

CABINET

7.30 p.m.

Wednesday
16 May 2007

Council Chamber
Town Hall

Members 10: Quorum 5

Councillor Michael White

Leader of the Council (Chairman)

Councillor Steven Kelly (Deputy Leader)

Sustainable Communities

Councillor Michael Armstrong

Housing & Regeneration

Councillor Peter Gardner

Public Safety

Councillor Andrew Curtin

Public Realm

Councillor Barry Tebbutt

StreetCare & Parking

Councillor Paul Rochford

Environmental & Technical Services

Councillor Eric Munday

Performance & Corporate

Councillor Roger Ramsey

Resources

Councillor Geoffrey Starns

Children's Services

***For information about the meeting please contact:
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Cabinet, 16 May 2007

AGENDA

1 ANNOUNCEMENTS

On behalf of the Chairman, there will be an announcement about the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

2 APOLOGIES FOR ABSENCE (if any) - receive.

3 DECLARATION OF INTERESTS

Members are invited to declare any interests in any of the items on the agenda at this point of the meeting. Members may still declare an interest in an item at any time prior to the consideration of the matter.

4 MINUTES

To approve as a correct record the minutes of the meeting held on 1 May 2007, and to authorise the Chairman to sign them

5 REPORT OF THE ENVIRONMENT OVERVIEW AND SCRUTINY RENEWABLE ENERGY TOPIC GROUP

6 CLIMATE CHANGE STRATEGY

7 PARKING MANAGEMENT STRATEGY

8 CLOCKHOUSE INFANT AND JUNIOR SCHOOLS – PROPOSED AMALGAMATION FROM SEPTEMBER 2007

9 AWARD OF PHOTOCOPIER CONTRACT

10 PRE-TENDER FOR THE BUILDING DEVELOPMENT WORKS AT REDDEN COURT SCHOOL



MEETING	DATE	ITEM
CABINET	16 May 2007	7

Cabinet Member:
Councillor Barry Tebbutt
Relevant Overview & Scrutiny Committee:
Environment

REPORT OF THE CHIEF EXECUTIVE

SUBJECT: Parking Management Strategy

SUMMARY

This report proposes a strategy for the future management of the Council's Parking Services and associated operations.

RECOMMENDATIONS

1. That the current situation regarding car park charging as set out in paragraph 2.1.1. and 2.1.2 is noted.



Cabinet, 16 May 2007

2. That the relevant weekday tariffs be applied to Sunday parking within all Council car parks.(Paragraph 2.2.1).
3. That a modest charging regime (20p for first 2 hours, increasing thereafter as detailed in the report) be introduced within outlying car parks in order to restrict long term parking whilst not deterring local shoppers (Paragraph 2.3.7)
4. That Members note the review of the car park portfolio has been completed and that a review of staff parking policies is underway and due to report in November 2007.(Paragraph 3.1.2)
5. That the current use of outlying car parks be retained, but subject to a strict regime of parking enforcement to discourage commuter parking (Paragraph 3.1.7)
6. That the approved proposals in the Hornchurch Urban Strategy should be coordinated with other developments to ensure that the overall provision of parking in the town centre is maintained at a suitable level for future and existing needs (Paragraph 3.1.8)
7. That the parking service assess the Council's car parks within the coming months to identify what physical improvements are required at each location to achieve ParkMark accreditation for each site over a phased basis. (Paragraph 3.2.3)
8. That solar powered pay & display machines be used wherever possible and that subject to funding being in place, the phased replacement of aging Pay and Display equipment be implemented. (Paragraph 3.2.6)
9. That members note that a KPI of '*net income per space*' has been adopted and will be monitored for each car park site (Paragraph 3.3.2)
10. That Cabinet agree in principle that on-street parking restrictions and charges for on-street parking be extended to include Sunday's on a phased basis within those streets adjacent or in proximity to existing car parks, provided that there is clarity as to which roads are restricted, and that Regulatory Service Committee be invited to progress the appropriate traffic orders . (Paragraph 4.1.4)
11. That Cabinet agree in principle that single use scratch cards be introduced to replace the existing customer handwritten visitor permits and that Regulatory Service Committee be invited to progress the appropriate traffic orders (Paragraph 4.2.1)
12. That a study be undertaken to assess the impact of linking parking permit charges to vehicle emission levels and a further report produced for Cabinet in due course (Paragraph 4.2.5)
13. Cabinet agree in principle that it is agreed to offer residents in CPZ the opportunity to purchase permits for 2nd and 3rd cars and that differential charging be adopted for residential permits in accordance with the proposals

outlined in **Appendix C** (Paragraph 4.2.4) and that Regulatory Service Committee be invited to progress the appropriate traffic orders

14. That, Cabinet agree in principle that with proper and verifiable evidence, carers be allowed to purchase one of the Council's Health and Home Care Permits (Paragraph 4.2.6)
15. That Cabinet agree in principle that a Discretionary Permit be introduced and qualification criteria amended to assist in the purchase of permits to those who otherwise would not qualify for a permit, to address a short term emergency (Paragraph 4.2.7).
16. That Cabinet agree in principle that the limit set on the purchase of Visitor permits be harmonised and increased yearly by 50% to accommodate increasing demands from residents.(Paragraph 4.2.8), and that Regulatory Service Committee be invited to progress the appropriate traffic orders
17. That Cabinet agree in principle that the Officer on Duty permit be extended to other council officers undertaking statutory duties. (Paragraph 4.2.9)
18. That Cabinet agree in principle that amendments be made to the terms of issue of Parking Waivers as set out within Paragraph 4.2.10 of this report.
19. That an administration charge of £10.00 be levied for the replacement of all lost or stolen permits, or re-issue due to change of permit holder details, sufficient to recover costs. (Paragraph 4.2.11).
20. Cabinet agree in principle that it is recommended that the replacement of disc parking bays with pay and display machines be considered where it is estimated that the cost of installation can be recovered within 2 years (paragraph 4.3.3) and that Regulatory Service Committee be invited to progress the appropriate traffic orders
21. That the Governance Committee be invited to recommend to the Council that authority be delegated to Head of Technical Services in consultation with the Lead Member (Streetcare & Parking) to determine schemes for the removal of grass verges in favour of footway parking on the merits of individual cases noting that the general practice of not removing grass verges should otherwise remain in place (Paragraph 4.4.4).
22. That the Governance Committee be invited to recommend to the Council that authority be delegated to the Head of Technical Services in consultation with the Lead Member (Streetcare & Parking) to deal with requests for:
 - 'At any time' waiting restrictions at junctions and bends for a distance of up to 15 metres (Paragraph 4.4.11)
 - advisory white road marking such as 'Keep Clear' markings and 'T' bar marking (Paragraph 4.4.12)
 - changes to all types of parking restrictions in relation to accommodating new vehicle crossover applications (Paragraph 4.4.14)

changes to all types of parking restrictions in relation to temporary and permanent accesses to new developments (Paragraph 4.4.15)
dispensations from charging for traffic orders required for special events (Paragraph 5.8.2)

23. That the Council adopt the standards set out within the latest Inclusive Mobility guidance (Paragraph 4.4.16), subject to consultation with the Head of Streetcare.
24. That a further report the enforcement of Moving Traffic Contraventions under the Traffic Management Act 2004 be considered at a future Cabinet meeting. (paragraph 5.6.4)
25. That a fixed £2.00 charge be introduced for each new, renewed or replacement Blue Badge.(Paragraph 5.7.2)
26. That the current provision and demand for disabled bays be reviewed across Council car parks and on street and additional provision is made where any shortfall is identified. (paragraph 5.7.5)
27. That Cabinet agree in principle that free parking is available for those blue badge holders who automatically qualify for inclusion in the scheme, but that normal charges be applied to other blue badge holders using Council car parks, (Paragraph 5.7.8) and that Regulatory Service Committee be invited to progress the appropriate traffic orders.
28. That a suitable scale of charges be introduced for the costs of temporary traffic orders and temporarily suspending traffic orders to accommodate special events – the charges to be approved by the Lead Member (Resources) (Paragraph 5.8.2).

REPORT DETAIL

1. Background

- 1.1. This report sets out a strategy to improve the operational and financial management of the parking service. The service covers off-street parking (car parks), on-street parking and parking enforcement, operations and administration.

- 1.2. Parking enforcement, coupled with car park management, is strategically important as it helps maintain the vitality of shopping areas and has contributed to the continued commercial success witnessed in many of the boroughs town centres. It also contributes to highway safety by ensuring sensitive areas of highway are kept clear of obstruction thus improving sightlines for motorists, cyclists and pedestrians.
- 1.3. Whilst not always welcomed by drivers, parking enforcement is essential to ensure that roads remain clear from obstruction, allowing residents and visitors unhindered travel either by car or public transport. Additionally, it supports residents, through Controlled Parking Zones, by facilitating parking in areas where they reside by eliminating commuter parking. Disabled access to shops and services is also enhanced through parking enforcement as it keeps clear areas set aside for such parking.
- 1.4. The Council's current parking strategy was last revised by Cabinet in September 2004. A review of the existing Parking Strategy is considered necessary for a number of reasons, including:
 - a recent House of Commons Select Committee report on parking
 - changes in parking and traffic management legislation,
 - the need to modernise and improve on street parking enforcement and car parking operations
- 1.5. The service has close links with regeneration and transportation planning, streetcare and technical services to ensure a joined up approach to the issues highlighted in this paper. The parking management strategy has been prepared against the background of the network management strategy and other key Council documents such as the Local Development Framework (LDF) and the Local Implementation Plan (LIP). The Council places a high priority on achieving sustainable development objectives and has prepared its LDF and LIP documents to help deliver these. In the 'Vision' section of the LDF it says that the Council is committed to ensuring that the borough has 'a first class, integrated system for getting people around the borough that will provide choice, reduce the need to travel and promote healthier lifestyles and improve the quality of life for all sections of the community, including those who are less mobile and people with impairments'. It continues '.....Provision will continue to be made for cars in the recognition that people will continue to use them for travel, particularly in the suburbs but overall traffic growth will be falling and many more people will choose to walk and cycle'. The LIP reinforces this and brings forward a comprehensive range of programmes and proposals aimed at improving public transport provision, the promotion of cycling and walking, environmental and road safety enhancements and school travel plans. The parking management strategy should be seen against the approach to land use and transport planning provided by these. This strategy also supports the network management strategy agreed by Cabinet in October 2006. The only known forthcoming change that could impact on the strategy is that a second stage feasibility study for park and ride for Romford is currently being considered. If this were to result in the implementation of such a scheme it would have major implications for parking management in Romford, which would need to be considered as part of the

report on the scheme. There is nothing in this report which would conflict with the introduction of such a scheme.

- 1.6. Car park income is mostly generated from charging for the use of car parks in Romford although a small season ticket parking income is received from Balgores Square in Gidea Park. There are also on-street parking meters in Romford and on-street disc parking bays in most outlying town centres. In addition, there are controlled parking zones in many centres and these include residents' and business permits and other paid for parking. Free parking is generally, but not exclusively available at car parks in outlying town centres where the only control is length of stay. **Appendix A** lists all car parks in the borough and charging / control regime.
- 1.7. Given the breadth of issues considered within this paper, the report has been structured into three main sections, with a clear intention of determining appropriate policies in all areas:

A – Off-street parking (car parks)
B – On street parking
C – Parking enforcement, operations and administration
- 1.8 The Constitution sets out that whilst Cabinet can determine parking management strategy , decisions on the necessary traffic orders, following appropriate consultation sit with Regulatory Services Committee and this is reflected within the recommendations. Equally changes in delegations to members sit within the remit of Governance Committee.

2. Off street parking (car parks)

2.1 Review of car park tariffs

2.1.1 The Council manages a car parks portfolio of 27 sites providing a maximum parking capacity of 2,800 spaces within the borough. Some 200 additional private sector spaces have been created in The 2006/7 budget for Parking Services anticipates an income of £1,119,370 from the car parks portfolio. Charges are reviewed annually and off-street parking tariffs were uplifted generally for 2007/8. Details of current charges are set out in **Appendix B**

2.1.2 The private operators of the Brewery and The Liberty car parks are obliged to charge customers at not less than the rates set by the Council. This condition is included within legal agreements signed as part of planning permissions and a similar agreement exists with the new owners of The Mall (previously Liberty 2) and to the new ASDA development on the old Dolphin site.

2.2 Sunday charges

- 2.2.1 Sundays are rapidly becoming the second busiest shopping day of the week and many retail centres have amended their traffic orders to apply normal weekday tariffs to both Sundays and public holidays. All London Boroughs have been canvassed to identify their practice in this respect and of the 19 that responded 12 apply charges to Sunday parking. Brentwood and Chelmsford Councils also charge on Sundays whilst public holidays are already tarified at the normal weekday rate, Sunday parking is currently free within Council car parks. It is **recommended** that a standard all week tariff be applied to all Council car parks.
- 2.2.2. It is recognised that introducing Sunday charging in car parks without putting in place Sunday restrictions on-street will result in many motorists opting for on-street parking as their first choice with a subsequent adverse impact on local residents. Changes to on-street arrangements are considered later in this report.
- 2.2.3 It has been the practice to open car parks in Romford on a Sunday in the weeks preceding Christmas to provide adequate car parking provision. This will be the case in this and future years and the abovementioned charging regime will apply.
- 2.2.4 It is recognised that the introduction of Sunday charging could be of concern to the Council's partners who may feel that it makes Havering less attractive as a shopping and visitor destination . Whilst some informal consultation has already been undertaken it is proposed that officers ensure that the consultation on the traffic orders is comprehensive and that this includes specifically discussions with the Romford Town Centre Partnership The outcomes of all of those discussions is to be fed into the general response to the traffic orders which will be considered by Regulatory Services Committee when making its decision

2.3 Outlying car parks

- 2.3.1 The setting of tariffs in car parks facilitates proper traffic management and encourages specific customers to utilise particular areas. Romford town centre has witnessed a very successful business regeneration program set against a background of car parking charges for Council and privately owned facilities. The mix of paid for short and long stay parking facilities in Romford town centre has contributed to successful traffic management and the overall successes that have been achieved in rejuvenating the area.
- 2.3.2 Parking regulation is synonymous with business enhancement and regeneration and sustainable development . It ensures that parking spaces can be categorized and managed according to the need of local businesses, consumers and commuters and so that income can be raised to manage the facilities, enhance levels of customer satisfaction and to encourage business to invest in an area. Designating facilities long or short stay supports the needs of a particular client base and ensures a managed turnover of vehicle parking spaces.

- 2.3.3 Most car parks outside Romford have a maximum permitted length of stay of 2 or 4 hours as the car parks are intended to provide a facility for shoppers and visitors. The exception is in Hornchurch where some of the car parks permit a 9 hour maximum stay. The results of a 2004 survey show that around 10% of drivers exceeded the maximum time limit allowed in the “shoppers” car parks, reducing the opportunities for other drivers to park.
- 2.3.4 At present enforcement is undertaken by Parking Attendants who have to visit twice, noting the details of vehicles as a means of identifying overstayers. To gain sufficient evidence to support any appeal against the issue of a Penalty Charge Notice, the attendants have to note the valve positions on vehicles wheels on both occasions to provide evidence that the vehicle has not been moved in the interim. This is labour intensive and therefore costly and is an unacceptable use of resources and an alternative means of control needs to be identified if regulation via tariffs is not to be considered.
- 2.3.5 It will be noted from Appendix A that 17 sites within the Council’s car park portfolio currently offer free public parking – it is accepted that the provision of these facilities supports local retail centres and other amenities. The provision and enforcement of these car parks nonetheless results in expenditure by the Council (rates, electricity, enforcement costs) and internal accounting procedures are being amended to give greater transparency of the operating costs of each facility. The introduction of a moderate level of charging (e.g. in line with those at Havering Town Hall) in outlying car parks would also provide funds to enable works to be carried out to enhance service quality, for example allowing security standards to be raised to the ParkMark level.
- 2.3.6 Such control would be viable for car parks in Hornchurch, Upminster, Elm Park and Collier Row. In other areas it may be considered that the relatively low level of use of the car parks and the ready availability of on-street parking could make the cost of installing control machinery prohibitive when compared to likely income, but it is recommended that consistency should be applied across all facilities.
- 2.3.7 It is **recommended** that Members approve the principle of introducing a modest charging regime to these sites, starting at 20p for 2 hours and then equivalent to those applied in the Town Hall car park. This strategy is recommended in order to support local businesses, whilst deterring long stay commuter parking. Offering ‘free’ parking for two hours will be very difficult to enforce and is effectively the status quo. Programming pay and display machines to issue ‘free’ tickets upon the press of a button is problematic with many in the industry having attempted it only to discover machines emptied of tickets by children and those set on undermining the system. Additionally, providing ‘free’ parking would severely affect income streams and may make the installation of pay and display equipment uneconomical.
- 2.3.8 The estimated cost of installing pay and display machines and appropriate lines and signs in all the outlying car parks would be approximately £213k which could be funded through an invest to save bid. Income is estimated to be around £233k per year.

