

North Somerset Council

REPORT TO THE STRATEGIC PLANNING ECONOMIC DEVELOPMENT AND REGENERATION POLICY & SCRUTINY PANEL

DATE OF MEETING: 3 JANUARY 2020

SUBJECT OF REPORT: PARKING REVIEW

TOWN OR PARISH: ALL

OFFICER/MEMBER PRESENTING: COLIN MEDUS HEAD OF TRANSPORT AND INFRASTRUCTURE

KEY DECISION: N/A

REASON:

Not an Executive decision

RECOMMENDATIONS

- I. Endorse the final version of the Parking Policy Framework in Appendix 1 and recommend to the Executive Member for Business, Economy and Employment that it be adopted
- II. Comment on the draft terms and conditions for a residents' permit scheme to be piloted in Leigh Woods and ask that officers informally seek input from residents
- III. Ask officers to start work on a residents' permit scheme for Weston-super-Mare (W-s-M) including arrangements for residents in the existing on-street pay & display zone.
- IV. Members provide feedback on other areas where residents permit schemes or other appropriate interventions could be considered to deal with local parking issues.

1. SUMMARY OF REPORT

This report brings a recommendation to adopt the parking policy framework that has been developed with members in response to input from town and parish councils as part of a wider parking review.

The report also seeks views from members on draft terms and conditions for a pilot residents parking scheme in Leigh Woods.

Some of the other areas that might also benefit from a residents parking scheme or other appropriate interventions are suggested including W-s-M. Members of the panel are invited

to give their views and to ask that officers carry out further work to develop options for W-s-M.

2. POLICY

The Draft Joint Local Transport Plan 4 (JLTP4) sets out the West of England's vision and objectives for transport up to 2036. Two of the 5 main objectives are to *"Create better places"* and, *"Address poor air quality and take action against climate change"*. The JLTP4 includes policies that specifically relate to parking and the need to deter private car use. *"Through the development of local parking strategies, we will continue to manage parking to control future traffic demand, including policies for on-street parking, off-street parking and the numbers of spaces provided in new developments and at workplaces"*.

The Climate Change Act is a legally binding commitment by the UK to achieve an 80% reduction in CO2 emissions by 2050 from a 1990 baseline.

Parking regulation is a key part of our range of demand management measures for tackling congestion. The supply and management of parking is closely linked with the demand for car use and this in turn affects traffic levels, especially in peak periods and, ultimately, congestion. Chapter 6 of our Joint Local Transport Plan (JLTP3) sets out our policy and strategy for parking.

"Parking controls including charges will be structured to support short stay retail, leisure and business trips to the central areas; All day parking will be controlled in a way to discourage users who could transfer to lower carbon travel choices." (JLTP3 section 6.9.11)

3. DETAILS

3.1 Policy Framework

One of the outcomes from the parking review that commenced in 2018 was the production of a draft policy framework to help steer consideration of the range of issues that arise around parking. The purpose of the framework is to set down some additional clarity to guide ongoing officer work with policies and actions to support decisions about changes to parking that we might make and enable consistency in approach.

A draft framework was presented to SPED on 12 March 2019 to seek input from panel members. Officers have since updated the framework and sought further input from members of the SPEDR Parking Working Party in September 2019. The final draft is presented in Appendix 1 which is recommended for adoption.

3.2 Draft terms and conditions for a residents' permit scheme pilot in Leigh Woods

On 23 October 2019 the Executive Committee approved proposals to introduce an on-street pay and display scheme with residents' permit exemption in Leigh Woods to tackle the conflicting demands from commuters, residents and visitors. The Executive Committee report stated that comments would be sought on a set of detailed terms and conditions of use for residents' permits.

An initial draft set of terms and conditions is presented in Appendix 2 on which to seek views from member of this panel and subsequently from residents. The council has indicated that the Leigh Woods scheme could act as a pilot with a view to consideration and potential implementation of similar schemes at other locations if appropriate. When commenting on the proposals it is worth bearing in mind that, whilst there would likely be some differences between schemes applied in different locations, the Leigh Woods scheme is likely to put in place some of the key principles that will form the starting point for development of schemes elsewhere.

