

<b>Local Members Interest</b>
N/A

## **Joint Staffordshire Parking Board**

**15<sup>th</sup> December 2014**

### **Civil Parking Enforcement – Establishing future priorities for traffic regulation orders, residents parking zones and on-street parking – Consultation**

#### **Recommendations of Staffordshire County Council Cabinet Member for Economy, Environment and Transport:**

1. Note the content of this report.
2. Seek the views of key stakeholders on the proposed prioritisation of requests for parking related restrictions, residents parking zones and proposals for on-street parking post April 2015.

#### **Report of Director for Place and Deputy Chief Executive**

### **PART A**

#### **Why is it coming here – what decisions are required**

3. The Joint Staffordshire Parking Board (JSPB) is currently responsible for the adoption of general policies, strategies and guidance for the introduction and on-going operation of civil parking enforcement. The Board also sets policies and guidance for the implementation of Residents' Parking Schemes (within the Residents' Parking Zone Policy) and on-street pay and display and related charges.
4. Local Parking Committees are responsible for designating the areas for consideration for Residents Parking Schemes and the priority order for their implementation.
5. The setting of on-street charges (if applicable) and designating controlled parking zones is also currently dealt with by Local Parking Committees together with the identification and prioritisation of new, revised or amended Traffic Regulation Orders (TRO) that seek to address local parking-related issues.

6. Local Parking Committees also respond as a consultee to any proposed parking-related TRO or any amendment to an existing parking-related TRO. The LPC also receives formal notification of the progress in implementing any proposed parking-related TRO.
7. The JSPB and LPC's are part of the current agreement with District Councils for the delivery of on-street parking controls which ends on 31<sup>st</sup> March 2015.
8. As part of the forthcoming changes to civil parking enforcement from April 2015, the County Council is reviewing a number of policies and processes associated with parking related matters and the views of key stakeholders are therefore being sought.

**Reasons for recommendations:**

9. The aim of parking management in Staffordshire is to deliver the required outcomes for 'Clear Streets' including:
  - Maintain and where possible, improve the flow of traffic thereby making the County a more pleasant and environmentally safe place to live and visit make our streets safer for all road users;
  - Take into account the needs of local residents, shops and businesses, thereby sustaining the County and District Council's economic growth; actively support the needs of disabled people;
  - Actively discourage indiscriminate parking that causes obstruction to other motorists, public transport, pedestrians, cyclists and people with disabilities.
10. The basis for this is fair, consistent and transparent processes and active engagement with key stakeholders.

**PART B**

**Background**

**Setting priorities for requests for parking related restrictions**

11. The prioritisation of requests for parking related Traffic Regulation Orders is currently carried out by the eight Local Parking Committees. These Committees are part of the current arrangement which ends on the 31<sup>st</sup> March 2015.
12. The County Council already has a local network of Community Highway Liaison teams who coordinate the Member led Divisional Highway Programmes. From April 2015 the prioritisation of requests for parking related restrictions will form part of this process. This will ensure that the way these requests are considered

remains democratically accountable enabling local concerns to be identified and actions prioritised.

