cllr Toby Sturgis, Cllr Philip Whitehead and Cllr Jerry Wickham

25 Changes to the Membership

Following the Full Council meeting on Tuesday 12 May 2015, a number of changes were made to the Environment Select Committee membership with immediate effect:

Cllr Philip Whalley was now a member of the Committee, in place of Cllr Christopher Newbury.

Cllrs John Noeken and Anna Cuthbert were now substitute members.

26 Election of a Chairman

Cllr Bridget Wayman was elected as Chairman of the Committee for 2015/16.

27 Election of a Vice-Chairman

Cllr Peter Edge was elected as Vice-Chairman of the Committee for 2015/16.

28 Apologies

Apologies for absence were received from Cllr Linda Packard who was substituted by Cllr Rosemary Brown.

29 Minutes of the Previous Meeting

Members considered matters arising from the previous meeting and it was confirmed that the recycling review was going to Cabinet on 16 June 2015 as part of the 'Citizens' Dashboard' (agenda item 7). The Cabinet member confirmed that the guide to inform councillors about road surface repairs and safety was being produced.

Resolved:

To confirm as a true and correct record the minutes of the meeting held on 14 April 2015.

30 **Declarations of Interest**

There were no declarations of interest.

31 **Chairman's Announcements**

Meetings with the Cabinet members

The Chairman highlighted the upcoming meetings between the Environment Select Chairman and Vice-Chairman and Cabinet Members with responsibility for the services whose work the Committee was responsible for reviewing. The Chairman explained that the objective was to review and update the forward work programme and invited members of the Committee to suggest any topics for discussion. It was confirmed that the following areas would be the subjects of these meetings:

- Highways and Transport
- Waste
- Economic development
- Housing, Leisure, Libraries and Flooding
- Hubs, Heritage & Arts, Governance, Support Services (joint with the Overview and Scrutiny Management Committee)

Learning and Development

The Chairman explained that there was a new approach for providing learning and development for councillors. The programme would be delivered through Frontline Consulting and led by a trainer well-known to the council with five half-day events bookable in 2015/16. Further detail would be provided after the confirmation of dates and content.

For further information, these reports were presented to the Overview and Scrutiny Management Committee on 19 May 2015. [Click here](#) to access the information.

LGA Peer Review

The Chairman explained that the formal feedback letter from the LGA Peer Challenge on Wiltshire Council's approach to overview and scrutiny was considered at the meeting of the Overview and Scrutiny Management Committee on 19 May 2015 alongside a draft action plan.

These documents are available in the Overview and Scrutiny Management Committee minutes from 19 May 2015. [Click here](#) to access the information.

Committee members were encouraged to contact the Scrutiny Officer with comments on any actions that the Environment Select Committee could take to meet the recommendations made by the Peer Challenge team.

Upcoming Events

A Home Grown Energy conference and Community Open Day organised by Westmill Sustainable Energy Trust (WeSET) at the Westmill Wind and Solar Farm Visit (Watchfield, Swindon, SN6 8TH - beside A420 and off B4508). Any interested members were encouraged to contact the Scrutiny Officer.

Resolved:

To note the Chairman's announcements.

32 Public Participation

The Committee raised the issue of switching off street lighting which was to be rolled out across the county from 1 July 2015. Some members suggested that there ought to have been more consultation before the rollout.

The Cabinet member, Cllr Philip Whitehead, explained that there had been consultation in April 2012. A street lighting reduction scheme had been successfully piloted in Trowbridge for six months. It was also noted that ongoing consultation with local people was a key element of the street lighting reduction scheme in Trowbridge and that this approach was to be echoed across the county.

33 Waste Service

33a Executive Response to Waste Task Group

The Committee received a response (attached to these minutes) from Cllr

Toby Sturgis, Cabinet member for Cabinet Member for Strategic Planning (strategic and development management), Property, Waste and Strategic Housing, as a result of the recommendations endorsed by the Committee at its meeting on 14 April 2015 following a report from the Waste Task Group.

Cllr Toby Sturgis explained that there was a comprehensive communications strategy in place to explain the changes to Household Recycling Centre (HRC) opening hours and the changes to garden waste collection arrangements.

It was recognised that the durability of the decals (stickers) placed on some of the bins was faulty. It was advised that these decals would be replaced if affected households contacted Customer Services. The public should be reassured that drivers would have details of which properties had signed up for the garden waste collection service. Cllr Toby Sturgis advised that any members of the public who experienced difficulties should contact Customer Services.

It was reported that 61,000 people had signed up for the garden waste collection service at the time of the meeting. It was commended that a high number of people had signed up for this service. The Committee considered that it would be appropriate to provide more detailed information about what items could be recycled and the Cabinet member agreed and explained that this would be addressed once the new procurement contract was in place. It was also advised that the toolkit for recycling and composting was under development and being fully trialled in Westbury; it was expected to be circulated to all councillors in early 2016.

Cllr Jose Green, the Chairman of the Task Group, suggested that, although the final report had been submitted, there was a continued need for the Waste Task Group particularly in respect of monitoring the Household Recycling Centres (HRC) and the impact of the changing hours. The Cabinet member suggested that the upcoming meetings between the Chairman and Vice-Chairman of the Committee and the relevant Cabinet members would address this.

The Committee suggested that, owing to the £40 per year charge for the garden waste collection service, the savings of £800,000 envisaged in the budget might be exceeded. The Cabinet member, Cllr Toby Sturgis, advised that 131,000 households used the service prior to the introduction of a charge and it was anticipated that roughly half of those households would eventually sign up for the service. The Cabinet member suggested that the additional income would cover the cost of the garden waste collection service.

It was also advised that payment for the garden waste collection service by instalments and/ or direct debit was being considered. The Committee

recommended that these methods of payment be introduced in time for renewal payments in 2016 and encouraged the Cabinet member to investigate this as a priority. The Committee suggested that it might be beneficial for the Budget Scrutiny Task Group to investigate the income, costs and total savings arising from the introduction of the charge for the garden waste collection service.

Resolved:

To note the Executive response to the final report of the Waste Task Group.

33b Recycling Performance

Tracy Carter, Associate Director for Waste and Environment, introduced the report on waste management performance that set out key figures monitored from 2014 – 2015. It was highlighted that there had been a reduction in the waste which was landfilled to 20.3% of the total waste collected which was significantly better than the target of 25%. It was reported that 46.4% of waste collected was recycled or composted. Although this was below the target of 50%, it was acknowledged that there was a late spring, and a change in the method of calculation which may have had some impact on this figure.

The Committee suggested that it would be informative to know the increase in households in the county to calculate the impact on waste targets and the Associate Director informed the Committee that the impact of increased households was being discussed.

It was also noted that some of the household waste produced in Wiltshire could be used as fuel (solid recovered fuel) instead of being diverted to landfill. It was questioned when a local plant that could use solid recovered fuel was to be constructed. It was also highlighted that a recent report by Hills appeared to use different data to that presented in the update on waste management performance.

It was explained that an objective in the Hills contract was to find a local plant to use solid recovered fuel and that the planning process for a local plant was underway. The Associate Director commented that Hills' data may include waste collection for other clients and suggested she liaise with Hills to affirm whether the same base data was used.

The Chairman commented that it might be informative to see the recycling performance of community areas to address underlying local issues. The Associate Director explained that the efficient routes of waste collection vehicles made this more complicated as the routes cross community area boundaries. However, trends were visible based on the old district council

boundaries, for example fewer dry recyclables were collected in the west, probably because more residents still have larger bins for non-recycled waste than those in other areas of the county.

Resolved:

To note the report on waste management performance.

34 **Task Group Update**

Public Transport Review Task Group

The Chairman drew attention to the written update in the agenda pack. It was requested that the Task Group look at an integrated transport strategy and the Wilton Parkway Station in partnership with TransWilts and the Committee agreed an integrated approach to transport was desirable.

Highways and Streetscene BBLP Task Group

The Chairman highlighted the written information provided in the agenda pack.

Attention was drawn to the public concern about littering on highways. The Cabinet Member for Highways and Transport, Cllr Philip Whitehead, informed the Committee that the council was aware of the issue. He explained that work was now being done to address the root cause of this littering; this included publicity, support for volunteer groups, and local council enforcement options to discourage littering.

The Committee discussed the issue of community litter picking groups. It was considered that littering was also an issue of animal welfare and attention was drawn to the requirement that some Parish Councils pay for waste collection from volunteer litter picks. Some members of the Committee urged that the council should be prepared to deal with the waste from litter picks as this activity encouraged resilient communities, which was at the heart of the business plan. Other members agreed that it would be helpful to have a universal approach to this issue.

It was confirmed that the type and location of roadside litter strongly suggested that the majority resulted from motorists. It was also explained that the council was aware of and engaging in the Keep Britain Tidy campaign.

The Committee also discussed the recent cycle of grass cutting. It was suggested that the grass was knee height in some locations before being cut.

Cllr Philip Whitehead clarified that the Streetscene contract had always been measured by outcomes and the grass had been cut by length, rather than on a

timescale, since 1 June 2013. It was agreed that the grass cutting timescales would be investigated in more detail by the Highways and Streetscene BBLP Task Group.

The Scrutiny Officer thanked members for their feedback on experiences with BBLP and explained that feedback would be catalogued.

Resolved:

To agree that the Public Transport Review Task Group would include consideration of an integrated transport strategy and the Wilton Parkway Station in partnership with TransWilts and approve the membership of the Task Group as follows:

**Cllr Peter Evans
Cllr Terry Chivers
Cllr Mollie Groom
Cllr Jacqui Lay
Cllr Magnus Macdonald
Cllr Graham Wright**

To agree that the grass cutting timescales would be examined by the Highways and Streetscene BBLP Task Group.

To note the Task Group updates.

35 Forward Work Programme

The Committee was informed of a new housing Act: the Self and Custom Build Housing Act 2015. This was noted by the Chairman who would take the issue to the upcoming meeting with the Cabinet member.

Following questions about the implementation of recommendations from the Adoptable Estates Task Group final report, it was confirmed that the Overview and Scrutiny Management Committee was looking into the implementation of recommendations and tracking of decisions for all task group final reports.

The Committee was informed that the items on the forward work plan for the Wiltshire Housing Site Allocations Development Plan Documents (DPD) and Gypsy and Traveller Plan would be updated after the meetings between the Chairman and Vice-Chairman and the Cabinet members.

Resolved:

To note the progress of items on the Forward Work Programme.

36 **Urgent Items**

There were no urgent items.

37 **Date of Next Meeting**

The next ordinary meeting of the Committee would be held on 1 September 2015.

(Duration of meeting: 10.35 am - 12.20 pm)

The Officer who has produced these minutes is Fiona Rae, of Democratic Services, direct line 01225 712681, e-mail fiona.rae@wiltshire.gov.uk

Press enquiries to Communications, direct line (01225) 713114/713115

**Executive response to the Final Report of the Environment
Select Committee Waste Task Group**

Purpose

1. To present the response of the Cabinet member for Strategic Planning, Development Management, Strategic Housing, Property and Waste to the [Final Report of the Waste Task Group](#) (link to pdf). The task group's report was endorsed by the Committee on 14 April 2015 and referred to the Cabinet member for response.

