

HIGHWAYS ADVISORY COMMITTEE November 2016

Subject Heading:	Upminster Parking Review - Results of informal consultation
CMT Lead:	Councillor Osman Dervish
Report Author and contact details:	Omar Tingling Project Engineer omar.tingling@havering.gov.uk
Policy context:	Traffic & Parking Control
Financial summary:	The estimated cost of any implementation will be met by the Capital Parking Strategy Investment allocation

The subject matter of this report deals with the following Council Objectives

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Clean, safe and green borough Excellence in education and learning Opportunities for all through economic, social and cultural activity Value and enhance the life of every individual High customer satisfaction and a stable council tax

SUMMARY

Upminster Ward

This report outlines the responses received to the informal consultation undertaken in the Upminster Ward area of the Upminster Controlled parking Zone and its periphery and recommends a further course of action.

RECOMMENDATIONS

That the Highways Advisory Committee having considered this report and the representations made recommends to the Cabinet Member for Environment that;

(a) The area in appendix 1 be formally consulted for the creation of a controlled parking zone;

(b) Oak Avenue and Maple Avenue, Avenue, Acacia Drive ,Sycamore Avenue and South View Drive to be formally consulted on waiting restrictions with the operational hours of 8am to 9.30am Monday to Friday.

(c) Stewarts Drive to be consulted on double yellow lines on the south side. Junction protection will be consulted on in Coniston Avenue, Parkland Drive and Tadlow Close.

That Members note that the estimated cost for the current proposals, as set out in this report, is £20,000 which will be met from the Capital Parking Strategy Investment allocation.

REPORT DETAIL

1.0 Background

1.1 A consultation was undertaken in December 2016 of the Upminster ward In March 2016 The Highways Advisory Committee agreed to further consult the Upminster Ward on parking restrictions outlined in appendix 1 1.2 A questionnaire including a covering letter was posted to all residents and businesses within the review area of the Upminster Ward, giving those residents and businesses 21 days in which to respond. The area was split, as the area north of St Mary's Lane was consulted on a full Controlled parking Zone. The rest of the area of consultation south of St Mary's Lane to Park Drive Road and Gaynes Park Rd was consulted on Permit Parking areas. Please see appendix 2

From Little Gaynes Lane to Parkland Avenue and from Park Drive to Ockendon Rd was sent an information letter that their road would be assessed for junction protection if needed.

Officer Comment

On 26th May 2016 3404 consultation documents were sent out to residents of Upminster. This consultation was on the introduction of a Controlled Parking Zone for the area north of St Mary's Lane and a Permit Parking area for the area south of St Mary's Lane to Little Gaynes Rd. The council received 1042 responses which is a response rate of 31%. Streets north of St Mary's Lane were mainly in favour of a cpz as indicated in Appendix 3. Streets south of St Mary's Lane were not in favour of the proposed Permit Parking Area. Residents from various roads in this area were in of waiting restrictions which are being proposed which is outlined in Appendix 1.

All of the consultation responses are outlined in the table appended to this report in Appendix 3.

Footage of the area was taken at various times, this was done as a record of the current situation. A table of results can be found in appendix 3.

2.0 Design Principles

- 2.1 The principles are to design a resident parking scheme in the Upminster Ward, with operational restrictions Monday to Saturday 8.30am to 6.30 pm, which will limit non-resident parking and increase the parking provision for residents, businesses and their visitors.
- 2.2 To design 'At any time' waiting restrictions on all junctions, bends and multivehicle accesses to facilitate unhindered access and improve safety for all road users.
- 2.3 All of the proposed consultation areas have been designed in conjunction with the Ward Councillors.

IMPLICATIONS AND RISKS

Financial implications and risks:

The cost of the implementing the proposals as described above and shown on the attached plans is estimated to be £20,000. This cost can be met from the Capital Parking Strategy Investment allocation.