13. Under current arrangements, up to four parking related traffic regulation orders are progressed in a rolling twelve month period on behalf of each Local Parking Committee. It is proposed that initial arrangements post April 2015 will be based on the development of one parking related traffic regulation order in each of the County Council electoral divisions in a rolling two year period. This broadly equates to the current number delivered over a similar period.
14. At its meeting on 16<sup>th</sup> December 2013, the Joint Staffordshire Parking Board considered a report on the prioritisation of requests for parking related traffic regulation orders. The proposal recommended that in order to inform and advise Members in deciding the priority that each request receives an initial technical assessment is carried out by officers. The report followed a pilot with Stafford Borough Council and the Board was asked to consider recommending that the use of the process be extended to all Staffordshire Borough/District Local Parking Committees in order to provide greater consistency and transparency in determining the priority of parking related TROs across the County.
15. Subsequent to the meeting of the Board the proposal was presented to each of the eight Local Parking Committees. Most of the LPC's have either implemented the process or are in the process of doing so. The prioritisation is based on five key aspects the first four of which are closely aligned to the objectives of 'Clear Streets' the fifth representing the level of support from the local community. The key aspects considered are outlined below:
  - Obstruction – Consideration of the impact of any obstruction ranging from a driveway/turning head (low priority) through to obstruction of a principle/high speed road (high priority);
  - Visibility – Consideration of whether visibility was obscured ranging from access only (low priority) through to forward visibility of major/high speed road or major road junction (high priority);
  - Safety/Accessibility/Economy – Consideration of factors including impact on vulnerable users, emergency access to key services, contribution to prosperity, accident history and provision of additional parking capacity;
  - Cause – Consideration of community concerns ranging from neighbour issues (low priority) through to limited availability of off-street parking or high demand from on-street parking (high priority);
  - Representation – Consideration of the level of support received for a TRO ranging from a single individual (low priority) to an elected Member on behalf a community group (high priority).

16. In order to inform and advise Members in deciding the priority of future requests, it is proposed that an initial technical assessment continues to be carried out by officers against the criteria identified in the paragraph above.
17. The list of requests that have previously been considered by the Local Parking Committee (LPC) will be provided to Members as part of the existing Divisional Highway Programme process to help inform initial Divisional priorities.
18. Existing Member meetings such as those organised by the Community Partnership Safety Officers may also be used as a mechanism for Members to take an overview of and agree priorities for parking related restrictions across a wider area. This will supplement the engagement as part of the Divisional Highway Programme.
19. Having established the priority within each Division, the order of work during the next two year period will be developed. It is proposed that a number of factors may be considered at this stage including the score allocated to the scheme as part of the technical assessment. Other factors may include opportunity to combine with other works to improve efficiency of delivery; giving a higher priority to those divisions that have not seen the delivery of a parking related order in the previous period; and, the outcome of collective discussions such as those referred to in the previous paragraph.
20. In the absence of being able to agree the order of the work across Divisions, an outline programme will be referred to the Staffordshire County Council Cabinet Member for Economy, Environment and Transport for approval.
21. The programme of work will be published as part of each Divisional Highway Programme.

### **Setting priorities for Residents Parking Zones**

22. The prioritisation of the development of Residents Parking Zones is currently carried out by the eight Local Parking Committees. These Committees are part of the current arrangement which ends on the 31st March 2015.
23. Under current arrangements, the aim has been to progress one Zone in each District at each point in time. However, several of the Committees have not chosen to progress any schemes due limited demand and/or a low level of community support.
24. It is proposed that initial arrangements post April 2015 will be based on the development of up to one parking related Residents Parking Zone in each District in a rolling twelve month period.

25. At its meeting on 16<sup>th</sup> December 2013, the Joint Staffordshire Parking Board considered a report on the development of a Local Champion role and the prioritisation of requests for Residential Parking Zones.
26. The use of the Local Champion role has now been piloted across two Districts and it is proposed that this will in future be an integral role in the development of a Residents Parking or, Controlled Parking Zone.
27. As part of the report to the Board referred to in paragraph 25, it was also recommended that in order to inform and advise Members in deciding the priority that each request receives an initial technical assessment is carried out by officers. The initial technical assessment is currently based on the following criteria which have been developed with reference to the objectives of 'Clear Streets'.
- Parked vehicles
  - Status of route
  - Character or route
  - Access
  - Width of carriageway
  - Duration of the parking problem
  - Character of the zone
  - Private parking availability
  - Public parking availability
  - Collisions (accidents)
28. It is proposed that in future an additional assessment criterion will be considered to reflect the level of representation received. This will bring the technical assessment in line with the process for the prioritisation of parking related orders. The assessment will range from a request for a scheme received from a single individual (low priority) to an elected County Councillor on behalf a community group (high priority).
29. The programme will be approved by the Staffordshire County Council Cabinet Member for Economy, Environment and Transport. It is expected that the programme will be reviewed and approved annually and will cover a forward period of two years. This will allow development of alternative schemes if for example the required level of support is not achieved for the first scheme identified for development.
30. No changes are proposed to the current level of support that is required to progress a scheme. This will be established at an early stage through the initial survey carried out in conjunction with the Local Champion. Where the required level of support is not received at this stage it will not normally be possible to progress further.

