

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
JOINT PARKING COMMITTEE
TUESDAY 28 JANUARY 2014 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

PRESENT : District and County Councillors:-

S.C.C. Spicer, Mrs. A. (Chairman)
S.C.C. Adamson, G. (Vice-Chairman)

Bennett, C. Fisher, P.A.
Dixon, D.I. Rowley, J.
S.C.C. Dudson, A.

Cannock Chase Council Officers:

- Tennant, I. (Head of Housing and Waste Management)
- Thomas, C. (Parking Services Manager)
- Schofield, S. (Senior Technical Officer)
- Rowe, Mrs. W. (Senior Committee Officer)

Staffordshire County Council Officer:

- Keeling, M. (Community Infrastructure Liaison Manager)
- Gear, Ms. D. (Community Traffic Management Officer)

15. Apologies

Apologies for absence were received from Staffordshire County Councillor G. Martin and David Walters (Regulation and Governance Manager, S.C.C.)

16. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

No further Declarations of Interests were made in addition to those already confirmed by Members in the Register of Members Interests.

17. Minutes

RESOLVED:

That the Minutes of the meeting held on 22 October 2013 be approved

as a correct record subject to Minute 13 (E)(i) being amended to read "Beecroft Road, Cannock, outside Sorting Office".

18. Civil Parking Enforcement Progress Report for the Period October to December 2013

Consideration was given to the Report of the Head of Housing and Waste Management (Item 4.1 – 4.8 of the Official Minutes of the Council).

The Senior Technical Officer advised that there had been a reduction in the number of PCN's issued in quarter three. The number of CEO's leaving combined with sickness levels had led to a reduced number of deployed hours and this has impacted on the number of PCN's issued.

He also commented that at the last meeting on 22 October, 2013 Members were advised that the County Council had been undertaking a review of Civil Parking Enforcement in Staffordshire. New arrangements for the delivery of CPE would be in place from 1 April, 2015. Work was ongoing and a number of options were being considered. A report would be presented to Cabinet on 20 March, 2014 and an update would be provided at the next meeting of this Committee in April, 2014.

RESOLVED:

That the contents of the report be noted.

19. Civil Parking Enforcement - Review

Consideration was given to the Report of Staffordshire County Council's Deputy Chief Executive and Director for Place (Item 5.1 – 5.20 of the Official Minutes of the Council).

The Community Infrastructure Liaison Manager explained that there were a number of broad options that can be considered for Staffordshire and these were outlined at 18 (a) – (e) Enclosure 5.8.

He also made reference to the proposed timetable as detailed at 37 on Enclosure 5.10.

RESOLVED:

- (A) That the Committee note the content of the report to the Staffordshire County Council Cabinet on 16 October 2013 and decisions taken in relation to the future of Civil Parking Enforcement in Staffordshire.

(B) That the Committee note the content of the report (Appendix A) taken to the Joint Staffordshire Parking Board on 16 December 2013 outlining the future outcomes for the service and a timetable for the development of new arrangements to the period ending 31 March 2015.

(C) That the Committee note the future arrangements for the delivery of Civil Parking Enforcement in Staffordshire against the required outcomes and timetable.

20. Prioritisation of Parking Related Traffic Regulation Orders

Consideration was given to the Report of the County Council's Corporate Director for Development Services (Enclosure 6.1 – 6.15 of the Official Minutes of the Council).

The Community Infrastructure Liaison Manager talked Members through each of the requests received since the previous meeting for the creation of Traffic Regulation Orders (TROs) within the District and provided an update on TROs currently in progress.

With regard to Hamelin Street, Cannock Members noted that new restrictions had been installed along Brunswick Road. However, double parking along Hamelin Street and the top of Brunswick Road was taking place and this was causing an issue for buses to get through. Members supported the recommendation to provide limited parking restrictions along one side of Hamelin Street and the top end of Brunswick Road to prevent hospital staff and patients from double parking and causing an obstruction and ensuring buses can travel freely and safely. The Community Infrastructure Liaison Manager commented that this request would be added to the priority list which would be discussed later on in the agenda.

Members noted the request in relation to Chadsfield Road, Rugeley. A resident had raised concern about parking taking place along Chadsfield Road during school drop off and pick up times. Members considered that parking outside schools was an ongoing issue; however, parked vehicles acted as a traffic calming measure as vehicle speeds were reduced. Members agreed that no further action be taken.

Members then discussed the request relating to Cannock Road, Hednesford where a resident had requested that the double yellow lines outside his mother's property be removed. He considered that the lack of parked vehicles causes the traffic to speed outside his mother's house. Following consideration of the request Members agreed that no further action be taken.

With regard to the current Traffic Regulation Orders in progress (as detailed on Enclosure 6.10) the Officer commented that the Post Office

Lane, Slitting Mill order had now been completed (and not in progress as stated in the report).

With regard to Sheep Fair/Lion Street, Rugeley he advised that objections from businesses in the area had been received who considered they were being penalised and therefore the TRO had been amended. Consultation was due to end on 13 February and an update would be provided at the April meeting. Members made reference to the proposed development of the British Legion premises and the former Comrades Club. Members considered parking would need to be made available when these premises were developed. The Officer noted the comments made and advised that the Planning Department would consider this as part of the planning process.

The Officer commented that the Mill Street, Cannock order was being progressed and consultation had commenced on 20 January, 2014. The Committee would be kept informed of the progress.