3. Portfolio Management

This section considers proposals for the car park assets and parking business

3.1 Current status

- 3.1.1 The composition and capacity of the Council's car parks portfolio is rarely static over time and recent implications of the corporate Property Strategy in particular have resulted in a permanent reduction in capacity for public parking. The capacity of Council-owned car parks has reduced by over 50% in the last 10 years (5,900 spaces in 1997, compared to 2,800 currently).
- 3.1.2 A review of the car park portfolio has taken place and the conclusions of this are that the current capacity is appropriate and therefore no proposals for reducing the number of car parks are being put forward. At the present time. Any further opportunities which may come forward in conjunction with redevelopment and regeneration proposals of town centres will be the subject of separate reports. The Council is currently conducting a review of staff parking policies which is due to report in November 2007.
- 3.1.6 An agreement has been made to lease the Gaynes Road car park in Upminster to the Aldi supermarket chain at an annual rent of £35,000. The lease incorporates conditions which make it the responsibility of Aldi to maintain the facility and keep it secure. Additionally, Aldi will carry out minor refurbishment works when the lease is commenced. The car park will remain owned by the Council and will be branded Havering/Aldi. The Council has reserved the right to extend charging for parking in this facility in the event that charging is introduced in other outlying car parks. In this event, the lease provides that the Council will be responsible for bearing 50% of any expenditure incurred from installation of ticket machines etc, but will be entitled to 50% of the income generated. Aldi customers will be entitled to pay for free for up to 2 hrs by claiming a refund of the parking fee in store. The Aldi/Gaynes Road example could be developed for some other outlying facilities and this will be explored.
- 3.1.7 Surveys of car parks outside Romford showed that the vast majority were well used but long stay commuter parking is clearly evident. Any alternative use is likely to impact adversely on the shops and businesses nearby. It is **recommended** that current use of the facilities be maintained but with a strict regime of parking enforcement, facilitated by the introduction of pay and display charges as outlined in para 2.3.7.
- 3.1.8 It is also **recommended** that, as set out in the approved Hornchurch urban strategy, proposals for the development of live work units and improvements to retained spaces at Fentiman Way and Keswick Avenue car parks should be co-ordinated with other developments to ensure that the overall provision of parking within the town centre is maintained at a sufficient level to cater for existing and future needs.

3.2 Improvement Programme and Reinvestment Account

- 3.2.1 Car park facilities frequently require investment beyond routine maintenance in order to offer a satisfactory service to local residents and other customers.
- 3.2.2 ParkMark is a nationally recognised accreditation within the parking industry and is awarded against a strict set of criteria. The ParkMark award denotes the quality of the facility, particularly in respect of safety and security for customers. Mention was made earlier in this report that ParkMark status have already been achieved for the Angel Way MSCP.
- 3.2.3 It is **recommended** that the parking service assess the Council's parking facilities against the ParkMark criteria within the coming months to identify what physical works are required at each location to enable the rolling out of the ParkMark award to other car parks. The assessment will enable an action plan to be developed with the aim of having all suitable facilities gain ParkMark accreditation by 2009/10. The financial implications of how to do this are considered as part of a package of measures in the financial implications section.
- 3.2.4 Similarly, of the sixteen pay and display machines currently in use , eight are between fifteen and twenty years old and are in need of imminent replacement . The remaining eight machines, including the machine at Front Lane, have been purchased within the last year and will not need replacing in the foreseeable future. The Pay on Foot system at Angel Way is nearing the end of its functional life and will require replacement. Replacement of the eight pay and display machines and the pay on foot system at Angel Way will reduce maintenance costs. Parking Services are currently exploring the potential of joining the London Centre of Excellences' Partners in Parking initiative which exists to reduce costs of procurement through the bargaining power of a group of London Boroughs. The financial implications of how to do this are considered as part of a package of measures in the financial implications section.
- 3.2.5 Contemporary pay and display machines are battery powered and solar charged and therefore enable both cheaper to operate and contribute to the reduction of carbon emissions in relation to mains generated electricity. Furthermore, by having a self-contained power source, solar powered units are cheaper and easier to relocate, if required. New models are also able to accommodate cashless payments and a CCTV camera, thereby contributing to community and customer safety.
- 3.2.6 A machine of this type is already being used in Havering. Members are **recommended** to support the principle of the phased replacement of aging Pay and Display equipment and the Pay on Foot system at Angel Way with solar powered units whenever possible and subject to the availability of funding.

3.3 **Performance Indicators**

3.3.1 Whilst the Parking Service has existing performance indicators, there are none currently linked to the trading performance of parking assets. The income target set within the MTFS can only be regarded as a proxy indicator as income generation will inevitably be impacted by the changing capacity over time.

3.3.2 A new measure of *net income per space* has been adopted as a more accurate indicator for each site as this will not be distorted by capacity changes over time. Differential measures will need to be agreed for town centre car parks as their income profile will be considerably different to outlying sites.

3.4 Marketing & Promotion

3.4.1 As previously stated, the Council's car parks operate within a competitive environment and revenue is directly proportionate to usage levels. The Variable Messaging Signs (VMS) is now operational and is guiding potential customers to available spaces within nearby car parks but greater efforts could be employed in marketing and promoting the Council's parking assets. The VMS system will also assist wider planning and transportation objectives for Romford such as the reduction of congestion, improved conditions for public transport services and bring about environmental improvements.'

3.4.2 Marketing needn't be expensive and the opportunity exists to make better use of existing facilities such as the Council's website to provide an online parking planner identifying the location and details of Council car parks within the borough. Appropriate signage could be used to make the Council's car parks more visible and easily accessible by potential customers, particularly those who may not be regular visitors to the borough. The Council, in partnership with other town centre stakeholders, is due to implement a comprehensive scheme to significantly improve signage for pedestrians in Romford Town Centre and this will include clear identification of car park locations.

3.4.3 The sale of season tickets or contract parking arrangements for operational business users provides a means generating core/fixed income and opportunities should be exploited where surplus capacity exists to increase sales.

B On Street Parking

4 Charging policy

4.1 Review of on-street tariffs

4.1.1 On street parking income is generally generated via parking meters or through the Parking Disc scheme. Both have been increased in 2007/8 – see **Appendix B** for current charges.

4.1.2 The overall increase in people shopping on Sunday's has increased the numbers of vehicles parking inappropriately on-street. Section 2.2 of this

report refers to the proposed introduction of standard all week tariff to Sunday parking within the Council's car parks. On street parking is generally free of charge on Sundays (with the exception of 'at any time' double yellow lines and the 'at any time' residents parking scheme in the ROST Sub Zone of the Romford CPZ sector 2A) . The introduction of Sunday charging within car parks, if undertaken in isolation, could result in the displacement of vehicles to park on-street and corresponding changes are therefore necessary – hence it is suggested that weekday charges be applied to Sunday parking on-street in those streets adjacent or in close proximity to car parks.

- 4.1.3 The Council will encourage the public to utilise car parks and legitimate on-street parking places and thereby improve the safety of the main shopping centres. There would however be significant costs in altering signs and road markings etc.
- 4.1.4 It is **recommended** that on-street parking restrictions be extended to include Sunday's on a phased basis where appropriate, provided that there is clarity as to which roads are restricted and subject to funding being available.

4.2 Permits

- 4.2.1 Parking Services manage various permit schemes and most have vagaries which need to be addressed. In particular, current paper based permits are subject to abuse as details of the authorised permit holder can be written in pencil and can easily be amended for use by others. It is **recommended** that an overall re-design for all permits should be initiated so that modern security enhancements can be embedded and single use scratch cards be introduced to replace the existing customer handwritten visitor permits.
- 4.2.2 There are a range of parking charges set for residents', business and other parking permits. Residents' permits charges are low compared with other parts of Outer London. (See **Appendix C**). Permit charges have been increased for 2007/8, but the introduction of differential rates for the 1st, 2nd and 3rd permit would reflect current practice in other parts of Outer London and has the potential to generate an additional £18k in year 1, and £27k in year 2.
- 4.2.3 Currently Havering issue only one residential permit per vehicle, per owner. This effectively means that an individual who owns more than one vehicle, i.e. a small works van and a family car can only qualify for one resident permit. However, issuing in this way also effectively allows a residence with for example five residents with five vehicles registered to each to each have a residential parking permit. Increasingly the Council is being asked to allow additional permits where a resident owns more than one vehicle and refusal often results in great customer dissatisfaction. It is **recommended** that the Council introduces permits for 2nd and 3rd vehicles.
- 4.2.4 It is **recommended** that differential charging be adopted for residential permits in accordance with the proposals outlined in **Appendix C** and that the differential charging is based upon the number of vehicles registered to an

address rather than at present to an individual. This would bring charges in Havering in line with other outer London boroughs.

- 4.2.5 Protecting the environment by encouraging the use of low emission vehicles through higher charges for high emission vehicles has come to the fore in recent months with the London Borough's of Richmond and Waltham Forest considering the introduction of such schemes. Tying parking permit charges to CO2 emissions, which have a damaging effect on our climate, should be seen as positive action and it is **recommended** that a study be undertaken to assess the impact of such scheme and the results brought forward to Members with scope for possible implementation in 2009/10.
- 4.2.6 Health and Home Care Permits. There are many more elderly people, those with disabilities and long term illnesses wishing to live independently in the community. Because of this the Council has come under increasing pressure to issue residential permits to family carers who would not normally qualify for a residents permit as they do not reside or have their vehicle registered at a qualifying address. For this reason it is **recommended** that, with proper and verifiable evidence, carers be allowed to purchase one of the Council's Health and Home Care Permits. Such permits have time limits.
- 4.2.7 Casual Permits. Checks show that none of these permits have ever been issued, possibly due to the cost of £5.15 for two hours. It is proposed that this permit be re-branded a Discretionary permit. It is **recommended** that issue of the new permit be subject to authorisation by the Parking Services Manager, Operations Manager or Systems Manager. The permit will allow parking in a controlled parking zone where immediate emergency situations such as short term family emergencies, immediate family illness or child care problems or other such situations have arisen and for which one would not normally qualify for any type of permit, or for which a visitor permit could not be used, or if the maximum allocation of visitor permits has been reached. Applicants will be required to furnish evidence substantiated by authoritative third parties such as a GP, Health Visitor or Social Worker or otherwise determined by the Parking Services Manager.
- This permit could be made available for a fixed charge of £50 for three months, or pro rata for a lesser period and would be restricted to very specific circumstances.
- 4.2.8 Visitor permits. Currently residents are limited to either ten or twenty five permits depending upon what zone they reside in. Increasingly the Council is being asked to provide additional permits. Residents claim to have many visitors or large families and many have reached their limit. Certain specific events, such as parking requirements generated by funerals, also need to be able to be accommodated within the scheme It is **recommended** that the yearly limit set on these permits be increased by 50% and that the number of permits issued at one time and the yearly total be standardised across the borough.
- 4.2.9 Officer on Duty Permit. A pilot has been running since August 2006 with planning officers carrying out statutory functions. It has proved successful and

it is **recommended** that it be extended to other council officers undertaking statutory duties.

4.2.10 Parking Waivers. These are issued to allow a one off dispensation against a parking regulation in circumstances where essential work needs to be undertaken in a regulated area, or in connection with a particular event or situation where in the short term no danger is posed to other road users or possibility of congestion will exist. Currently the charge for a Waiver is **£5.40**. However, it is not clear for what duration this fee covers and waivers issued for one day or one week are priced the same. It is suggested that the Waiver system is formalised with specific charges for specific durations. It is **recommended** that a Waiver be issued at the cost of **£10.00** per day up to a maximum of two weeks. To discourage long term or repetitive use of the Waiver scheme it is also **recommended** that any Waiver request from the same individual, company or street address for the same regulated location for any period over two weeks or within three months of a previous Waiver from or for the same be charged at a rate of **£15.00** per day.

4.2.11 Administration Charge. An administration charge should be levied for all permits, apart from Blue Badges, where they need to be replaced if they are lost or stolen or should the holder require any change to the detail of the permit. This charge is to cover the costs associated with the reissue. It is **recommended** this cost be **£10.00** in all cases.

4.3 The Disc Parking Scheme.

4.3.1 There are 67 disc parking locations within the borough providing short term on-street parking spaces for about 500 cars. From the 31/8/05 to 1/8/06 4,700 discs were sold at a charge of £11.00 a year generating £51.7k. Drivers display a disc showing time of arrival and may park until the maximum time limit set for the bay, time limits vary according to location. All bays have been installed where previously there was yellow line parking restrictions. Many are in the vicinity of local shopping parades providing an opportunity for shoppers whilst deterring long-stay parking by commuters or by shop staff themselves. They were installed as an alternative to limited-time parking restrictions (e.g. waiting limited to 30 minutes) because this type of restriction is particularly difficult to enforce on an economical basis.

4.3.2 In most areas the bays have been well received and are well used. In others they have been the subject of local concern as shopkeepers have seen them as a hindrance to passing trade. In some cases the bays have been removed and former waiting restrictions re-instated as a consequence shoppers now park elsewhere or illegally. There is the opportunity to consider extension of the number of disc bays which could generate extra sales and this course of action is recommended. It would also be possible to use discs as a means of time control in the outlying car parks although this would introduce an element of charging.

4.3.3 A concern of the disc parking scheme is that the one off purchase cost deters transient motorists from parking legally. A more flexible option would be to

replace the disc parking scheme with on-street pay and display machines with a variable low cost tariff. These have been installed in the High Street Romford. Doing this would provide extra convenience to the motorist; encourage greater passing trade for retailers and additional income. However, it must be borne in mind that whilst pay and display machines provide more convenience for the customer, their cost is a deterring factor when set against the more simple but less convenient disc scheme. It is **recommended** that the replacement of disc parking bays with pay and display machines be considered where it is estimated that the cost of installation can be recovered within 2 years.

4.4 Footway Parking and Parking Control

- 4.4.1 Under section 15 of the GLC (General Powers) Act 1974, parking on footways and verges is illegal unless exemptions have been agreed and are marked on the footway, and signs erected to indicate that it is permissible in those locations. The Council uses strict criteria when deciding to permit footway parking including, pavement construction; width; access for utility services; potential for interference with street maintenance operations; sight lines for other road users and the location of trees and street furniture
- 4.4.2 The Council currently has a practice of not removing grass verges in favour of hard standing to facilitate footway parking and because of this, and where footways are 1.5 metres or less wide many roads in the borough do not benefit from permitted footway parking.
- 4.4.3 Many roads are too narrow to adequately accommodate carriageway parking without the removal of grass verges and, particularly when two cars are parked opposite each other they cause an obstruction to the highway. Drivers are obliged to act in accordance with the Highway Code and park legally and safely without causing an obstruction. However, this does not always happen and illegal footway parking occurs and some motorists have been issued with Penalty Charge Notices whilst protesting they are preserving highway access for emergency service vehicles.
- 4.4.4 It is **recommended** that members agree that grass verges can be removed in favour of footway parking but that this only happens on a case by case basis. Each case is to be considered separately and agreed by the Head of Technical Services, in consultation with the Cabinet Lead Member, with appropriate notification to the Chair of the relevant Area Committee. Consideration would need to be given to the most economic way of implementing works, most likely to be in conjunction with other highway related works. Governance Committee would be required to approve any changes to the existing scheme of delegation.
- 4.4.5 Demands for footway parking are increasing significantly. It is proposed that when a request is received the location be visited and assessed. The assessment will prioritise each request according to the immediate need for parking and the severity of problems being caused through the absence of footway parking. If the assessment shows that footway parking can be

accommodated then a consultation process will be undertaken with the residents in the locality. The result of the consultation will be placed before the appropriate lead member and Area Committee Chairman for consideration and decision.

- 4.4.6 There is currently a backlog of several hundred requests for footway parking schemes and these, together with staffing and budgetary constraints, will need to be taken in to account in determining the priority for approved schemes to be implemented. A post of Parking Schemes Manager is under recruitment and a first priority for the post holder will be to address this issue.
- 4.4.7 An extensive programme of re-marking existing footway parking bays and replacing missing signage was commenced in partnership with StreetCare in September 2006 and is now well advanced. It is anticipated that all bays will be re-marked by the summer of 2007. A routine maintenance plan is being developed and will be implemented by Streetcare and Parking Services.
- 4.4.8 Increasingly, the Council are receiving requests to install 'At any time' waiting restrictions (Double Yellow Lines) at junctions and on the apexes of bends. Inconsiderate or obstructive parking at these locations reduce safety on the boroughs roads and there is a greater demand from residents to deal with this type of parking quickly.
- 4.4.9 It is outlined in the Highway Code that vehicles should not be parked within 10 metres of a junction, although the radius of some kerb lines, at junctions and around the apexes of bends, would require to be kept clear for up to 15 metres, to ensure good sight lines for vehicles travelling in both directions.
- 4.4.10 All parking restrictions do have to follow a process of authority to advertise the proposals, statutory consultation and legal advertisement. Further to this, all affected frontages and know parties who may have an interest in any proposed restriction, are advised by letter inviting comment and are given a minimum of twenty one days in which to respond. The responses are then considered by the relevant Area Committee, Lead Member, or officer authorised by the aforementioned.
- 4.4.11 Whilst it is recommended that minor requests for parking bays, small areas of waiting restrictions or small schemes are still prioritised by the Area Committee's, it is **recommended** that authority be delegated to Head of Technical Services, in consultation with the the Cabinet Lead Member to deal with requests for 'At any time' waiting restrictions at junctions and bends for a distance of up to 15 metres with appropriate notification to the Chair of the relevant Area Committee, - this delegation will make the process of introducing such restrictions more efficient and will significantly help to clear the outstanding requests for such measures.
- 4.4.12 It is also **recommended** that authority be delegated to the Head of Technical Services, in consultation with the Cabinet Lead Member to deal with requests for advisory white road marking such as 'Keep Clear' markings and T-bar marking, which are mainly used in turning heads and across multi vehicle

accesses, with appropriate notification to the Chair of the relevant Area Committee. As these types of marking are advisory, they do not require formal approval for installation and they are not enforceable.

