

**CABINET MEMBER FOR HIGHWAYS, TRANSPORT AND WASTE –
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HIGHWAYS AND TRANSPORT SERVICE

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**PROCEDURE FOR DEALING WITH REQUESTS FOR RESIDENTS' PARKING SCHEMES
AND THE PRIORITISATION OF REQUESTS**

Purpose of Report

1. To:
 - (i) Agree the policy for managing the requests for Residents' Parking Schemes.
 - (ii) Agree to the proposed prioritisation of requests for Residents' Parking Schemes with the limited resource available.

Relevance to the Council's Business Plan

2. The proposal meets three of the priorities in the Council's Business Plan 2017-2027. Those being:
 - Priority 2 – Strong Communities
 - Priority 3 – Protecting the vulnerable
 - Priority 4 – Working with Partners as an innovative and effective Council

Background

3. Wiltshire Council receives a high volume of requests for parking restrictions every year. The demand for Residents' Parking Schemes has increased, especially in areas in close proximity to town centres, railways stations, schools and other such high demand locations. Parking issues often manifest themselves in pavement parking, obstruction of driveways and accesses, hindrance to larger delivery or refuse collection vehicles or crucially emergency service vehicles.
4. The purpose of this report is to agree the policy for managing the assessment and prioritisation of requests for Residents' Parking Schemes with the limited resource available. To therefore effectively manage expectation on what could be delivered in the timely manner.
5. The first Residents' Parking Zones in Wiltshire were introduced in Salisbury in the early 1990s. Further small schemes were implemented in Bradford on Avon in 2010, Trowbridge in 2016 and Devizes in 2017.
6. The ability to park close to home is of vital importance to all motorists who do not have access to an off-street driveway. As car ownership continues to rise and shows no signs of falling off, there is increasing pressure on the ability to park on the county's residential streets, particularly in areas where houses are terraced and/or built in high concentration. Parking issues often occur for residents where commuters, workers or shoppers park in residential areas, to avoid car park charges or limited waiting restrictions.

7. Residents' Parking Schemes are one of a number of mechanisms to regulate parking provision and provide for the free and safe movement of road users. Such schemes offer the opportunity to:
 - Manage residents' needs for car parking near their homes;
 - Balance the use of road space for the various needs, namely residential, business or leisure activities;
 - Discourage commuter / shopper parking;
 - Support town, village and local centres by providing parking at appropriate times;
 - Regulate parking in the vicinity of schools, hospitals and other such locations;

8. The viability and success of a Residents' Parking Scheme is very much dependant on the nature of the problem and the level of support from those residents affected. Residents' Parking Schemes can either be introduced by dedicating streets/zones to residents or exempting permit holders from new or existing time limits.

9. As such, schemes offer preferential parking arrangements to residents and are not considered to be a general traffic management tool (such as double yellow lines or limited waiting etc.). Due to the cost of administering and enforcing a scheme it is necessary to apply an annual charge for each permit. The Parking Services Team manages the payment for, and issuing of, permits.

10. With regards to the costs of the permits, in a recent consultation <https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MID=11303#A174421> concerning charges for car parks, it was recommended that charges for residents' parking also be amended to harmonise charges across Wiltshire. The new charges were operational on 19 November 2018 and are as follows:
 - £50 for the first permit and £70 for the second permit (at the same address) in limited waiting zones where permit holders are exempt from the time limit; and
 - £80 for the first permit and £100 for the second permit (at the same address) in residents' only zones.

The hours of operation of residents' permit schemes were extended in Bradford on Avon and Devizes from 8am – 6pm to 8am – 8pm. The zones in Salisbury remain at 8am – 6pm.

11. As the schemes are designed to benefit residents, a majority support of those residents directly affected is required before commencing the detailed surveys and design of a suitable scheme.

12. It is also worth highlighting that the Council is often approached with an indication of a high level of support for schemes but often the survey conducted has not identified that there is not a majority support for the conditions or issues that the residents are required to accept for example:
 - There will be an annual charge for the permits.
 - The number of permits available to households may be limited dependant on available kerb space and opportunity for off road parking.
 - Having a permit does not guarantee a space outside your house or within the zone.
 - Schemes can reduce the amount of parking available as additional controls (yellow lines) may be required to protect junctions, access or visibility.
 - Enforcement of the area will be undertaken.

13. It is important to highlight that there is no “one size fits all” answer to residential parking issues. Highway safety issues will be paramount and any proposals must be financially viable. Prior to the implementation of any scheme, the views of all who could be affected by a scheme proposal will be considered by consulting in the wider area, as it may be necessary to extend the area of control from that received in the original request.
14. During the review of an area, other roads may be included within a scheme area where displacement issues are identified. It is important to consider this when introducing any parking controls but especially a Residents’ Parking Scheme. As schemes will remove non-residential parking, it is likely that parking will be displaced to the next nearest road/area.