Background

2. On 28 October 2014 the Environment Select Committee agreed that communications to householders regarding waste and recycling was a work priority and resolved to reconvene the Waste Task Group to review this area.

This priority relates to the following aspiration in the council's Business Plan 2013-17:

"We will increase recycling and reduce our carbon footprint – we will encourage waste prevention and re-use and reduce the carbon footprint of our buildings, fleet and street lighting and support our staff and schools to become more carbon efficient."

3. The task group adopted the following terms of reference:
 - (a) To investigate how improved communications with householders on the council's waste services may facilitate an improved rate of recycling (including garden waste);
 - (b) To investigate how to increase the awareness of the range of services and resources available to assist in achieving improved recycling rates; with clear information on how to access the available resources and services.
4. The task group met on four occasions between January and March 2015 with the following membership:
 - Cllr Pat Aves
 - Cllr Rosemary Brown
 - Cllr Peter Evans
 - Cllr Mollie Groom
 - Cllr Jose Green (Chairman)
 - Cllr Jacqui Lay
5. On 14 April 2015, the task group's final report was considered by the Committee and it was resolved:

- (1) To endorse the following recommendations and refer the report to the Cabinet member for response at the next meeting.

Executive response to recommendations:

1. Alongside the environmental benefits, considers promoting the financial benefits of reducing, reusing and recycling in council communications about waste and recycling.

Work will be done on this following the implementation of the new garden waste service, the change in operating hours at the household recycling centres and the completion of the current procurement process.

2. Considers illustrating Wiltshire's recycling performance in an engaging graphic form on the council website and at HRCs.

The waste management service works closely with the web team and again will consider this following implementation of the service changes referred to previously.

3. In terms of kerbside collections, indicates how the following areas will be addressed:

- Ensuring clarity around which plastics are recyclable and can be placed in the blue-lidded bins to avoid contamination;
- Ensuring clarity around what recyclables can be placed in the black box;
- Promotion of the council's offer of a second blue-lidded bin and black box at no additional charge to residents;
- Early information that plastics other than bottles will be kerbside recycled from 2017 as part of new waste contract.

Current communications strategies are focussing on the new garden waste service and the change to opening hours at the household recycling centres. Future strategies could focus on improvement of the collection of dry recyclables, subject to availability of budget. There will be a comprehensive communications strategy relating to any changes to the collection service arising from the commencement of new contract arrangements in 2017.

4. Investigates whether decals (stickers) applied to bins are a cost-effective method of communicating waste collection arrangements and good recycling practices.

This will be researched in connection with the work referred to above on promoting the collection of dry recyclables.

5. Indicates how changes to garden waste collection arrangements will be:

- Effectively communicated to residents; and
- Used as an opportunity to provide information about alternative options for garden waste, for example, good garden practice, composting, household recycling centres and the safe and legal use of bonfires.

There is a comprehensive communications strategy in place for communicating the changes to garden waste collections. Its success has been evidenced by the number of households signing up for the new service which now exceeds 61,000.

6. Considers increasing communications around successful prosecutions for fly-tipping.

The Enforcement team works closely with the council's media team to highlight such opportunities. It is an important element of our preventative work.

7. Indicates how changes to HRC opening hours, their locations and opening hours will be widely communicated to avoid:

- inconveniencing customers;
- reducing overall recycling rates; and
- increasing incidences of fly-tipping.

There is a comprehensive communications strategy in place.

8. Provides further details of the recycling promotion work currently undertaken by Wiltshire Wildlife Trust under the joint venture agreement with the council and the implications for recycling of the Trust's business plan review.

The council has a business plan in place which sets out the objectives that the WWT and the council will work to achieve. The board is chaired by Councillor Wickham, Portfolio Holder for Waste, who is taking a keen interest in the performance of WWT and ensuring that the objectives would be met.

9. Provides any further details of the initiative being run by Westbury Area Board to develop a toolkit for recycling and composting and how other area boards might be supported to take forward similar initiatives and increase local recycling rates.

Councillor Wickham is leading this work for Westbury Area Board. Once the toolkit has been produced we will ensure that it is communicated to all councillors and Community Area Managers.

10. Notes the task group's comments on the waste and recycling pages of the council website and the improvements being made in the redesign.

The comments are noted. The waste management service will continue to work closely with the web team to develop the information available to residents.

Cllr Toby Sturgis, Cabinet Member for Strategic Planning (Strategic and Development Management), Property, Waste and Strategic Housing

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Wiltshire Council

Environment Select Committee

1 September 2015

On and Off-Street Parking Traffic Regulation Orders for Wiltshire

Executive Summary

A public consultation on the revised Wiltshire LTP Car Parking Strategy was carried out from 27 October 2014 to 19 January 2015. In total, 5,013 people and organisations responded to the consultation.

Cabinet considered the outcome of the review and public consultation at its meeting on 17 March 2015.

All the changes to the Traffic Regulation Orders (TROs) were advertised in accordance with legal requirements. The associated public consultation exercise was undertaken between 25 June and 20 July 2015.

Of the 38 comments received, 32 were from Devizes and of these 26 objected to the proposed removal of the pay machine and implementation of a 'MiPermit only' option in the Sheep Street car park. Similar proposals in Union Street car park in Melksham and Wood Street car park in Royal Wootton Bassett were omitted from the relevant TRO site and press notices. If these had been included, then it is likely that the number of comments received would have been significantly higher.

It is considered that the responses provided in **Appendix 1** adequately address the objections and comments made.

It is also considered that a trial to make Sheep Street car park in Devizes 'MiPermit only' should be implemented. The trial should also be implemented at both Union Street car park in Melksham and Wood Street car park in Royal Wootton Bassett.

Proposals

That Environment Select Committee notes the results of the public consultation on the advertised Traffic Regulation Orders and makes any comments on the proposed approach including that:

- (i) The Traffic Regulation Orders be implemented as advertised.
- (ii) A trial implementing 'MiPermit only' in Sheep Street car park in Devizes, Union Street car park in Melksham and Wood Street car park in Royal Wootton Bassett is progressed by Parking Services and that car park users and the relevant town councils and area boards are notified accordingly.

Reason for Proposals

To inform Environment Select Committee of the results of the public consultation on the advertised TROs, and to allow consideration and comment on the proposed approach before it is considered by the relevant Cabinet Member.

Parvis Khansari

Associate Director Highways and Transport

On and Off-Street Parking Traffic Regulation Orders for Wiltshire

Purpose of Report

1. To inform Environment Select Committee of the results of the public consultation on the advertised Traffic Regulation Orders (TROs), and to allow consideration and comment on the proposed approach before it is considered by the relevant Cabinet Member.

Relevance to the Council's Business Plan

2. The on and off-street parking TROs can help deliver many of the Business Plan outcomes that are relevant to the Wiltshire Local Transport Plan (LTP) Car Parking Strategy:

Outcome 1: Wiltshire has a thriving and growing local economy

- Support the local economy (e.g. by making it easy for shoppers and visitors to park).
- Improve journey time reliability for road users (e.g. by managing on-street parking facilities to reduce traffic conflicts and delays).

Outcome 3: Everyone in Wiltshire lives in a high quality environment

- Enhance the built and natural environment (e.g. by reducing the amount of land required for parking and by improving the look of streetscenes through the appropriate enforcement of parking contraventions).

Outcome 4: Wiltshire has inclusive communities where everyone can achieve their potential

- Provide access to key services and facilities for special needs groups and mobility impaired (e.g. by providing appropriate Blue Badge spaces).

Outcome 5: People in Wiltshire have healthy, active and high-quality lives

- Encourage the use of sustainable travel modes and reduce reliance on the private car (e.g. by setting parking charges at appropriate levels).

Outcome 6: People are as protected from harm as possible and feel safe

- Make Wiltshire a safer place (e.g. by ensuring that car parks are 'safer by design').

Background

3. A public consultation on the revised Wiltshire LTP Car Parking Strategy was carried out from 27 October 2014 to 19 January 2015 (this followed a pre-consultation with key stakeholders during April to June 2014). In total, 5,013 people and organisations responded to the public consultation by completing consultation questionnaires making some 14,000 individual comments. In addition, separate written submissions were received from a variety of individuals and organisations, and a petition for 'One hour free parking in Wiltshire Towns' was signed by 3,750 people (mostly located in the north of the county).
4. Cabinet considered the outcome of the review and public consultation at its meeting on 17 March 2015 which also allowed stakeholders and members of the public to make further comments on the proposals.
5. At its meeting, Cabinet resolved to approve the revised Wiltshire Local Transport Plan 2011 – 2026: Car Parking Strategy including the following:
 - (i) Support the concept of setting parking charges on a car-park-by-car-park basis (as per Policy PS3 - Parking Charges [in the LTP Car Parking Strategy]) rather than on a 'banded' or Wiltshire wide approach (i.e. where all towns have the same charges).
 - (ii) Approve the recommended parking charges (Monday – Sunday) as set out in Appendix 9 [of the report to Cabinet] for implementation in 2015/16.
 - (iii) Agree that a full review of parking charges will be undertaken by the Council at approximately five year intervals based on the factors outlined in Policy PS3 and delegate authority to the Associate Director for Highways and Transport in consultation with the Cabinet Member for Highways and Transport to undertake any necessary annual interim reviews of parking charges at a car park or town level.
 - (iv) Note that over 5,000 individuals and organisations responded to, and took part in, the public consultation.
 - (v) Note the submission of a petition for 'One hour free parking in Wiltshire Towns' signed by 3,750 people but agreed that the issue of possible exemptions to charging, including first hour free parking, had been adequately covered in the review.
 - (vi) Support the approach to implementing new technologies as set out in paragraphs 18 to 24 [of the report to Cabinet].
 - (vii) Note that due to the volume of consultation responses received only the majority or main consultation points have been fully considered at this time; the analysis and consideration of more detailed points will be undertaken in liaison with town councils, BIDs and other interested parties during 2015/16.