- 4.4.13 Due to the increasing demand for parking space on boroughs roads, residents are increasingly applying to the Council for vehicle crossovers to be installed (at their cost) and providing new or further off-street parking. Problems can occur when the installation of a new vehicle crossover is in a Controlled Parking Zone due to parking bays being located in front of the applicant's property. To remove parking bays, reduce them in size and replace the section of removed bay with a waiting restriction, it is currently necessary to go through the Committee process to gain approval in principle so that proposals can be advertised. While it is recognised the removal or reduction of parking bays may have an adverse affect on some residents, the creation of new off-street parking spaces will overall increase the parking capacity in each road.
- 4.4.14 To make the process of dealing with such request more efficient it is **recommended** that authority be delegated to the Head of Technical Services, in consultation with the Cabinet Lead Member to deal with requests for changes to all types of parking restrictions in relation to accommodating new vehicle crossover applications, with appropriate notification to the Chair of the relevant Area Committee
- 4.4.15 With the significant amount of development taking place throughout the borough, there are increasing instances where new or temporary accesses to new developments affect parking bays on the highway. Although the Regulatory Services Committee approve planning applications, it is the Area Committee's that agree the parking regulations within their committee area. To negate the need for a report being submitted to the Area Committee outlining any required changes to parking restrictions when the Regulatory Services Committee have granted planning approval to a new development and to make the process of dealing with temporary and permanent accesses to new developments more efficient, it is **recommended** that authority be delegated to the Head of Technical Services, in consultation with the Cabinet Lead Member to deal with changes to all types of parking restrictions in relation to temporary and permanent accesses to new developments, with appropriate notification to the Chair of the relevant Area Committee. Governance Committee would be required to approve any changes to the existing scheme of delegation.
- 4.4.16 The Department for Transport published advice on Inclusive Mobility in November 2002 and subsequent revisions were issued in July 2005. Details of this guidance are set out in **Appendix D** and it is **recommended** that the Council adopt the standards set out therein, subject to consultation with the Head of Streetcare to ensure adequate access is retained for cleansing/sweeping apparatus.

C Parking Enforcement, Operations and Administration

5.1 CCTV Enforcement

- 5.1.1 Parking on yellow lines outside railway stations and on zigzag lines outside schools during controlled hours is a parking contravention. This type of parking causes congestion and dramatically reduces the safety of commuters and children and their parents. Every effort is made by Parking Attendants to deter inconsiderate and dangerous parking through contact with schools, provision of advice and through enforcement
- 5.1.2 A CCTV vehicle is being purchased and will be deployed to improve the safety and welfare of children outside of schools and reduce congestion at other locations. Additionally, the vehicle has the potential to be utilised by other Council services such as StreetCare to help identify fly tippers and Trading Standards to assist in their test buying scheme which seeks to identify outlets selling tobacco or alcohol to those who are underage. Transport Services are currently seeking quotations for a vehicle and it is envisaged it will be operational by April 2007.
- 5.1.3 The deployment of a CCTV vehicle has no staffing implications as the recording of contraventions and the subsequent issuing of Penalty Charge Notice's can be accommodated within existing staffing. The vehicle will be clearly marked (it is intended to act as a deterrent factor rather than as a covert vehicle) and will be used in accordance with London Councils Code of Practice and agreed with the Cabinet Member for Streetcare and Parking.

5.2 Parking Attendant Lone Working and GPS.

- 5.2.1 Until recently, parking attendants only patrolled in pairs, which is not in keeping with the original 1994 model for decriminalised parking enforcement in Havering or terms and conditions of employment. In order to provide a more resource efficient service, parking attendants need to be able to patrol singly and thereby increase the geographical areas covered.
- 5.2.2 To facilitate single (Lone) working, a personal emergency Global Positioning System (GPS) has been purchased and became operational in February 2007. The system enables parking attendants to summon immediate assistance, via a single button initiation process, should they become involved in a difficult situation. Upon receipt of the signal the monitoring station will be able to instantly identify the individual, their location and acting upon information from the Parking Attendant, or via standing operating procedures, summon whatever assistance is necessary.

5.3 Increased mobility of Parking Attendants

- 5.3.1 At present, PA's patrol on foot and are transported to their 'beat' by van. In order to increase geographical coverage by the same level of resource, it is proposed to trial the use of scooters as a substitute for the existing vans ,thereby providing the opportunity to significantly improve parking enforcement activities. Parking Attendants will be utilising scooters in place of van from Spring 2007.

5.4 New software and Hand Held Computers

5.4.1 The software and hardware currently used by Parking Services for issuing and processing Penalty Charge Notices is supplied by Compex. The software and hardware is technically inferior to what is currently the industry standard and Compex is likely to withdraw support in the coming year.

5.4.2 The manufacturer of the current hand held computer in use, Radix, has recently gone in to receivership and is therefore unable to now support their product. There is pressure from Compex for Parking Services to transfer to their modern 3sixty product and hand held computers. However, the cost of 3sixty and replacement of hardware is equal in cost and technical complexity to a complete replacement of software and hardware; therefore, a mini tender is being undertaken to invite industry suppliers in addition to Compex to tender for the provision of a new processing system that will incorporate the latest technology and provide best value for money. Invitations for tender were sought in March 2007 with a view to having a new system operational as quickly as possible.

5.5 Differential Penalty Charge Notices.

5.5.1 London Councils have carried a consultation with stakeholders to ascertain if differential Penalty Charge Notices should be introduced across London. London Councils Traffic and Enforcement Committee met on the 8th December 2006 and agreed to introduce differential charging as set out in the table below from the 1st July 2007

Announced 11th December 2006	Differential PCN Charging	
	More serious	Less serious
Borough roads - Band A	£120	£80
Borough roads - Band B	£100	£60

5.5.2 Havering currently operate in Band A and B and so will see current PCN rates change from £100 (Band A) to £120 Serious, £80 Less Serious and from £80 (Band B) to £100 Serious, £60 Less Serious. All penalty charges will still be subject to a 50% discount if settled within 14 days of issue. The financial impact of the proposed change is thought to be neutral as it is likely to average out across increased and reduced charges.

5.6 Traffic Management Act 2004.

5.6.1 Part 6 of the new Traffic Management Act 2004 will consolidate the existing pieces of legislation used in decriminalised parking enforcement and provide a single framework to make regulations for the civil enforcement by local authorities of parking and waiting restrictions, bus lanes and some moving traffic offences. The Act will also allow parking attendants to inspect Blue

Badges and will widen the scope for which any surpluses from a parking account can be spent. Other minor changes will include the re-branding of Decriminalised Parking Enforcement to Civil Enforcement of Traffic Contraventions and Parking Attendants will become known as Civil Enforcement Officers.

- 5.6.2 The London Local Authorities and Transport for London Act 2003 currently gives the power to a London authority to take on the civil enforcement of certain moving traffic contraventions (MTCs) by decriminalising the offences, thereby transferring the enforcement responsibility from the Police to the Council. In 2007 the Traffic Management Act will consolidate this legislation. At that juncture it is recommended that consideration be given to Havering adopting the powers to enforce MTC's from 2008/9, subject to the Department for Transport replacing the provisions of the Road Traffic Act 199. However, the Council will not be able choose which contraventions to enforce and so will need to take on responsibility for all the contraventions across the whole of the authority's area. The primary MTCs that can be enforced are:

driving in a bus lane,
banned left, right or U turns
yellow box junctions.

Additionally, there are other minor MTC, a list of which appears at **Appendix E**

- 5.6.3 The London Borough of Havering will need to pass a resolution agreeing to commence MTCs before applying for approval to commence from London Councils.
- 5.6.4 A working group has been set up to consider and prepare for the introduction of the Traffic Management Act 2004 and the adoption of MTCs together with the implications, in terms of cost and infrastructure, and to consider if an alternative third party could be invited to tender to deliver such enforcement and processing . A further report will be made to Cabinet in due course.
- 5.7. Blue Badge Scheme (Disabled Persons Badge) and 'personal' on-street disabled parking bays.

- 5.7.1 Individuals over the age of two may qualify for a Blue Badge if they are:

Receiving the higher rate of the Mobility Component of the Disability Living Allowance or a War Pensioner's Mobility Supplement.

Using a motor vehicle supplied by a government health department.

Are a registered blind person.

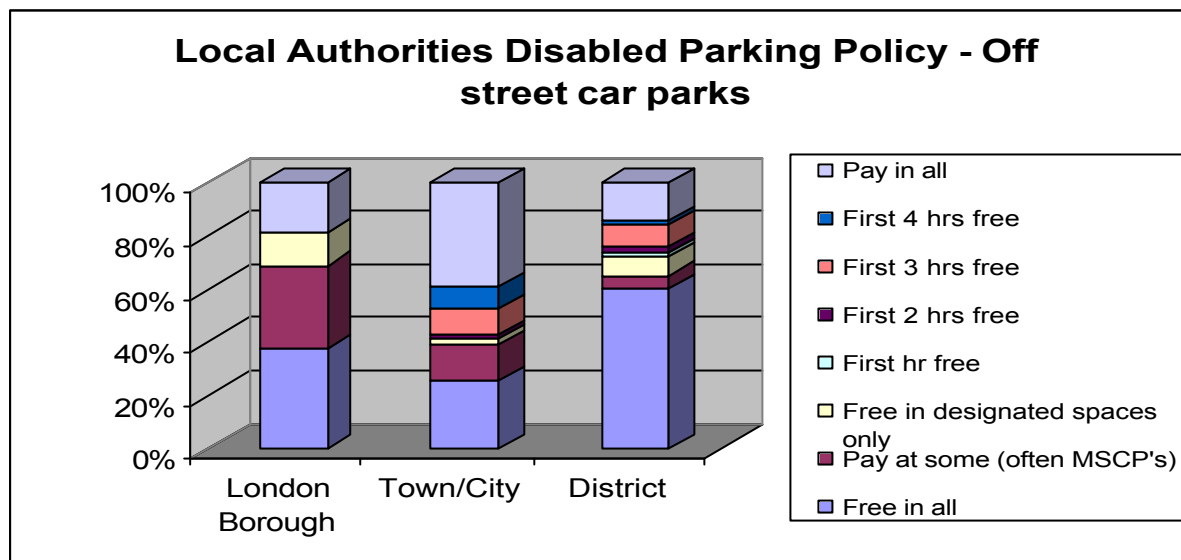
Have severe disability in both upper limbs, drive a motor vehicle regularly but cannot turn the steering wheel by hand even if that wheel is fitted with a turning knob.

Have a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking

In addition to the above any institution concerned with the care of disabled persons may be issued a Blue Badge upon application and the satisfying of the institutional definition. Where no automatic qualification for a Blue Badge exists a medical assessment is undertaken and if the criteria is met in the opinion of a medical practitioner then a Blue Badge will be issued. The Government has just issued a consultation paper on the Blue badge scheme which may lead to changes in the future.

- 5.7.2 Currently, the Council issues approximately 5,000 Blue Badges annually. The number of badges being issued has increased by 50% in recent years with the increased workload being absorbed by improved technology and improved working arrangements. However, the badges are currently issued free of charge and it is **recommended** that the nominal administration charge of £2.00 allowed by the Department for Transport is applied to all Blue Badges issued, including new badges, renewals and duplicates).
- 5.7.3 Charging for Blue Badges will assist in managing the scheme and assist in the work being undertaken to reduce abuse and fraud through the introduction of a nationwide Blue Badge database. Currently charges are levied by Barking and Dagenham and Essex County Council. The position with Redbridge was not established at the time of writing this report and Waltham Forest does not levy the charge.
- 5.7.4 Within its car parks portfolio, the Council provides a total of 110 spaces allocated for blue badge holders. Under current arrangements, with the exception of Angel Way MSCP, blue badge holders may park free of charge for the first three hours. Disabled parking is not limited to blue badge spaces and a disabled customer is able to park in any space with the same dispensation.
- 5.7.5 The primary consideration for disabled customers is to ensure availability of parking spaces in accessible locations, conveniently located to local amenities with suitable routes (i.e. without physical obstructions e.g.steps) to and from the car park. It is **recommended** that the current provision and demand for disabled bays be reviewed across Council car parks and additional provision be made where any shortfall is identified
- 5.7.6 Whether parking should be made available free of charge is a more debatable argument and many parking providers, including private operators within Romford town centre, now apply normal tariffs to disabled spaces. Evidence amongst local authorities suggests one of three approaches being adopted for blue badge customers, namely:
- Free parking (prominent amongst district councils, particularly in rural areas)
 - Free parking for limited time period (Havering's current practice)
 - Normal tariffs apply
- 5.7.7 A survey of 160 local authorities was carried out in January 2006 to identify their pricing approach to disabled parking and the results are illustrated below.

At that time, 19% of London boroughs had chosen to apply normal tariffs to disabled customers (includes Camden, Croydon and Tower Hamlets)



5.7.8 Members are **recommended** to agree in principle that free parking is available for those blue badge holders who automatically qualify for inclusion in the scheme (i.e. those drivers with more serious disabilities who qualify for automatic exemption from paying Vehicle Excise Duty), but that normal charges be applied to other blue badge holders using Council car parks.

5.8 Special Events

5.8.1 Parking Services receive many requests to put in place temporary traffic restrictions or to temporarily suspend the same. These requests come from varied areas including local charities and organisations. So far in 2006/7 16 requests were received and implemented.

5.8.2 Currently no charges are levied for this service and thus far in 2006/7 Parking Services have met the cost of £8,700 from existing resources. These types of requests are growing annually and in complexity and are becoming a significant drain on finance and officer time. It is **recommended** that Parking Services introduce a suitable scale of charges to cover the cost of each request. The charges will be set at a level which meets the cost of officer time and associated sundry items, such as temporary traffic orders and the placing of cones and replacement cost of missing cones. It is recognised that certain events are supported/promoted via the Council, including those led by some community groups in town centres such as Elm park and Rainham and it would seem contradictory for the Council to charge event organisers for this service – in these limited circumstances it is proposed that dispensations be granted with the authorisation of the Head of Technical Services, in consultation with the Lead Cabinet Member, subject to the Governance

Committee approving necessary amendments to the existing scheme of delegation.

6. Financial Implications and risks:

The capital and revenue implications in this report are listed as far as possible in the following table. The whole life costs of the package of improvements are set out in **Appendix F**. Please note that all the figures are full years figures and anticipated costs and income for 2007/8 will be dependant in the main part on the timing of decisions of Regulatory Services committee. These will have to be assessed once those decisions have been made.

6.1 Financial Strategy

6.1.1 The proposals set out in this report contain a mixture of revenue and capital items. In broad terms, the proposals would generate additional income to the Council, although there are clearly various risks associated with these proposals as highlighted below. Given that the primary financial outcome would be the generation of additional income, the strategy would fall within the definition of the Council's invest to save fund. It is therefore proposed to approach the funding of this package of proposals as a global invest to save bid. This would mean that the Council would use the fund to finance the capital costs associated with the strategy. In effect, the funds would be "loaned" to the service to finance the proposals, and then paid back from savings (in this case additional income) over subsequent years.

6.1.2 The alternatives to this approach are to utilise existing capital resources, which currently would mean diverting funds from existing projects already approved by Council, or through "prudential borrowing". The latter approach has been used to finance works under the leisure management contracts. Prudential borrowing would require repayments over a much longer period than would be the case with invest to save.

6.2 Risks

6.2.1 It should be noted that in a number of areas the recommendation is for an in principle decision and the final decision will be made by Regulatory Services Committee . This means that the primary risk is that any of the initiatives which are referred through to regulatory services committee might not proceed.

6.2.2 Whilst the invest to save cases can be developed and agreed or otherwise during the consultation period, the risks in these areas can be mitigated by not committing the expenditure until after the final decision

6.2.3 The second area of risk is that the best available information has been used to estimate the likely income from Sunday charging, introducing modest charging into outlying car parks, changing the system for permits in CPZ and introducing some charging for some blue badge holders. There is a risk that the assumptions that are drawn from this information are not correct and the

anticipated levels of income are not achieved. This could then jeopardise the service's ability to meet the invest to save repayments as well as potentially creating budgetary pressures within the service.

6.2.4 The report does not propose an increase in enforcement capacity because it is considered that the measures already introduced – lone working CCTV car etc should provide sufficient flexibility to cover the extended areas. However this is a risk and the situation needs to be carefully monitored. This will ensure that information on the extent and pattern of usage is maintained and its impact on the projections closely monitored and profiled. If it becomes evident that an increased level of enforcement is required, a further report would be submitted in due course, by which point the increased income generated from initiatives outlined in the paragraph above will be more evident.

