

# CAMBRIDGE CITY JOINT AREA COMMITTEE



**Date: Tuesday, 24 January 2017**

**Democratic and Members' Services**  
Quentin Baker  
LGSS Director: Lawand Governance

**16:30hr**

Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP

**Kreis Viersen Room**  
**Shire Hall, Castle Hill, Cambridge, CB3 0AP**

## AGENDA

Open to Public and Press

- 1 Apologies
- 2 Declarations of Interest
- 3 Minutes of the meeting held 1st November 2016 5 - 12
- 4 Petitions
- 5 Residents' Parking Policy 13 - 46
- 6 Two-way cycling in one-way streets 47 - 70
- 7 Traffic Regulation Order representation associated with Ascham Road, Gurney Way and Atherton Close, Cambridge 71 - 78

<b>8</b>	<b>Traffic Regulation Order objections associated with Courtney Way and Metcalfe Road, Cambridge</b>	<b>79 - 86</b>
<b>9</b>	<b>Traffic Regulation Order objections associated with Hurst Park Avenue, at its junction with Milton Road, Cambridge</b>	<b>87 - 94</b>
<b>10</b>	<b>Traffic Regulation Order objections associated with Fanshawe Road, Cambridge</b>	<b>95 - 100</b>
<b>11</b>	<b>Traffic Regulation Order objections associated with Lansdowne Road, Cambridge</b>	<b>101 - 108</b>
<b>12</b>	<b>Traffic Regulation Order objection associated with Mariners Way, Cambridge</b>	<b>109 - 118</b>
<b>13</b>	<b>Traffic Regulation Order objection associated with New Street Access Road, Cambridge</b>	<b>119 - 126</b>
<b>14</b>	<b>Traffic Regulation Order objection associated with Sleaford Street, Cambridge</b>	<b>127 - 134</b>

The Cambridge City Joint Area Committee comprises the following members:

Councillor Jocelyne Scutt (Chairwoman) Councillor Kevin Blencowe (Vice-Chairman)

Councillor Donald Adey Councillor Dave Baigent Councillor Gerri Bird Councillor Richard Robertson and Councillor Damien Tunnacliffe Councillor Edward Cearns Councillor Noel Kavanagh Councillor Ian Manning Councillor Amanda Taylor and Councillor Ashley Walsh

*For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact*

Clerk Name: Ruth Yule

Clerk Telephone: 01223 699184

Clerk Email: [ruth.yule@cambridgeshire.gov.uk](mailto:ruth.yule@cambridgeshire.gov.uk)

The County Council is committed to open government and members of the public are welcome to attend Committee meetings. It supports the principle of transparency and encourages filming, recording and taking photographs at meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening, as it happens. These arrangements operate in accordance with a protocol agreed by the Chairman of the Council and political Group Leaders which can be accessed via the following link or made available on request: <http://tinyurl.com/cccfilm-record>.

Public speaking on the agenda items above is encouraged. Speakers must register their intention to speak by contacting the Democratic Services Officer no later than 12.00 noon three working days before the meeting. Full details of arrangements for public speaking are set out in Part 4, Part 4.4 of the Council's Constitution <http://tinyurl.com/camb-const>.

The Council does not guarantee the provision of car parking on the Shire Hall site and you will need to use nearby public car parks <http://tinyurl.com/cccf-carpark> or public transport



**CAMBRIDGE CITY JOINT AREA COMMITTEE (CJAC) : MINUTES**

**Date:** Tuesday 1<sup>st</sup> November 2016

**Time:** 4.35pm – 5.20 pm

**Present:** County Councillors Cearns, Kavanagh, Manning, Scutt (Chairwoman) Taylor and Walsh;  
City Councillors, Baigent, Bird, Blencowe (Vice-Chairman), Robertson and Tunnacliffe.

**Apologies:** Councillor Adey

**45. DECLARATIONS OF INTEREST**

None.

**46. MINUTES OF THE MEETING HELD 7th JUNE 2016**

The minutes of the meeting held on 2016 were approved as a correct record and signed by the Chairwoman.

With reference to Minute 43 'Parking Policy Review' and text in the second from last paragraph reading "... That the current plan was to present the working groups findings to the Joint Area Committee (AJC) on 25<sup>th</sup> October (*Note: the original date for the current AJC meeting*) then to the County's Highways and Community Infrastructure Committee .... " as this had not been achieved there was a request for an explanation for the delay, for a revised timetable and confirmation on who would approve the final document.