- (viii) Agree the revised proposed approach to season tickets and delegate authority to the Associate Director for Highways and Transport in consultation with the Cabinet Member for Highways and Transport to develop and implement the changes.
 - (ix) Approve the submission of the identified car parks (including Market Place car park in Wilton) to a property asset review and delegate authority to the Associate Director for People and Business in consultation with the Cabinet Member for Highways and Transport and the Cabinet Member for Strategic Planning, Property, Waste and Strategic Housing, to negotiate and agree any resulting legal agreements.
 - (x) Approve the localism opportunities set out in paragraph 112 [of the report to Cabinet] and delegate authority to the Associate Director for Highways and Transport in consultation with the Cabinet Member for Highways and Transport, and with the advice of legal and property services, to negotiate and agree any resulting legal agreements.
 - (xi) Support the principle of studies being undertaken into coach parking, leisure centre parking, residents' parking zones, on-street waiting restriction reviews and parking enforcement, and delegate authority to the Associate Director for Highways and Transport in consultation with the Cabinet Member for Highways and Transport to develop and implement any changes.
 - (xii) Note the publication of revised Government parking guidance (see paragraph 138 [in the report to Cabinet]), approves a 15 minute grace period before the issuing of any penalty charge notice for both on-street and off-street parking places provided under traffic orders (where a ticket has been purchased and displayed), and delegate authority to the Associate Director for Highways and Transport in consultation with the Cabinet Member for Highways and Transport, to revise the Council's car parking strategy and parking management practices if necessary to accord with the revised guidance.
 - (xiii) Delegate authority to the Associate Director for Highways and Transport in consultation with the Cabinet Member for Highways and Transport, to finalise the strategy document for publication.
6. Full details on the consultation process and the rationale for the above resolutions are included in the Cabinet report 'Wiltshire Local Transport Plan 2011-2026 – Car Parking Strategy Review' dated 17 March 2015.
 7. With regard to (xii) above, following an announcement on 6 March 2015, the Government introduced the requirement for a 10 minute grace period from 6 April 2015; the Council's 15 minute grace period was introduced on the same date.
 8. As a result of Cabinet's resolutions, a full amendment process was required to be undertaken on the relevant TROs:

Off-street TROs:

- The County of Wiltshire (Eastern Wiltshire) (Off Street Parking Places) Order 2015
- The County of Wiltshire (Western Wiltshire) (Off Street Parking Places) Order 2015
- The County of Wiltshire (Northern Wiltshire) (Off Street Parking Places) Order 2015
- The County of Wiltshire (Southern Wiltshire) (Off Street Parking Places) Order 2015

On-street TROs:

- The County of Wiltshire (Malmesbury and Malmesbury Without) (Prohibition and Restriction of Waiting, Taxi Rank Clearways and On Street Parking) Consolidation Order 2010 (Amendment No.1) Order 2015
- The County of Wiltshire (Marlborough in the District of Kennet) (Prohibition and Restriction of Waiting, Taxi Rank Clearways and On Street Parking) Consolidation Order 2006 (Amendment No.5) Order 2015
- The County of Wiltshire (Salisbury) (Prohibition and Restriction of Waiting, Taxi Rank Clearways and On Street Parking) Consolidation Order 2013 (Amendment No.13) Order 2015

9. As part of the process of drafting the above TROs, a number of organisations were contacted regarding their legal interests in some of the car parks. As a result of this engagement, Sainsbury's Supermarkets Ltd did not agree to the proposed increase in the one hour charge at Sainsbury car park in Devizes from 55p to 60p. It should also be noted that the charges in those car parks included in the property asset review remain as current.
10. All the changes to the above TROs were advertised in accordance with the requirements of the Road Traffic Regulation Act 1984 and Traffic Management Act 2004. The associated public consultation exercise was undertaken on the amended TROs between 25 June and 20 July 2015.
11. In addition, the proposal to remove the pay machine in Sheep Street car park in Devizes and make it 'MiPermit only' was included in the relevant TRO site and press notices. While forming part of the public consultation on the LTP Car Parking Strategy, the proposals to remove the pay machines in Union Street car park in Melksham and Wood Street car park in Royal Wootton Bassett and make them 'MiPermit only' were omitted from the relevant TRO site and press notices.

Main Considerations for the Committee

12. In total, 38 comments have been received in relation to the advertised TROs and the associated site and press notices: 32 from Devizes, two from Chippenham and one each from Melksham, Calne, Royal Wootton Bassett and Amesbury.
13. Full details of the comments received and officers' responses are provided in **Appendix 1**.

14. In terms of the comments from Devizes, these largely relate to three main issues:
- (i) Twenty six objected to the proposed removal of the pay machine and implementation of a 'MiPermit only' option in the Sheep Street car park.
 - (ii) Eleven objected to the proposed parking charges broadly suggesting that they will reduce the number of people shopping and visiting Devizes which will damage its retail environment.
 - (iii) Devizes Chamber of Commerce, Devizes Town Benchmarking Group and Devizes Town Council argued that the views submitted by stakeholders to the LTP Car Parking Strategy public consultation were largely if not entirely ignored by Wiltshire Council.
15. Given the above, if the proposals outlined in paragraph 11 above with regard to Union Street car park in Melksham and Wood Street car park in Royal Wootton Bassett had been included in the relevant TRO press and site notices, then it is likely that the number of comments received (i.e. in relation to all the advertised TROs) would have been significantly higher.

Safeguarding Considerations

16. There are no direct safeguarding implications arising from the proposal in this report.

Public Health Implications

17. There are no direct public health implications arising from the proposal in this report. The draft revised LTP Car Parking Strategy was subject to a Strategic Environmental Assessment (SEA) which included consideration of a number of relevant public health topics. No significant effects were identified in the SEA Environmental Report. The SEA Environmental Report was subject to public consultation from 8 December 2014 to 19 January 2015.
18. A SEA Statement will be produced following the completion of the TRO process to show how the findings of the SEA and its associated consultation have been taken into account in the review of the LTP Car Parking Strategy.

Corporate Procurement Implications

19. There are no direct procurement implications arising from the proposal in this report.

Equalities Impact of the Proposal

20. There is no direct equalities impact arising from the proposal in this report. The draft revised LTP Car Parking Strategy was subject to an Equalities Analysis Evidence Document (EAED). The draft EAED was subject to public consultation from the 8 December 2014 to 19 January 2015. A revised EAED was included in the 17 March 2015 report to Cabinet.

Environmental and Climate Change Considerations

21. There are no direct environmental or climate change considerations arising from the proposal in this report. The draft revised LTP Car Parking Strategy was subject to a SEA which included consideration of a number of relevant environmental topics. No significant effects were identified in the SEA Environmental Report. The SEA Environmental Report was subject to public consultation from 8 December 2014 to 19 January 2015.
22. A SEA Statement will be produced following the completion of the TRO process to show how the findings of the SEA and its associated consultation have been taken into account in the review of the LTP Car Parking Strategy.

Risk Assessment

23. There are no direct risks arising from the proposal in this report.

Financial Implications

24. There are no direct financial implications arising from the proposal in this report.

Legal Implications

25. There are no direct legal implications arising from the proposal in this report.

Options Considered

26. That Environment Select Committee notes the results of the public consultation on the advertised Traffic Regulation Orders and makes any comments on the proposed approach.

Conclusion

27. In comparison to the response to the LTP Car Parking review consultation, there has been a significantly lower number of comments received on the TRO consultation (5,013 and 38 respectively).
28. Of the 38 comments received, 32 were from Devizes and of these 26 objected to the proposed removal of the pay machine and implementation of a 'MiPermit only' option in the Sheep Street car park.
29. The proposals to remove the pay machines in Union Street car park in Melksham and Wood Street car park in Royal Wootton Bassett and make them 'MiPermit only' were omitted from the relevant TRO site and press notices. If these proposals had been included, then it is likely that the number of comments received would have been significantly higher.
30. It is considered that the responses provided in **Appendix 1** adequately address the objections and comments made.

31. Despite the objections and comments received, it is considered that a trial to make Sheep Street car park in Devizes 'MiPermit only' should be implemented. The trial should also be implemented at both Union Street car park in Melksham and Wood Street car park in Royal Wootton Bassett to help improve the robustness of the trial findings. Parking Services would consider the results of the trial and any objections received before considering making the 'MiPermit only' option permanent.

Parvis Khansari

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13 August 2015

The following unpublished documents have been relied on in the preparation of this report:

None

Appendices

Appendix 1: Comments, objections and responses

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APPENDIX 1: COMMENTS, OBJECTIONS AND RESPONSES

The County of Wiltshire (Eastern Wiltshire) (Off Street Parking Places) Order 2015

Devizes

Name	Comments and Objections	Wiltshire Council Response
Resident	<p>I can see absolutely no benefit to Devizes from the changes outlined in your proposal dated 25th June 2015. By putting charges up I for one will do even less shopping in central Devizes. Lightweight items I can obtain by walking, but I am not likely to visit the market and buy good value but heavy vegetables if the cost benefits are swallowed up by car parking. I might just as well drive to a supermarket and as I hugely dislike Morrisons, and find Sainsbury's too small, that means more of my money will end up in a distant Tesco rather than benefiting Devizes.</p> <p>Nor can I see the point of changing the Sheep Street Devizes car park to pay by phone. It is no great distance from the central car park, so if cash machines can be serviced there it would not take huge amounts of staff time to empty a cash machine there. I for one am hopeless at remembering where my mobile is, let alone keeping it charged.</p> <p>Just look at the benefits felt by the town of Cardigan when nothing was charged for parking for a month – visitors stayed longer, and shop sales are up by 50%.</p> <p>Why not return to the parking disks with a clockface, and a sensible time limit to prevent spaces being blocked all day, and help the Devizes Economy</p>	<p>The proposed changes to the car parks have been based on Devizes' local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'.</p> <p>The decision to trial 'MiPermit only' in Sheep Street car park is to assess how successful cashless parking can be. It is considered that it can bring significant savings to the Council as well as providing a convenient service to our customers.</p> <p>Parking discs with a clockface were phased out due to the relatively high cost of purchasing them and with the move to Wiltshire Council, the decision was made to harmonise parking schemes across the county.</p>

Name	Comments and Objections	Wiltshire Council Response
Mrs J Batchelor	The new proposed cashless car parking scheme will put a lot of customers off using Sheep Street car park and will prove to be confusing & inconvenient for many others. It cannot be assumed that everybody carries a mobile phone & credit/debit card with them or indeed are happy to put their card details online, if they have an internet ready computer! It will serve only to drive people away from Sheep Street	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.
Mr K Brown	Taking away the cash machine at Sheep Street car park will affect the many, usually elderly drivers, who do not have a mobile phone or access to on-line connections. Pity, as it is a very convenient place to park, especially for the mobility challenged in our society. Please re-consider.	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.
Mrs M Bryant	<p>I am very concerned about changes to charges in Devizes. Shops are closing regularly and we need to be encouraging people to shop here. I would like to see a free car park in town; perhaps Station Road car park; slightly out of the centre but walkable.</p> <p>The proposal to make Sheep Street car park only available by using virtual parking tickets (payable by phone/online) is incredibly discriminatory and makes assumptions that people have smart phones or computers.</p> <p>BY THE WAY: the document relating to these proposals was NOT available in the local library as stated on the notice.</p>	<p>The proposed changes to the car parks have been based on Devizes' local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'. Free parking (for half an hour) has been retained at the Market Place car park and charges at Station Road have been substantially reduced to better reflect its location and usage.</p> <p>The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.</p>

Name	Comments and Objections	Wiltshire Council Response
Resident	<p>I wish to record an objection to the traffic order recently published which relates to charging changes in Devizes car parks.</p> <p>I am a regular user of the Sheep Street car park and would like to hear what the reasons are for making this a phone and online car park only. What makes this little car park special? It will not be as convenient to use and I suspect many people will stop using it altogether. Please retain the existing method of payment.</p> <p>Incidentally, details of this are not available in Devizes Library as stated on the WC website.</p>	<p>The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.</p>
Resident	<p>I strongly object to your proposal to make payments for parking at the Sheep Street car park by mobile phone only! This would mean that many people would be unable to use it! Not everybody has a mobile phone, and not everybody who has one would be happy to give their bank details out over the phone. This car park is often used by people for a short stay (perhaps an hour) so why make payment so complicated? The situation of this car park makes it ideal for people (often elderly people) to visit the library, Work and Pensions Office and local shops. Therefore I feel that the proposed change would be a great disadvantage to many vulnerable people, and to local shops, particularly those in Sidmouth Street that have recently been trying to promote themselves, by organising the recent Sidmouth Street Festival!</p>	<p>The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machine. The MiPermit service is secure and there should be no concern with payment details being given over the phone.</p>