6.2.5 The introduction of a new method of managing permits within cpz is low risk as all the stationery that is to be used has been in use elsewhere for some time. Whilst the costs are higher than the existing scheme this should be offset from the additional income in allowing people to buy more cards and have more permits. In addition, permit fraud, most notably amongst blue badges, has been highlighted during the work carried out by the Audit Commission as part of the National Fraud Initiative. The proposed strategy should reduce the potential for fraud.

6.2.6 The report proposes the installation of battery powered solar charged pay and display machines in outlying car parks and their use when replacing aging current pay and display machines. This technology has been used both here and elsewhere and is proving satisfactory. The risk of not replacing aging equipment is that it will fail and income will be lost whilst it is repaired.

6.2.7 The implementation of footway parking schemes will need to be undertaken as part of a broader programme of footway maintenance as no separate funding exists for this purpose.

6.3 Projected Costs/Income

6.3.1 The projected costs/income arising from the proposals contained within the strategy are as follows:

Para.	Detail	Revenue (£000s)	Capital (£000s)
2.2.1	Application of standard all week tariff to car park	(£61k p.a.)	£49k
2.3.7	Introduction of modest charging regime within outlying car parks (projected net income of £106k p.a. allows for costs of maintenance/servicing of machines after year 1 and cash collection)	(£106k p.a.)	£213K
3.2.3	Park Mark accreditation for remaining car parks		£37k over 3 years
3.2.6	Phased renewal of existing pay and display	£4k p.a.	£32k over

	machines – annual maintenance charge will be partly offset by saving in electricity consumption	(maintenance charge)	3 years
4.1.4	Extension of on street parking restriction to include Sundays, on a phased basis	(£26k p.a.)	£150k over 3 years
4.2.4	Introduction of differential charging for residential permits	(£20k yr 1 £35k yr 2)	
4.2.1/ 4.2.8	Introduction of scratch cards for Visitor Permits – the net income includes the costs of implementing the scratch cards	(£1k p.a.)	
4.2.11	Admin charge for amending and replacing all permits other than blue badges	(£4k)	
5.7.2	Introduction of £2 administration charge for blue badge permits	(£8k p.a.)	
5.7.5	Marking of additional blue badge bays		£22k
5.7.8	Application of normal tariffs to some blue badge holders	(£2k p.a.)	
5.8.2	Introduction of charges for temporary highways issues e.g.traffic orders in conjunction with special events.	(£3k p.a.)	
	Total projected additional income p.a.	£227k p.a.	
	Total estimated capital expenditure (over 3 years)		£503k

6.3.2 On the basis that the funding from implementation of the proposed strategy is achieved through the use of invest to save funds, the projected costs over a 10 year period can be summarised as follows:

	Years 1 to 10 £000	Annual from year 6 £000
<i>Revenue Items</i>		
Maintenance	318	34
Invest to save repayments	505	
Income	-2,718	-276
Net Revenue Costs/(Income)	-1,895	-242
Capital Costs	503	

6.3.3 A fuller analysis of costs and income over the 10 year period is set out in Appendix F. A 10 year period has been used to demonstrate the whole life costs arising from the proposed strategy although repayments of capital under the proposed invest to save funding are likely to be phased over a 5 year period. The figures shown the table and the associated Appendix cover full years only; any costs and income occurring during the implementation phase (3 years) are likely to reflect a higher level of cost.

6.3.4 The table indicates a net annual revenue contribution of around £240k per annum from year 6 onwards, with a comparable figure of around £130k from years 2 to 5. Whilst accepting there is clearly a degree of risk over the generation of income resulting from the adoption of these proposals, these figures could be utilised as part of the Council's MTFs development. It does however need to be borne in mind that any decision to do so recognises that the investment needs to be repaid and a proper assessment of the actual income levels would be required before it would be prudent to do so. On the assumption that the income levels are achieved, the extra revenue would be a legitimate contribution towards the MTFs. This would therefore represent a contribution towards future savings targets, rather than as a measure in addressing any existing budget shortfalls. In previous responses to budget consultation residents have indicated a preference to pay for services at the point of delivery rather than through Council Tax, and this strategy therefore accords with this approach.

7. Legal Implications and risks:

7.1 While the alteration of existing charges (including zero charges which includes most car parks), can be changed by giving notice, the introduction of new parking charges at certain car parks, alterations to, entitlement to parking permits, switching from disk parking to pay & display and the introduction of Sunday parking restrictions will require amendment to the appropriate Traffic Orders, public advertisement of the proposals and proper consideration of the responses received before finally determining whether to make the changes proposed. Under the Constitution these are matters for the Regulatory Services Committee. Changes to the Scheme of Delegation will be a matter for the Governance Committee.

8. Human Resources Implications and risks:

8.1 Service pressures and changes in this report will arise as a consequence of implementing recommendations and may require changes in the workforce. It is proposed to undertake a review once the effects of these changes are known. There are also major retraining and reskilling implications and opportunities for various staff performance management initiatives if maximum benefit is to be derived from any changes. Risks include increased staff turnover which may also provide opportunities.

9. ICT Implications and risks

The measures referred to in paragraph 5.4.2 regarding the replacement of the computer system and purchase of the GPS system have already been discussed and agreed with Business systems. The redesign of permits will be manageable within the new system

10 Equalities implications and risks

The proposals to review and increase the number of disabled parking spaces should improve access for people with disabilities to a range of locations across the borough. The proposals focus the continued provision of free parking on those who automatically qualify for a blue badge whilst introducing normal tariffs for other blue badge holders. The consultation on the traffic order will include consultation with groups that represent the interests of disabled people to ensure that their views are taken into account. One of the major problems with the current scheme are the well documented and widespread instances of fraudulent use of the badges, depriving those who need it of access to convenient parking and the ratepayers of revenue.

9. Reasons for the decision:

- 9.1 The recommendations in the report are designed to clarify council policy on a number of issues, modernise elements of the service and provide a longer term framework for the management of the service.

10. Alternative options considered:

- 10.1 The report sets out the range of alternative options available and considered.

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CHERYL COPPELL
Chief Executive

11. Appendices

- A Schedule of Council Car Parks
- B Current parking fees and charges (2007/8)
- C Permit Charges
- D Inclusive Mobility Advice
- E Moving Traffic Contraventions
- F Whole Life Costing – Financial Cash Flow

Appendix A – List of Council Car Parks

	Location	Type	Spaces	Spaces	Charging	Notes
			Saturday	Mon-Fri	Regime	
1	Angel Way, Romford	Multi	523	363	T/Centre	160 spaces for staff Mon – Fri.
2	Market Place, Romford	Surface	0	250	T/Centre	Closed Wed, Fri, Sat and every day during December.
3	Como Street, Romford	Surface	206		T/Centre	Set for disposal.
4	Town Hall, Romford	Surface	440	25	T/Centre	
5	Grimshaw Way, Romford	Surface	198	0	T/Centre	Grimshaw Way only opens to public on Saturdays.
6	Slaney Road, Romford	Surface	98	0	T/Centre	Weekday – Staff only. Open to public on Saturdays.
7	Marshalls Park, Romford	Surface	123	0	£5.00/day	Weekday – Staff only. Open to public on Saturdays.
8	Oldchurch Rise, Romford	Surface	80	As Sat	T/Centre	8 hrs max
9	High Street, Romford - Disabled	Surface	41	As Sat	Disabled	Disabled facility only.
10	Dorrington Gardens, Hornchurch	Surface	191	As Sat	Free	9 hrs max
11	Fentiman Way, Hornchurch	Surface	135	As Sat	Free	2 hrs max
12	Billet Lane (Queens Theatre), Hornchurch	Surface	94	As Sat	Free	9 hrs max
13	North Street, (NALGO) Hornchurch	Surface	55	As Sat	Free	9 hrs max
14	Keswick Avenue, Hornchurch	Surface	48	As Sat	Free	2 hrs max
15	Appleton Way, Hornchurch	Surface	48	As Sat	Free	2 hrs max
16	Bingo Hall, Hornchurch (Leased)	Surface	220	As Sat	Free	9 hrs max
17	Gaynes Road, Upminster	Surface	100	As Sat	Free	2hrs max. About to be leased to Aldi.

Cabinet,

18	Corbets Tey Road (Hoppy Hall), Upminster	Surface	120	As Sat	Free	4 hrs max
19	Rex Close, Collier Row (Tesco)	Surface	137	As Sat	Free	4 hrs max
20	Balgores Square, Gidea Park	Surface	36	As Sat	Season	£155 per quarter 2006/7.
21	Woodhall Crescent, Hornchurch	Surface	32	As Sat	Free	4 hrs max
22	Front Lane, Cranham (Leased)	Surface	42	As Sat	Free	4hrs max (Tariff to be introduced on 1 st April 2007).
23	St Nicholas Ave W, Elm Park (Hotel)	Surface	35	As Sat	Free	2 hrs max
24	St Nicholas Ave E, Elm Park (Library)	Surface	47	As Sat	Free	4 hrs max
25	Cherry Tree Lane, Sth Hornchurch	Surface	54	As Sat	Free	4 hrs max
26	Viking Way, Rainham	Surface	52	As Sat	Free	5hrs max. Made available via a S106 with Tesco's.

Appendix B – 2006/7 and 2007/8 parking fees and charges

Income Source	Charge 2006/2007	Charge 2007/2008
Parking Facilities		
Angel Way, Como St, Slaney Rd (Sat only), Front of Town Hall, Oldchurch Rise and Grimshaw Way (Sat only).		
Monday to Friday - Period Hours		
0 - 2	1.00	N/A
0 - 1	N/A	0.60
1 - 2	N/A	1.20
2 - 3	2.00	2.40
3 - 4	2.50	3.00
4 - 6	6.00	N/A
4 - 5	N/A	6.00
5 - 6	N/A	7.00
6 - 8	8.00	N/A
6 - 7	N/A	8.00
7 - 8	N/A	9.00
over 8	10.00	10.00
Lost Ticket	10.00	10.00
Saturday - Period Hours		
0 - 2	2.00	N/A
0 - 1	N/A	1.20
1 - 2	N/A	2.40
2 - 3	2.00	2.60
3 - 4	2.50	3.00
4 - 6	6.00	N/A
4 - 5	N/A	6.00
5 - 6	N/A	7.00
6 - 8	8.00	N/A
6 - 7	N/A	8.00
7 - 8	N/A	9.00
over 8	10.00	10.00
Lost Ticket	10.00	10.00
Front of Town Hall - First 20mins (Then variable as above)	0.20	0.20
Market Place (Non-market days)		
0 - 2	1.00	N/A
0 - 1	N/A	0.60
1 - 2	N/A	1.20
Long Stay Car Parks		
Marshalls		
Weekdays and Sundays – All day	5.00	6.00
Saturdays – All day	5.00	6.00
Season Tickets		
Romford Central Area		
Angel Way	per quarter 165.00	per quarter 200.00
Como Street	155.00	200.00
Marshalls	155.00	N/A
Outside Romford Central Area		
5 Day season – Balgores Square	155.00	200.00

Cabinet,

On Street Parking Meters and High Street Pay and Display (Maximum Stay 2 hours)			
2006/07	2007/08		
0 – 15mins	0 – 12mins	0.20	0.20
15 – 30mins	12mins – 24mins	0.40	0.40
30 – 45mins	24mins – 36mins	0.60	0.60
45 – 1 hr	36mins – 48mins	0.80	0.80
1 hr – 1.15mins	48mins - 1 hr	1.00	1.00
1.15mins – 1.30mins	1 hr - 1 hr 12mins	1.20	1.20
1.30min – 1.45mins	1 hr 12mins - 1 hr 24mins	1.40	1.40
1.45mins – 2 hr max	1 hr 24mins – 1 hr 36mins	1.60	1.60
	1 hr 36mins -1 hrs 48mins	N/A	1.80
	1 hr 48 – 2hrs max	N/A	2.00
Front Lane Pay and Display Car Park Cranham (No change in tariff for 2007/8)			
	0 – 20mins	0.20	0.20
	0 – 2 hrs	1.00	1.00
	2 – 3 hrs	2.00	2.00
	3 – 4 hrs	2.50	2.50
Penalty Charge Notices			
(Levels set by London Councils and agreed by the Mayor of London and endorsed by the Secretary of State)			
	Within Public Car Parks	80.00	80.00
	On Street Contraventions	80.00	80.00
	Parking Meters	80.00	80.00
	Permit Bays	80.00	80.00
	if paid within 14 days	40.00	40.00
	On Street Contraventions (Central Romford Area)	100.00	100.00
	if paid within 14 days	50.00	50.00
Vehicle Clamping and Removal			
	Vehicle Immobilisation release fee	45.00	45.00
	Vehicle Pound release fee (if clamped)	125.00	125.00
	Vehicle Pound release fee (if not clamped)	80.00	80.00
	Vehicle Pound storage fee (per day)	15.00	15.00
Controlled Parking Zones			
Resident's parking permit		10.00	10.00
	Per year		Per year
Change to existing permit		1.75	1.75
Resident's visitor permit		5.00	5.00
	Per 10 visits		Per 10 visits
Casual permit per 2 hours		5.15	5.15
Business parking permits		70.00	70.00
	Per annum		Per annum
Commuter Bays		211.00	211.00
	Per annum		Per annum
Disc Parking Scheme and Other Miscellaneous Charges			
Purchase of Disc (per year)		11.00	13.00
Consent to Park Waiver		5.40	5.40
Health and Homecare Permit		13.40	13.40
Vehicle change		5.00	5.00
Licence Holder Parking Bays		67.56	85.00

Appendix C - Permit Cost Comparison

Ref	Council	Cost of Resident Permit and Visitor Permit												
	Havering	£10.00 for each vehicle registered at an address and for which proof of residence is available for vehicle keeper. £5.00 Visitor permit allowing 10 visits, max of 100 permits per annum.												
	Proposed Havering	<table border="1"> <thead> <tr> <th><u>Permit</u></th> <th><u>Yr1</u></th> <th><u>Yr2</u></th> </tr> </thead> <tbody> <tr> <td>1st</td> <td>£13</td> <td>£16</td> </tr> <tr> <td>2nd</td> <td>£17</td> <td>£20</td> </tr> <tr> <td>3rd +</td> <td>£75</td> <td>£100</td> </tr> </tbody> </table> <p>Visitor £5.00 (No change)</p>	<u>Permit</u>	<u>Yr1</u>	<u>Yr2</u>	1st	£13	£16	2nd	£17	£20	3rd +	£75	£100
<u>Permit</u>	<u>Yr1</u>	<u>Yr2</u>												
1st	£13	£16												
2nd	£17	£20												
3rd +	£75	£100												
1	Barking & Dagenham	£17.70 1st and 2nd vehicle. £22.00 3rd vehicle. £50.00 4th and subsequent vehicles. £3.30 Visitor Permit allowing 10 visits.												
2	Redbridge	£25.00 1st Vehicle £45.00 for second and subsequent vehicles. £3.00 Visitor permit allowing 10 visits.												
3	Waltham Forest	£30 1 st Vehicle. £65 2 nd Vehicle £75 3 rd and subsequent vehicle.												
4	Thurrock	£15.00 per vehicle. £5.00 visitor permit (20 visits, max of 5 permits).												
5	Epping Forest District Council	£25.00 1st Vehicle £50.00 2nd Vehicle £100.00 3rd Vehicle £10.00 visitor permit allowing 10 all day visits.												
6	Brentwood Borough Council	£22.00 1st & 2nd Vehicle only. No permit allowed for further vehicles and no permit allowed if off street parking is available. £3.00 visitor permit allowing 10 visits.												

Appendix D

Inclusive Mobility Advice

Footways, footpaths and pedestrian areas

The distinction between a footway and a footpath is that a footway (usually called the pavement) is the part of a highway adjacent to, or contiguous with, the carriageway on which there is a public right of way on foot. A footpath has no contiguous carriageway. Where reference is made to one, it can generally be regarded as applying to the other for design purposes.

A clear width of **2000mm** allows two wheelchairs to pass one another comfortably. This should be regarded as the minimum under normal circumstances. Where this is not possible because of physical constraints **1500mm** could be regarded as the minimum acceptable under most circumstances, giving sufficient space for a wheelchair user and a walker to pass one another. The absolute minimum, where there is an obstacle, should be **1000mm** clear space. The maximum length of restricted width should be **6 metres** (see also Section 8.3). If there are local restrictions or obstacles causing this sort of reduction in width they should be grouped in a logical and regular pattern to assist visually impaired people.

It is also recommended that there should be minimum widths of **3000mm** at bus stops and **3500mm to 4500mm** by shops though it is recognized that available space will not always be sufficient to achieve these dimensions.

The House of Commons Transport Committee released a green paper on decriminalised parking enforcement in June 2006. More specifically the report noted the following on footway parking:

Extract

Pavement parking

Parking on the pavement is likely to cause a grave danger to pedestrians. In particular, it creates hazards for people with disabilities and visual impairments, older people, and those with prams or pushchairs. It is also unsightly and reduces the tight management of the streets which is a key to preserving a high quality street environment.