In response Democratic Services understood that the report would now come forward to the next meeting of CJAC scheduled for 24<sup>th</sup> January 2017. As follow up and to provide more detail, Councillor Blencowe clarified that the report from the Member Working Group would initially come back to CJAC for its comments in January before going on to a later meeting of the County Council's Highways and Community Infrastructure Committee. He explained that having assessed some of the responses received, it was apparent that there was still a lot of work to be undertaken and the Draft Policy, as originally drafted, was not considered robust or effective to deal with the necessary challenges. The Chair of the Working Group therefore did not feel it was in a sufficiently advanced form to bring forward to the current meeting to able to recommend its adoption. He thanked the various residents groups' for their participation and confirmed that the intention would be for a report back to the January meeting.

Referring to concerns expressed as to delay generally the Chairwoman made reference to legal advice having been sought on aspects of the proposed Policy (in relation to whether it was possible to establish schemes for just a few hours a day) explaining that it would not have been appropriate for a written report to be presented without all potential legal issues having been resolved.

## 47. PETITIONS AND PUBLIC QUESTIONS

### a) On-Street Parking in Cambridge: a request for co-ordinated action

Although there was not a relevant report on the agenda, as there had originally been the expectation that a report on the proposed Parking Policy was to come to the current meeting, the Chairwoman indicated that she had used her discretionary powers to accept a question and accompanying oral statement on the above topic.

Nicki Marrian from 'Smarter Cambridge Transport' (who had also provided a business card for each member of the Committee) highlighted the issue of unrestricted free parking contributing to congestion and air pollution. She highlighted that the problem of commuter parking was now acute in many parts of the City and required urgent action, calling upon Cambridgeshire County Council, Cambridge City Council and the Greater Cambridge City Deal to work together to:

- 1) Implement city-wide neighbourhood parking schemes to address the problem of unrestricted free parking on Cambridge streets.
- 2) Allow communities to choose the most suitable parking controls for their area from a menu of options to cover days and hours of operation, including one or two hours per day.
- 3) Trial new schemes for six months, making any adjustments needed in further consultation with local communities.

She stated that On-Street parking control was not just about residents being able to park close to their homes: but concerned safety, fair access to a limited communal asset, and the right to clean air. Their view was that free commuter parking contributed to congestion and pollution and undermined public transport, including park-and-ride and rural bus services. She suggested that if the relevant bodies get parking controls right, this would reduce congestion and pollution.

She highlighted that Smarter Transport had published a paper setting out how new neighbourhood parking schemes might be developed and trialled with the active involvement of communities and asked if the Committee members had read it.

On behalf of the many citizens who had signed their petition and who attended the consultation meetings and who had supported the City Deal promise to tackle the issue, she expressed her dismay that the delay to the Parking Policy Report was just being announced, although the Minutes of the July CJAC meeting stated that: "*...the working group [would] test its draft policy with the RAs it had already been in contact with; this would give some indication of whether the proposals had any support. To do this it would be necessary for the working group to develop its proposals well in advance of the October Committee meeting, to allow the group time both to consult the RAs and to evaluate the responses*"; this had not happened, and she suggested that it must have been obvious some time ago that the October deadline would not be met, further stating that they had expected changes to on-street parking to be announced the previous January, not the forthcoming January. She ended by asking when the relevant bodies were going to act and how they could help make it happen.

The Chairwoman in response highlighted the phrase the spokesperson had used "to

get it right” explaining that as already stated, the reason for the report not being on the agenda was the need to get it right before bringing it forward.

Councillor Blencowe made the point that the Working Group needed to have confidence that a Policy they were recommending would be able to deal with Commuter congestion. The Working Group also wanted to ensure a bottom-up approach was used, whereby residents associations and local people’s views were taken into account when shaping the final version. Currently the Policy was only a work in progress document and the Working Group could not justify putting forward a document that was not accepted in some neighbourhoods. The aim would be to consult further and receive feedback from residents associations when a finalised draft was available and before coming back to Committee.

In answer to a question on whether the Working Group would prefer that the Policy applied across the City or met the needs of individual neighbourhoods, the reply was both, and this should be on the basis that consultation was undertaken with all neighbourhoods. It was clarified that until a new policy was adopted, the current policy remained in force.

As there was no report on the agenda, the Chairwoman indicated that the spokeswoman would receive a written response to the questions raised within ten working days.

#### **b) Question regarding comprehensive parking controls**

Having received it in advance, the Chairwoman indicated that she was also allowing a further question using her discretionary powers from Malcolm Schofield having noted that it was directed for a response from the Committee itself.

In his introduction he apologised for being late and, as he had missed the beginning of the meeting, if anything he was asking had already been answered earlier. He indicated that while the City Deal had consulted on congestion measures, the control of residents parking had been understated and he wished to ensure that the Committee recognised that what was being called for by ‘Smarter Transport’ was the development of a comprehensive residents parking scheme with on-street parking Controls

In response, the Chairwomen explained that the City Deal Board had made clear that it was relying upon this Committee to bring forward a comprehensive parking policy covering the whole City. This would then go on the County Council’s Highways and Community Infrastructure Committee for approval.