Name	Comments and Objections	Wiltshire Council Response
Resident	<p>I have read with distress your plans to increase parking charges in Devizes, and to bring in 'ticketless' parking in the Sheep Street carpark. I do know that technology is the way forward, however Devizes has a very high elderly population, many of whom need to park close to the shops, and I am sure a great number of them will not be able to cope with having to pay for their parking via a mobile phone. My husband, for one, struggles with technology and with bad eyesight as well, would never be able to cope with this.</p> <p>We are in need of tourists and trade in the town, increasing parking charges and making it more difficult will not help one bit. Devizes is (was) a lovely market town, unfortunately Wiltshire Council seem to be doing their best to bury it! If we are to attract tourists to Wiltshire, we need to keep it special, as well as making it accessible. Personally I think Trowbridge and Melksham are lacking in character, Chippenham has been ruined and now it looks as if Devizes is getting the same fate. How many more empty shops do we need before someone takes some positive action?</p>	<p>The proposed changes to the car parks have been based on Devizes' local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'.</p> <p>The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.</p>
Resident	<p>Hopefully the cabinet member will take into consideration the statement reported from the government last week suggesting that parking charges should be scrapped in small towns in order to maintain business for the shops, and keep small businesses going, and high streets open.</p>	<p>The proposed changes to the car parks have been based on Devizes' local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'.</p>

Name	Comments and Objections	Wiltshire Council Response
Devizes Chamber of Commerce	<p>The Chamber regrets that the views expressed, with a considerable degree of unanimity, by the stakeholders representing the interest of Devizes have been largely, in not entirely ignored. No explanation has been offered as to why the proposed changes are believed to be preferable to the alternative suggestions: this makes a mockery of the consultation process.</p> <p>General Point: The continued use of the 5p. price point is an unnecessary irritation. The price point should be either rounded up or down.</p> <p>Station Road Long Stay: The proposed charges will not encourage those parking all day to use this park.</p> <p>The end nearest the town should be charged at the normal rates. The far end should have a much lower rate to encourage its use and discourage parking on residential streets. This should lead to increased income.</p> <p>Suggested charges:</p> <p>Up to 4 hours - £1.20 Up to 5 hours - £1.50 All Day - £2.00</p> <p>Central Car Park: It was suggested that this car park should become pay-on-foot with possibly a six hour limit. This system would encourage tourists, in particular, to stay longer and would generally benefit the town's economy. Also other users might be encouraged to extend their stay. The current and proposed method means that visitors often feel compelled to hurry off before they have completed their visit.</p>	<p>All the majority or main comments made as part of the public consultation exercise on the Wiltshire Local Transport Plan Car Parking Strategy review were fully considered by the Council. The explanation for the Council's decision was then set out in a report to the Council's Cabinet in March 2015 which included fourteen appendices providing more detailed information. As part of this process, the Cabinet approved a number of 'localism' opportunities which organisations such as the Devizes Chamber of Commerce are welcome to explore with Wiltshire Council (e.g. funding charging exemptions in identified car parks to offer as free or subsidised parking).</p> <p>General Point: As set out in the above consultation process and subsequent TRO, 5p charge points have now been removed (the exception is Couch Lane car park which is subject to a Property Asset Review to determine its future use and Sainsbury car park where Sainsbury's Supermarkets Ltd objected to the proposed increase to 60p).</p> <p>Station Road Long Stay: Reflecting consultation comments and as set out in the Traffic Regulation Order (TRO), Station Road car park is to be split into short stay (nearest the town centre) and long stay sections, and some charges (as set out in the TRO) are proposed to be further reduced given the low usage, size and peripheral location of the car park. In its consultation response to the Car Parking Strategy review, Devizes Town Council supported the reduction in charges in Station Road car park.</p> <p>Central Car Park: The majority of questionnaire respondents to the Car Parking Strategy review in both Devizes (72.3%) and Wiltshire (68.1%) agreed that short</p>

Name	Comments and Objections	Wiltshire Council Response
	<p>It is appreciated that the capital investment in the equipment would be considerable but there are a number of off-sets. The system is self-policing and counters evasion, therefore increasing income. There could be a saving in staffing, or, the current staffing levels would enable closer supervision of other areas therefore increasing income.</p> <p>Sheep Street Car Park: The proposal to make this car park a pay by phone only is particularly obtuse. The situation is next to a sheltered housing complex and many of the users are likely to be elderly. The park is popular for short term use particularly by library users and those visiting nearby shops. The result of this change is likely to be a fall in usage and/or widespread evasion. This proposal needs serious reconsideration.</p>	<p>stay parking should be prioritised near town centres and long stay parking should be more on the fringes of towns. This principle is reflected in Policy PS2 of the Car Parking Strategy. Furthermore, the maximum short stay of 3 hours is supported by the evidence that “Two hours is generally regarded as the average duration of a shopping trip” (Re-Think: Parking on the High Street, British Parking Association and the Association of Town & City Management, 2013). As set out in paragraph 20 of the report to the Council's Cabinet in March 2015, three car parks have been identified as possibly suitable for pay-on-exit sites; Culver Street in Salisbury, Emery Gate in Chippenham and St. Stephens in Trowbridge. The results from these sites will provide further data to consider other possible car park locations in liaison with local stakeholders such as town councils, chambers of commerce, business improvement districts, etc.</p> <p>Sheep Street car park: The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.</p>

Name	Comments and Objections	Wiltshire Council Response
Devizes Town Benchmarking Group	<p>The group are aware that Devizes Town Council has made representations to the Wiltshire Council Parking Consultation, along with other Devizes organisations such as Devizes Chamber of Commerce. It is very disappointing that no cognisance seems to have been given to these representations in the final draft orders. Indeed the absence of any explanation or rationale has caused the integrity of the consultation to be called into question. The group believes that it has some valid contributions to make with regard to the draft traffic orders relating to changes in parking fees and payment mechanisms for Devizes that will improve traffic flows, shopper experience and increased revenue for Wiltshire Council.</p> <p>Station Road, Long Stay – this car park has historically been greatly underutilised even on busy market days. The group believes that the proposed rates for passenger vehicles etc have not been reduced sufficiently to act as an incentive for people to choose this option over town centre car parks or seeking free residential on street alternatives causing problems for residents. It is suggested that the following rates would provide a greater incentive for the car park to be used, thereby increasing revenue for Wiltshire Council. Up to 4 hours –£1.20 Up to 5 hours – £1.50 All day –£2.00.</p> <p>Short Stay Car Parks – the pricing structure for the short stay car parks becomes more expensive per hour the greater the number hours purchased. Whilst it is accepted that this strategy is designed to encourage people to use long stay parking for longer stays, it is felt that the first two hours should be multiples of the one hour rate as it is not unreasonable for someone visiting the town centre to wish to remain for up to two hours and not be financially</p>	<p>All the majority or main comments made as part of the public consultation exercise on the Wiltshire Local Transport Plan Car Parking Strategy review were fully considered by the Council. The explanation for the Council's decision was then set out in a report to the Council's Cabinet in March 2015 which included fourteen appendices providing more detailed information. As part of this process, the Cabinet approved a number of 'localism' opportunities which local organisations are welcome to explore with Wiltshire Council (e.g. funding charging exemptions in identified car parks to offer as free or subsidised parking).</p> <p>Station Road, Long Stay: Reflecting consultation comments and as set out in the TRO, Station Road car park is to be split into short stay (nearest the town centre) and long stay sections, and some charges (as set out in the TRO) are proposed to be further reduced given the low usage, size and peripheral location of the car park. In its consultation response to the Car Parking Strategy review, Devizes Town Council supported the reduction in charges in Station Road car park.</p> <p>Short Stay Car Parks: With the exception of Station Road and Sainsbury car parks, the short stay charging steps are either exact multiples (i.e. £0.70, £1.40 and £2.10) or close to being exact multiples (i.e. £0.60, £1.30 and £2.00). As part of the consultation on the Car Parking Strategy review, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'.</p> <p>Differential rates between towns: As part of the consultation on the Car Parking Strategy review, the</p>

Name	Comments and Objections	Wiltshire Council Response
	<p>penalised for this.</p> <p>Differential rates between towns – the group is struggling to understand why the inconsistent pricing strategy between different towns has led to higher prices in Devizes for certain periods in the central car parks.</p> <p>Customer Usage – it is noted that some of the rates require the use of 5p coins which are fiddly and difficult for, perhaps, older people to manage. The group is of a view that these rates should be rounded down to the nearest 10. Additionally the group are concerned about the intention to designate Sheep Street car park as payment by mobile only. This mechanism for payment is predicated on the assumption that all customers wishing to park in this facility will have a smart phone. Additionally, since the location of this car park is adjacent to an elderly person's dwelling and opposite the library, it is reasonable to assume that a certain number of elderly people may wish to park in this location who may find such a payment method a barrier to usage.</p>	<p>majority of questionnaire respondents agreed that the Council should set parking charges based on a car park-by-car park basis rather than on settlement bands or a Wiltshire wide approach.</p> <p>Customer Usage: As set out in the above consultation process and subsequent TRO, 5p charge points have now been removed (the exception is Couch Street which is subject to a Property Asset Review to determine its future use and Sainsbury car park where Sainsbury's Supermarkets Ltd objected to the proposed increase to 60p).</p> <p>Sheep Street Car Park: The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.</p>
Devizes Town Council	<p>The Town Council has recently considered the proposed road traffic regulations for parking in the Kennet Area. Devizes Town Council are not happy with the schedule as very little account has been taken of previous consultation comments. It further believes that Wiltshire Council need to enter into another round of consultation with the Town Council. As part of this additional consultation, operational running costs for the car parks need to be provide as well and their occupancy to ensure that any comment are better informed and more meaningful.</p>	<p>All the majority or main comments made as part of the public consultation exercise on the Wiltshire Local Transport Plan Car Parking Strategy review were fully considered by the Council. The explanation for the Council's decision was then set out in a report to the Council's Cabinet in March 2015 which included fourteen appendices providing more detailed information. In terms of further consultation, the Cabinet approved a number of 'localism' opportunities which organisations such as the Town Council are welcome to explore with Wiltshire Council (e.g. funding charging exemptions in identified car parks to offer as free or subsidised parking). As part of this process, additional information such as operational</p>