The costs shown are an estimate of the full costs of the scheme, should it be implemented. A final decision would be made by the Lead Member – as regards to actual implementation and scheme detail. Therefore, final costs are subject to change

This is a standard project for Street Management and there is no expectation that the works cannot be contained within the cost estimate. There is an element of contingency built into the financial estimate. In the unlikely event of an overspend, the balance would need to be contained within the Street Management overall Minor Parking Schemes revenue budget.

Resident & Business perm	its charges
Residents permit per year	1st permit £25.00, 2nd permit £50.00,
	3rd permit and any thereafter £75.00
Business permit per year	Maximum of 2 permits per business £200 each
Visitors permits	£1.25 per permit for up to 6 hours
visitors permits	(sold in £12.50 books of 10 permits)

Related costs to the Permit Parking areas:

Legal implications and risks:

Waiting restrictions, parking bays require public consultation and the advertisement of proposals before a decision can be taken on their introduction.

Human Resources implications and risks:

The enforcement of Controlled Parking Zones is a labour intensive task and currently, there are sufficient employees to undertake patrol of existing zones. However, in the very near future as more parking zones are introduced consideration will be given to alternative approaches to cash collection including reduced collection frequencies, virtual payments, reallocation of employees within Traffic & Parking Control or the engagement of new employees if a future business case deems it necessary. It is anticipated that collections can be met from within current staff resources.

Equalities implications and risks:

Parking restrictions have the potential to displace parking to adjacent areas, which may be detrimental to others. However, the Council has a general duty under the Equality Act 2010 to ensure that its highway network is accessible to all. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access. In considering the impacts and making improvements for people with protected characteristics (mainly, but not limited to disabled people, children, young people and older people), this will assist the Council in meeting its duty under the act.

The proposals included in the report have been publicly advertised and subject to public consultation. All residents who were perceived to be affected by the proposals have been consulted formally and informally by letter and plan. Eighteen statutory bodies were also consulted and site notices were placed at the location.

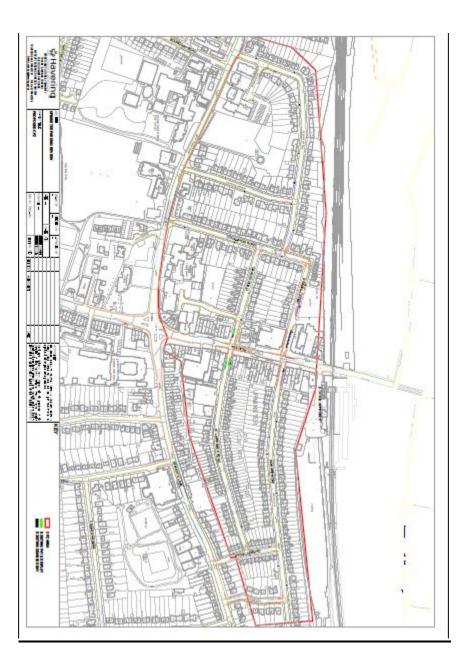
Staff will monitor the effects of these proposals, especially relating to these groups, and if it is considered that further changes are necessary, the issues will be reported back to this Committee and a further course of action can be agreed.

There will be some physical and visual impact from the required signing and lining works. Where infrastructure is provided or substantially upgraded, reasonable adjustments should be made to improve access for disabled, which will assist the Council in meeting its duties under the Equality Act 2010.