31. A key part of the process is therefore the role of the 'Local Champion' to ensure that the benefits, disadvantages and costs of any such scheme are understood and the scheme has the required level of support from the local community right from the start.

### **On-street charging**

32. The setting of on-street charges (if applicable) and designating controlled parking zones is currently the responsibility of the Local Parking Committees.
33. One of the outcomes established for 'Clear Streets' is a cohesive and consistent approach to on-street parking and enforcement across the County that supports the local economy and town centres.
34. The majority of the highway network in Staffordshire offers limited waiting bays free of charge the exception being a small number of spaces in Newcastle-under-Lyme and the Borough of East Staffordshire. The vast majority of parking provision in town centres is provided by the District Councils or, private sector providers and hence this has the greatest impact on town centres.
35. The current policy for the provision of on-street charging spaces was approved by the Board on 10<sup>th</sup> September 2007. The purpose of the policy is to ensure that on-street charges are considered and applied in a uniform way throughout the whole of the county.
36. Since the original policy was approved there have been a number of national reviews that have covered various aspects of enforcement and the impact of charging for parking spaces. These include a review of Local Authority Parking Enforcement by the Parliamentary Transport Select Committee, the Portas Review into the future of our high streets and a Department for Transport consultation on Local Authority Parking that was previously considered by the Board on 16th December 2013.
37. Car park users are not solely influenced by price. They also take account of quality, convenience, safety and accessibility of their destination when they make their parking choices. All parking comes at a price; either the user contributes directly at point of use or, it is paid for via wider taxes, rates or levies.
38. Drivers often place a higher priority on parking availability than on parking price, and price is an important tool both in ensuring availability and in reducing the amount of time traffic spends driving round searching for a space. This creates additional congestion and pollution which is of no benefit to anyone and is

contrary to the traffic management duties. Free parking, where demand exceeds supply, can make town centres less attractive, not more.

39. Pay and display spaces (on-street or off-street) as opposed to limited time waiting bays can result in higher levels of turnover of each space which can support the local shops by reducing the likelihood that people try and park all day or simply move the vehicle just after the enforcement officer visits forcing short stay shoppers to look elsewhere. Enforcement costs are lower as officers only have to make one visit and check that a valid ticket is being displayed rather than multiple visits at the time intervals dictated by the period of restriction.
40. It is therefore proposed that the County Council will carry out a review of the current on-street policy in the context of wider transportation policies. The review will consider how we can be more imaginative in developing parking policies, for example by allowing free parking for limited time at certain times of day, providing discount vouchers for customers that pay for parking, enabling local businesses to validate parking tickets so that the customers get some money off their parking and for parking tickets to be purchased from local shops. The review will also consider the potential wider implications of the introduction of a consistent approach to on-street parking in the local area to encourage a higher turnover of short stay parking during shop opening hours and longer stays in the evening where there may be a wider night time economy.
41. Following the development of a new policy it is anticipated that a programme of reviews will be carried out to determine the scope for creating additional on-street parking spaces in Staffordshire's town centres and how they will be managed.
42. This programme of reviews of on-street parking spaces in town centres will be developed for approval by the Staffordshire County Council Cabinet Member for Economy, Environment and Transport
43. In the interim, where sites for on-street charging have previously been approved by the Local Parking Committee these will continue to be implemented.