Name	Comments and Objections	Wiltshire Council Response
		running costs can be provided as requested (car park occupancies were provided as part of the public consultation).
Resident	<p>I am concerned by the proposed changes to parking in Devizes car parks. I am particularly against the proposal for Sheep Street to change from the use of cash. I often use that car park for a short time. We want more people to come to Devizes but this won't encourage them. Not all of us use a mobile phone regularly either. It seems you want people to use the Station Road car park. However it is further away from shops particularly for older people and I include myself.</p>	<p>The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines. While the revised charges for Station Road car park is seeking to encourage increased use, there are other short stay parking options within the centre of the town as well as a free parking period in the Market Place car park.</p>
Resident	<p>I am amazed and disappointed at the huge rise in Parking charges in Devizes - not to mention the 'pay by phone' charges proposed in Sheep Street.</p> <p>People will not stay in the town and shop - the prices are prohibitive and people will come for an hour, rush around then go home. You don't need to be a rocket scientist to realise it's the people who have more time to 'Shop around' who spend more in the various shops and have lunch or coffee in the town.</p> <p>There are several empty shops and likely to be more as I know many people who will think twice about driving to Devizes to shop - and it is the enterprising shopkeepers, who make Devizes an interesting shopping venue, who will ultimately lose out.</p> <p>Please reconsider - particularly the cost for 2/3hours, you may have empty car parks and more empty shops.</p>	<p>The proposed changes to the car parks have been based on Devizes' local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'.</p>

Name	Comments and Objections	Wiltshire Council Response
Resident	I understand that you are proposing to remove the cash machines from the Sheep Street car park in Devizes and replace them with on-line or telephone charging. Please reconsider! A lot of people still don't have mobile phones, or don't always carry them. Far too often, the telephone payment system for parking fails. On-line payment is not an option unless you know that the car park doesn't have a cash machine and you have time to plan ahead. Cashless carparks are still in their infancy; leave the switch until a) the system works properly; and b) everyone carries a mobile phone.	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.
Dr James Flood	The WCC's proposal to make the above car park [Sheep Street] 'virtual' amounts to an experiment and should be advertised as such. No evidence is given to justify the change which will favour younger/wealthier people only. For less well of people there will be an increased pressure to find parking elsewhere. There is a danger that this may deter shoppers visiting the town and some effort is needed to advertise and promote the scheme if it can be justified!	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.
Resident	I strongly object to the Sheep Street carpark becoming a non-cash carpark, requiring tickets to be bought on-line or by mobile only. Further the town's ticket machines are very unwieldy for those with stiff/arthritis fingers. In particular the perspex covering the place where the ticket is produced is difficult to manoeuvre, even for those with agile fingers. Please can this be changed more helpfully if you are adapting/changing the ticket machines.	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.
Resident	I strongly object to the Sheep Street carpark becoming a non-cash carpark so that tickets only be purchased on-line or by mobile. Further, the present ticket machines in the main carparks	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks

Name	Comments and Objections	Wiltshire Council Response
	are unwieldy for anyone with stiff/arthritis fingers. In particular, the perspex covering the ticket dispensing socket is very awkward, even if the fingers are nimble.	nearby with pay machines. The perspex covering the ticket dispenser is in place to protect the machine's working parts from the weather and unfortunately cannot be removed.
Mr Imam Hossain	Parking charge in Devizes is already higher than some neighboring town in the county. Parking is one of the issues which put people away visiting Devizes as a result town economy is suffering of small business. Keeping shop stay open is more better for local authority than few pence increase in parking charge.	The proposed changes to the car parks have been based on Devizes' local circumstances (including comparisons with key local competitor towns) as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'.
Residents	<p>We wish to register our protest at the Council's proposal to make payment at the car park in Sheep Street, Devizes, phone or internet only.</p> <p>To those of us of an older vintage, the majority of whom do not own so-called 'smart' phones or indeed have the expertise to use them, this would mean that this town centre car park would, in effect, be unavailable. Does this not lay the Council's claim that "everybody matters" open to ridicule and disbelief?</p>	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.

Name	Comments and Objections	Wiltshire Council Response
Mrs Helen James	<p>1. Please retain a pay machine for Sheep Street Car Park. Have you checked whether there is sufficient wifi signal available to operate a MiPermit system there? I believe that Stanford Court, the next door retirement housing institution, blocks the signal at the western end of that car park, and have often found it impossible to use a mobile phone in that area.</p> <p>Instead of raising the first hour charges for most of the car parks, please re-consider this, and reduce the charge for the first hour in all car-parks, and charge no more than 50p in the Central Car parks and Sheep Street. We should be encouraging shoppers and short-stay visitors to use the centre of the town.</p> <p>Can you explain why you are proposing to introduce a MiPermit system in just one of the car-parks, and why Sheep Street was selected?</p>	<p>The proposed changes to the car parks have been based on Devizes' local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'.</p> <p>As one of the 'localism' opportunities agreed by the Council's Cabinet at its meeting in March 2015, community groups can fund charging exemptions in identified car parks to offer as free or subsidised parking.</p> <p>The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines. There is sufficient signal within the Sheep Street car park area for the service to be fully operational.</p>

Name	Comments and Objections	Wiltshire Council Response
Resident	<p>It has been brought to my attention that you are proposing to increase further the charges for parking in central Devizes and, to add insult to injury, to make it more difficult to pay as machines will no longer accept cash.</p> <p>I do wonder what your motives are for this other than a vindictive attack on the motorist. It may have escaped your notice that it is not possible for all those who shop in our town to do so on foot from their home and that for many, the majority I would argue, driving is the only option if one wants to shop in Devizes rather than to drive to some faceless and characterless centre with no independent shops in it. The impact on local shops of these increases will be catastrophic. You are slowly destroying the town that I and so many others love.</p> <p>I would urge you to re-think and to start supporting those who pay your business rates rather than ensure they will not be there to pay them in future.</p>	<p>The proposed changes to the car parks have been based on Devizes' local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'.</p>
Mrs Marilyn Longden	<p>It is bad enough putting the charges up. However, the removal of the option to pay by cash at this car park [Sheep Street] is discriminatory. There are large numbers of people (including many elderly neighbours and friends of mine) who do not have an electronic device to enable them to pay. Many older people simply cannot manage to use them so this means they will be prevented from parking in this car park. It is one that is convenient for many shops and facilities such as the Library and opticians/chemists. Business in Devizes has already been affected by limiting the parking in the Market Place and increased costs. This will further deter customers from coming to Devizes. When people can park in Melksham at the supermarkets for free we are risking driving businesses out of Devizes. Please consider the needs of</p>	<p>The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.</p>

Name	Comments and Objections	Wiltshire Council Response
	the elderly and those that live in the villages who want/need to shop in Devizes and to pay cash. Thank you	
Resident	I realise car parking charges have to be re-assessed, but it seems unfair to have to use one's phone (Sheep St). Not all in my age group (61) have our phones with us at all times. If the changes do all go ahead, could you at least make sure there is a Car Park map at each location, stating clearly which ones still take cash?	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.
Mr Michael Oliver	<p>I have just seen by chance the proposal to turn the Sheep St car park in Devizes into a MiPermit only park, where there will not be a ticket machine and payment will have to be made online or using a mobile phone. As someone who lives more than a mile from the centre of Devizes, it is necessary for me to drive into town (I'm 74) when I want to do any shopping and have noticed over the past few years that it is becoming increasingly difficult to find an on-street parking space (they have gradually been reduced, most recently to create coach parking spaces in New Park St.) In the event that I might need to park in the Sheep St car park I should not have online access with me and my very basic mobile phone does not have any facility to make payments.</p> <p>This sounds like yet another idea of councillors based in Trowbridge to make Devizes less attractive to shoppers, perhaps in the hope that they will go to Trowbridge instead.</p> <p>I wish to express my strong opposition to this planned change</p>	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.

Name	Comments and Objections	Wiltshire Council Response
Resident	I feel removing the parking machine in sheep Street car park is not a good idea. Especially for shops this end of town as it is a convent place to park and pop quickly to the shops. I feel it will drive people to the other end of town and to other towns	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.
Councillor Judy Rose (Devizes Town Council)	<p>I write to object to the proposal to change the method of payment for parking in Sheep Street Car Park, Devizes (which is in my Town Council ward) from cash to mobile phone only, for the following reasons:</p> <ol style="list-style-type: none"> 1. Believe it or not, there are some people who do not possess a mobile phone! 2. Many elderly people, even if they have a mobile phone, are not particularly adept at using it, and would find this difficult and confusing. The car park is sited directly beside sheltered housing, and is used by some of the residents, who are my constituents, as are many of the local traders. 3. The system used is not straightforward, and involves additional cost to the user - not everyone gets 'free' texts and minutes on their mobile phone. 4. If one uses text to pay, there is no option for changing the car registration number, so if there are two or more cars assigned to an individual, the most recently parked car registration number is automatically used, which prevents the driver from using text to book and thus incurring higher charges for doing so..... 5.or worse, mistakenly thinking the parking is paid for, and finding by the confirmation text that it is not and then having to call to amend matters! I have had personal 	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines. The use of MiPermit continues to grow month on month with relatively few issues. As with all new processes, it can take some time to become accustomed to the new system but there are significant benefits such as being able to extend parking periods without returning to the car park.

Name	Comments and Objections	Wiltshire Council Response
	<p>experience of this, and had a fine rescinded as a result of this confusion.</p> <p>6. This will deter people from parking there, and thus from visiting that part of the town. At a time when footfall is vitally important to the survival of small local businesses, it seems perverse to be making it more difficult for shoppers to park in a place where reliance on cars is so high, given that public transport is virtually non-existent.</p> <p>7. I am not against automatic parking payment per se: it is useful if I don't have the correct change, for example, (often thanks to the ridiculously fiddly amounts required, by the way) although infuriating that it costs me more than paying cash; but the current system leaves a lot to be desired, and should not be the sole means of paying for parking, as it discriminates against many people, and adds to their cost, all of which is likely to be a deterrent against parking in Devizes at all!</p> <p>8. I recognise that parking is a cash cow for the Council, and in these difficult times, an even more important source of revenue. I don't like that this is the case, but I accept that it is so. The increases in charges are understandable, although I disagree with them as being impractical in some instances. However, this particular change is unfair and beyond what is reasonable.</p> <p>Please reconsider. This is a retrograde, discriminatory step which will damage local trade and make life unnecessarily difficult for many people.</p>	

Name	Comments and Objections	Wiltshire Council Response
Mrs Vennor Sadleir	I think the proposal to make Sheep Street parking charge payable only by telephone or on-line discriminates against those who do not have mobile phones or have sensory disabilities.	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.
Resident	<p>As an older person I find this kind of ageist prejudice both deeply offensive and highly discriminatory.</p> <p>You would not dare to bar people from public parking places on the grounds of religion, race, sex, or sexual orientation. But people (generally older) who decide not to clutter their lives with the latest piece of electronic trivia (or don't want to learn how to use it) then they are apparently "non-persons" in your official minds.</p> <p>You must have someone within WCC responsible for preventing prejudice & discrimination. I would like to officially require them to take disciplinary action against those responsible for this attitude of mindless prejudice.</p>	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.
Resident	Removing the paying machine at Sheep Street car park is unacceptable. It discriminates against people who do not have a mobile phone, or who are confused by complex operations. I understand there is a service charge for paying by phone, even though it saves the Council money.	The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.