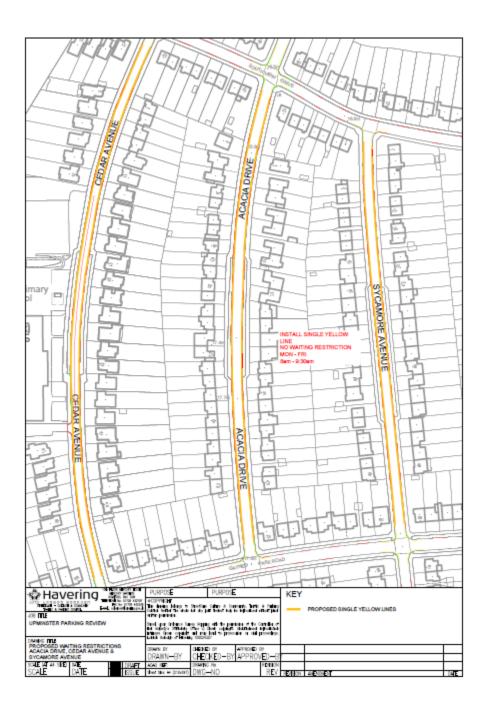
BACKGROUND PAPERS

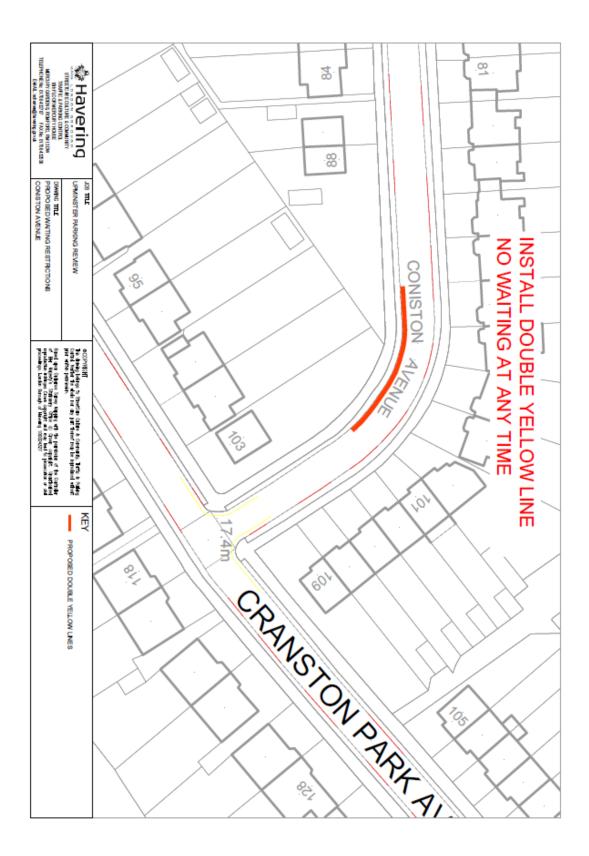
Highways Advisory Committee Report Upminster Parking Review March 2016