### **Consultation**

44. As noted in paragraph 12, Local Parking Committees currently respond as a consultee to any proposed parking-related TRO or any amendment to an existing parking-related TRO.
45. Staffordshire Police are a statutory consultee to this process. District/Borough Councils will also continue to be consulted as part of the process before the

publication of a 'Notice of Proposal' for a parking related Traffic Regulation Order.

46. District/Borough Councils are requested to advise the County Council of the address and contact these requests should be sent to post April 2015.

**Annexe 1** : Community Impact Assessment for “Civil Parking Enforcement – Establishing future priorities for traffic regulation orders, residents parking zones and on-street parking – Consultation”

Name of Policy/Project/Proposal:		
Responsible officer: David Walters		
Commencement date & expected duration: Annual		
	Impact Assessment	
	+ve/ neutral/ -ve	Degree of impact and signpost to where implications reflected
Outcomes plus		
Prosperity, knowledge, skills, aspirations	+ve	Transport, parking and highway operations support the planned economy; with parking enforcement improving traffic flows supporting businesses and communities; Improved public realm.
Living safely	+ve	Road safety: reductions in road casualties and antisocial use of vehicles.
Supporting vulnerable people	+ve	Poorly and inconsiderately parked vehicles can often obstruct pavements badly affecting the passage of wheelchair users.
Supporting healthier living	+ve	Sustainable transport / accessibility options; enhanced public realm.
Highways and transport networks	Neutral	
Learning, education and culture	Neutral	
Children and young people	+ve	Road safety: reductions in road casualties and antisocial use of

		vehicles.
Citizens & decision making/improved community involvement	Neutral	
Physical environment including climate change	Neutral	
Maximisation of use of community property portfolio	Neutral	.
<p>Equalities impact: This report has been prepared in accordance with the County Council's policies on Equal Opportunities and in fact CPE strongly supports social inclusion as the needs of those with disabilities, vulnerable adults and children, as well as economic regeneration are specifically met by a well-managed system of car parking provision and controls.</p>		
Age	+ve	Improved transportation for those too young to drive: Walking, cycling and public transport delivery.
Disability	+ve	Provision of integrated transport infrastructure compliant with DDA requirements.
Ethnicity	Neutral	
Gender	Neutral	
Religion/Belief	Neutral	
Sexuality	Neutral	
	<b>Impact/implications</b>	
<b>Resource and Value for money</b>  In consultation with finance representative	Raising revenue is not the objective for 'Clear Streets' but the service is expected to be financially sustainable at a level that supports the required outcomes.	

<b>Risks identified and mitigation offered</b>	There are no specific risks arising from this report
<b>Legal imperative to change</b> In consultation with legal representative	There are no specific legal implications arising from this report.  Parking Policy and operation should be fair, consistent, transparent, policy-driven and quality-led.

#### Health Impact Assessment screening:

- In summary no significant negative impacts on public health have been identified in respect to the outcomes of this report.

Author's Name: David Walters, the County Council's Nominated Officer for the service  
 Telephone No: (01785) 854024  
 Email: david.walters@staffordshire.gov.uk  
 Room No: Staffordshire Place 1, Built County

#### List of background papers

1. Setting priorities for parking related traffic regulation orders – Joint Staffordshire Parking Board – 13<sup>th</sup> December 2014
2. Residents Parking Zones – Developing the Local Champion Role - Joint Staffordshire Parking Board – 13<sup>th</sup> December 2014
3. Terms of Reference for the Joint Staffordshire Parking Board and Local Parking Committees – Joint Staffordshire Parking Board - 9<sup>th</sup> July 2007
4. Prioritisation of parking related traffic regulation orders – Joint Staffordshire Parking Board – 13<sup>th</sup> July 2009
5. Policy for the introduction of charges for on-street parking places – Joint Staffordshire Parking Board – 10<sup>th</sup> September 2007
6. Transport Committee - Seventh Report Local authority parking enforcement – 14<sup>th</sup> October 2013.
7. The Portas Review: An independent review into the future of our high streets - Mary Portas December 2011