Name	Comments and Objections	Wiltshire Council Response
Resident	<p>I strongly object to the proposed changes re parking areas in Devizes.</p> <p>The idea of making Sheep Street a cashless carpark is ridiculous.</p> <p>Surely we are trying to encourage people of all ages to shop in Devizes, not putting them off by making parking too technically complicated.</p>	<p>The proposed changes to the car parks have been based on Devizes' local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'.</p> <p>The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.</p>
Resident	<p>The changes you propose to parking in Sheep Street, Devizes, seem to me catastrophic for this poor old town. So many people who really need to get here by car do not have 'smart phones' (I myself do not) without which Internet access is virtually impossible. The Wiltshire Council seems bent on destroying Devizes, so far as I can tell. Charges for the Station Road car park are the same as those in the town, which means that hardly anyone will park there. Parking in the market place is squeezed to half-an-hour, which means that no one will come there for anything but the merest of errands. Rates are put up for successful, independent shop owners, driving them out of business, leaving us with a huge array of charity shops who pick up the dregs of retail space and pay hardly any rates at all, I imagine, and useless chain stores like 'Clinton Cards' (to name only one) which probably keeps on its shop in Devizes as loss-making tax write off. You should be doing everything to make it easier and more desirable for shoppers to come into the town and stop thinking so much about your own coffers. Only if the town</p>	<p>The proposed changes to the car parks have been based on Devizes' local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. As part of this consultation, the majority questionnaire response to the proposals was either 'This is my preferred option' or 'I have no opinion'. Reflecting consultation comments and as set out in the TRO, Station Road car park is to be split into short stay (nearest the town centre) and long stay sections, and some charges (as set out in the TRO) are proposed to be further reduced given the low usage, size and peripheral location of the car park.</p> <p>The proposal to trial 'MiPermit only' in Sheep Street car park was made because it is a relatively small car park and allows the Council to assess how successful cashless parking could be without having a significant detrimental impact on users as there are other Council car parks nearby with pay machines.</p>

Name	Comments and Objections	Wiltshire Council Response
	<p>prosper will the taxes go up and the general situation improve.</p>	
Resident	<p>I object very strongly to increasing charges in many of your car parks, this will not help current businesses in town, or encourage new ones to take up the many current empty shop premises.</p> <p>It would make more sense if you could raise additional income by increasing the levels at which the community charge is raised. Many houses are lumped together in the top H band and could easily be paying more council tax as their properties are valued at well over the top £320,000. I imagine this change would have to come through a change in legislation and so it is up to the councils to put pressure on the government, through their MP's to get this anomaly changed.</p> <p>I look forward to your comments on this proposal.</p>	<p>The level of council tax charged to a property in a particular council tax band is derived from factors and ratios set by Central Government. Local authorities have no powers to alter these factors and ratios. Therefore, the only way Wiltshire Council could charge band H properties more would be to raise the council tax as a whole which would affect all properties.</p>

The County of Wiltshire (Western Wiltshire) (Off Street Parking Places) Order 2015

Melksham

Name	Comments	Response
Melksham Town Council	<p>I can advise you that the proposed traffic regulation orders referred to below were considered by Melksham Town Council at a meeting held on 13 July 2015 and that Councillors had no further comments to make in relation to the proposals.</p> <p>However, as a separate issue, Councillors understood that it was intended to lift the parking restrictions in the vicinity of the Almshouses at Bath Road and I have been requested to seek clarification from the Traffic Order Team at Wiltshire Council as to if these restrictions are to be removed and, if so, the likely timescale involved.</p>	<p>Comments noted.</p> <p>The proposal to remove this parking restriction was included in a recent consultation together with some other amendments in the Melksham and Melksham without areas. Following recent approval, the scheme is programme to be implemented in the autumn.</p>

The County of Wiltshire (Northern Wiltshire) (Off Street Parking Places) Order 2015

Chippenham

Name	Comments	Response
Eagle One Ltd	<p>I note with particular concern that you are proposing to increase the parking charge at Emery Gate to above the charges levied on some of the other town centre car parks in the town. I cannot understand why your Authority is seeking to increase charges when you are already achieving a surplus of income from the Emery gate car park (and other car parks in the town). This is supposed to be a shoppers car park and any increase in charges will not do anything to encourage people to use the town centre. It is acknowledge that Chippenham Town Centre is in need of regeneration and the recently formed BID is starting this process – how are supposed to improve activity in this area when charges are increased. Is there a good reason why your Authority feels that shoppers using Emery Gate should pay more than people using other car parks in the town centre?</p> <p>I understand your Authority are in the middle of a car parking review and I was hopeful that one of the conclusions may be that car parking charges should be reduced to help encourage back into the town centres, it therefore feels premature and arbitrary to increase charges.</p>	<p>The proposed changes to the Emery Gate (surface) car park have been based on its local circumstances (e.g. location and usage levels), and that of Chippenham as a whole, as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. The Council's Cabinet considered the outcomes of the public consultation at its meeting in March 2015. This TRO process is the legally required process to implement the approved changes subject to the consideration of consultation responses.</p>

Name	Comments	Response
Chippenham Town Council	<p>On behalf of Chippenham Town Council, Members discussed the traffic regulations at the meeting of the Planning Committee on Thursday 16 July. The comments in the minutes from that meeting state:</p> <ul style="list-style-type: none"> • Members noted the report, however were disappointed in the rise of some parking charges. 	<p>Comments noted. The proposed changes to the car parks have been based on Chippenham's local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy.</p>

Calne

Name	Comments	Response
Calne Town Council	<p>Whilst members of the Town Development & Planning committee appreciate and would support the proposed revisions to the car park charges relating to Calne, further discussions are currently taking place between the business community, the Area Board and Calne Town Council regarding the future administration of the Church Street Car Park; the outcome of these discussions may influence Members' views.</p>	<p>Comments noted.</p>

Royal Wootton Bassett

Name	Comments	Response
Resident	<p>The two car parks affected in Wootton Bassett are the large Borough Fields one and the smaller Wood Street one. It looks like the proposal is to make the smaller Wood St one slightly cheaper to park in than the larger Borough Fields one. You would assume this would encourage people to park in the smaller cheaper car park. This seems at odds with the access to the car park. Wood St is a narrow road with houses which front onto to it. Encouraging more traffic to use Wood Street would seem inappropriate.</p> <p>Also on this form, the link to your privacy statement does not work, only a blank page gets displayed, so I cannot read it.</p>	<p>The proposed changes to the Borough Fields and Wood Street car parks have been based on their relative locations and current usage levels. The proposed changes and resulting differential between the car parks is designed to help relieve some of the demand pressure on Borough Fields and increase the usage of the Wood Street facility. In essence, the proposed changes will help manage demand while at the same time making the best use of the Council's car park assets. While it is acknowledged that the changes could lead to increased trips along Wood Street, it is not considered that these will be significant.</p>

The County of Wiltshire (Southern Wiltshire) (Off Street Parking Places) Order 2015

Amesbury

Name	Comments	Response
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Name	Comments	Response
Resident	<p>1. The Proposal to reduce the 1 hour free parking spaces in Amesbury Central Car park to 30minutes.</p> <p>I object to this proposal for the following reasons.</p> <ul style="list-style-type: none"> •This proposal goes against Government advice on how to keep market towns centres alive. Quote from David Cameron 8th July 2015 in the house of Commons in answer to a question from the MP of Chippenham on how to encourage and keep small market town centres alive. David Cameron said councils of these towns should look "to make parking easier and preferably free" •30minutes is too short a time to do anything meaningful to support the businesses of the town. •It will lead to a further decrease in footfall resulting in the few shops we have closing. A marked decrease in footfall occurred when paid parking was introduced and we have not recovered from this. •The proposal will have detrimental effect on shops, restaurants, the Wednesday market and other businesses in the town centre. Many of the shops and the market are already struggling to keep going. Shoppers will choose to go to out of town shops where parking is free. •The new shops currently under construction in Salisbury Street will be left empty, as a result of low footfall. •Uncertainty about finding parking will lead to more on street parking resulting in further congestion in the streets around the town. 	<p>1. The proposed changes have been based on Amesbury's local circumstances as set out in the public consultation that was undertaken in late 2014 and early 2015 on the Wiltshire Local Transport Plan Car Parking Strategy. While the free time period in Central car park has been reduced, it should be noted that Amesbury is one of only two towns (the other being Devizes) which has a free parking period in a centrally located Wiltshire Council car park. Moreover, to more fully reflect the responses received to the recent public consultation on the Car Parking Strategy review, at its meeting in March 2015 the Council's Cabinet approved significant reductions to the charges in Central car park (as set out in the TRO). At the same time, the Council's Cabinet approved a number of 'localism' opportunities which organisations such as Amesbury Town Council are welcome to explore (e.g. funding charging exemptions in identified car parks to offer as free or subsidised parking).</p> <p>2. As stated above, the proposed changes to Central car park have been based on local circumstances including its relatively low usage levels. Therefore, even with a possible increase in usage as a result of lower charges, it is not considered that the capacity of the car park will be exceeded. With regard to Church Street car park, this has been identified for a Property Asset Review which will consider a number of possible options for its future use in consultation with relevant interested parties.</p>

Name	Comments	Response
	<p>•Higher costs to employ more parking wardens to monitor this proposal, to enforce the 30 minute time proposal.</p> <p>2. Proposal to reduce the cost of 5hr and all day Parking in the Central car park to £2.50 and £4.</p> <p>I object to this proposal.</p> <p>•Reducing these costs in the central car park will encourage long stay parking. This will lead to a shortage of shorter term parking of one or two hours. (While acknowledging that all day parking is necessary to reduce on street parking around the town, this is not the place to encourage it. Why not promote the use of the Church Street car park for this at the reduced cost.)</p> <p>•Uncertainty of finding adequate parking will deter shoppers or visitors who will either go elsewhere or park on street around the town centre, thus increasing congestion. Ref Quote from David Cameron 8th July 2015 about regenerating small market towns "to make parking easier and preferably free"</p> <p>•Parking for parents taking and collecting children from the local primary school will be more difficult to find. The school has put in place measures to help but as pupil numbers are increasing parents still need to use the central car park. Result will be further congestion in the streets around the school.</p>	

Wiltshire Council

Environment Select Committee

Date: 18 August 2015

Housing Allocation Policy – Implementation Update

Purpose of Report

1. To provide the Environment Select committee with enough information to determine whether further action from scrutiny is required.

Background

2. The purpose of the allocation policy is to set a framework for Wiltshire Council and its partners for the registration, assessment and allocation of affordable homes. The allocation policy describes how applicants for affordable housing are assessed ensuring that those in greatest housing need are prioritised for the allocation of affordable housing in Wiltshire.

3. Wiltshire's revised allocation policy was fully implemented in February 2015 and remains a choice based lettings scheme that covers the whole of Wiltshire. The scheme determines priorities and procedures for the allocation of affordable housing across Wiltshire, including:-

- Eligibility and exclusion criteria for registration
- Property size criteria
- Banding structure that determines how applicants will be assessed and prioritised.
- How homes will be allocated

Our bands are explained in Appendix 1 and 2. Band 1 being the most urgent housing need to Band 4 which is low need.

4. When considering if further work from scrutiny is required, please be aware that the Associate Director of Adult Care and Housing has requested a Peer Review between 5th – 8th October 2015, and as part of this review, they will be looking at the effectiveness of the policy, taking into account the effects of recent service changes and how the policy meets local need. We are currently in the process of writing a self assessment to better understand our current position and as part of the review we will be consulting with housing staff, other internal departments, members, housing providers, customers and other external organisations.