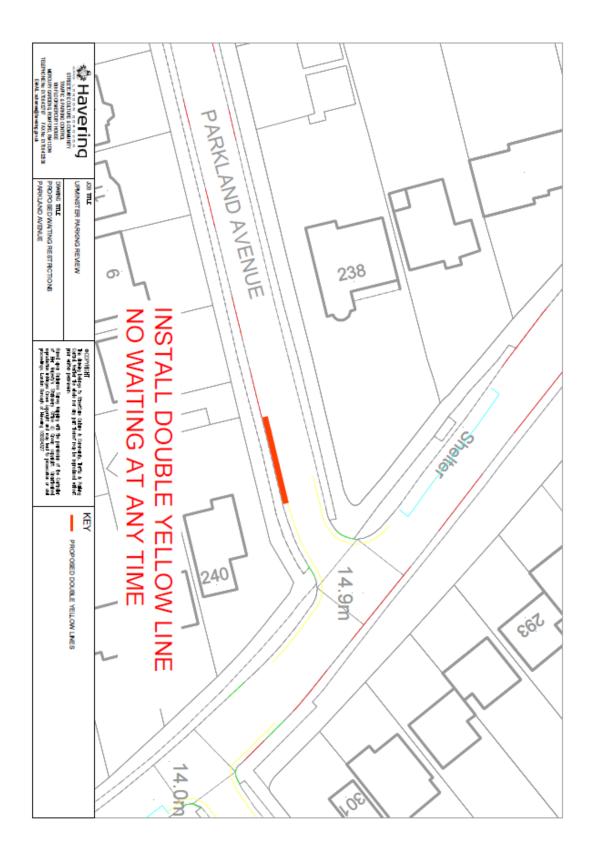
Appendix 1

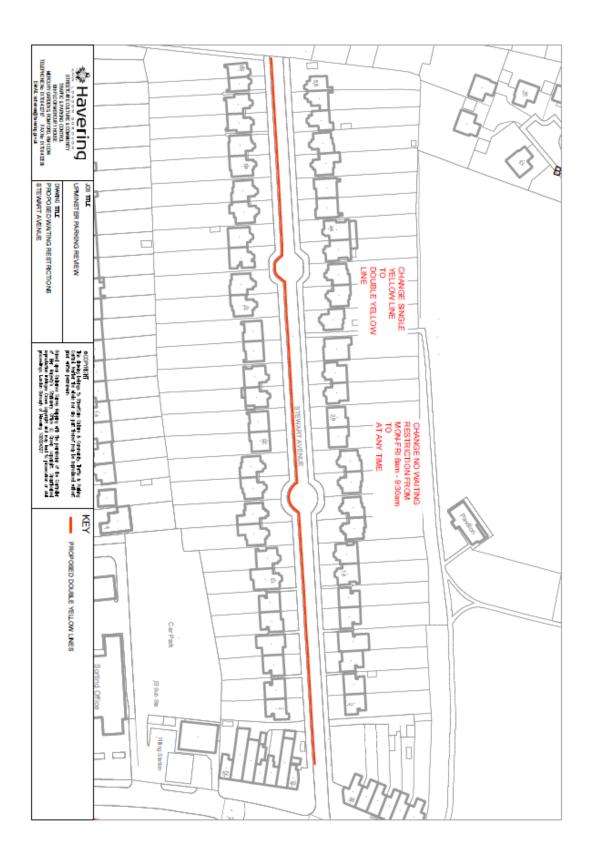


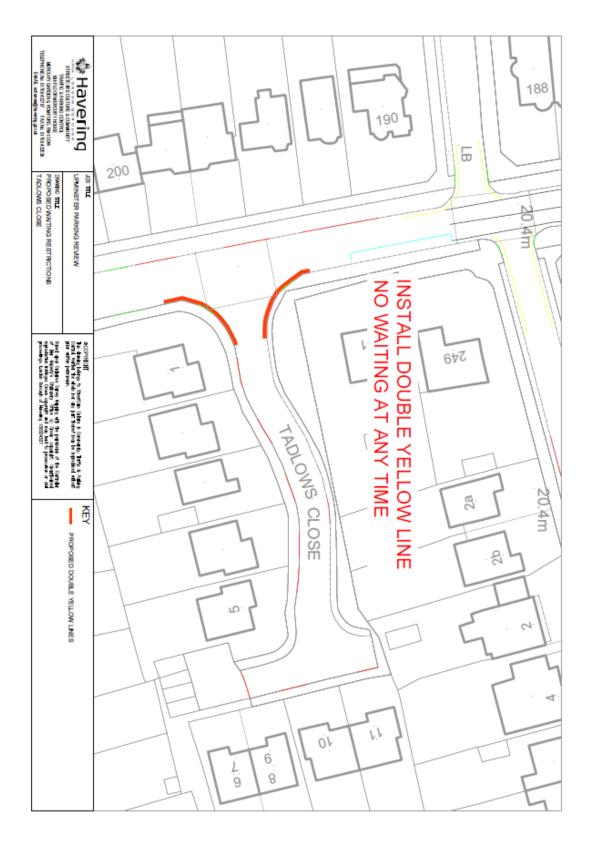
Highways Advisory Committee, 8 November 2016











Appendix 2



IMPORTANT PARKING CONSULTATION Resident/Occupier Address Traffic & Parking Control Schemes London Borough of Havering Town Hall Main Road Romford, RM1 3BB

Please call: Traffic & Parking Control Telephone: 01708 431056 or 433464

Email: schemes@havering.gov.uk

Date: 25th May 2016

Dear Sir/ Madam

Review of parking in the Upminster area

Further to the parking review consultation for the above area in December 2015, results were presented to The Highways Advisory Committee on 29th March 2016. Approval was given for the council to proceed with a detailed design and consultation.