3.3 W-s-M residents parking scheme

Whilst there may be several areas in North Somerset that could benefit from a residents' permit scheme, members have indicated that after the pilot in Leigh Woods, the priority will be to develop proposals for W-s-M.

Competing demands for parking in W-s-M town centre mean that it is hard to strike the right balance between all users with some compromises being inevitable. The introduction of on-street pay and display charges in 2012 successfully increased turnover of spaces improving availability for shoppers and other visitors. This has made it more difficult for both commuters and residents to find a space in the central area.

Whilst shoppers are key to the viability of businesses, other users also affect the vitality of the central area. Parking availability for workers can influence location choices made by businesses and residential parking can affect the attractiveness of town centre living.

The current pay and display scheme includes some concessions via permits for residents in terms of exemption from the first 2 hours and last hour of the day and heavily discounted year round parking in council operated long stay car parks. Members have raised concerns that more needs to be done to improve the offer for residents and as the Leigh Woods pilot scheme progresses it makes sense to consider something similar for W-s-M.

W-s-M presents a more complex challenge and high streets across the country are undergoing fundamental changes in response to increasing online shopping and out-of-town retail. Care must be taken to ensure any scheme is designed to support the town centre economy and find an effective balance between competing demands. This is likely to require a more sophisticated scheme with various elements.

Whilst the Leigh Woods pilot is expected to enable lessons to be learned and applied elsewhere, it is still possible to start work developing options for input from members before some initial engagement with stakeholders.

Some data gathering has already taken place around current conditions. The map below illustrates how far out from the town centre on-street parking becomes full. This is a useful starting point when considering the potential geographical scope and where displacement effects might be felt.

Figure 1 proximity of vacant unrestricted on-street kerb space related to W-s-M town centre on typical weekday.



The green lines indicate areas where unrestricted on-street kerb space can typically still be found available during the day on weekdays. It should be noted that not all of those might be appropriate parking spaces e.g. Drove Road where it is legal to park on both sides but cars tend to only be parked on one side of the road at the moment. Parking on both sides of Drove Road would impact on traffic flows. To give some indication of walk times, the concentric circles each represent approximately 5 minute walk times so the outer ring represents a 15 minute walk from the centre. The data is based on 2016 surveys but recent spot checks in autumn 2019 indicate this remains broadly representative.

3.4 Other areas where permit scheme could be considered

Residents permit schemes offer pros and cons and whilst they may offer the ability to address some of the challenges faced by residents, there will be compromises which may not suit everyone. There are parking issues and challenges at other locations in North Somerset and whilst residents parking schemes may not be the appropriate response everywhere, it makes sense to consider it alongside the range of tools available. With that in mind, members of the panel are invited to indicate which other locations may benefit from a residents' permit scheme or other appropriate interventions. As it isn't possible to progress all areas at the same time, members are also asked to give a steer on priority so that officers can begin evidence gathering for the area that should be looked at after the Leigh Woods pilot and W-s-M town centre.

Permit schemes represent a significant change affecting all users and so should only be progressed in response to a clear and compelling evidence base. The locations below are those that have been suggested so far by members, officers or residents.

Table 1. Areas to investigate in terms of potential to benefit from permit scheme

Location	Issues/reasons
Weston-super-Mare town centre	High demand from commuters and shoppers makes it hard for residents to park on-street over a fairly large area extending out from the town centre
Portishead Marina	Housing area designed under the previous parking standards attempted to discourage on-street parking but also resulted in too few off street spaces or un-usable spaces due to poor design. The necessity for people to park on-street has affected bus routes and presents a risk to emergency vehicles.
Winford & Felton	Airport related parking takes place on-street meaning vehicles left on-street for long periods of 1-2 weeks.
Uphill near hospital	People working in or visiting the hospital make it difficult for residents to park on-street and present difficulties for buses.
Worle High Street	Workers parking all day make it hard for shoppers to find on-street spaces
Milton	Workers parking all day make it hard for shoppers to find on-street spaces
Clevedon town centre	The proposed introduction of charges may increase pressure on surrounding streets
Nailsea town centre	The proposed introduction of charges may increase pressure on surrounding streets
Portishead town centre	The proposed introduction of charges may increase pressure on surrounding streets
Other locations?	...