Main Considerations for the Council

A breakdown of former and current housing register figures, including total applications being received and total being re-housed, as well as other relevant information.

5. Below is a breakdown of the housing register taken just before we activated the 8 week implementation process from December 2014 until February 2015.

1st December 2014	
Band	Applicants
Platinum	315
Gold Plus	722
Gold	4799
Silver	5789
Bronze	9045
	20,676

6. Although we had 20,676 applicants on our register we had not data cleansed the system for a number of years which meant we had a lot of old outdated applications that should have been closed. The 9,045 in the former bronze band were also de-activated in December 2014 due to having no identified housing need and were offered the opportunity to join the open market register. When letters were sent out to all applicants, we had several thousand returned as no longer at that address or unknown.

7. Below is a breakdown of the register taken on 1st April 2015 as well as a more recent breakdown on 7th July 2015. It shows the number of applicants on the register by band of need; Band 1 and 2 are the highest need while the Open Market Register (OMR) is those with no housing need.

1st April 2015	
Band 1	129
Band 2	7
Band 3	564
Band 4	484
	1184
OMR	141

7th July 2015	
Band 1	131
Band 2	7
Band 3	653
Band 4	580
	1371
OMR	202

8. You can see that the numbers on the register are gradually increasing. We currently receive around 300 new applications per month and those classified as being re-housed is around 150 a month. We are therefore seeing an increase of around 150 applicants a month, but we are still in the early stages as this can't be considered as a stable assessment of ongoing need at this stage.

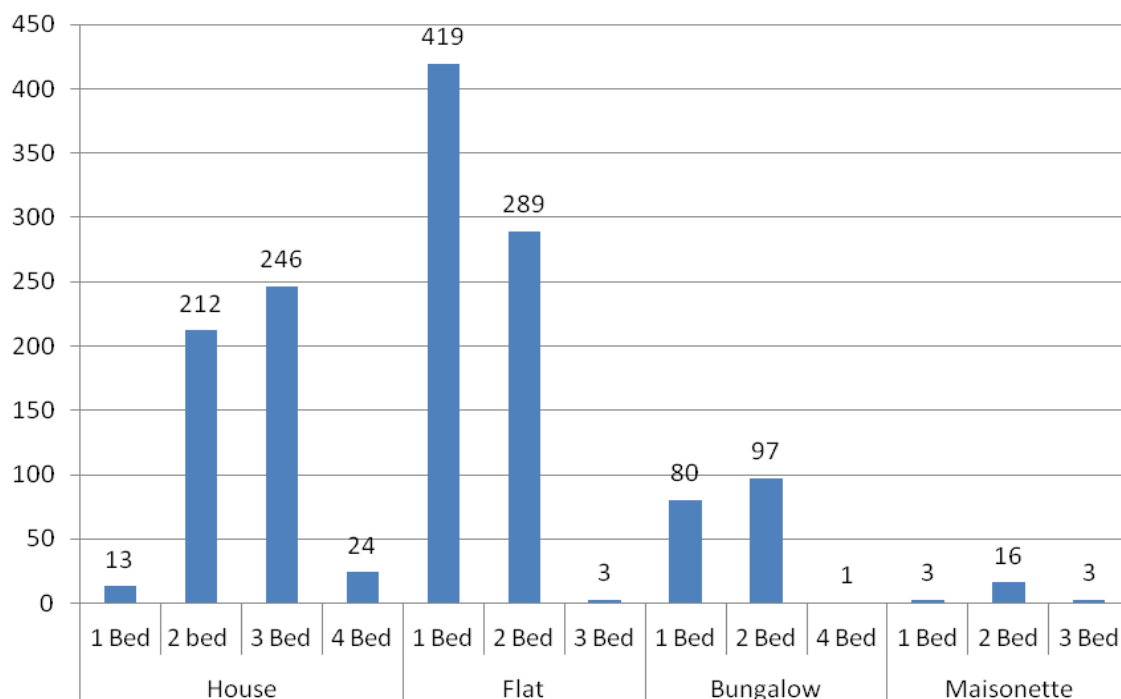
9. The following table shows the number of households on the register by band of need indicating the total percentage of the register as well as the total percentage of applicants housed from each band.

	Number	% of total register	% Housed
Band 1	131	8.3	19
Band 2	7	0.4	0.95
Band 3	653	41.5	39.9
Band 4	580	36.9	27.7
OMR	202	12.8	11.7
Total	1,543	100.0	100.0

10. Applicants in Band 3 and 4 account for nearly 80% of the people on the housing register while just over 8% of the households on the register are in the highest need of social housing (Bands 1 and 2). However when comparing to those who have been housed, 20% of the lettings are going to those in Bands 1 and 2 who make up just over 8% of the housing register with over 65% of properties being allocated to households in bands 3 and 4. The OMR makes up just over 12% of the housing register and has seen just over 11% of properties allocated to households in this band since February.

11. From February to July, 1406 properties have been advertised through Homes4Wiltshire; of these 1406 properties, 241 required the property to be advertised more than once. The figures of repeat adverts have not been included in the total figures; vacant properties advertised through Homes 4 Wiltshire have only been counted once to give a better understanding of the actual number of properties that have been available for let and to ensure repeat adverts do not lead to disproportionate results.

12. Below is a breakdown of total properties advertised by property type:



13 In relation to the higher demand areas (based on bidding alone) the table below breaks down the properties, by bids and Community Area

Average bids by Community Area

Community Area	Total Properties	Total Bids	Average bids per property type
Amesbury	72	1270	17.63
Bradford on Avon	61	479	7.85
Calne	111	1101	9.91
Chippenham	117	1733	14.81
Corsham	44	243	5.52
Devizes	110	889	8.08
Downton	27	425	15.74
Malmesbury	32	211	6.59
Marlborough	40	240	6
Melksham	86	837	9.73
Mere	18	44	2.44
Pewsey	25	129	5.16
Royal Wootton Bassett & Cricklade	125	706	5.64
Salisbury	157	3267	20.80
Tidworth	60	462	7.7
Tisbury	13	54	4.15
Trowbridge	174	2428	13.95
Warminster	59	392	6.64
Westbury	62	544	8.77
Wilton	13	159	12.23

14 As you can see the Community Areas of Amesbury, Chippenham, Downton, Salisbury, Trowbridge and Wilton have all received higher than average bids for vacancies in their area. Bids seem to be generally higher in the South; in particular in Salisbury where 3267 bids were placed against 157 properties, however in contrast Mere received the lowest average number of bids with just 2.44 bids on average per property.

15 The statistics provided in this report are an overview of what can be reported from the system. We are still in the very early stages of the new allocation policy and are monitoring the statistics very closely.

Number of complaints received

16. Since March 2015 we have received a total of 10 complaints in regard to the Homes4Wiltshire service and all have been fully investigated and no failings were identified and so the complaints were not upheld.

Issues identified following the introduction of the policy

17. Since the introduction of the policy we have experienced some technical IT issues which are being addressed and have only impacted on the back office functions rather than the front office, so no impact on customers. This is likely to be completed within the next 4 weeks.

18. Due to the reduction in the size of the register and the removal of those clients with no housing need we are finding it difficult to let 1st and 2nd floor flats, 2 bed bungalows and older people sheltered bedsits. Sheltered bedsits have always been an on-going issue, but the flats and 2 bed bungalows have always been let relatively quickly in the past.

19. As well as a change in policy we have also had the introduction of the bedroom standard which has prevented the ability for us to allocate 2 bed properties to singles or couples and most of our 2 bed 1st or 2nd floor flats went to those applicants who had no children as families prefer to bid for houses.

20. The chart below includes the total number of flats advertised, including Older Peoples accommodation, by bedroom and floor level, including the total amount of bids received.

Floor	1 Bed	Average Bids	2 Bed	Average Bids	3 Bed	Average Bids
GF	207	14.64	122	5.2	1	4
1 st	162	14.2	115	4.56	2	5.5
2 nd	41	16.51	52	4.42	0	0
3 rd	5	14.6	2	2	0	0
4 th	2	1	0	0	0	0
Basement	1	18	0	0	0	0

21. From a high level it is clear to see that 1 bed flats are in high demand with households seemingly not phased by the floor on which the flat is located, with 2nd floor flats receiving (on average) the highest number of bids.

22. When looking at the number of these flats which are for general needs and those for older people the comparison indicates a clear interest for 1 bedroom accommodation for general needs housing. When you remove the older people number from the totals it only increases the average number of bids for 1 bed general needs accommodation.

Bed	Floor	General Needs	Average Bids	Older Peoples	Average Bids
1	GF	100	26.6	56	1.5
	1 st	82	25.53	40	1.42
	2 nd	26	24.8	6	0.5
	3 rd	3	24	1	1
	4 th	0	0	2	1
	Basement	1	18	0	0
2	GF	101	6.16	10	0.2
	1 st	98	5.03	2	0
	2 nd	48	4.62	0	0
	3 rd	1	4	0	0

	4 th	0	0	0	0
	Basement	0	0	0	0
3	GF	1	4	0	0
	1 st	2	5.5	0	0
	2 nd	0	0	0	0
	3 rd	0	0	0	0
	4 th	0	0	0	0
	Basement	0	0	0	0

23. With regard to bungalow accommodation, it has made up around 13% of the total number of vacancies, which has created 178 properties being advertised. Of these 178 properties, 39 of those adverts have received zero bids. We are looking into this further to understand where the low demand is and for what size accommodation.

Options and information available to customers (on line paper forms)

24. We receive on average 150 new applications a month. We are encouraging as many of these as possible to be completed on line, however we can take paper application if the client does not have access to on line facilities and we are also able to take paper applications. We receive around 4 to 5 paper applications a week and a couple a month are completed on the phone with the client directly

Update on previous scrutiny report

25. All recommendations from overview and scrutiny have been considered and actioned. Appendix 3 provides a full update on each of the recommended actions.

Conclusions

26. We are still in the first 6 months following the implementation of a significant policy change and we are currently not yet in a stable position with regard to our statistics but are regularly reviewing and monitoring them. During the first week in October the Housing team will be subjected to a peer review which will include a review of the Allocations service.

Proposal

27. For the Environment committee to consider the information contained within the report and determine if further involvement from Scrutiny is required.

Mr James Cawley
Associate Director Adult Care and Housing

Report Author:

Mrs Nicole Smith, Head of Housing Operations & People 01249 706567 or nicole.smith@wiltshire.gov.uk

18th August 2015

Background Papers

The following unpublished documents have been relied on in the preparation of this report:

Appendices

- Appendix 1 – Brief summary of bands
- Appendix 2 – Customer banding information
- Appendix 3 - Update on Scrutiny report

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APPENDIX ONE BANDING STRUCTURE

The bands that are included within the policy and which determine a household's need is as follows:-

Band	Eligible to Bid for all properties
Band 1 (Urgent Need)	Statutory Requirement Move On Urgent Medical or Welfare need
Band 2 (High Need)	Under Occupying and suffering financial hardship – transfers only Social Care
Band 3 (Medium Need)	No Fixed Abode & Insecurity of tenure Temporary Accommodation Supported Accommodation Seriously overcrowded Medical and Welfare need Under Occupying in social housing Other Statutory requirements
Band 4 (Low Need)	Lacking or sharing facilities Overcrowded Armed Forces & Reserve Forces Intentionally homeless Sheltered or Extra Care
Open Market Register	Eligible to bid on selected properties
	Low Cost Home Ownership Home Buy Shared Ownership Market rented properties Older people accommodation Specialist accommodation for those with specific needs

A more detailed description of bandings can be found at Appendix 2

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Overcrowding

Applicants living in overcrowded accommodation (in need of one additional bedroom)

Armed or Reserve Forces

Applicants from the Armed Forces and due to be discharged within the next 12 months or who have left the Forces within the last 5 years. This will also include serving or former members of the Reserve Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service.

