

**Committee:** Environment Committee  
**Date:** 14 MARCH 2006  
**Title:** Parking – Strategic Policy Review

**Agenda Item**

**6**

**Author:** Alex Stewart 01799 510555

Item for  
decision

---

### Summary

This report updates Members with the work that has been undertaken on behalf of the Decriminalisation of Parking Enforcement Task Group (the Task Group) and provides Members with a number of policy recommendations to consider. Members will be aware that a number of policy recommendations were agreed at the meeting of the Transport and Highways Policy Committee on 7 September 2005.e

### Recommendations

The recommendations are set out below and the numbering relates to the table that is attached to this report (Appendix 1).

### Background Papers

2. Minutes of the Decriminalisation Task Group.

### Impact

Communication/Consultation	Consultation will need to be undertaken with the Town and Parish Councils in the four main settlements and with other interested parties as detailed in the table..
Community Safety	Section 17 implications of the Crime and Disorder Act 1998 will need to be taken into account when making any decisions
Equalities	Consideration will need to be given when reviewing accessibility to parking provision for people with disabilities
Finance	The Council has entered into a financial agreement with ECC. Other associated costs have yet to be identified.
Human Rights	None
Legal implications	Contractual Agreement with ECC
Ward-specific impacts	All

Workforce/Workplace	None
---------------------	------

### **The Issues**

- 3 The Task Group was charged with establishing detailed policy against which parking could be provided now and in the future. The areas for consideration are set out on the table in Appendix 1 – this table provides details of the issues to be considered, work undertaken to date, Task Group/Officer comments and any associated recommendations.

### **The Options**

- 4 A number of options were considered when looking at each discreet policy issue that required addressing. Members of the Task Group consider that the associated recommendations have emanated from the discussions that took place.

ISSUE	COMMENT	Recommendations
1.0 Traffic Regulation Orders	<p>TROs are still currently managed by ECC under the LSA so the service is already “bought in”. To do this in house UDC would need to employ qualified engineers to undertake this responsibility. The consultation process needs to be strictly observed to ensure that all interested parties have the opportunity to comment on any new proposed TROs. Most proposed TROs are very much a local issue and therefore affect those closest to the proposed restriction. Only those Districts and Boroughs with an Engineering Department currently go it alone and still have to work closely with County to introduce new TROs. County are now withdrawing this option from Districts and Boroughs and will now carry out all future implementation of TROs.</p> <p>We have Parkmap, which is a mapping system which allows us to mirror all TROs as County eventually physically lines and signs them. This system also shows all proposed TROs as they are passed through the consultation process.</p>	<p>That the status quo be maintained but that the Parking Enforcement Manager in conjunction with the Highways Authority (ECC) provides details of proposals for the introduction of TROs to the relevant Area Panels as necessary. Decisions to be made by the District but the work carried out by ECC tailored to District requirements.</p>
2.0 Adequate off street provision	<ul style="list-style-type: none"> <li>○ Expansion of housing in Great Dunmow area etc. will necessitate the need to increase parking provision in this area.</li> <li>○ Adequate security will need to be considered when introducing any new car parking provision.</li> <li>○ Members of the Task Group considered that there is adequate car park provision at the current levels of usage, but were mindful that were more Resident Parking Schemes to be introduced, more off-street parking would probably be required.</li> </ul>	<p>Adequate parking provision must be considered when plans for major developments are being looked at by the Planning Department.</p>

<p>2.1 Introduction of Voucher System/alternative payment method</p>	<p>Various types of scheme have been investigated of which three may be suitable for the District.</p> <p>a. Voucher system based on the purchase of a scratch card, which allows set amounts of parking time per segment. Normally a partner scheme would need to be implemented with outlets and also a contract would be required to produce the cards. Partners would require a percentage of sales to operate the scheme. Consultation with other Councils indicates that this system can be abused, are an admin burden and have been cancelled more than any other system.</p> <p>b. Smartcard system based on a rechargeable card (Smart card), which can be used to buy a parking ticket in Council car parks or on-street P&amp;D. To implement this scheme, new machines would need to be phased in with card slots. This would reduce the amount of cash held in machines, which are still subject to break ins. This technology is expensive and involves more administration. A survey at Rushmoor Borough Council shows that only 10% of customers use this system.</p> <p>c. New machines could be sourced which also provide change so that the customer only pays for the actual amount of parking time used. This would also been seen as a fairer system for the public</p> <p>Most machines in use in the Council car parks are in need of replacement and therefore any new system could be brought in with new machines as they are changed. A review of machinery is planned for 2006/07.</p>	<p>That the Parking Enforcement Manager undertake the machine review and provide appropriate costings to the next committee in relation to the introduction of machines which give change to be brought in 2007/08.</p>
<p>2.2 Other Council owned/managed car parks</p>	<p>If a charging regime were introduced into car parks at Catons Lane and Debden Road it would cause more on-street parking problems by residents in what are already congested areas without the room for a residents parking scheme. Debden Road car park is almost self-policed by residents and the local businesses. Catons Lane would suffer from more on street parking if charges were brought in.</p>	<p>That charging is not introduced to Catons Lane or Debden Road but that an RPS Scheme is consulted on for the residents of Little Walden Road adjacent to Catons Lane to alleviate the commuter parking problem.</p>