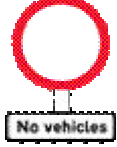


The Department for Transport recognises that pavement parking may cause damage to the kerb, the pavement, or the services underneath. Repairing such damage can be costly and local authorities may face claims for compensation for injuries received resulting from damaged or defective pavements.

We accept that the problem of vehicles obstructing footpaths country-wide is a large one and a major effort would be required to enforce the law. But the 'do- nothing' response of the Department is no longer a credible option. To periodically examine what is widely accepted as a problem and then fail to take any positive measures is not the quality of response that the general public has a right to expect from the Department.






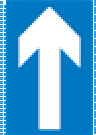



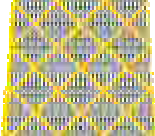
The Government must grip the problem of pavement parking once and for all and ensure that it is outlawed throughout the country, and not just in London. Councils should have the option of an 'opt-out' of a national pavement parking ban where this is vital, rather than relying on the use of individual Traffic Regulation Orders on specific streets and local Acts to impose a ban. That such an initiative will initially require additional resources to enforce is no excuse for allowing some pavements to continue to be swamped by cars and made inaccessible to large numbers of pedestrians.

Cabinet,

Appendix E – Moving Traffic Contraventions

Sign	Contravention
	Vehicular traffic must proceed in the direction indicated by the arrow
	Vehicular traffic must turn ahead in the direction indicated by the arrow
	Vehicular traffic must comply with the requirements prescribed in regulation 15
	No right turn for vehicular traffic
	No left turn for vehicular traffic
	No U turns for vehicular traffic
	Priority must be given to vehicles from the opposite direction
	No entry for vehicular traffic N.B. There is a condition attached to this sign which means that it is only included in this list when it indicates a restriction or prohibition which may also be indicated by another sign in the list.
	All Vehicles prohibited except non – mechanically propelled vehicles being pushed by pedestrians
	Entry to pedestrian zone restricted (Alternative types)
	Entry to and waiting in pedestrian zone restricted (Alternative types)

Cabinet,

	Entry to and waiting in pedestrian zone restricted (Variable message sign)
	Motor vehicles prohibited
	Motor vehicles except solo motorcycles prohibited
	Solo motorcycles prohibited
	Goods vehicles exceeding the maximum gross weight indicated on the goods vehicle symbol prohibited
	One way traffic
	Route for use by buses and pedal cycles only
	Route for use by tramcars only
	Part of the carriageway outside a school entrance where vehicles should not stop
	Marking conveying the requirements prescribed in regulation 29(2) and Part II of Schedule 19 of the Traffic Signs Regulations and General Directions 2002

Appendix F – Whole Life Costing – Financial Cash Flow

Para	Item	Type	Year 1	2	3	4	5	6	7	8	9	10	Total
<i>Revenue</i>													
<i>Costs/Income</i>													
2.2.1	Application of normal weekday tariffs on Sundays	Income	-61	-61	-61	-61	-61	-61	-61	-61	-61	-61	-610
2.3.7	Charging in outlying car parks	Income	-136	-136	-136	-136	-136	-136	-136	-136	-136	-136	-1,360
		Cost - Mtnce of P&D machines		18	18	18	18	18	18	18	18	18	162
		Cost - Cash collection	12	12	12	12	12	12	12	12	12	12	120
3.2.6	Renewal of existing Pay & Display equipment	Cost - Maintenance		4	4	4	4	4	4	4	4	4	36
4.1.4	Extension of on-street parking restrictions to Sundays	Income	-9	-18	-26	-26	-26	-26	-26	-26	-26	-26	-235
4.2.5	Differential charging for residential permits	Income	-20	-35	-35	-35	-35	-35	-35	-35	-35	-35	-335
4.2.1/4.2.8	Introduction of scratch cards for visitor permits	Income	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-10
4.2.11	Admin. Charge for replacement permits	Income	-4	-4	-4	-4	-4	-4	-4	-4	-4	-4	-40
5.7.2	Admin. Charge for blue badge permits	Income	-8	-8	-8	-8	-8	-8	-8	-8	-8	-8	-80
5.7.8	Normal tariffs for some blue badge holders	Income		-2	-2	-2	-2	-2	-2	-2	-2	-2	-18
5.8.2	Charges for temporary highways issues	Income	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-30
			-230	-234	-242	-242	-242	-242	-242	-242	-242	-242	-2,400
Revenue Cost - Invest to Save			101	101	101	101	101						505

Cabinet,

Net Income	-129	-133	-141	-141	-141	-242	-242	-242	-242	-242	-1,895
Cumulative Income	-129	-262	-403	-544	-685	-927	-1,169	-1,411	-1,653	-1,895	
<i>Capital Costs</i>											
2.2.1 Application of normal weekday tariffs on Sundays	Changes to signage, machines & traffic orders	49									
2.3.7 Charging in outlying car parks	New P&D Equipment, lines & signs	213									
3.2.3 ParkMark accreditation for remaining car parks	Maintenance	13	12	12							
3.2.6 Renewal of existing Pay & Display equipment	Purchase of new machines	10	11	11							
4.1.4 Extension of on-street parking restrictions to Sundays	Expenditure	50	50	50							
5.7.5 Marking of additional blue badge bays		22									
		357	73	73							503



MINUTES OF A CABINET MEETING
Havering Town Hall, Romford
Tuesday, 16 May 2007 (7.30pm – 8.30pm)

Present:

Councillor Michael White, Leader of the Council, in the Chair

Cabinet Member responsibility:

Councillor Steven Kelly (Deputy Leader)	Sustainable Communities
Councillor Michael Armstrong	Housing & Regeneration
Councillor Andrew Curtin	Public Realm
Councillor Peter Gardner	Public Safety
Councillor Eric Munday	Performance & Corporate
Councillor Roger Ramsey	Resources
Councillor Paul Rochford	Environmental & Technical Services
Councillor Geoffrey Starns	Children's Services
Councillor Barry Tebbutt	StreetCare & Parking

Councillors June Alexander, Clarence Barrett, David Charles, Keith Darvill, Gillian Ford, Linda Hawthorn, Andrew Mann, Barbara Matthews, John Mylod, Fred Osborne and Jeffrey Tucker

3 members of the public and a representative of the press were also present.

All decisions were agreed with no vote against.

Councillor Andrew Curtin declared an interest in the matter referred to in minute 95.

On behalf of the Chairman, those present were reminded of the action to be taken in the event of an emergency.

94 **MINUTES**

The minutes of the meeting held on 1 May 2007 were agreed as a correct record and were signed by the Chairman.

~~Change Strategy be approved, with the changes resulting from the consultation, to coordinate the Council's response to Climate Change.~~

~~**Other options considered:**~~

- ~~i) To agree to some of the changes to the Climate Change Strategy generated as a result of the consultation.~~
- ~~ii) Not to agree to any of the changes to the Climate Change Strategy generated as a result of the consultation at the present time. This would reduce the Council's capacity to respond to future requirements for it to act on climate change.~~

~~Members welcomed the Strategy and its approach to putting climate change issues at the heart of the Council's activities but considered that more detail was needed for examination by the Environment Overview & Scrutiny Committee.~~

~~**Cabinet agreed:**~~

- ~~1. That, having considered the comments provided by the consultation process, the changes proposed to the Climate Change Strategy as a result of the consultation be adopted.~~
- ~~2. That the Climate Change Strategic Working Group develop the Climate Change Action Plan in response to the recommendations in the Climate Change Strategy.~~
- ~~3. That the Climate Change Action Plan be brought to Cabinet for approval before November 2007.~~

97 **PARKING MANAGEMENT STRATEGY**

Councillor Barry Tebbutt, Cabinet Member for StreetCare & Parking, introduced the report

Cabinet was invited to consider a proposed strategy to improve the operational and financial management of the parking service, covering off-street parking (car parks), on-street parking and parking enforcement.

The report emphasised the strategic importance of parking management to maintaining the vitality of shopping areas, contributing both to the continued commercial success of the borough's town centres and to highway safety by ensuring sensitive areas of highway were kept clear of obstruction, improving sightlines for motorists, cyclists and pedestrians.

Whilst acknowledging that parking enforcement was not always welcomed by drivers, the report pointed out that it was essential to ensure that roads remained clear from obstruction, allowing residents and visitors unhindered travel either by car or public transport. Additionally, it supported residents, through Controlled Parking Zones, by facilitating parking in areas where they resided by eliminating commuter parking. Disabled access to shops and services was also enhanced through parking enforcement as it kept clear areas set aside for disabled people's use.

Parking strategy had last been revised by Cabinet in September 2004. A review was now recommended, for a number of reasons including changes in parking and traffic management legislation and the need to modernise and improve on street parking enforcement and car parking operations.

The parking management strategy had been prepared against the background of the network management strategy and other key Council documents such as the Local Development Framework (LDF) and the Local Implementation Plan (LIP). Cabinet was reminded that the 'Vision' of the LDF committed the Council to ensuring that the borough had

'a first class, integrated system for getting people around the borough that will provide choice, reduce the need to travel and promote healthier lifestyles and improve the quality of life for all sections of the community, including those who are less mobile and people with impairments'

and that

'.....Provision will continue to be made for cars in the recognition that people will continue to use them for travel, particularly in the suburbs but overall traffic growth will be falling and many more people will choose to walk and cycle'.

The LIP reinforced this and brought forward a comprehensive range of programmes and proposals aimed at improving public transport provision, the promotion of cycling and walking, environmental and road safety enhancements and school travel plans. Car park income was mostly generated from charging for the use of car parks in Romford, although a small season ticket parking income was received from Balgores Square in Gidea Park. There were also on-street parking meters in Romford and on-street disc parking bays in most outlying town centres and controlled parking zones in many centres, including residents' and business permits and other paid-for parking. Free parking was generally, but not exclusively, available at car parks in outlying town centres where the only control was length of stay.

The report invited Cabinet to consider issues relating to off-street parking (car parks), on street parking and parking enforcement, operations and administration.

Reasons for the decision:

The recommendations in the report were designed to clarify Council policy on a number of issues, to modernise elements of the service and to provide a longer term framework for the management of the service.

Other options considered:

A range of alternative options available and considered was set out in the report.

Following presentation of the report, the Leader of the Opposition stated that her Group found the proposals unacceptable. A number of issues arising from points in the report were discussed, including the scope of consultation on the initiatives proposed in the report, the likely impact of the changes on local shopping centres in the borough and the effect on holders of disabled persons' Blue Badges. It was accepted that the Environment Overview &

Scrutiny Committee would look at the details of the proposals as they came forward.

Cabinet agreed:

1. That the current situation regarding car park charging as set out in the report be noted.
2. That the relevant weekday tariffs be applied to Sunday parking within all Council car parks.
3. That a modest charging regime (20p for first 2 hours, increasing thereafter as detailed in the report) be introduced within outlying car parks in order to restrict long term parking whilst not deterring local shoppers.
4. To note that the review of the car park portfolio has been completed and that a review of staff parking policies is underway and due to report in November 2007.
5. That the current use of outlying car parks be retained, but subject to a strict regime of parking enforcement to discourage commuter parking.
6. That the approved proposals in the Hornchurch Urban Strategy be coordinated with other developments to ensure that the overall provision of parking in the town centre is maintained at a suitable level for future and existing needs.
7. That the parking service assess the Council's car parks within the coming months to identify what physical improvements are required at each location to achieve ParkMark accreditation for each site over a phased basis.
8. That solar powered Pay & Display machines be used wherever possible and that, subject to funding being in place, the phased replacement of ageing Pay & Display equipment be implemented.
9. To note that a KPI of 'net income per space' has been adopted and will be monitored for each car park site.
10. In principle, that on-street parking restrictions and charges for on-street parking be extended to include Sundays on a phased basis within those streets adjacent, or in proximity, to existing car parks, provided that there is clarity as to which roads are restricted, and that the Regulatory Service Committee be invited to progress the appropriate traffic orders.
11. In principle, that single use scratch cards be introduced to replace the existing customer handwritten visitor permits and that the Regulatory Service Committee be invited to progress the appropriate traffic orders.

12. That a study be undertaken to assess the impact of linking parking permit charges to vehicle emission levels and a further report produced for Cabinet in due course.
13. In principle, that it be agreed that residents in CPZs be offered opportunity to purchase permits for second and third cars and that differential charging be adopted for residential permits in accordance with the proposals outlined in Appendix C of the report, and that the Regulatory Service Committee be invited to progress the appropriate traffic orders.
14. In principle, that, with proper and verifiable evidence, carers be allowed to purchase one of the Council's Health and Home Care Permits.
15. In principle, that a Discretionary Permit be introduced and qualification criteria amended to assist in the purchase of permits to those who otherwise would not qualify for a permit, to address a short term emergency.
16. In principle, that the limit set on the purchase of Visitor permits be harmonised and increased yearly by 50% to accommodate increasing demands from residents, and that the Regulatory Service Committee be invited to progress the appropriate traffic orders.
17. In principle, that the Officer on Duty permit be extended to other council officers undertaking statutory duties.
18. In principle, that amendments be made to the terms of issue of Parking Waivers as set out within the report.
19. That an administration charge of £10.00 be levied for the replacement of all lost or stolen permits, or re-issue due to change of permit holder details, sufficient to recover costs.
20. In principle, that the replacement of disc parking bays with pay and display machines be considered where it is estimated that the cost of installation can be recovered within 2 years, and that the Regulatory Services Committee be invited to progress the appropriate traffic orders.
21. That the Governance Committee be invited to recommend to the Council that authority be delegated to Head of Technical Services, in consultation with the Cabinet Member (StreetCare & Parking), to determine schemes for the removal of grass verges in favour of footway parking on the merits of individual cases, noting that the general practice of not removing grass verges should otherwise remain in place.
22. That the Governance Committee be invited to recommend to the Council that authority be delegated to the Head of Technical Services in consultation with the Cabinet Member (StreetCare & Parking) to deal with requests for:

'At any time' waiting restrictions at junctions and bends for a distance of up to 15 metres
advisory white road marking such as 'Keep Clear' markings and 'T' bar marking
changes to all types of parking restrictions in relation to accommodating new vehicle crossover applications
changes to all types of parking restrictions in relation to temporary and permanent accesses to new developments
dispensations from charging for traffic orders required for special events

23. That the Council adopt the standards set out within the latest Inclusive Mobility guidance, subject to consultation with the Head of StreetCare.
24. That a further report on the enforcement of Moving Traffic Contraventions under the Traffic Management Act 2004 be considered at a future Cabinet meeting.
25. That a fixed £2.00 charge be introduced for each new, renewed or replacement Blue Badge.
26. That the current provision and demand for disabled bays be reviewed across Council car parks and on street and additional provision be made where any shortfall is identified.
27. In principle, that free parking be available for those Blue Badge holders who automatically qualify for inclusion in the scheme, but that normal charges be applied to other Blue Badge holders using Council car parks, and that the Regulatory Service Committee be invited to progress the appropriate traffic orders.
28. That a suitable scale of charges be introduced for the costs of temporary traffic orders and temporarily suspending traffic orders to accommodate special events – the charges to be approved by the Cabinet Member (Resources).

98 ~~**CLOCKHOUSE INFANT AND JUNIOR SCHOOLS – PROPOSED AMALGAMATION FROM SEPTEMBER 2007**~~

~~*Councillor Geoff Starns, Cabinet Member for Children's Services, introduced the report*~~

~~The Council had been supporting amalgamation of infant and junior schools as opportunity arose through an organic approach since the early 1990s. The current policy on the issue was set out in Havering's Schools Organisation Plan.~~

~~Certain actions, such as in this case the retirement of the Junior school head teacher, would trigger a review of whether the Council considered that it would be appropriate to consult on the amalgamation of the schools.~~

REGULATORY SERVICES COMMITTEE

AGENDA

7.30pm

Thursday
13 December 2007

Havering Town Hall
Main Road, Romford

Members 10 : Quorum 4

COUNCILLORS:

Conservative Group

Roger Evans (Chairman)
Barry Tebbutt (V Chairman)
Jeffrey Brace
Lesley Kelly
Robby Misir
Barry Oddy

Residents' Group

Linda Hawthorn
Steve Whittaker

Rainham Resident Group

Coral Jeffery

Labour Group

Tom Binding

For information about the meeting please contact: Andy Beesley (01708) 432437
E-mail: andrew.beesley@havering.gov.uk

Due to unforeseen circumstances beyond the Council's control it has not been possible to publish the reports for this meeting. An order of business containing the reports will be published as soon as practically possible



AGENDA ITEMS

1 CHAIRMAN'S ANNOUNCEMENTS

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

The Chairman will announce the following:

These are the arrangements in case of fire or other events that might require the meeting room or building's evacuation. (Double doors at the entrance to the Council Chamber and door on the right hand corner (marked as an exit).

Proceed down main staircase, out the main entrance, turn left along front of building to side car park, turn left and proceed to the "Fire Assembly Point" at the corner of the rear car park. Await further instructions.

I would like to remind members of the public that Councillors have to make decisions on planning applications strictly in accordance with planning principles.

I would also like to remind members of the public that the decisions may not always be popular, but they should respect the need for Councillors to take decisions that will stand up to external scrutiny or accountability.