Officers held a meeting with the Upminster Ward Councillors to discuss the results of the consultation, and agree a way forward.

A plan is attached of the proposal for your road. Due to the proximity to the town centre and the Upminster train station it is felt residents would benefit from a controlled parking zone, Monday to Friday with the operational hours of 8am to 6.30pm. This would mean resident only parking in his area.

The proposal is for a Controlled Parking Zone.

A Controlled Parking Zone's (also known as CPZ's) are areas where parking is prioritised for local residents and businesses during specific hours in the day. CPZ's are typically in busy areas such as town centres and near train stations. They are enforced to reduce commuter/non-resident parking, enabling local residents and their visitors' to park near their homes.

Residents and their visitors in a CPZ must display a suitable parking permit on their vehicle. The permit enables the permit holder to park in any residents' bay in the controlled parking zone for which their permit has been issued.

Resident &	Business permits charges
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Business permit per year	Maximum of 2 permits per business £200 each
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

Your views on the proposal will provide the council with the information needed to determine if a scheme is taken forward to design and formal consultation.

Please complete and return the attached questionnaire to the postal or email address on the front of this letter by 26th June 2016. All responses will be reported to the Highways Advisory Committee who will decide on a further course of action.

If you have any questions in this regard please email schemes@havering.gov.uk

Officers will also be on hand to answer any queries at the following drop in sessions at

Upminster Library 26 Cobets Tey Road Upminster RM14 2BB

Monday 13th June9am to 5pmThursday 16th June10am to 8pmSaturday 18th June10am to 4pm Date: Monday 13th June

I have also enclosed a plan of the full proposal for the Upminster area to make you aware of what is being proposed in other roads and I hope this information is helpful.

Yours faithfully



PARKING REVIEW QUESTIONNAIRE Upminster Controlled Parking Zone

Name:

Address:

Traffic & Parking Control Schemes Town Hall Main Road Romford RM1 3BB

Please call:	Traffic & Parking Control
Telephone:	01708 4323464/ 4321056
Email:	schemes@havering.gov.uk

All responses received will provide the council with the appropriate information to determine whether we take a parking scheme forward to the design and formal consultation stage.

Only one signed and dated questionnaire per address will be considered. Please return to us by 26th June 2016.

1.	Would you like to see the introduction of a controlled parking zone in your street. This would prioritise residential parking.	□ Yes □ No
-	ur answer is NO to the above question above, please proceed e questions 4	
2.	What hours of operation would you be in favour of?	☐ 8am to 6.30pm ☐ 10am to 4pm
3.	What days of the week would you like any restrictions to operate?	□ Mon- Fri □ Mon - Sat
4.	Would you like the controls to remain the same?	□ Yes □ No
5.	If a neighbouring street were to have a controlled parking zone would you reconsider your choice?	□ Yes □ No

For your information:

Residents Parking scheme will permit residents and their visitor to park in the allocated areas, with a valid permit for the area.

Please turn over

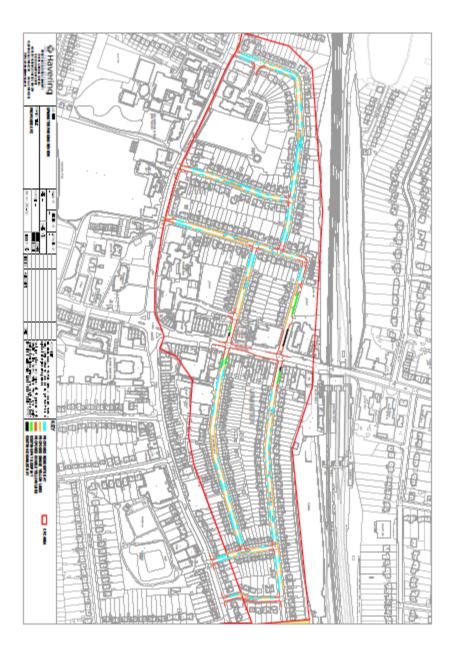
Comments Section (please limit to 100 words)

DECLARATION

Should the Council on making inquiries reasonably consider that a response has been fabricated the questionnaire will be disregarded and the Council reserves the right to pursue appropriate legal action.