2.3 Station Car Parks	Officers are looking to develop a working relationship with Audley End and other stations and to this end have arranged a meeting with Network Rail	A Park & Ride Scheme from Swan Meadow to Audley End has been discussed.
2.4 Legal Agreements	<p>The Legal Department has started to look at the current agreements and initial contact has been made with parties concerned.</p> <p>Still awaiting Waitrose to get back to us - Legal consider that the agreements are ok</p>	None to date
3.2 Fly Parking	<p>The main development is that, following a survey of residents in Takeley; ECC is drawing up a couple of options for a 1 hr “No Waiting” restriction in the village. These options will be the subject of a village exhibition in March – April of this year with a view to introducing the favoured option via a Temporary Order later on in the year. Further details are awaited from ECC.</p> <p>In the survey, there was around 50% support for some kind of “No Waiting” restriction, but only less than 10% for a residents parking scheme unless it was entirely funded by BAA. It is felt that the introduction of the 1 hr restriction would be the easiest and most cost effective method to combat this problem but would of course equally apply to both residents and other parkers alike.</p> <p>Elsewhere, on-street parking continues much as before, and BAA still runs its parking hotline.</p>	That officers work in conjunction with ECC, the Parish Council to introduce a Temporary Order for a trial period of 18 months and that at the end of the Trial period, a further report is made to this committee.
3.6 ECC Parking Policy		3.6 None to date Still waiting

<p>4.1 UDC should undertake timely consultation with various parties about Parking issues pertinent and relevant to their circumstances, including -</p> <ul style="list-style-type: none"> <li>○ Uttlesford Transport Forum</li> <li>○ Uttlesford Futures</li> <li>○ Road Safety Working Group</li> <li>○ Saffron Walden Initiative</li> <li>○ Saffron Walden Business Forum</li> <li>○ Great Dunmow Chamber of Trade and Commerce</li> <li>○ Stansted Breakfast Club</li> <li>○ Dunmow Town Strategy Group</li> <li>○ Strategic Development Advisory Group</li> <li>○ Town and Parish Councils</li> <li>○ Waitrose, Boots and Co-op</li> <li>○ PCT/ECC</li> <li>○ Area Panels</li> <li>○ May also need to consult with general public over specific issues</li> </ul>	<p>Consultation will take place with relevant groups as and when required.</p>	<p>That the groups/organisations listed provide a guide as to who should be consulted on any parking issues that may affect them. A contact needs to be provided to all those relevant groups.</p>
---	--	--

5.1 Customer Satisfaction	It is proposed that a survey be undertaken as part of the three yearly Community Safety Audit; specific questions can centre on the car parks, on street parking, and residents parking areas to gauge customer satisfaction and reasons for possible non-use. Questions will cover type of usage, availability, safety, lighting, ease of use, signing, suitability of payment machinery and level of enforcement.	That Customer Satisfaction Surveys are undertaken in line with the Community Safety Strategy (ie, every three years) and the findings are reported to the relevant Area Panels and this committee
6.1 Training	<ul style="list-style-type: none"> <li>○ Training must be on-going in order to keep up with the growing demands of the service via the appraisal system</li> </ul>	That the Parking Enforcement Manager ensures that all staff are trained to an acceptable standard.

<p>7.1 Obstruction</p>	<p>Obstruction is still a Police matter, which can only be enforced by the Police. There appears to be confusion over this with the Police not always accepting that this is still their responsibility. This is likely to change when the Traffic Management Act 2004 is finally enacted.</p> <p>At this moment any new enforcement will ultimately be introduced via the County to ensure that all Districts are working to the same standards. More technical enforcement involving cameras at junctions etc, to enforce moving contraventions, will also be introduced and dealt with by the County.</p> <p>Enforcement of the following Parking Contraventions are currently a Police enforcement responsibility, these functions include the following:</p> <ul style="list-style-type: none"> <li>Causing a vehicle to stop on part of a road appointed as a hackney carriage stand.</li> <li>Prohibition on stopping vehicles on or near pedestrian crossings.</li> <li>Prohibition relating to verges and certain other land adjoining or accessible from highway.</li> <li>Offences relating to zigzags, bus stops or bus stands.</li> <li>Prohibition of double parking.</li> <li>Prohibition of dropped footways.</li> </ul>	<p>That this be reviewed once the Department of Transport issues further guidance in relation to the Traffic Management Act 2004 and a report be presented to this committee by the Parking Enforcement Manager</p>
------------------------	--	---