2 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS (if any) - receive.

3 DECLARATION OF INTERESTS

Members are invited to declare any interests in any of the items on the agenda at this point of the meeting. Members may still declare an interest in an item at any time prior to the consideration of the matter.

4 MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on 1 November 2007, and to authorise the Chairman to sign them

5 PLANNING APPLICATIONS – See Index and Reports – Applications within statutory limits

- 6 **PLANNING APPLICATIONS – See Index and Reports – Applications outside statutory limits**
- 7 **EXTINGUISHMENT OF PART OF FOOTPATH NO. 16 BETWEEN CUMMINGS HALL LANE AND CHURCH ROAD, NOAK HILL**
- 8 **EXTINGUISHMENT OF PART OF MEWS CAR PARK FOOTPATH, THE MEWS, MARKET PLACE, ROMFORD (FOOTPATH 112)**
- 9 **STOPPING UP OF HIGHWAY AT RONEO CORNER – Report to follow**
- 10 **P2032.07 – HIGHWAY LAND FRONTING AVENUE ROAD (ADJACENT TO HAROLD WOOD LIBRARY)**
- 11 **P1707.07 – CRANHAM HALL FARM, THE CHASE, UPMINSTER**
- 12 **URGENT BUSINESS**

To consider any other item in respect of which the Chairman is of the opinion, by reason of special circumstances which shall be specified in the minutes, that the item should be considered at the meeting as a matter of urgency.

**Cheryl Coppel
Chief Executive**



MEETING	DATE	ITEM
Regulatory Services Committee	13 December 2007	14

This report is submitted with the agreement of the Chairman as an urgent matter, pursuant to Section 100B(4) of the Local Government Act 1972

REPORT OF THE CHIEF EXECUTIVE

SUBJECT: Implementation of Parking Management Strategy

SUMMARY

On the 16 May 2007, a Parking Management Strategy report detailing proposals for the future management of the Council's Parking Services and associated operations was presented to and approved by Cabinet. Subsequently, the Cabinet decision was referred to the Environment Overview and Scrutiny Committee on the 4th June 2007 and confirmed by that committee.

The Parking Management Strategy contains several elements that need to be approved by the Regulatory Services Committee and this report details the approvals required and sets them in context.

The Chair of the Regulatory Services Committee authorised a public consultation to be carried out on the elements contained in this report on the 6 November 2007. The consultation took the form of public advertisements in the press and public notices displayed in car parks and other areas where necessary detailing the proposals contained in this report. The adverts and notices invited the public to make comments or objections. The adverts were published and notices put in place on the 16 November 2007 with a closing date for comments or objections to be received of 6 December 2007.

In addition to the statutory consultation carried out a separate formal consultation was undertaken under the auspices of the Havering Association for People with Disabilities (HAD) with regards proposal's to charge for the issuing of Blue Badges and the charging of those not automatically entitled to a Blue Badge for using the Council's car parks, the latter being a matter for which amendments to existing traffic orders will be necessary. The questionnaire and findings are at appendix D. A

summary of comments and objections received to the statutory consultation are at appendix C and for the Blue Badge consultation at appendix E. Both appendices contain officer responses.

RECOMMENDATIONS

1. That the committee having considered the comments and objections received and the comments of officers agrees the following amendments to traffic orders:

2. Amendments be made to the Havering Off Street Parking Places Order to introduce:
 - a. Parking charges to those car parks outside of Romford Town Centre which are currently free to use as set out in appendix A Section (5) and (6) and to amend the maximum stay period for Dorrington Gardens (Long Stay, upper level) and North Street Hornchurch to 12 hours.
 - b. Sunday parking charges to the Angel Way, Como Street, Slaney Road, Town Hall, Oldchurch Rise, Grimshaw Way and High Street car parks in Romford Town Centre as set out in appendix A Section (1).
 - c. An exemption from car park charges for blue badge holders whose vehicle is exempt from vehicle excise duty (Road Tax) for the first three hours of parking in any car park.
 - d. Charging for parking for blue badge holders who wish to park in any car park for any duration and whose vehicle is not exempt from vehicle excise duty (Road Tax).

3. Amendments to the relevant Traffic Management Orders (TMO's) be made to introduce:
 - a. The use of Scratch Card type visitor permits in all Controlled Parking Zones (CPZ's) as set out in appendix B Section (1).
 - b. A 50% increase in the number of visitor permits that can be purchased in anyone year by those entitled to purchase such permits for use in CPZ's as set out in appendix B Section (1).
 - c. Differential charging for residential parking permits for use in all CPZ's as set out in appendix B Section (1).
 - d. Sunday on-street parking charges in the High Street Romford Pay and Display parking places as set out in appendix A Section (7).
 - e. On-street pay and display scheme's using the tariff set out in appendix A Section (8), at the following locations.
 - i. London Road – Locations; existing disc parking bays. (Five Pay and Display Machines).
 - ii. Ardleigh Green Road - Locations; existing disc parking bays. (Two Pay and Display Machines).
 - iii. Station Road, Harold Wood - Locations; existing disc parking bays. (Three Pay and Display Machines).
 - iv. Crow Lane – Location; existing footway parking bays adjacent to the cemetery. (Three Pay and Display Machines).

- v. Gidea Park – Locations; Junction of Balgores Square, Crossways and Balgores Lane (Small car parking area outside Gidea Park Dry Cleaners), Fairholme Avenue (Along the flank wall of 170 Balgores Lane) and Balgores Lane, on railway bridge. (Three Pay and Display Machines).
 - vi. Collier Row Road – Location; Lay-by areas (Not Disc Bays but restricted for *No Parking*) southern side between No's 1 – 17. (Three Pay and Display Machines).
- f. The introduction of charging for the issue, renewal, replacement or amendment of Blue Badges at the level defined as the maximum charge currently permitted by the Department for Transport.

REPORT DETAIL

1. Cabinet has approved the policy of introducing a modest charging regime for outlying car parks in order to restrict long term parking whilst not deterring local shoppers. The setting of tariffs in car parks facilitates proper traffic management and encourages specific customers to utilise particular areas. A statutory consultation was initiated through the placing of adverts in the local press and by the placing of public notices in the car parks concerned inviting comments and objections to the proposals. A summary of those comments and objections appear at appendix C and a set of the objections is available in the Members' Room.
2. The proposed tariffs are set out in appendix A Section's (5) and (6). The tariffs will support local businesses the majority of whose custom is likely to come from customers visiting the location for a short time, whilst deterring long stay commuter parking outside of specific areas designated for long stay parking.
3. Sundays are rapidly becoming the second busiest shopping day of the week and many retail centres have amended their traffic orders to apply normal weekday tariffs to both Sundays and public/bank holidays. It is proposed that the on-street Pay and Display orders and car park orders are amended to enable the introduction of Sunday charging in car parks and on-street in Romford town centre only as set out in the tariffs at appendix A Section's (1),(3),(4), and (7). A statutory consultation was initiated through the placing of adverts in the local press and by the placing of public notices in the car parks and areas concerned inviting comments and objections to the proposals. A summary of those comments and objections appear at appendix C.
4. A formal consultation was carried out under the auspices of the Havering Association for People with Disabilities - HAD (The questionnaire and findings are at appendix D and E) in order to gain views and comments regarding Blue Badge abuse, parking space accessibility and to illicit the same on the proposal's to charge a fee to issue Blue Badge's and for the current first three hours of free parking, currently available to all Blue Badge holders in the council's car parks, to be limited to only those Blue Badge holders who have automatic entitlement to a badge. Additionally, a statutory consultation was initiated through the placing of adverts in the local press and by the placing of public notices in the car parks inviting comments and objections to the

proposals, viz, the amendment of the relevant car park orders. A summary of those comments and objections appear at appendix C.

5. Detailed findings of the formal Blue Badge consultation can be found at appendix D, however, a brief summary of the findings indicate that of those surveyed:

97% are of the opinion that the Blue Badge scheme is abused.

94% feel the council should do more to tackle abuse.

74% think that fraudulent use of Blue Badges is occurring.

60% believe there are not sufficient disabled parking spaces in the borough.

74% would like to see the installation of handipark barriers to help tackle misuse of disabled parking spaces.

66% agree that those with "automatic" entitlement to a Blue Badge should continue to park without charge in the Council's car parks for the first three hours whilst 33% are of the view that discretionary badge holders should pay normal tariffs.

66% agree that a fee should be charged when issuing a Blue Badge.

6. Parking for those displaying a valid Blue Badge is currently free for the first three hours of parking in car parks that charge. Though a high percentage of those surveyed do not feel that charging for some Blue Badge parking is appropriate many, 60%, agree that there are insufficient disabled parking spaces in the council's car parks. Additional income from such charging will contribute to the provision of the extra spaces that are sought.
7. It is therefore proposed that this concession continue for those Blue Badge holders who automatically qualify for inclusion in the scheme by virtue of being recipients of the higher rate mobility component of Disability Living Allowance or the War Pensioner's Mobility Supplement and who can then claim exemption from vehicle excise duty (car tax) and display in their vehicle such a car tax disc with the tax class designation being *Disabled* and the fee payable being *Nil*.
8. It is proposed that normal car park charges be applied at all times and for all durations to Blue Badge holders who are in receipt of a discretionary Blue Badge. Such badges are not automatically issued, as detailed earlier at Paragraph 7, but are instead issued upon the recommendation of their GP.
9. Residents in Controlled Parking Zones can currently purchase visitor permits to facilitate those visiting their premises. However, the type of permit currently used is one where the user needs to write in pen the date and time of arrival. It is known that this type of permit is open to abuse and fraudulent use. It is therefore proposed that single use scratch cards be introduced to replace the existing customer handwritten visitor permits.

10. There is a potential fraud issue over the visitor permits currently in circulation and it is therefore proposed that those permits become invalid for use after the 31 March 2008. Residents in possession of the old type permits will be entitled to exchange them for the new type without charge from when they are first made available until the 31 December 2008.
11. Currently there is a limit set on the number of visitor permits that can be purchased annually by each individual entitled to do so. The number of permits allowed to be purchased varies according to the timings of the Controlled Parking Zone. Increasingly the Council is being asked to provide additional permits as residents claim to have many visitors or large families and many reach their annual limit quickly.
12. It is proposed that the annual visitor permit allowance is increased by 50% as set out in appendix B Section (1), to accommodate increasing demands from residents. There have been no objections by the public to this proposal.
13. Currently Havering issue only one residential permit per vehicle, per owner. This effectively means that an individual who owns more than one vehicle, i.e. a small works van and a family car can only qualify for one resident permit. However, issuing in this way also effectively allows a residence with, for example five residents with five vehicles registered to each, to each have a residential parking permit. Increasingly the Council is being asked to allow additional permits where a resident owns more than one vehicle. There have been no objections by the public to this proposal.
14. It is proposed that the Council introduces permits for 2nd and 3rd vehicles and that differential charging as set out in appendix B Section (1) be adopted for residential permits and that the differential charging is based upon the number of vehicles registered to an address rather than at present to an individual. A statutory consultation covering all permit related matters, viz, the amendment of traffic management orders, was initiated through the placing of adverts in the local press inviting comments and objections to the proposals. A summary of those comments and objections appear at appendix C.
15. Sunday charging in car parks (As noted in paragraph 3) may result in motorists opting for on-street parking as their first choice with a subsequent adverse impact on local residents. It is therefore proposed that weekday charges be applied to Sunday parking on-street in those streets in Romford only where pay and display is installed, namely the High Street Romford, as set out in the tariffs at appendix A Section (7). A statutory consultation covering the matter of Sunday charging was initiated through the placing of adverts in the local press and notices in the areas concerned inviting comments and objections to the proposals. A summary of those comments and objections appear at appendix C.
16. In May 2007 Cabinet agreed that:

'consideration should be given to the replacement of disc parking bays with pay and display machines where it is estimated that the cost of installation can be recovered within 2 years.'

17. Officers have identified six locations in the borough where on-street pay and display may meet the 2 year payback criteria. A statutory consultation covering the matter of establishing on-street pay and display parking in the areas noted through the amendment of existing traffic management orders was initiated through the placing of adverts in the local press and notices in the areas concerned, inviting comments and objections to the proposals. A summary of those comments and objections appear at appendix C. Following comments received from Members on behalf of local businesses and residents concerning the implementation of new on-street Pay and Display scheme's the tariff relating to those schemes has been amended from that which was previously advertised. It is proposed that on-street pay and display scheme's in the following locations, using the amended tariff from that advertised as set out in appendix A Section (8) and that charging commences on the 21 January 2008:
- a. London Road – Locations; existing disc parking bays. (Five Pay and Display Machines).
 - b. Ardleigh Green Road - Locations; existing disc parking bays. (Two Pay and Display Machines).
 - c. Station Road, Harold Wood - Locations; existing disc parking bays. (Three Pay and Display Machines).
 - d. Crow Lane – Location; existing footway parking bays adjacent to the cemetery. (Three Pay and Display Machines).
 - e. Gidea Park – Locations; Junction of Balgores Square, Crossways and Balgores Lane (Small car parking area outside Gidea Park Dry Cleaners), Fairholme Avenue (Along the flank wall of 170 Balgores Lane) and Balgores Lane, on railway bridge. (Three Pay and Display Machines).
 - f. Collier Row Road – Location; Lay-by areas (Not Disc Bays but restricted for *No Parking*) southern side between No's 1 – 17. (Three Pay and Display Machines).
18. The Council issues approximately 5,000 Blue Badges annually free of charge. The Blue Badge scheme is managed by the Department for Transport and permits a maximum charge of £2.00 to be made for the issue, renewal, replacement or amendment of Blue Badges
19. As already noted in paragraph 5 and in more detail at appendix D, many Blue Badge holders feel the Blue Badge scheme is abused. The findings of the consultation recently carried out show that the majority of holders believe that fraudulent use of Blue Badges is taking place and that the council should do more to tackle such abuse.
20. Levying a charge for the issuing of Blue Badges will contribute to the overall operational cost of the Blue Badge unit and will free up resources which can be used to specifically tackle abuse and fraudulent use and the findings of the consultation recently carried out show that the majority of holders agree that a charge should be introduced.
21. It is proposed that charging for Blue Badges be applied from the 1 April 2008. Charging will assist in managing the scheme and assist in the work being undertaken to reduce abuse and fraud through the introduction of a nationwide Blue Badge database. It is further recommended that the charge be set at the level defined as the maximum charge permitted by the

Department for Transport, currently £2.00, and that future charging should shadow any changes in the maximum charge permitted by the Department for Transport.

Financial Implications and Risks

The Financial Implications set out in the Parking Management Strategy report to Cabinet on 16 May 2007 still apply, and are included in the draft Medium Term Financial Strategy for 2008/09, see appendix F.

In addition to the original report, further details are provided regarding the replacement of disc parking bays with pay and display machines. The cost of installing 19 machines (see paragraph 17) is approximately £68,000 and will be funded in the same way as the original Parking Strategy proposals i.e. as an invest to save bid. This means that the Council would use the Invest to Save fund to finance the initial capital costs which would then be paid back from revenue savings (in this case additional income) over subsequent years. The expected payback period for this project is 2 years.

Legal Implications and Risks

It is a legal requirement that the Council publicly consult on proposals involving changes to traffic management orders and consider representations received prior to finally deciding on whether to make any orders. The statutory requirements for consultation are public notices in the local press and on the relevant sites and written notification to relevant bodies, e.g. emergency services, motoring organisations, etc. This statutory obligation has been carried out and the results considered by Officers.

Human Resources Implications and Risks

It is envisaged that the collection of cash from the pay and display machines will be absorbed into the current Parking Services in-house cash collecting operation. However, a review of that operation may need to take place in the future should revenues from this proposal exceed the level of absorption currently anticipated to take place. Any such review may need to consider additional human resource within the car parks or the outsourcing of Parking Services current cash collection operation.

Equalities and Social Inclusion Implications and Risks

Charging for the issuing of Blue Badges and for some Blue Badge parking will help meet the cost of Blue Badge anti-fraud initiatives and meet some of the costs of improving disabled facilities and access in car parks. However, some perceive charging for issuing Blue Badges and charging some holders for parking will impact negatively upon holders. It should be noted though, that eligibility for a Blue Badge is not means tested and they are issued on the basis of an individual's disability and not financial circumstances. It is considered that an individual's financial ability to own a vehicle should include the cost of parking in addition to other "non-discounted" costs such as maintenance, insurance and where appropriate vehicle excise duty. It is therefore considered that there are no negative equalities issues present and that the opposite is apparent with the expansion of Blue Badge parking spaces and the introduction of Handipark barriers. However, the maintenance of existing tariffs and the introduction of new ones could be argued to have social inclusion implications or risks for all customers should they be on low or fixed incomes.

Reasons for the decision:

To facilitate the Cabinet approval of the Parking Management Strategy on the 16th May 2007 aimed at improving the services provided by Parking Services.

Alternative options considered:

During the construction of the Parking Management Strategy many alternative options were considered before the report was finalised. Insofar as the report no alternative options were considered as it felt that it was done so during the formation of the original strategy which was subsequently approved by Cabinet.