We therefore request upon receipt of this questionnaire, by post, that you complete your full name and address along with this declaration and return the form to the postal or email address found at the top.

Signature:..... Date:.....





IMPORTANT PARKING CONSULTATION Resident/Occupier Address Traffic & Parking Control Schemes London Borough of Havering Town Hall Main Road Romford, RM1 3BB

Please call: Traffic & Parking Control Telephone: 01708 431056 or 433464

Email: schemes@havering.gov.uk

Date: 25th May 2016

Dear Sir/ Madam

Review of parking in the Upminster area

Further to the parking review consultation for the above area in December 2015, results were presented to The Highways Advisory Committee on 29th March 2016. Approval was given for the council to proceed with a detailed design and consultation.

Officers held a meeting with the Upminster Ward Councillors to discuss the results of the consultation, and agree a way forward.

A plan is attached of the proposal for your road. Due to the proximity to the town centre and the Upminster train station it is felt residents would benefit from a Permit Parking Area Monday to Friday with the operational hours of 8am to 6.30pm. This would mean resident only parking in his area.

A Permit Parking area is an area that has no bays, and no post and no single yellow lines. This gives the residents protection from commuter and non-residential parking in the designated area. Residents within the zone will; be able to park anywhere that there are not waiting restrictions including across your crossover.

Visitors will have to display a permit that is obtainable from residents of the area.

Resident &	Business permits charges
Residents permit per year	1st permit £25.00, 2nd permit £50.00, 3rd permit and any thereafter £75.00
Business permit per year	Maximum of 2 permits per business £200 each
Visitors permits	£1.25 per permit for up to 6 hours (sold in £12.50 books of 10 permits)

Your views on the proposal will provide the council with the information needed to determine if a scheme is taken forward to design and formal consultation.

Please complete and return the attached questionnaire to the postal or email address on the front of this letter by 26th June 2016. All responses will be reported to the Highways Advisory Committee who will decide on a further course of action.

If you have any questions in this regard please email schemes@havering.gov.uk

Officers will also be on hand to answer any queries at the following drop in sessions at:

Upminster Library 26 Cobets Tey Road Upminster **RM14 2BB**

Date: Monday 13th June 10am to 5pm Thursday 16th June 10am to 8pm Saturday 18th June 10am to 4pm

The results of this consultation will be presented to ward councillors who will advise officers on a way forward with this issue. This will then be presented to the Highways Advisory Committee for the authorisation to advertise an agreed proposal.

Yours faithfully

Omar Tingling Parking Engineer



PARKING REVIEW QUESTIONNAIRE Upminster Permit Parking Area

Name:

Address:

Traffic & Parking Control Schemes London Borough of Havering Town Hall Main Road Romford, RM1 3BB

Please call: Traffic & Parking Control Telephone: 01708 431056 or 433464 Email: <u>schemes@havering.gov.uk</u>

All responses received will provide the council with the appropriate information to determine whether we take a parking scheme forward to the design and formal consultation stage.

Only one signed and dated questionnaire per address will be considered. Please return to us by 26th June 2016.

1.	Would you like to see the introduction of a Permit Parking	Yes
	Area in your street? This would prioritise residential parking.	🗆 No

If your answer is NO to the above question above, please proceed to the questions 4

2.	What hours of operation would you be in favour of?	□ 8am to 6.30pm □ 10am to 4pm
3.	What days of the week would you like any restrictions to operate?	□ Mon- Fri □ Mon - Sat
4.	Would you like the controls to remain the same?	□ Yes □ No
-		

5. If a neighbouring street were to have a Permit Parking Area □ Yes would you reconsider your choice? □ No

For your information:

Permit Parking Area will permit residents and their visitor to park in the allocated areas, with a valid permit for the area. There will be no lines and signs therefore residents will be able to park anywhere within their zone.