4. CONSULTATION

The policy framework is informed by the input from members and parish/town councils as a result of the invitation to contribute sent out in November 2018. Further input from members of SPED was sought in March 2019 and again in September 2019.

The Leigh Woods scheme has been developed in consultation with residents and local members as set out in the 23 October Executive Committee report but further consultation is required on both the terms and conditions for permits and the detailed design of the scheme.

Consultation with stakeholders will need to be undertaken when initial options for discussion have been prepared for W-s-M and any other areas that are progressed.

5. FINANCIAL IMPLICATIONS

The policy framework itself has no direct financial implications.

The financial implications of the Leigh Woods scheme are set out in the 23 October 2019 Executive Committee report and also form part of the proposals in 7 January 2020 Executive Committee report.

The financial implications of a scheme for W-s-M or any other area would need to be developed and included as part of any proposal that emerges.

6. LEGAL POWERS AND IMPLICATIONS

Legal powers are already in place for the council to maintain, revise and enforce parking measures.

7. CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

Parking controls form part of the range of tools available to influence the choices people make about car ownership and use.

The process of manufacturing a car (including electric vehicles) involves a significant quantity of greenhouse gas emissions. Controls which encourage lower car ownership levels can therefore help reduce greenhouse gas emissions.

Parking controls that mean people have to either pay or walk further to the town centre from free on-street spaces may mean that some users choose to travel by a different mode such as walking, cycling bus, train or car sharing. Those who have the opportunity to work from home rather than travel to work in the town centre may decide to do so more often.

8. RISK MANAGEMENT

The risks of not having a framework in place include inconsistencies in approaches to parking issues across the district and confusion amongst residents and members around key principles and objectives.

Risks for individual interventions would need to be assessed as appropriate.

9. EQUALITY IMPLICATIONS

An Equality Impact Assessment has been carried out for the Leigh Woods scheme and is referred to in the 23 October Executive Report.

Proposals for other locations including W-s-M will need an EIA as scheme designs are progressed.

10. CORPORATE IMPLICATIONS

Implementation of residents' permit schemes will have resource implications for Legal Services and ongoing resource implications for Parking Services to enforce any new restrictions.

11. OPTIONS CONSIDERED

The option to do nothing would leave residents and all other users to deal with increasing pressure on the limited parking resource.

AUTHORS

Colin Medus, Head of Transport and Infrastructure, 01934 426498

Steve Thorne, Strategic Transport Policy and Development Manager, 01934 426920

APPENDICES

Appendix 1 Parking Policy Framework

Appendix 2 Draft terms & conditions for a residents' permit scheme pilot in Leigh Woods

BACKGROUND PAPERS

SPED 12 March 2019 Parking Review Report <http://apps.n-somerset.gov.uk/cairo/docs/doc29504.pdf>

Parking Review 7 January 2019 Executive Committee Report <https://apps.n-somerset.gov.uk/Meetings/document/report/NSCPM-111-493>

Joint Local Transport Plan (JLTP4) <https://travelwest.info/projects/joint-local-transport-plan>

Leigh Woods Executive Report 23 October 2019 <https://apps.n-somerset.gov.uk/Meetings/document/report/NSCPM-111-480>

W-s-M on-street parking scheme progress after first 6 months operation <http://apps.n-somerset.gov.uk/cairo/docs/doc24921.htm>

Appendix 1 – Parking Policy framework for consideration of parking issues

Purpose of this framework – Set out a draft framework with policies and actions to guide decisions about changes to parking that we might make and enable a consistent approach.

Some key principles:

- Reflect locally important issues while also ensuring delivery of wider national and local policies and statutory requirements.
- Acknowledge that competing demands cannot all be met but that instead a balance must be struck.
- Acknowledge that charges have a role to play in the management of parking and that budget pressures may affect flexibility in some cases.

Policy background

The Draft Joint Local Transport Plan (JLTP4) sets out a policy vision for the West of England. There are five objectives based on the aspirations of the West of England authorities and all have a role to play in achieving the vision for the sub-region.