As a follow up, Mr Schofield sought to clarify whether this represented a top down approach and whether the Committee was aware of and was taking into account the City Deal stated objectives asking if the Committee recognised the new context - congestion elimination, and the critical role now to be played by one comprehensive Residents Parking Scheme? In reply the Chairwoman clarified that the approach was ‘bottom up’, involving consultation with residents groups and confirmed that the aim was to achieve a comprehensive residents parking scheme, as opposed to one based on a ward by ward basis. The City and County Council were working together towards the achievement of the City Deal objectives, taking into account resident’s concerns and the importance of benefit to Cambridge and Cambridgeshire, hence

being fully aware of City Deal Policies with the work on the proposed Parking Policy being undertaken in parallel with 'City Deal' measures.

#### **48. OFF STREET PARKING**

Mr Sean Cleary the Commercial Operations Manager from the City Council spoke to the report, making himself available to answer questions. The City Council's budget for the financial year 2017/18 required the income from car park charges to meet the operational costs and continued investment to ensure that car parking and other services funded by the City Council's Environment Committee, could continue to be supported. The Committee therefore received a report inviting their comments and to ensure a joined up view emerged from the City and County Councils on proposals for changes to off-street car parking charges, to be implemented from 1st April 2017.

It was highlighted that the proposals aimed to be consistent with the Strategic objectives set out in paragraph 1.3 and to contribute to the medium term objective of reducing Cambridge's carbon footprint and the City deal's objectives of reducing congestion and improving air quality and encouraging the shift away from on-street parking to off-street parking and from car parking to Park and Ride services and other sustainable alternatives to car use. Proposals for 2017/18 aimed to maintain the following particular policy principles:

- (a) To discourage long-stay parking in car parks
- (b) To maintain affordable, value for money costs for short-stay parking
- (c) Discounting the cost of parking at off-peak times, such as evenings, overnight and low peak days such as Monday and Tuesdays
- (d) To maintain differential pricing between Saturday and the other days of the week
- (e) To maintain differential pricing on Saturday and Sunday and the other days of the week
- (f) To maintain differential pricing between Grand Arcade and other car parks to reduce queuing
- (g) To bring Sunday pricing in line with Saturday pricing given the very busy nature of the city on Sundays

The proposals recognised the continuing high demand for peak time parking, especially at the Grand Arcade and in Cambridge's historic centre during weekends. The proposed charges were aimed to discourage queuing and to tackle congestion at peak times where demand was greatest or growing. The main features of the proposals for 2017-18 were that:

- (a) Prices on Wednesdays, Thursdays, Fridays and Saturdays at all of the multi-storey car parks would remain frozen at 2015 levels.
- (b) Prices on Mondays and Tuesdays at all multi-storey car parks were to be reduced from the current levels to those generally in line with 2012 prices; to make the low peak periods of the week more attractive to visitors and shoppers.
- (c) To bring Sunday pricing in line with Saturday pricing at all multi-storey car parks to reflect the very busy nature of the city on Sundays.
- (d) Charges for evenings and overnight to remain frozen at 2014 levels for all car parks.

- (e) Prices remain frozen at 2015 levels Castle Hill, Adam and Eve, Riverside and Gwydir Street car parks.
- (f) New rates for business parking were being introduced, ranging from standard office hours parking during the week to 24/7 across several car parks.

In discussion questions raised and views expressed included:

- In respect of Saturday / Sunday charging asking whether the City Council had undertaken research in consultation with the retail sector regarding the impact on low paid shop workers of there being no public transport provision early on Sundays and whether they supported the proposed Sunday pricing changes. As a response it was indicated that a consultation letter to retailers had resulted in 26 responses, of which 6 were positive, but the rest were negative towards the proposed pricing change proposals. It was indicated that officers had met with Cambridge Business Improvement District (BID) the previous day to explain the rationale for the pricing changes (in respect of seeking to reducing congestion / vehicle emissions and improve air quality) and they recognised the arguments put forward. The officer provided details of the high ranking for Cambridge as a City in terms of emissions. In terms of public transport provision this was a commercial decision of the bus operators who recently confirmed that there would be no increase in service delivery unless there was an increase in passenger numbers which justified additional provision.
- In reply to a question on who would make the final decision on the proposed charges, this was decision for the City Council's Environment and Scrutiny Committee. Councillor Blencowe added that the timetable for approval was to enable the charges to be agreed by the City Council budget making meeting in February and could also possibly involve the report going to the City Council's Finance and Strategy Committee.
- Whether the officers had undertaken any surveys with shoppers which provided evidence that increasing charging on Sundays would lead to them changing their shopping habits and to shop on Mondays and Tuesdays instead. In response it was indicated that it was clearly difficult to change shoppers habits and the drive was to reduce congestion / air pollution. Sunday was now often the biggest day for shopping which was shown by historical data and while there was not the statistics for the type of survey referred, to the need to move forward on the City Deal objectives required such measures.
- One Member expressed the view that the changes to the charging structure for Sundays, which was no longer a special day, were long overdue.
- Asking what the Business Community's view were on the proposed charging changes, citing previous retail sector feedback where they had raised concerns about their perceived impact on footfall and dwell times in Cambridge shopping centres. In response, reference was again made to the 26 responses received to the consultation for which the closing date was the following day and so currently it had not been possible to assimilate all the responses.
- Members highlighted more detail on the responses received should be included as part of an updated version of the same report.