Please turn over

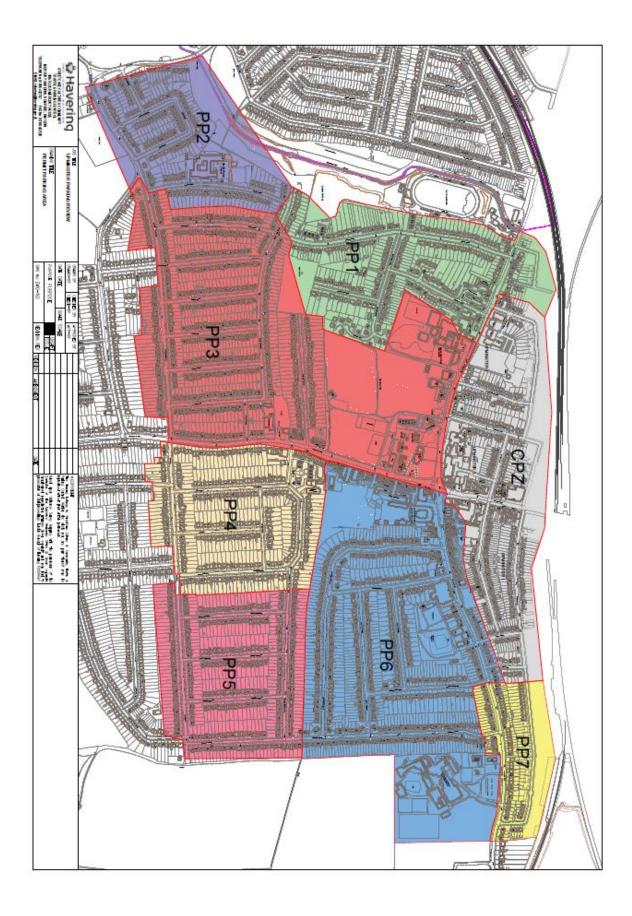
Comments Section (please limit to 100 words)

DECLARATION

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Signature:..... Date:.....





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Please call: Traffic & Parking Control Telephone: 01708 431056 or 433464

Email: <u>schemes@havering.gov.uk</u>

Date: 25th May 2016

Dear, Sir/ Madam

Proposed 'At Any Time' waiting restrictions

I am writing to advise you that the Council are proposing to introduce 'At Any Time' waiting restrictions at the junction of your street.

These proposals have been developed by Council Officers in conjunction with Ward Councillors as part of the Upminster Parking review. Response from the consultation of December 2015 indicated that there was no current parking problem in your street, however it is felt that waiting restriction will improve safety for all road users.

If you wish to comment on the proposals please do so in writing, by email to <u>schemes@havering.gov.uk</u> or by post to the Group Manager, Traffic & Parking Control, Town Hall, Main Road, Romford, Essex, RM1 3BB. All comments should be received by 26th June 2016.

Please limit any comments you wish to make to 100 words. Please note that we are unable to answer individual points raised at this stage. However, your comments will be noted and will be taken into consideration when presenting the final report to the Highways Advisory Committee approval.

Officers will also be on hand to answer any queries at the following drop in sessions at:

Upminster Library 26 Cobets Tey Road Upminster RM14 2BB

Date: Monday 13th June Thursday 16th June Saturday 18th June 9am to 5pm 10am to 8pm 10am to 4pm