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Cheryl Coppel
Chief Executive

Background Papers List

Parking Management Strategy – May 2006

Appendix A – Proposed 2007/8 Car Parking Charges

Car Parking Charges		Charge 2007/2008
1: Romford Parking Facilities (Mixed Tariff) Monday to Friday & Sunday		
Angel Way, Como St, Slaney Rd, Town Hall, Oldchurch Rise, Grimshaw Way and High St.		
Period Hours		
0 - 1		0.60
1 - 2		£1.20
2 - 3		£2.40
3 - 4		£3.00
4 - 5		£6.00
5 - 6		£7.00
6 - 7		£8.00
7 - 8		£9.00
over 8		£10.00
Lost Ticket		£10.00
Town Hall - First 20mins (Then variable as above)		0.20
2: Romford Parking Facilities (Mixed Tariff) Saturday		
Angel Way, Como St, Slaney Rd, Town Hall, Oldchurch Rise, Grimshaw Way and High St.		
Period Hours		
0-1		£1.20
1-2		£2.40
2-3		£2.60
3-4		£3.00
4-5		£6.00
5-6		£7.00
6-7		£8.00
7-8		£9.00
Over 8		£10.00
Lost Ticket		£10.00
Town Hall - First 20mins (Then variable as above)		0.20

Appendix A (Cont.) – Proposed 2007/8 Car Parking Charges

3: Romford Parking Facilities (Short Stay Tariff) Monday/Tuesday/Thursday/Sunday Only 2 Hour Maximum Stay		
Market Place		
	0 - 2	N/A
	0 - 1	0.60
	1 - 2	£1.20
4: Romford Parking Facilities (Long Stay Tariff) All Days 12 Maximum Stay		
Marshalls		£6.00
5: Other Town Centre Parking Facilities (Short Stay Tariff) Monday to Saturday (Free to use on Sunday's) 4 Hour Maximum Stay (Except Woodhall Crescent and Gaynes Road which are 2 Hour Maximum Stay)		
<p>Collier Row - Rex Close. Cranham - Front Lane. Elm Park - St Nicholas Ave West (Hotel), St Nicholas Ave East, Elm (Library). Gidea Park - Balgores Square. Hornchurch - Appleton Way, Dorrington Gardens (Short Stay), Billet Lane (Queens Theatre), Cherry Tree Lane, Fentiman Way, High St (Bingo Hall), Keswick Avenue, Woodhall Crescent. Rainham - Viking Way. Upminster - Gaynes Road, Corbets Tey Road (Hoppy Hall).</p>		
	0 – 2 hrs	0.20
	2 – 3 hrs	£2.00
	3 – 4 hrs	£2.50
6: Other Town Centre Parking Facilities (Long Stay Tariff) Monday to Saturday (Free to use on Sunday's) 12 Hour Maximum Stay		
Hornchurch - Dorrington Gardens (Long Stay Area) and North Street, (NALGO)		£6.00

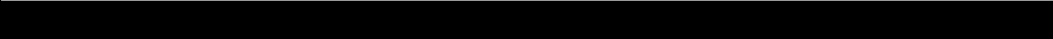
Appendix A (Cont.) – Proposed 2007/8 Car Parking Charges

7: On Street Parking - Pay and Display (High Street Romford Pay and Display) All Days 2 Hour Maximum Stay		
0 – 12mins		0.20
12mins – 24mins		0.40
24mins – 36mins		0.60
36mins – 48mins		0.80
48mins - 1 hr		£1.00
1 hr - 1 hr 12mins		£1.20
1 hr 12mins - 1 hr 24mins		£1.40
1 hr 24mins – 1 hr 36mins		£1.60
1 hr 36mins -1 hrs 48mins		£1.80
1 hr 48 – 2hrs max		£2.00
8: On Street Parking - Pay and Display (Locations As Noted Below) Monday to Saturday (Inc Public/Bank Holiday's) 2 Hour Maximum Stay		
London Road, Ardleigh Green Road, Harold Wood (Station Road), Crow Lane, Collier Row Road and Gidea Park . (Junction of Balgores Square, Crossways and Balgores Lane (Small car parking area outside Gidea Park Dry Cleaners), Fairholme Avenue (Along the flank wall of 170 Balgores Lane) and Balgores Lane, on railway bridge.		
0 – 12mins		0.20
12mins – 24mins		
24mins – 36mins		
36mins – 48mins		
0mins - 1 hr		
1 hr - 1 hr 12mins		£1.20
1 hr 12mins - 1 hr 24mins		£1.40
1 hr 24mins – 1 hr 36mins		£1.60
1 hr 36mins -1 hrs 48mins		£1.80
1 hr 48 – 2hrs max		£2.00

Appendix B - Proposed 2007/8 Residential Parking and Visitor Permit Charges

1: Residential Parking Permit – Annual Charges (Differential Charging)		
Permit Number 1 (Vehicle number 1 registered to an address)		£13.00
Permit Number 2 (Vehicle number 2 registered to an address)		£17.00
Permit Number 3 and above (Vehicle number 3 and above registered to an address)		£75.00
Visitor Permit (Scratch Card Book of Ten)		£5.00
Visitor Permit Allocation per Year, per Sector or Sub Zone, per Property.		
Zone	Sub Zone	Visits
		Notes
RO1		150 The number of visitor parking permits allowed to be issued annually is dependent upon the duration of the parking restriction in place in a particular area. The longer the duration of the restriction, the greater the number of visitor permits allowed to be purchased is. The annual period is determined as commencing on the date the first visitor permit is issued.
RO2B		150
RO3		150
RO6		150
LCT		150
ROB		225
ROST		600
ROS		225

ROW	225
HWA	300
HWB	300
HWC	300
HWD	300



Appendix C - Summary of Statutory Objections Received and Officer Comments. (On and Off Street Proposals).

Comments/Objections			
No	Item/Identifier	Comment/Objection	Officer Response
1	Petition (1) Organised by Marshall Murrell Estate Agents 60 Station Lane Hornchurch	<p>No to the Introduction of Car Park Tariffs in Hornchurch. 1,771 Signatures.</p> <p>General Objection to the Parking Management Strategy (Made by the Hornchurch Residents Association (HRA) in the form of a mini-petition included within the primary Murrell petition). 136 Signatures.</p> <p>(No narrative contained in the petition).</p>	<p>Whilst noted, the objections do not consider the future strategic management of parking facilities and the need to reduce the burden upon the Council Tax which is apparent when operating free parking facilities.</p> <p>Consideration is also not given for the need to alleviate the blockage of car parks by long stay commuter parking and the impact this has on those wishing to visit shopping areas but who find it difficult to locate suitable parking spaces.</p> <p>It is noted that the HRA part of the petition requests signatures in objection to the Parking Management Strategy and the Regulatory Services consultation on proposed car park charges.</p>
2	Letter dated 17/10/2007 from Marshall Murrell Estate Agents 60 Station Lane Hornchurch	<p>The proposal to introduce Parking Charges at Dorrington Gardens Car Park and other car parks around Hornchurch Town Centre.</p> <p>“Implementation would have a huge adverse effect on the Town Centre and trade”</p> <p>“People working in Hornchurch would inevitably look for other means of parking, side streets...”</p> <p>“Surely the public deserve some advantages such as free parking”</p> <p>“Free parking has always been a winner to with public and business staff alike”</p> <p>“People working in the town centre would not be able to afford the charges...”</p>	<p>Whilst noted, the objections do not consider the future strategic management of parking facilities and the need to reduce the burden upon the Council Tax which is apparent when operating free parking facilities.</p> <p>Consideration is also not given for the need to alleviate the blockage of car parks by long stay commuter parking and the impact this has on those wishing to visit shopping areas but who find it difficult to locate suitable parking spaces.</p>

		<p>Many businesses rely on their cars to carry out their jobs”</p>	<p>Parking managed by tariffs promotes fluid short stay use and economical long stay provision, both of which are the intention for car parks in the area noted.</p> <p>Free parking promotes the clogging of spaces better utilised for the benefit of the local economy by short stay parkers such as shoppers.</p> <p>A 20p tariff for a two hour stay provided excellent value for money as does a £2.50 for four hours parking.</p> <p>A review of roads local to car parks will be carried out after the proposed charges are introduced and if necessary parking restrictions may be extended into those areas to manage any car park displacement.</p>
3	<p>Letter dated the 28/11/2007 from a resident of Brentwood Road Romford</p>	<p>Proposed Car Park Charges</p> <p>“I wish to object”</p> <p>“I think that introducing parking charges will effectively “kill off” the area as a shopping centre”</p> <p>“It (Hornchurch) is very handy and convenient at the moment to “just pop round there” for a few items of shopping, but it wont be worth the bother if charges are introduced”</p> <p>“Businesses and offices in the area, and the staff make use of the free parking facilities, finding it very useful. They will find it very difficult if the Queen’s Theatre car park and others in the area are made a ‘maximum of 4 hours’ as they must use them to park during the day”</p> <p>“If (Sunday) parking charges are introduced, people are not going to bother, and will use that parking fee money for petrol and go to Lakeside...”</p> <p>“It has not gone unnoticed that LB</p>	<p>Parking managed by tariffs promotes fluid short stay use and economical long stay provision, both of which are the intention for car parks in the area noted.</p> <p>Hornchurch, as other outlying areas, will remain convenient and a 20p tariff for two hours parking will encourage those “popping” into town and will ensure that more spaces are available to use and long stay clogging will be better managed.</p> <p>There will be area’s set aside for long stay parking in Hornchurch at Dorrington Gardens and North Street Car Parks with a 12 hour tariff set at £6.00.</p> <p>Additionally, users of both</p>

		<p>Having staff have their own car parks behind the Town Hall, and do not have to pay...”</p> <p>“I am also puzzled as to what use is made of the car park above the shops in Laurie Walk.... I have never seen anyone using it”</p>	<p>these long stay areas will be entitled to purchase a season ticket at a cost of £200.00 per quarter or £800.00 per annum. The season ticket cost equates to a daily parking charge of £2.56 if used six day’s per week or £3.08 if used five day’s per week. A saving of 57.3% and 48.7% respectively on the standard daily payable long stay tariff.</p> <p>Staff parking is outside the scope of this document.</p> <p>The car park above Laurie Walk is not a Council owned facility.</p>
4	<p>Letter dated the 26th November from a resident of Linden Street Romford.</p>	<p>Objection to the proposed increase in Residential Parking Permit Charges.</p> <p>“I, as a local government officer (Essential Car User), carry a large amount of emergency gear for use in a major incident, plus normal safety wear and such like. My daughter, as a teacher, carries a very large number of books and teaching aids; my wife works in several different locations, frequently in the evenings, and cannot rely on public transport. This above inflation increase is therefore totally unacceptable”.</p> <p>“These increases in charges will result in more people paving their front gardens”.</p> <p>“More paved front gardens leads to less water permeating underground thereby leading to more water shortages and drought restrictions”.</p> <p>“House prices could be adversely affected, downward, as they will be less attractive”.</p> <p>“This scheme heavily penalises those who do not have garages...”</p> <p>“These increases are discriminatory as they are aimed at people who have had Parking Controls forced on them. Many residents have lived</p>	<p>There are no restrictions proposed on the number of permits allowed to be issued and therefore current usage can continue as is but the differential scale of charging will apply in this case.</p> <p>The rapidly growing numbers of vehicles on the road today necessitates enhanced management of kerb space and whilst it is not a direct intention of differential charging relieving the pressure on kerb space by individuals making alternative off street arrangements for parking is welcomed.</p> <p>Improved management of kerb space is beneficial to the attractiveness of an area and is not intended to penalise those who do not have garages.</p> <p>There is no element of</p>

		in their property since before the parking meters and Residents Permits were introduced”.	discrimination contained in this proposal. Parking Controls are only implemented following consultation and political approval.
5	A letter dated the 9 th November 2007 from Stradling Training & Consultancy Swan House 54 Station Lane Hornchurch	<p>Introduction of car park charges at Dorrington Gardens Car Park.</p> <p>“Commuter parking is not as far as I’m aware, an issue in this car park as it is after all, too far away from the station for the average person to want to walk”.</p> <p>“This therefore is hardly supporting local businesses”.</p> <p>“Proposed costs of parking will make it prohibitively expensive for this business to survive at this address if these charges are introduced and as less than 3% of our client base is Havering based, it could easily be argued that we bring funds into Havering and create employment”</p> <p>“is there not a case for custom and practice to be brought in and a number of designated parking spaces for businesses like ours to be allowed to park free of charge?”</p>	<p>There is a perception that commuter parking involves those who arrive at a location only to park and travel by train to another point. However, this definition is too narrow and commuter parking is considered to be any vehicle parked in a location to facilitate a journey to work, be that at the location or at an alternative location.</p> <p>Evidence in Dorrington Gardens is that commuters using the station do occupy the car park (Constant destruction of fencing allowing access to a short cut to the station denotes this) as do those commuting in and working locally.</p> <p>There is no case for free business car parking, however, there will be area’s set aside for long stay parking in Hornchurch at Dorrington Gardens and North Street Car Parks with a 12 hour tariff set at £6.00. Additionally, users of both these long stay areas will be entitled to purchase a season ticket at a cost of £200.00 per quarter or £800.00 per annum.</p> <p>The season ticket cost equates to a daily parking charge of £2.56 if used six day’s per week or £3.08 if</p>

			used five day's per week. A saving of 57.3% and 48.7% respectively on the standard daily payable long stay tariff.
6	From Mr CB via E-mail received on the 25 th November 2007	<p>Object strongly to the proposed charges and limitation to maximum 4 hours parking at the Queens Hornchurch.</p> <p>I volunteer my services several days a week to a charity whose office is by the Queens car park. The results of this money grabbing decision will be I am unable to legally volunteer my time for a full day.</p> <p>I will be out of pocket by the 4 Hour Parking charge whenever I volunteer.</p> <p>My home is far from any public transport and my age precludes me from walking this distance.</p>	<p>Whilst noted, the objector does not consider the future management of parking facilities and the need to modernise facilities and to alleviate blockage of car parks by long stay commuter parking.</p> <p>The four hour parking tariff of £2.50 is competitive when compared to other town centres.</p> <p>Hornchurch is well served by public transport, local buses and trains.</p>
7	Petition (2) presented to the Mayor on the 18 th July 2007 in response to the Parking Strategy by Cllr Linda Hawthorn	<p>Objecting to proposed car parking charges in Upminster.</p> <p>4,715 Signatures.</p>	<p>Whilst noted, the objectors do not consider the future management of parking facilities and the need to modernise facilities and to alleviate blockage of car parks by long stay commuter parking.</p> <p>Additionally, this petition was gathered and presented in response to the Parking Management Strategy which was prior to the Regulatory Services consultation on tariffs commenced rather than commenting on the specific proposals in the draft Orders.</p>
8	Petition (3) presented to the Mayor on the 18 th July 2007 in	<p>Objecting to the proposed parking management strategy.</p> <p>516 Signatures.</p>	<p>Whilst noted, the objectors do not consider the future management of parking facilities and the need to modernise facilities and to</p>

	<p>response to the Parking Strategy by Cllr Clarence Barrett</p>		<p>alleviate blockage of car parks by long stay commuter parking.</p> <p>Additionally, this petition was gathered and presented in response to the Parking Management Strategy which was prior to the Regulatory Services consultation on tariffs commenced rather than commenting on the specific proposals in the draft Orders.</p>
9	<p>Petition (4) presented to the Mayor on the 18th July 2007 in response to the Parking Strategy by Cllr June Alexander</p>	<p>Objecting to proposed car parking charges in Upminster and Cranham.</p> <p>2,803 Signatures.</p>	<p>Whilst noted, the objectors do not consider the future management of parking facilities and the need to modernise facilities and to alleviate blockage of car parks by long stay commuter parking.</p> <p>Additionally, this petition was gathered and presented in response to the Parking Management Strategy which was prior to the Regulatory Services consultation on tariffs commenced rather than commenting on the specific proposals in the draft Orders.</p>
10	<p>Petition (5) presented to the Mayor on the 18th July 2007 in response to the Parking Strategy by Cllr Barbara Matthews</p>	<p>Objecting to proposed car parking charges in Hornchurch, Elm Park and Cherry Tree.</p> <p>5,970 Signatures.</p>	<p>Whilst noted, the objectors do not consider the future management of parking facilities and the need to modernise facilities and to alleviate blockage of car parks by long stay commuter parking.</p> <p>Additionally, this petition was gathered and presented in response to the Parking Management Strategy which was prior to the Regulatory Services consultation on tariffs commenced rather than commenting on the</p>

			specific proposals in the draft Orders.
11	<p>Petition (6) presented to the Mayor on the 18th July 2007 in response to the Parking Strategy by Cllr Andrew Mann</p>	<p>Objecting to proposed car parking charges in Collier Row.</p> <p>2,036 Signatures.</p>	<p>Whilst noted, the objectors do not consider the future management of parking facilities and the need to modernise facilities and to alleviate blockage of car parks by long stay commuter parking.</p> <p>Additionally, this petition was gathered and presented in response to the Parking Management Strategy which was prior to the Regulatory Services consultation on tariffs commenced rather than commenting on the specific proposals in the draft Orders.</p>

Appendix D - Blue Badge Consultation - Findings

1	Have you qualified for your Blue Badge under "automatic entitlement" criteria?					
	Response	%	Yes	No		
			66%	34%		
2	Have you qualified for your Blue Badge under the "discretionary" criteria?					
	Response	%	Yes	No		
			46%	51%		
3	Do you believe that Disabled Bays are abused by non Blue Badge holders?					
	Response	%	Yes	No		
			97%	3%		
4	Do you believe that Disabled Bays are abused by Blue Badge holders?					
	Response	%	Yes	No		
			31%	60%		
5	Do you believe that there is fraudulent use of Blue Badges taking place?					
	Response	%	Yes	No		
			74%	20%		
6	If the answer to either questions 3, 4 or 5 is yes would you agree that the Council should be more proactive in tackling such abuse and fraud?					
	Response	%	Yes	No		
			94%	0%		
7	Do you agree that the Council should introduce the Department of Transport approved administration charge (Currently £2) for all new Blue Badge applications, renewals or issuing of duplicate badges and that the income be used to develop Blue Badge anti-fraud and abuse initiatives?					
	Response	%	Yes	No		
			66%	34%		
8	Do you believe that there are enough Disabled parking bays throughout the borough?					
	Response	%	Yes	No		
			37%	60%		
9	Would you welcome the installation of "Handipark" barriers in some Disabled bays in Council owned Car parks which would be for the use of Blue Badge holders whom have qualified under the automatic entitlement?					
	Response	%	Yes	No		
			74%	23%		
10	Would you be prepared to purchase a remote control for the use of the "Handipark" barrier system?					
	Response	%	Yes	No		
			60%	26%		
11	If so your response to Q10 is yes, what do you consider is a reasonable one off cost?					
	Response	%	£5	£10	£15	£20
			44%	21%	0%	0%
12	Do you agree that those who qualify "automatically" for a Blue Badge should be permitted to park in Council owned Car Parks without charge for three hours?					
	Response	%	Yes	No		
			66%	6%		
13	Do you agree that the Council should charge "discretionary" Blue badge holders to park in Council owned Car Parks?					
	Response	%	Yes	No		
			33%	64%		

Data Source: Questionnaire Consultation via Havering Association for People with Disabilities: Carried out between the 5/11/2007 and 23/11/2007

Number of
Questionnaires
Distributed

Number of Questionnaires Returned

Questionnaire Percentage Return Rate

Appendix E - Summary of Blue Badge Consultation Objections Received and Officer Comments.