<p>7.2 Coning</p>	<p>The Police no longer carry out any coning in Uttlesford or surrounding Essex Districts. They refer all enquires for cones to District Councils and Boroughs despite the fact that DPE does not cover coning.</p> <p>In order to carry out enforcement in a coned area a Temporary Traffic Regulation Order is required to legalise the enforcement. All pre-planned events should be passed through ECC for consideration and action. This has cost implications due to legal fees, admin costs and advertising. During the Saffron Walden Carnival a lot of self-help alleviated some of these requirements. Temporary signs were produced and attached to lampposts on the Carnival route, which were then policed by PAs. Consultation with Essex Police found that this was an acceptable way of dealing with a large-scale restriction in the Towns.</p> <p>There are a number of ways to deal with the coning of restrictions. May Gurney who are the Highways Contractor for ECC have a large amount of cones available for hire and could also include the placing of cones on the Highway as required. This would still require a temporary TRO to be enforceable and would have a cost implication to the organisation requiring this service. From experience, charges would be met with extreme hostility from charitable organisations such as The Royal British Legion on Remembrance Day. If a temporary TRO is not obtained, any enforcement would have to be done as advice only and would depend on the goodwill of the motorist. A Quote would be required prior to any coning being carried out.</p> <p>The Council could purchase a number of heavy duty, marked cones at a cost of £725 per 100 from a company based in Braintree. Direct Labour could place these cones for larger events on recharge due to transportation implications.</p>	<p>All comments are feasible in principle and should be considered and determined by committee.</p>
-------------------	---	---

	<p>One off requirements such as removals, funerals etc could be coned by PAs and a contract could be provided between the Council and the user to ensure that cones are returned. A specimen contract has been prepared in the event that this is introduced. The main problem with this scheme would be loss of cones, which would have to be paid for by the user.</p> <p>Options to be considered:</p> <p>(a) British Legion – UDC pay for TRO, advert and staff for SW, GD,SM and Thaxted but only for Remembrance Day.</p> <p>(b) Charities General, e.g., Carnivals – UDC provide cones and staff, organisations pay for TRO and advertising etc but put out cones/temporary signs themselves.</p> <p>(c) Commercial Events, e.g., Audley End Concerts – commercial organisation pays all costs</p>	
7.4 Footway Parking – parking on verges, pavements etc.	This is still currently a Police matter where vehicles obstruct the verges/pavement other than where the verge/pavement is part of the highway incorporating yellow lines.	None to date

<p>7.5 Moving Traffic Offences</p>	<p>Part of TMA 2004, and still to be commenced. Feedback from ECC suggests that all moving traffic offences would be electronically enforced by camera and that Highways would enforce.</p> <p>Enforcement of Moving Traffic Offences are currently a Police enforcement responsibility, these functions include the following:</p> <p>Entering and stopping in a box junction when prohibited.</p> <p>Failing to drive in the direction shown by the arrow on a blue sign.</p> <p>Failing to comply with a give way to oncoming vehicle sign.</p> <p>Failing to comply with a sign indicating a prohibited turn.</p> <p>Failing to comply with a no entry sign.</p> <p>Failing to comply with a sign indicating a prohibition on certain types of vehicle.</p> <p>Failing to comply with a sign indicating a restriction on vehicles entering a pedestrian zone.</p> <p>Failing to comply with a sign indicating a restriction on vehicles entering and waiting in a pedestrian zone.</p>	<p>That this be reviewed once the Department of Transport issues further guidance in relation to the Traffic Management Act 2004 and a report be presented to this committee by the Parking Enforcement Manager</p>
<p>7.6 Zig-Zag Lines</p>	<p>Offences relating to zigzags, bus stops or bus stands are still only enforceable by the Police.</p>	<p>That this be reviewed once the Department of Transport issues further guidance in relation to the Traffic Management Act 2004 and a report be presented to this committee by the Parking Enforcement Manager</p>

7.7 Transport Officer	The Act requires that a Traffic Manager be appointed to perform the tasks that an authority considers necessary for meeting the duty. This is a statutory post and all Local Traffic Authorities (in our case Highways, ECC) must have such an appointed person, who is to be known as the Traffic Manager. The post holder may carry other responsibilities for the authority. The key outcome for the authority is that it will need to deliver a co-coordinated, planned, and effective response to the network management duty across the whole organization, and to ensure that agreed actions are implemented.	None to date
8.1 Land Purchase for future off street provision	<ul style="list-style-type: none"> <li>Officers to meeting colleagues in Development Services to consider whether there is potential to acquire land via Section 106 Agreements.</li> </ul>	None to date
8.3 Airport Expansion	<ul style="list-style-type: none"> <li>Parking Officers need to work closely with both Planners and the Airport to ensure that demand for passenger parking is met</li> </ul>	Alternative means of transport be investigated in consultation with the Airport.
8.4 M11 Expansion	<ul style="list-style-type: none"> <li>If the M11 is to expand that there will be increased car usage throughout the district.</li> </ul>	District to consider withdrawing support for the extension because of increase in environmental pollution by more car usage.
8.5 Introduction of Park and Ride	<ul style="list-style-type: none"> <li>Officers need to consider a range of options for the provision of Park &amp; Ride.</li> <li>Officers to seek information and pursue partnership opportunities with neighbouring authorities</li> </ul>	A Park & Ride scheme from Swan Meadow to Audley End has been discussed.
8.6 Environmental Implications	<ul style="list-style-type: none"> <li>Any new provision will require an environmental impact assessment</li> </ul>	None to date
8.7 Local Transport Plan		As in Issue 2.3