- Support sustainable and inclusive economic growth
- Enable equality and improve accessibility
- Address poor air quality and take action against climate change
- Contribute to better health, wellbeing, safety and security
- Create better places

Specific Objectives for this framework

- i. Ensure that there is sufficient parking where appropriate
- ii. Make North Somerset and its town centres as accessible as possible to residents, visitors and businesses to support growth and prosperity
- iii. Ensure that parking is managed to maintain traffic flow balanced with safety
- iv. Manage the car park stock, prioritising by price the prime spaces
- v. Provide effective enforcement of parking restrictions
- vi. Improve public transport accessibility and reliability
- vii. Improve accessibility for refuse and emergency vehicles
- viii. Enhance and support local economies
- ix. Recognise that parking controls can contribute to tackling the climate emergency
- x. Use technology to help reduce costs, improve convenience and reduce clutter on our streets e.g. cashless payment options

Dividing the issues into themes

To help simplify and guide decision making, this framework attempts to address the wide range of issues using three main themes. There will inevitably be some overlap but the three tables below set out some of the main policy areas, the key considerations and the actions that will be taken for each of the three themes:

Table A – Issues relating to quantity of parking

Table B – Issues relating to management of existing parking

Table C – Parking controls and pricing

Table A. Issues relating to quantity

No.	Policy area	Considerations	Actions
1	Car parking provision in town centres	Seek to provide and manage capacity to cater for needs of shopper and visitor parking with consideration of:	Review W-s-M town centre parking provision in light of

No.	Policy area	Considerations	Actions
		<ul style="list-style-type: none"> • Short stay shopper and visitor parking • Turnover of spaces throughout the day • Use of sustainable modes • Use existing spaces more efficiently • Commuter parking should be located in peripheral areas to reduce impact on availability for shoppers and visitors • Current and future traffic levels • Capacity and environmental • sensitivity of the roads • Growth in car ownership • Planned housing and commercial growth 	proposal to develop Locking Road car park
2	Car parking provision in residential areas	Seek to provide and manage capacity with consideration of: Opportunities to remove double yellow lines; Opportunities for time limits to improve efficiency in way spaces are used	Consider requests to create parking bays
3	Car parking provision at train stations and interchanges	At stations and interchanges we will try to ensure parking capacity meets demand and support additional provision where evidence of need	Parking capacity for cars and bicycles at stations and interchanges will be assessed as part of master planning
4	Parking provision for new developments	Local Parking Standards can be reviewed and updated in line with national policy and local challenges	Parking standards Supplementary Planning Document will be updated in consultation with members and stakeholders
5	Parking provision: Park and Ride	Opportunities can be developed or supported where: <ul style="list-style-type: none"> • growth cannot be accommodated by existing town centre provision. • Alternative modes need to be promoted to reduce traffic pressure on key routes 	We will support the provision of bus or rail-based park and ride where there is a demonstrable need, subject to funding and commercial viability

No.	Policy area	Considerations	Actions
		<ul style="list-style-type: none"> The need to support town centre regeneration and allow for reduction in parking within central areas e.g. allowing for different land use or retail/commercial expansion. Need to provide for car users not using the centre for recreation or shopping e.g. commuters 	
6	Parking provision: Lorries	Area assessments can explore where lorry parking is appropriate and opportunities to facilities overnight use of existing off-street car parks can be investigated. There may be opportunities with partners and 3 rd parties.	We will consider opportunities to provide overnight lorry parking facilities

Table B. Issues around management of existing

No.	Policy area	Considerations	Actions
7	Regular review of existing restrictions	<p>Changes to parking regulations involve a legal process and it works out more cost effective to do this once per year rather than working on piecemeal basis.</p> <p>Rather than cover the whole authority every year it is more resource-efficient to focus on specific areas or towns and move around the authority in a 3-year cycle.</p> <p>Requests for changes submitted to the council can then be considered as part of a wider area-based review and if appropriate, changes can be made following consultation. This enables an objective approach with a view to minimising street clutter and unnecessary restrictions whilst also maximising parking stock and preventing inappropriate parking.</p> <p>Exceptions to the 3-year cycle can be made to bring forward essential changes earlier, including:</p>	<ol style="list-style-type: none"> We will routinely review the effectiveness of existing on-street lines, signs and bays on a 3-year cycle Off-street car parks will be reviewed annually Ad-hoc issues can also be prioritised for inclusion in the annual works programme e.g. issues raised by police