Intentionally Homeless

Applicants who have been found to have become homeless intentionally by Wiltshire Council's housing options team.

Sheltered Accommodation

Applicants aged 55 or over who have been identified as benefiting from sheltered accommodation or who have an identified support need that would be best met in supported accommodation.

Extra Care

Applicants who would benefit from being accommodated in an Extra Care scheme. Applicants would need to be assessed by social care as having a care need that can best be met by a placement in a scheme.

Open Market Register

Applicants not assessed as having a need for social housing will be eligible to join the open market register to express their interest in other housing options throughout Wiltshire, including low cost home ownership or shared ownership schemes.



Choice based lettings

How your banding is worked out

Contact us

Homes4Wiltshire

Wiltshire Council
County Hall, Bythesea Rd,
Trowbridge, Wiltshire
BA14 8JN

Tel: 0300 456 0104

Information about Wiltshire Council services can be made available on request in other languages including BSL and formats such as large print and audio.

Please contact the council by telephone 0300 456 0100, or email customerservices@wiltshire.gov.uk

Homes4Wiltshire
Allocating affordable housing across Wiltshire

Wiltshire Council
Where everybody matters

Banding categories

Banding is the way in which the Homes4Wiltshire team decides what priority a customer has for re-housing. The banding structure consists of 4 bands – 1 to 4, as well as an Open Market Register in which customers can express an interest in alternative forms of housing. The table below highlights the banding structure detailing the reasons why a customer may be placed in a specific band.

Band	Active applicants (eligible to bid)
1 - Urgent	Statutory requirement, priority move on, urgent medical or welfare need
2 - High	Under occupation and suffering financial hardship, social care priority
3 - Medium	No fixed abode/insecurity of tenure, temporary accommodation, supported accommodation, seriously overcrowded, medical or welfare need, other statutory requirements, under occupation in social housing
4 - Low	Lacking or sharing facilities, overcrowding, Armed Forces or Reserve Forces, intentionally homeless, sheltered accommodation

Banding definitions

Band one

Statutory requirements

Applicants who meet the statutory requirements of being accepted by Wiltshire Council as homeless under Part VII of the Housing Act 1996 or who are living in Wiltshire and have been assessed as statutorily overcrowded or lacking 3 bedrooms. Applicants living in a property assessed by the private sector team in accordance with the Housing Health & Safety Rating System (HHSRS) as being sufficiently serious that a prohibition notice would be appropriate.

Referrals from both Adult and Children's Services will be considered under this band where it is identified that a corporate duty exists and it is demonstrated that an allocation will prevent a residential placement or a placement out of the Wiltshire Council area.

Move on

This applies to applicants in supported accommodation in Wiltshire where there is a move on protocol in place. The Applicant must have been assessed as ready to move on into independent living and be in priority need under the Housing Act 1996 Part VII.

Urgent medical or welfare need

Applicants who are ready for discharge from NHS funded facilities named in the hospital discharge protocol and who are lacking adapted or stable accommodation as part of their recovery plan. Applicants who already have accommodation but their health or social care needs are so severely compromised that their condition is likely to be life threatening. Applicants at imminent risk of harm to their wellbeing would need to demonstrate that their detriment was significant and exceptional.

Band two

Under occupying and suffering financial hardship

This applies to any working age, social sector household currently living in Wiltshire who are under-occupying by 2 or more bedrooms and would suffer financial hardship if they remained in their existing home.

Social care

Applicants who have been approved to adopt or foster a child and who need to move to a larger property in order to do so. Support for these banding awards comes in conjunction with colleagues in social care.

Band three

No fixed abode/insecurity of tenure

Applicants who have no fixed accommodation or who are under a written legal notice to leave their accommodation where this has been verified by a Housing Options Adviser. This will include armed services applicants who have insecurity of tenure, having been served with a 93 day notice to leave quarters.

Temporary accommodation

This applies to applicants currently residing in temporary accommodation provided by Wiltshire Council under Part VII of the Housing Act 1996 and who are awaiting a decision on their homeless application.

Supported accommodation

This applies to applicants in supported accommodation or inappropriate residential care in Wiltshire. The Applicant must have been assessed as ready to move on and a report provided to this effect. Applicants will not have been assessed as being in priority need as defined by the Housing Act 1996 Part VII.

Seriously overcrowded

Applicants living in overcrowded accommodation and lacking 2 bedrooms.

Medical or welfare need

Applicants whose health or welfare, or that of a member of their household, is impaired by remaining in the accommodation currently occupied. Banding will be considered where it is demonstrated that a move will prevent a significant deterioration in an applicant's functional, mental or social wellbeing and the current accommodation is the primary contributory factor.

Under occupation in Social Housing

Households who are currently living in social housing in Wiltshire and under occupying by one or more bedrooms and willing to move into a smaller home in line with the bedroom standard will be considered.

Other statutory requirements

Any applicant owed a full housing duty by any other housing authority will qualify under this banding with corroboration from the relevant authority.

Applicants who need to move in order to give or receive care or be able to access specialised medical treatment that is only accessible through a move.

Band four

Lacking Facilities

Households lacking either a bathroom, kitchen or inside WC

Sharing Facilities

Applicants sharing facilities (eg. kitchen, bathroom or toilet) and who have no security of tenure to live in their current accommodation.

APPENDIX THREE – Recommendation from Scrutiny

Recommendations from Scrutiny	Actions
To support the benefit of seeking a common allocations policy among all social housing providers in Wiltshire	We continue at every meeting with our providers to seek some commonality with our policies. It has achieved some positive results with the development of a Wiltshire wide pre tenancy check and generic letters.
To change the description of the banding structure to a letter or number classification in order to signify that current arrangements have been extensively revised	The banding descriptions were changed in advance of the Cabinet paper from metals to Band 1 – 4.
To provide a graphical presentation of the changes in the form of a flowchart	We have been working with providers to address priority IT changes as well as agree clear procedures on the new system. We have now just started work on a number of customer documents as it is recognised that this will help the public to better understand how allocations will work.
To allow local connection to also mean officially recognised neighbourhoods as defined within an adopted neighbourhood plan encompassing more than one parish.	This has been amended in our policy to include the designated neighbourhood area as defined in an adopted neighbourhood plan.
To rename the new “expression of interest” category to better reflect that it no longer forms part of the revised Policy	Following a discussion with the IT provider a common phrase used for this group is ‘Open Market Register’ we have therefore amended the name from ‘Expression of Interest’ to a more commonly used phrase.
To submit a further appendix to Cabinet and Council highlighting where the changes have been made within the banding structure.	This was included as part of the Cabinet paper
To utilise the Council’s hubs and new campus provision to improve access to housing services	This was recognised as being very important and as these are developed we will ensure that consideration is given to housing to help improve access to services. In the meantime we will continue to maximise all opportunities available to us.
To support an extensive housing newsletter for stakeholders and councillors	We are working with all the providers to ensure they include a section within their tenant magazines on the new allocation policy. We will also create a newsletter that can be circulated to members, parish councils, libraries etc

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Wiltshire Council

Environment Select Committee

01 September 2015

Task Group update

Purpose

To provide an update on recent task group activity and propose any decisions requiring Committee approval.

Further verbal update will be provided by the Chairman of the task group as appropriate.

Public Transport Review Task Group

The task group met on 16 June and 09 July 2015.

At its next meeting on 16 September 2015 the task group will review the outcome of the pre-consultation exercise, including feedback from members of the task group who have attended meetings with bus operators.

The following terms of reference have been agreed by the task group and the Environment Select Committee is invited to approve these terms of reference:

1. To scrutinise the pre-consultation(s) and consultation(s) and recommend that the range of transport option(s) offered take into consideration the needs of communities in rural and urban areas.
2. To scrutinise the pre-consultation(s) and consultation(s) and recommend that the option(s) offered take into account the impact of reducing spending on public transport and that the scope for alternative methods of delivery and / or mitigation of the impacts is adequate.
3. To scrutinise how the public transport funding is invested and recommend that community priorities are reflected and that investments represents the best value for money whilst supporting the delivery of outcomes related to health and wellbeing, education, economy and employment. To recommend, where appropriate, that consideration is given to an integrated transport strategy.
4. To scrutinise the decision to be made on the adoption of a new policy / strategy framework, in the light of future budget availability. If applicable, to engage with the development of the policy / strategy framework.

5. To monitor the implementation of the option(s) selected following the public transport review.

Highways and Streetscene Contract (BBLP)Task Group

At its meeting on 30 June 2015 the task group received a presentation from Cllr Jones on feedback raised by his ward and discussed the feedback received from members to consider options in moving forward.

The task group also discussed the strategic direction and forward work programming in light of the meeting previously held between the Chair of the Task Group, Corporate Director, Associate Director and Cabinet Member on 14 May 2015.

Proposals

**To agree the terms of reference for the Public Transport Review Task Group.
To note the update on task group activity provided.**

Report author: Marie Gondlach, Senior Scrutiny Officer

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Environment Select Committee												
	March 2015	April 2015	May 2015	June 2015	July 2015	August 2015	September 2015	October 2015	November 2015	December 2015		
Review/Task Group	Cabinet 17th	Cabinet 21st	Council 12 th Cabinet 19th	Cabinet 16th	Cabinet 21st Council 28th		Cabinet 15th	Cabinet 6th Council 20th			Officer	Status (inc date)
Waste Task Group		Final Report		Executive response							ED	Task Group being reconvened to discuss communications to householders. Final report to Committee April 2015.
Adoptable Estates Task Group											ED	Cabinet member response to committee Feb 2015. Monitoring on-going activities.
Investing in Highways		Report to Committee									ED	Report to Committee April 2015
Car Parking Review		Report to Committee									ED	Committee agreed for task group to wrap up at its 14 April 2015 meeting.
Highways and Streetscene Contract BBLP											ED	Task group last met in February 2015 to discuss BBLPs plans for community based services. Next meeting in May will be about work programming for the task group.
Gypsy and Traveller Plan											MG	Topic to be considered in 2015, as the plan becomes available
Public Transport Review Task Group											MG	Task group update with the agenda.
Business post adoption of the Core Strategy / Neighbourhood Planning											MG	Topic to be considered in 2015
Annual Reports									Flood Risk Management Strategy	Draft Flood Plan	ED	Draft Flood Plan and Management Strategy to Committee October 2014 Flood Risk Management Strategy (annual report to be considered Sept 2015)

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