A Member thanked the Community Infrastructure and Liaison Manager and his team for the speed in which the Traffic Regulation Order in relation to Market Street, Hednesford had been implemented.

The Community Infrastructure and Liaison Manager made reference to the current priorities list for 2013/14 as detailed on Enclosure 6.14. He commented that Members had agreed to support the request for a Traffic Regulation Order in respect of Hamelin Street, Cannock and as the 2014/15 programme was full this would need to be built into the programme for 2015/16. This would be discussed at the meeting in April when the list would be reviewed.

With regard to Anglesey Street, Hednesford Members were advised that only a small amendment was required to the traffic order but this would be resource dependent. He confirmed that it was unlikely to be carried out this financial year. However, this could be discussed at the April meeting when the priority list was reviewed.

RESOLVED:

- (A) That the request in relation to Hamelin Street, Cannock be supported and added to the priority list.
- (B) That no action be taken with regards to the requests in relation to Chadsfield Road, Rugeley and Cannock Road, Hednesford.

21. Prioritisation of Parking Related Traffic Regulation Orders

Consideration was given to the Report of the County Council's Deputy Chief Executive and Director for Place (Item 7.1 – 7.14 of the Official Minutes of the Council).

The Community Infrastructure and Liaison Manager led Members through the report and explained that it was proposed to develop a process to make it easier for Local Authorities across the County to prioritise requests for Traffic Regulation Orders. It was being suggested that a matrix of requests be provided in future reports in addition to what was currently included. An example of the matrix being suggested had been included at Enclosure 6.14 of the previous report so show Members what could be expected. The matrix would score all the requests and give a recommendation of high, medium or low.

A Member asked whether requests that had scored low could be overturned by the Committee. The Officer confirmed that the matrix would just provide a guideline for Members. He noted that Members were best placed to be aware of the issues and concerns in relation to requests. However, some authorities had a backlog of outstanding requests and the matrix would assist them in prioritising these requests. However, this was not a particular problem within Cannock Chase as only a minor backlog existed.

RESOLVED:

- (A) That the Committee note the content of the report (Appendix A) taken to the Joint Staffordshire Parking Board on 16 December 2013 outlining the introduction of the prioritisation of Parking Related Traffic Regulation Orders and the recommendation from the Board that the new way of working is adopted by the eight District Local Parking Committees.
- (B) That, in the period January to March of each year, the Committee identify/review a two year forward programme. This will be based on a rolling programme of four parking related orders currently funded by the County Council and, any additional parking related orders funded by the District CPE account where there is no deficit and the scheme is in surplus sufficient to pay for the proposal after consideration of any reserve.
- (C) That to enable the effective use of resources, those four schemes identified in the first year of the programme remain fixed for the forthcoming year.
- (D) That the programme for the second year is subject to change pending any requests for parking related orders that are received which the Committee considers to have a higher priority than those already identified.

- (E) That a list of requests that score more than 50% of the available marks i.e. 10 points is maintained beyond the two year programme. Those requests that receive less than 10 point via the initial assessment process as modified by the Committee are considered a low priority and the applicant informed of the decision of the Committee.
- (F) That, at six monthly intervals, the Committee receives a list of new requests assessed against the assessment matrix and is able to reconsider priorities of schemes beyond the current year of the programme.

22. Residents Parking Zones – Local Champion and Prioritisation

Consideration was given to the Report of Staffordshire County Council's Deputy Chief Executive and Director of Place (Item 8.1 – 8.35 of the Official Minutes of the Council).

The Community Liaison Infrastructure Manager led Members through the report. He explained that the report identified that Residents Parking Zones were complex and difficult to implement. A Local Champion would take responsibility for undertaking research and providing evidence in respect of the need for a Residents Parking Zone in a particular area. This would assist in filtering out the realistic applications from the ones that were not worth pursuing.

The Officer confirmed that a local resident was keen to take on the role of Local Champion in respect of Newhall Street, Cannock. It was therefore proposed to trial this process for the RPZ in Newhall Street. Some of the work had already been undertaken and there was a positive attitude for the scheme. An update on the progress would be reported to the April Committee.

RESOLVED:

- (A) That the Committee note the content of the report (Appendix A) taken to the Joint Staffordshire Parking Board on 16 December 2013 outlining the introduction of the Local Champion role to support the development of Residents Parking Zones and the recommendation from the Board that the new way of working is adopted by the eight District Local Parking Committees.
- (B) That the Committee note the draft guidelines that have been produced to support the Local Champion role and the opportunity to make comments to the Chair of the Board for inclusion in the final version.

- (C) That the applicants for the Residents Parking Scheme currently under consideration in the District of Cannock Chase are informed of the role of the Local Champion and are asked if they wish to continue with the application, to identify a Local Champion and, to commence the new process.
- (D) That, following receipt of the information from the Local Champion, the Local Parking Committee considers the request and, either agrees to keep the scheme as the next priority or, where the location is not considered suitable or, there is insufficient support, the process is repeated for the next scheme on the current list.
- (E) That the Committee agree to the use of an initial assessment matrix for residents parking zone requests to assist the Local Parking Committees in the prioritisation of such requests.

23. Date of Next Meeting

Members noted that the next meeting of the Joint Parking Committee was scheduled for Tuesday 29 April, 2014 at 4.00pm.

The meeting closed at 4.40pm

CHAIRMAN