No.	Policy area	Considerations	Actions
		<ul style="list-style-type: none"> • Where there is a maintenance scheme that requires lining to be replaced • Where there is evidence of obstructive parking • Where the Executive Member considers the public benefits outweigh the additional time and budget required to expedite specific issues. 	
8	Converting front gardens into off-street parking	<p>Considerations will include:</p> <ul style="list-style-type: none"> • Should not unreasonably reduce parking on the highway available for public use, particularly in areas when on-street capacity is already limited. • Conversion should not adversely affect streetscape and context of area • Avoid unmitigable impacts on wildlife • Safety of pedestrians and cyclists 	We will take into account these wider considerations when assessing applications
9	Yellow lines across driveways	<p>Requests for double yellows across driveways will only be considered if:</p> <ul style="list-style-type: none"> • it can be demonstrated that there is a regular problem of indiscriminate parking across a vehicle drop kerb preventing goods vehicle access throughout the day. Proof could be photographs taken over a period of time or site visits from our officers, councillors or the town or parish council • occupiers of the affected property are in favour of restrictions • refuse vehicles are experiencing regular problems accessing a drop kerb <p>Double yellow lines will not be used to resolve neighbourly disputes</p>	We will consider requests for double yellow lines across driveways in light of the considerations listed, with a view to implementation alongside annual Traffic Regulation Order work
10	Yellow lines around a junction	<p>Junctions within a 30mph speed limit will not be considered unless</p> <ul style="list-style-type: none"> • evidence of regular 'damage only' accidents • three or more accidents recorded there in the last five years which have resulted in injury 	Consider requests

No.	Policy area	Considerations	Actions
		<ul style="list-style-type: none"> • access issues for HGV traffic have been regularly reported • public transport or waste management teams have regularly reported problems preventing them from delivering their service in the area <p>Junctions with a higher speed limit will only be considered if the above conditions are met or if road safety officers believe there are safety concerns at the location – for example problems with visibility</p>	
11	Yellow lines in cul-de-sac turning head	<p>Double yellow lines will be considered if</p> <ul style="list-style-type: none"> • waste management team confirm that waste and recycling collections are regularly being missed due to lack of restrictions • regular problem of indiscriminate parking can be demonstrated. Proof could be photographs taken over a period of time or site visits from officers, councillors or the town or parish council. • residents who would be directly affected by the markings are in favour of the restrictions <p>If a location is considered suitable for restrictions the whole road will be looked at, as marking lines in one location may move the problem to other areas in the road.</p>	Consider requests in line with annual rolling review
12	Measures to deal with traffic congestion	<p>Restrictions and/or enforcement will be considered where:</p> <ul style="list-style-type: none"> • There is evidence of a significant journey time delay or long queues for extended periods on a daily basis. • There is evidence of impact on public transport punctuality • Vehicle speeds will not increase to the extent that adversely affects pedestrian/cycle safety as a result 	<p>Consider whether traffic congestion issues could be improved by installing yellow lines or waiting limits</p> <p>Consider options to improve enforcement of existing regulations e.g. bus lanes</p>

Table C. Parking controls and pricing

No.	Policy area	Considerations	Actions
13	Prices for off-street	<p>Any future charges for parking will be developed to ensure there is a reasonable balance between demand for parking and supply while ensuring that revenue covers costs.</p> <p>Policy to include consideration of following factors:</p> <ul style="list-style-type: none"> • The service role of the area (see settlement categories) • Use and turnover of existing spaces • Traffic conditions • Sustainable travel alternatives • The need to avoid traffic created by those hunting spaces • Parking charges in neighbouring areas • Convenience and quality • Local environment • Relevant Local Transport Plan objectives • The need to support local businesses <p>Any charges to be set following appropriate consultation</p>	We will consider introducing off-street parking charges where appropriate
14	Prices for on-street	<p>Considerations to include the following:</p> <ul style="list-style-type: none"> • Demand for short-stay parking is high and spaces being occupied by long stay vehicles • Peak time congestion or inappropriate parking adversely affects other users • Wider implications will likely lead to the need for area-based scheme rather than piecemeal initiatives • To reflect greater convenience, on-street charges to be set at a premium over off-street alternatives • Turnover to support shops and businesses 	We will consider introducing on-street parking charges where appropriate
15	Limited waiting bays	<p>Can be considered where:</p> <ul style="list-style-type: none"> • There is a need for turnover of spaces • Local businesses need short stay provision for customers. • An option when residents unable to park due to long stay commuter usage • Linked with consideration of town centre and residential issues 	We will consider requests for limited waiting bays