Yours faithfully, Omar Tingling | Project Engineer



Clean • Safe • Proud

Appendix 3

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bin Road 52 35% 18 8 10 8 0 <	Cedar Gardens	41	41%	77	8	11	N	ω	N	4	7	7	on		9		35%	35% 65%	35% 65%	35% 65% 41% 41%	35% 65% 41% 41% 29%
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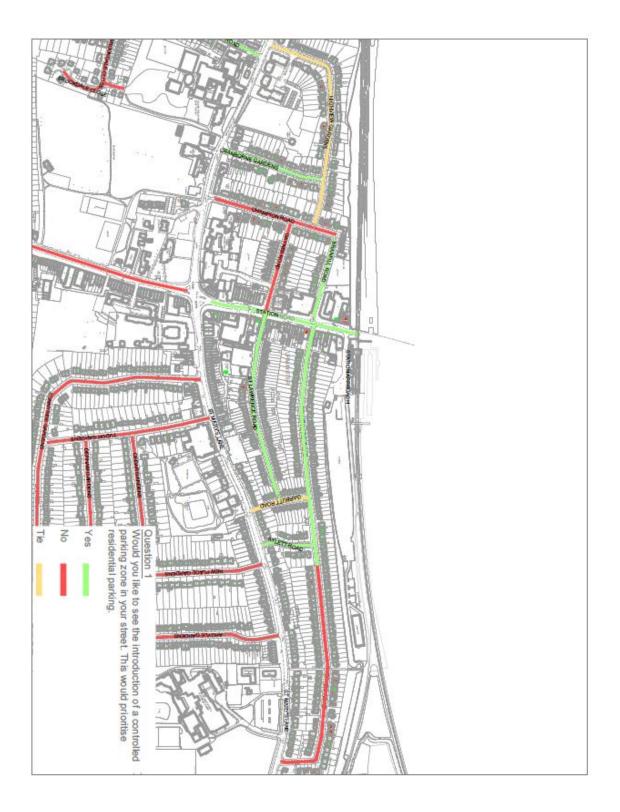












Upminster Footage Data

The below data shows the amount of cars parked on yellow lines or in car bays throughout Upminster.

Date	Street Name	Parked on	Parked in
11:00am		Yellow Lines	Bays
19/09/2016	Lime Avenue	0	0
	Hornbeam Avenue	6	0
	Cedar Avenue	0	0
	Acacia Avenue	0	0
	Sycamore Avenue	0	0
	Beech Avenue	3	0
	Elm Avenue	4	0
	The Approach	0	10
	Springfield	4	7
	Sunnyside Gardens	12	14
	Tudor Gardens	11	18
	Derham Road	2	8
	Cedar Gardens	2	13
	New Place Gardens	9	7
	Aylett Road	0	5
	St Lawrence	15	23
	Branfil Road	4	11
	Champion Road	2	3
	Gaynes Road	8	9
	Garbutt Road	3	6
	Meadow Way	4	2
	Leasway	3	8
	The Shrubbery	2	5
	Farfield Avenue	4	7
	Rushmere Avenue	0	0
	Roxburgh Road	0	0
	Ashleigh Gardens	0	0
	<u> </u>		
20/09/2016			
6am	Meadow Way	0	3
	The Shrubbery	0	13
	Fairfield Avenue	0	7
	Leasway	0	
	Rushmere Avenue	0	0
	Roxburgh Avenue	0	0
	Ashleigh Gardens	0	0
	Argyle Gardens	0	3

	New Place Gardens	0	8
	Denham Gardens	3	3
	Sunnyside Gardens	5	7
	Tudor Gardens	4	17
	Cedar Gardens	0	13
	Garbutt Road	1	5
	Aylett Road	1	9
	St Lawrence Road	1	19
	Howard Road	5	41
	Springfield Gardens	0	4
	Branfil Road	3	12
	Champion Road	11	18
	Gaynes Road	10	10
21/09/2016			
2pm	Argyle Gardens		
	New Place Gardens	1	17
	Derham Road	0	8
	Cedar Gardens	1	4
	Sunnyside Road	0	13
	Tudor Road	0	6
	Howard Road	0	15
	St Lawrence Road	2	40
	Garbutt Road	1	23
	Aylett Road	0	6
	Branfil Road	0	8
	Champion Road	0	11
	Gaynes Road	3	9
	Highview Gardens	4	8
	Cranbourne	7	11
11/10/2016			
6pm	Argyle Gardens	0	15
	Derham Road	2	13
	Tudor	8	15
	Sunnyside Gardens	6	17
	Howard Road	12	45
	St Lawrence	8	23
	Garbutt Road	5	6
	Aylett Road	16	9
	Howard Road	1	4
	Branfil Road	7	6
	Cranbourne	13	9