Detail - Proposed process

15. The current Local Transport Plan (LTP) 2011-2026 contains the basis of the processing for identifying and progressing requests for Residents’ Parking Schemes. However, it is felt this could be streamlined to assist both requestors and Highway Engineers.
 - Initial requests for Residents’ Parking Schemes should be submitted to the Highway Network Management Team. To ensure our resources are used efficiently, only schemes that have demonstrated support from an appropriate representative number of local residents, 50%, will be accepted.
 - The Highway Network Management Team will ensure that a Residents’ Parking Scheme would be the correct measure to be implemented in relation to the problem raised. The request will be added to the list of new requests so that a review of the area can be undertaken.
 - During the review stage, other roads in the area may be assessed, to identify issues such as displacement (cars moving to nearby streets to find unrestricted parking), business, visitor attractions, etc.
 - This review may identify a residential area with adequate off-street parking as being unsuitable for a resident parking area. If non-resident parking is a problem, then a safety-based solution may be appropriate, for example, daytime only restrictions.

Initial consultation

- If it is deemed that a Residents’ Parking Scheme would be appropriate, then an ‘Assessment of Parking Issues Questionnaire’ (see **Appendix A**) will be sent to residents/businesses in the requested area. The aim of the consultation is to identify whether most residents would support the introduction of parking controls and should also identify the cause of problem parking that usually results in residents being unable to park near their property.
- As set out in the LTP 2011-2026 there will need to be a minimum return of 50% of questionnaires from the total number of properties in requested street/area.
- Of those questionnaires received a majority must indicate that they are in favour of a Residents’ Parking Scheme.

- If the support levels required are met, a draft scheme, based on the specific needs of the residents and the surrounding areas, will be prepared.
- Should the response indicate insufficient local support, the scheme would not be progressed and other traffic management options could be considered.

Prioritisation of requests

16. Currently, we have seven areas across the county requesting resident parking and, as such, we need to prioritise these requests fairly, as current resources mean that the Network Management Team can realistically commence investigations with two to three areas per year.
17. It is proposed that requests are considered against the following criteria:
- Level of indicated support and requests from residents
 - Viability of such a scheme – e.g. insufficient kerb space to accommodate demand on parking
 - Impact on residents and the area
 - Order of request
 - Impact on surrounding roads (displacement)
 - Ability to co-ordinate work with other Highway and Traffic schemes in the area
18. Therefore, based on the current requests we have received the proposed prioritisation of requests is as follows:

	Location	Initial level of support at request stage	Request received	Review start
1	Ashfield Road, Chippenham	Medium/high– with Town Council support	October 2017	2018/19
2	The Green, Calne	Medium – with CATG support	October 2017	2018/19
3	Multiple sites, Trowbridge	Medium – with Town Council support	November 2017	2019/20
4	Newport, Warminster	Medium – with Town Council support	February 2018	2019/20
5	Kennet Place, Marlborough	Low	2016	2020
6	Silver Street, Bradford on Avon	Low	2016	2020
7	Barley Close, Malmesbury	Low	2016	2020

Main Considerations for the Council

19. The Council needs to consider that whilst according to Statute, the highway is for the passage and re-passage of persons and goods, and consequently any parking on the highway is an obstruction of that right of passage, we recognise that in some locations there is increasing demand from the local community to control the negative effects of non-residential on-street parking.
20. Therefore, we must endeavour to make the best use of available road space, whilst ensuring that our primary duty of maintaining the expeditious movement of traffic is not affected.

Safeguarding Implications

21. There is no risk to the Council as a result of these proposals.

Public Health Implications

22. There is none in this proposal.

Corporate Procurement Implications

23. There is none in this proposal.

Environmental and Climate Change Considerations

24. The introduction of the parking controls will involve the laying of new lines and new signs to be installed. This will have an impact on the visual aspect but has to be balanced against the need to ensure that safe access and visibility is provided.

Equalities Impact of the Proposal

25. There is none in this proposal.

Risk Assessment

26. There is no risk to the Council as a result of these proposals.

Financial Implications

27. There is an allocation in this year's Traffic and Network Management budget for design, implementation, supervision and monitoring works. The income from the sale of permits will contribute to the cost of enforcement by Parking Services.

Legal Implications

28. All changes to existing parking restrictions require amendments to the Traffic Regulation Order. The process is governed by the Road Traffic Regulation Act 1984 and Associated Procedural Regulations. Failure to adhere to the statutory processes could result in the restrictions being successfully challenged in the High Court.

Options Considered

29. To:

- (i) Agree the proposals and scheme priority recommended in paragraphs 17 and 18 of this report.
- (ii) Not agree the proposals and to request a further review of the scoring process for outstanding requests to be investigated and reported back to the Cabinet Member for Highways, Transport and Waste.

Reason for Proposal

30. It is considered that adoption of the revised assessment process, together with a priority list as set out in paragraph 18, will allow the Council to efficiently manage the demand for Resident' Parking Schemes given the resources available. The continued engagement and involvement of the town and parish councils in the process will ensure that only those requests with overall community support are taken forward.

Proposal

31. That the proposals and scheme priority recommended in paragraphs 17 and 18 of this report be agreed.

The following unpublished documents have been relied on in the preparation of this Report: None