No.	Policy area	Considerations	Actions
		<ul style="list-style-type: none"> • Enforcement is practical and achievable given limited resources across the authority. • Impacts of displaced parking can be managed 	
16	Permit schemes	<p>Consider permit schemes alongside other options that can be used to manage competing demand for spaces.</p> <ul style="list-style-type: none"> • Schemes to be modelled over 10-year period and reflect all costs including implementation, administration and enforcement. • Area-wide issues and impacts • Mitigation is in place for displaced vehicles <p>Ensure that permit schemes balance demands from all users and cover their whole-life costs</p>	Consider requests for permit schemes in light of wider impact and demand
17	Freight vehicle parking	<p>Response to consider:</p> <ul style="list-style-type: none"> • Safety concerns • Anti-social behaviour • Public offences • Alternative freight parking provision <p>National policy requires lights to be left on when HGV's parked on the roadside. Local restrictions can be considered where appropriate to limit long stay parking where need is evidenced.</p>	<p>Work with police to ensure national policies for parked HGVs are enforced.</p> <p>Consider applying local restrictions where appropriate and where need can be evidenced</p>
18	Parking outside schools	<p>Criteria to include following:</p> <ul style="list-style-type: none"> • Zig-zag markings • Communication with school • Travel plan • Physical measures e.g. bollards <p>Apply a graduated approach in each case to tackle parking issues outside schools</p>	Create a Traffic Regulation Order to allow NSC enforcement of school keep clear markings
19	Advisory markings	<p>Criteria to include:</p> <ul style="list-style-type: none"> • Must be demonstrable need for a resident. • Costs to be met by resident or town/parish council. • Existing markings are not maintained unless the need can still be evidenced and costs are met locally 	Consider requests for new advisory markings

Categorisation of settlements for parking

In order to establish a consistent approach to parking issues and pricing it is proposed that each location be grouped with others that are a similar size and have similar patterns of parking demand.

The size of the place is a factor but also need to consider its draw in terms of shops, catchment area, tourism or other factors such as the hospital or the airport.

- Rural areas – less likely to require parking controls beyond yellow lines unless exceptional circumstances.
- Service Villages – May require some parking controls such as on-street limited waiting bays to support local needs. If charges were applied they are likely to be lower rates than used in the towns and tourist areas.
- Main towns without significant tourism function – Towns are likely to have significant parking pressures and will require a range of measures including pricing in some locations both on and off-street
- Main towns with a tourism function – Where tourism is a factor this adds a layer of demand and therefore may require further parking management measures beyond those needed in a typical town and pricing structure likely to differ from other main towns in locations relating to tourist demand.
- Principal Urban Areas – Urban areas with significant population and a range of functions and trip attractors are likely to need a wide range of parking measures, controls and charges to manage competing and complex demands.

1 – Principal Urban Area	2a – Main towns with a tourism function	2b – Main towns without significant tourism function	3 – Service Villages	4 – Rural areas
W-s-M	Portishead	Nailsea	Backwell	
	Clevedon		Banwell	
			Churchill	
			Congresbury	
			Easton-in-Gordano/Pill	
			Long Ashton	
			Winscombe	
			Wrington	
			Yatton	

Any framework is not going to fit every situation and we are aware of issues that may demand a more bespoke approach. For example, areas bordering Bristol have different pressures and rural areas near the airport would need different thinking than other rural areas elsewhere in North Somerset:

- Bristol impact (e.g. Long Ashton - football matches and Leigh Woods due to commuters etc.)
- Airport impact
- M5 closure impact
- Railway station impacts