Comments/Objections			
No	Item/Identifier	Comment/Objection	Officer Response
1	Mrs M Capon Chief Executive Havering Association for People with Disabilities responding on their behalf.	<p>“We think your proposal to treat differently those who qualify through Higher Rate Mobility Component of Disability Living Allowance as opposed to those who qualify through their GP’s to be flawed”</p> <p>“We are concerned over your proposals for a two-tier system and consider</p> <p>(a) It will leave LBH open to accusations of age discrimination as older people cannot be awarded Mobility Allowance after the age of 65 even though they may have underlying entitlement and legal challenges may be made to LBH.</p> <p>(b) It will cause confusion when people park as many are unaware of the difference between the routes to obtaining a Badge. People will not know whether to buy a ticket or not.</p> <p>(c) Blue Badges are allocated to the person not the vehicle so a disabled person may have a Blue Badge under the ‘automatic entitlement’ but can and will use the badge in any car. These cars will not have an exempt or ‘disabled’ tax disc. This will cause great confusion to your parking wardens and again could lead to legal challenges.</p> <p>We are pleased to be working with you to make sure disabled people are closely involved in the present consultation on changes in the parking strategy”.</p>	<p>It is acknowledged that Disability Living Allowance, including the higher rate mobility component, has to be claimed before the age of 65. However, once awarded, Disability Living Allowance (DLA) continues to be paid after the age of 65 for as long as an individual satisfies the qualifying conditions.</p> <p>Qualification for the higher rate mobility component of DLA is satisfied if an individual has severe mobility problems, for example: If an individual cannot walk or is virtually unable to walk or if they have a double amputation, or were born without legs (This is not exhaustive).</p> <p>The Department for Transport (DfT) only permit vehicle excise duty (VED) exemption to those who have qualified for the higher rate mobility component of DLA and therefore a standard definition of the most severely disabled in a motoring context is set. Those in receipt of the lower rate of the mobility component of DLA do not qualify for any exemption. Effectively, the DfT oversees a two-tier system based on the level of award of DLA without legal difficulties and officers consider that the same would apply to any setting of tariffs.</p>

Set in transport and parking context many car park operators, such as the Brewery in Romford, Local Council's such as Rochford District Council charge full tariffs for all Blue Badge holders and the same applies for many toll roads and bridges across the UK. Havering Council's own Angel Way Car Park has always charged a full tariff for all Blue Badge holders. Havering's proposal does not go as far as other operators and preserves the first three hours of parking without charge for "automatic" Blue Badge holders. The proposal recognises the additional needs of the most severely disabled in our community along the same lines as the DfT and other transport and parking providers. The primary concern for disabled motorists and passengers is suitable and available parking facilities and spaces, which the parking management strategy addresses through the expansion of such parking spaces.

Car parks will be clearly signed and advice provided on who should be paying parking charges. Additionally, it is considered that individuals are aware of their qualification route and if their Blue Badge is automatic or discretionary.

Officers have considered the issue of an "automatic" Blue Badge being used by a passenger of a vehicle without VED exemption and conclude that the benefit of free parking for the first three hours should not be

			<p>made available in such circumstances, and that any concessions be comparable to those available to discretionary badge holders. It is imperative that an exempt VED and Blue Badge are presented together for the purpose of monitoring and enforcement.</p> <p>Officers consider that there are no negative legal implications with the proposal to charge for some Blue Badge parking.</p>
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Appendix F - Parking Management Strategy (Whole Life Costing – Financial Cash Flow)

Para	Item	Type	Year 1	2	3	4	5	6	7	8	9	10	Total
<i>Revenue</i>													
<i>Costs/Income</i>													
2.2.1	Application of normal weekday tariffs on Sundays	Income	-61	-61	-61	-61	-61	-61	-61	-61	-61	-61	-610
2.3.7	Charging in outlying car parks	Income	-136	-136	-136	-136	-136	-136	-136	-136	-136	-136	-1,360
		Cost - Mtnc of P&D machines		18	18	18	18	18	18	18	18	18	162
		Cost - Cash collection	12	12	12	12	12	12	12	12	12	12	120
3.2.6	Renewal of existing Pay & Display equipment	Cost - Maintenance		4	4	4	4	4	4	4	4	4	36
4.1.4	Extension of on-street parking restrictions to Sundays	Income	-9	-18	-26	-26	-26	-26	-26	-26	-26	-26	-235
4.2.5	Differential charging for residential permits	Income	-20	-35	-35	-35	-35	-35	-35	-35	-35	-35	-335
4.2.1/4.2.8	Introduction of scratch cards for visitor permits	Income	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-10
4.2.11	Admin. Charge for replacement permits	Income	-4	-4	-4	-4	-4	-4	-4	-4	-4	-4	-40
5.7.2	Admin. Charge for blue badge permits	Income	-8	-8	-8	-8	-8	-8	-8	-8	-8	-8	-80
5.7.8	Normal tariffs for some blue badge holders	Income		-2	-2	-2	-2	-2	-2	-2	-2	-2	-18
5.8.2	Charges for temporary highways issues	Income	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-30
			-230	-234	-242	-242	-242	-242	-242	-242	-242	-242	-2,400
Revenue Cost - Invest to Save			101	101	101	101	101						505



**PROCESS SHEET FOR ALL
REPORTS TO MEMBERS**

REPORT SUBJECT

Implementation of Parking Management Strategy

MEETING AND DATE

13th December 2007

DEPARTMENT

Parking Services

CHECKED FOR ACCURACY:

David Pritchard
Jeremy Chippendale
Lorraine Delahunty

CHECKED FOR LEGAL ASPECTS:

Ian Burns

CHECKED FOR FINANCIAL ASPECTS:

Phil Gable

CHECKED FOR HR IMPLICATIONS:

Colin Hooker

CHECKED FOR IT IMPLICATIONS

(If necessary)

SIGNED

Author of Report or Head of Service(if author):

Date

READ AND APPROVED BY

Executive Director:

Date:

Date and time received by Democratic Services

**MINUTES OF A MEETING OF THE
REGULATORY SERVICES COMMITTEE
Thursday 13 December 2007 (7.30p.m. – 10:45p.m.)**

Present:

COUNCILLORS:	9
Conservative Group	Roger Evans (in the Chair), +Robert Benham, Jeffrey Brace, Lesley Kelly, Robby Misir and Barry Oddy,
Residents' Group	Linda Hawthorn
Rainham Residents' Group	Coral Jeffery
Labour Group	Tom Binding

Apologies for absence were received from Councillors Barry Tebbutt and Steve Whittaker

+ Substitute Member: Robert Benham (for Barry Tebbutt)

Councillors Steven Kelly, Eric Munday, Paul Rochford, Linda Van Den Hende and Melvin Wallace were present for parts of the meeting

Approximately 70 members of the public and the Press were present.

Unless otherwise indicated all decisions were agreed with no vote against.

Through the Chairman announcements were made regarding emergency evacuation arrangements and the decision making process followed by the Committee.

98 URGENCY PROVISION

With the agreement of the Committee, the items on the agenda were considered as urgent items pursuant to Section 100B(4) of the Local Government Act 1972 because for reasons beyond the Council's control it was not possible to publish the agenda within 5 clear workings of the meeting.

99 MINUTES

The minutes of the meeting of the Committee held on 22 November were agreed as a correct record and signed by the Chairman.

100 DECLARATIONS OF INTEREST

~~Councillor Benham declared a prejudicial interest in a planning application at 5 Corbets Tey Road, Upminster and on that basis determined not to take part in the voting on this matter and to absent himself from the chamber during the item.~~

Councillor Hawthorn declared a prejudicial interest in the report on the Implementation of Parking Management Strategy as she had already submitted a petition against the strategy and on that basis determined not to take part in the voting on this matter and to absent herself from the chamber during the item.

~~101 P1976.07 – 79-81 ESSEX ROAD, ROMFORD – 3 1-bed apartments, 4 2-bed apartments, 2 2-bed houses and 2 3-bed houses following demolition of 2 bungalows~~

~~The application before Members sought planning permission for the demolition of 2 bungalows and erection of 3 1-bed apartments, 4 2-bed apartments and 2 2-bed houses and 2 3-bed houses. The apartments would be in a single block with the four houses in a terrace to the rear. An access road to the houses and the parking area for the flats would be constructed with a total of 12 car parking spaces provided for the development.~~

~~It was noted that 12 letters of representation along with comments from 4 statutory consultees had been received.~~

~~Members were advised that the main issues to be considered were the principle of the development; its density; impact on the character and environment of the area; impact on adjoining occupiers; community safety issues; highways and parking provision and sustainability.~~

~~In accordance with the public participation arrangement the Committee were addressed by an objector, with a response by the applicant.~~

~~With the agreement of the Committee, Councillor Melvin Wallace spoke in relation to the proposals. Councillor Wallace argued that the proposed development constituted an overdevelopment of the site and would lead to a parking overspill in Essex Road. He urged Members to refuse the application.~~

~~During the debate, Members discussed issues concerning parking, density/insufficient amenity space and adverse impact on street scene.~~

~~The report recommended that planning permission be granted but following a motion to refuse based on the concerns referred to in the debate it was **RESOLVED** that planning permission be refused for~~

~~120 P1222.07 – 1-6 BELL CORNER, CORBETS TEY ROAD, UPMINSTER - 13 apartments above existing first floor car park and ground floor commercial units~~

~~The proposal before Members was to extend above the existing 1st floor car park and erect a second and third storey comprising 13 flats (10 two-bedroom units and 3 one-bedroom units).~~

~~The existing car park accessed off Corbets Tey Road at first floor level was to remain under the new development. It was noted however that the use of cladding and false fenestration would replace the existing concrete slats and help conceal the car park from view. The car park was intended to be refurbished.~~

~~An external staircase was proposed along the rear elevation of the building. The revised drawing showed the amended access point in the form of a covered walkway with secure entry directly from St. Mary's Road. The addition of a secure gated entrance would enclose the existing yard. This would result in an area at ground floor level to allow for a cycle store to serve the development. A proposed secondary staircase had been enclosed giving a secure escape route.~~

~~It was noted that 19 letters of representation had been received.~~

~~Members were advised that the main issues for consideration were the principle of redevelopment, layout and form of development, impact on the character of the street scene, highway and car-parking issues.~~

~~The report recommended that planning permission be granted subject to the agreement of a Section 106 legal agreement but following a motion to refuse it was **RESOLVED** that planning permission be refused on the grounds of unsatisfactory design and the proposals being out of character with the street scene.~~

~~The vote was 5 votes to 4 for both the motion to refuse and the substantive resolution. Councillors Brace, Evans, Kelly and Misir voted against the resolution to refuse planning permission.~~

121 IMPLEMENTATION OF PARKING MANAGEMENT STRATEGY

Members were advised that on 16 May 2007, a Parking Management Strategy report detailing proposals for the future management of the Council's Parking Services and associated operations was presented to and approved by Cabinet. Subsequently, the Cabinet decision was referred to the Environment Overview and Scrutiny Committee on the 4 June 2007 and confirmed by that committee.

It was noted that the Parking Management Strategy contained several elements that needed to be approved by the Regulatory Services

Committee and the report detailed the approvals required and set them in context.

It was explained that the Chairman of the Regulatory Services Committee authorised a public consultation to be carried out on the elements contained in this report on the 6 November 2007. The consultation took the form of public advertisements in the press and public notices displayed in car parks and other areas where necessary detailing the proposals contained in this report. The adverts and notices invited the public to make comments or objections. The adverts were published and notices put in place on the 16 November 2007 with a closing date for comments or objections to be received of 6 December 2007.

In addition to the statutory consultation carried out a separate formal consultation was undertaken under the auspices of the Havering Association for People with Disabilities (HAD) with regards proposal's to charge for the issuing of Blue Badges and the charging of those not automatically entitled to a Blue Badge for using the Council's car parks, the latter being a matter for which amendments to existing traffic orders would be necessary.

It was **RESOLVED** that the Committee, having considered the comments and objections received and the comments of officers agreed the following amendments to traffic orders:

1. Amendments be made to the Havering Off Street Parking Places Order to introduce:
 - a. Parking charges to those car parks outside of Romford Town Centre which are currently free to use as set out in appendix A Section (5) and (6) and to amend the maximum stay period for Dorrington Gardens (Long Stay, upper level) and North Street Hornchurch to 12 hours.
 - b. Sunday parking charges to the Angel Way, Como Street, Slaney Road, Town Hall, Oldchurch Rise, Grimshaw Way and High Street car parks in Romford Town Centre as set out in appendix A Section (1).
 - c. An exemption from car park charges for blue badge holders whose vehicle is exempt from vehicle excise duty (Road Tax) for the first three hours of parking in any car park.
 - d. Charging for parking for blue badge holders who wish to park in any car park for any duration and whose vehicle is not exempt from vehicle excise duty (Road Tax).
2. Amendments to the relevant Traffic Management Orders (TMO's) be made to introduce:

- a. The use of Scratch Card type visitor permits in all Controlled Parking Zones (CPZ's) as set out in appendix B Section (1).
- b. A 50% increase in the number of visitor permits that can be purchased in anyone year by those entitled to purchase such permits for use in CPZ's as set out in appendix B Section (1).
- c. Differential charging for residential parking permits for use in all CPZ's as set out in appendix B Section (1).
- d. Sunday on-street parking charges in the High Street Romford Pay and Display parking places as set out in appendix A Section (7).
- e. On-street pay and display scheme's using the tariff set out in appendix A Section (8), at the following locations.
 - i. London Road – Locations; existing disc parking bays. (Five Pay and Display Machines).
 - ii. Ardleigh Green Road - Locations; existing disc parking bays. (Two Pay and Display Machines).
 - iii. Station Road, Harold Wood - Locations; existing disc parking bays. (Three Pay and Display Machines).
 - iv. Crow Lane – Location; existing footway parking bays adjacent to the cemetery. (Three Pay and Display Machines).
 - v. Gidea Park – Locations; Junction of Balgores Square, Crossways and Balgores Lane (Small car parking area outside Gidea Park Dry Cleaners), Fairholme Avenue (Along the flank wall of 170 Balgores Lane) and Balgores Lane, on railway bridge. (Three Pay and Display Machines).
 - vi. Collier Row Road – Location; Lay-by areas (Not Disc Bays but restricted for *No Parking*) southern side between No's 1 – 17. (Three Pay and Display Machines).

The introduction of charging for the issue, renewal, replacement or amendment of Blue Badges at the level defined as the maximum charge currently permitted by the Department for Transport.

The vote was 6 votes to 2. Councillors Binding and Jeffery voted against the resolution.

122 SUSPENSION OF STANDING ORDERS

During the discussion of the reports the Committee **RESOLVED** to suspend Committee Meeting Procedure Rule 8 in order to complete the consideration of the remaining business of the agenda.