Related documents

- SPED 12 March 2019 Parking Review Report <http://apps.n-somerset.gov.uk/cairo/docs/doc29504.pdf>
- Draft JLTP4 <https://s3-eu-west-1.amazonaws.com/travelwest/wp-content/uploads/2015/05/Full-Draft-JLTP4.pdf>
- Core Strategy <http://www.n-somerset.gov.uk/wp-content/uploads/2015/11/Core-Strategy-adopted-version.pdf>
- Highway Development Design Guide (HDDG) <http://www.n-somerset.gov.uk/wp-content/uploads/2015/11/highways-development-design-guide.pdf>
- Parking Standards Supplementary Planning Document <http://www.n-somerset.gov.uk/wp-content/uploads/2015/11/parking-standards-supplementary-planning-document.pdf>

Appendix 2 - Terms and Conditions of Use for Resident Permit scheme to operate alongside on-street pay and display in Leigh Woods

Resident Permits will be available for residents only. Eligibility is defined below.

1. Use

- Permits enable holders to park for unrestricted periods and without additional charge within bays designated as 'permit holders only' and in pay and display parking bays within the specified zone.
- Permits will be 'virtual' – allocated to vehicle registrations on the council's database, removing the need for permits to be displayed on vehicles.
- Applications and payments will be online and make use of the current council tax system for verification.

2. Resident Permit Costs

- £80.00 for the first permit.
- £160.00 for the second permit.
- A review of the scheme will in future consider the introduction of a vehicle emissions-based charging scheme.

3. Visitor Permits and Costs

- 20 free visitor one day permits can be applied for by residents of the scheme area
- A further 50 visitor permits can be purchased PA (£2 each)

4. General Terms and Conditions for Resident Permits

- Limit of two Resident Permits per household.
- Eligibility is reduced to one permit for properties with off-street parking.
- Council tax records will be used for proof of residency via the councils' virtual permit system [currently "Mipermit"]
- Each permit will be allocated to a vehicle registration number.
- Registration numbers can be changed for free online or; via telephone for a small admin fee (£5)
- Resident permits are for use by residents only.
- Permits do not guarantee a space.

- Refunds would be given based on the whole months remaining on the permit at the date surrendered. An admin fee will also apply (£7).
- All permits remain the property of the Council, and any misuse may result in a permit being cancelled without a refund
- The Council will make random checks for eligibility of each permit
- It is the responsibility of the resident to ensure the correct vehicle(s) is current on the Mipermit virtual permit system

5. List of Resident Permit Eligible Streets

Abbots Leigh Road	Cypress Gardens
Bannerleigh Lane	North Road
Bannerleigh Road	Rownham Hill
Bridge Road	St Mary's Road
Broadoaks	Valley Road
Burwalls Road	Vicarage Road
Church Road	

6. Map of Scheme Area



7. Hours of Operation

The scheme will be operational from 7am to 10pm, 7 days a week, as per the proposed pay and display charges. All parking bays will be unrestricted outside of those hours.

8. Visitor Parking

Residents can provide Visitor Permits for their visitors, who can also pay and display in relevant bays. See section 3 for details of visitor permits.

9. Trades

It is expected that pay and display charges or Visitor Permits will enable parking for tradespeople working at properties in the zone.

For works over a long period, dedicated trade permits may be applied for from the council's Parking Services team.

10. Medical

It is expected that pay and display charges or Visitor Permits will facilitate some of the parking need for medical workers visiting properties in the proposed zone. However annual permits are also available.

Annual permits cost £60 and entitle the holder to a two hour exemption from charges. Permits must be used with the time clock supplied.

These permits are intended for doctors, midwives, health workers and district nurses making visits to patients who live within the chargeable area. They are not intended for health professionals to use for parking at or near their place of work or to go shopping.

Misuse of permits could lead to them being cancelled without a refund. Civil Enforcement officers may ask to see proof of address of the patient, but will not ask for any private or confidential medical information connected to them.

11. Parking availability

Resident permit holders will not have an allocated or guaranteed space within the scheme area. Pay & display charges will be reviewed annually and adjusted to balance the demands from different users.

While the overall resident permit numbers issued for this area are not expected to be limited this will remain under review.