- With reference to paragraph 3.2 stating that if shoppers' habits did not change, the proposed increase in car parking charges might generate around £300k additional revenue, a question was raised on how confident officers were of this sum. In reply the officers indicated they were not confident at all and in fact, if it was not raised, it showed that the deterrent effect of some prices increases was working.
- Another Member suggested that it would be a great idea to help the overall city congestion strategy if the park and ride sites dropped their parking charges. This generated a discussion regarding the City Deal proposals being in hiatus and that if a congestion charge was introduced and additional income generated, this could enable the parking charge levied at the park and ride sites to be discontinued.
- It was suggested that the paper should have an option for increased parking income being used to help offset the park and ride charges. In response, the officer indicated that this would need to be included as part of a single Transport Policy, but that officers and the councils were not at that point yet.
- As the result of the officer reply above, there was a call for a recommendation to be included on the need for a joined up multi council collaborative approach to transport, which included parking as an integral part.
- There was a request for more data on the evidence of whether increased charging led to a decrease in the hours car parks were used e.g. data on the effect on congestion from parking for one, two or three hours. Further to this, a question was raised on whether officers had data identifying how long motorists stayed in car parks and whether it was publicly available. It was confirmed that this data could be extracted.
- Councillor Robertson the Executive Councillor for Finance and Resources for Cambridge City Council spoke in support of the rationale behind the car park charges review and the resulting proposed charges.

On the conclusion of the debate, having been asked to comment and advise on a package of proposals for changes to off-street parking charges to be implemented from 1<sup>st</sup> April 2017 as set out in Appendix A to the report, the Chairwomen proposed the following as the recommendation to go forward which was seconded by Councillor Manning:

“That the Committee appreciates the opportunity of responding to the proposals and directs that the Minutes of the meeting on this item be provided to the relevant Cambridge City Council officers and the responsible Executive City Councillor for their consideration”.

Having discussed the proposed recommendation,

It was unanimously resolved

That the Committee appreciates the opportunity of responding to the proposals and directs that the Minutes of the meeting on this item be provided to the relevant Cambridge City Council officers and the City Council's

Executive Councillor for Planning Policy and Transport for their consideration.

Chairwoman



**RESIDENTS' PARKING POLICY**

*To:* Cambridge Joint Area Committee  
*Meeting Date:* 24<sup>th</sup> January 2017  
*From:* Executive Director: Economy, Transport & Environment  
*Electoral division(s):* All

*Purpose:* To update Committee on the progress of the Members Working Group and seek endorsement of the proposed overarching Residents' Parking Policy and the Cambridge Residents' Parking Schemes Extension Delivery Plan.

*Recommendation:* The committee is invited to:

- a) Endorse the Residents' Parking Policy (appendix A)
- b) Endorse Cambridge Residents' Parking Schemes Extension Delivery Plan (appendix B)

<b><i>Officer contact:</i></b>	
Name:	Nicola Gardner
Post:	Parking Policy Manager
Email:	Nicola.gardner@cambridgeshire.gov.uk
Tel:	01223 727912

## **1. BACKGROUND**

- 1.1 The Parking Policy forms a central part of the County Council's approach to providing a high quality transport system which supports and balances the needs of residents, businesses and visitors; enabling the delivery of Cambridgeshire's ambitious plans for development and economic growth across the county.
- 1.2 Successfully managing parking is one of the most effective means of tackling congestion. The ease and convenience with which the public and businesses can access a location by car can have a major influence on a location's overall success and in particular its economic vitality and viability.
- 1.3 At the Cambridge Joint Area Committee on 26<sup>th</sup> January 2016, a paper was presented which highlighted the importance of developing a comprehensive Parking Policy that is fit for purpose, meeting the needs of local communities across Cambridgeshire. It emphasised the need to support and complement the county's overarching Transport Strategies as well as specific programmes such as City Deal. Due to demand it was proposed that the process of reviewing the Parking Policy started with the policy surrounding Residents' Parking.
- 1.4 It was recommended and agreed by the Cambridge Joint Area Committee, that a members working group should be formed to assist in the development of the new Residents' Parking Policy to ensure an inclusive approach was adopted and informed recommendations made to the Highways and Community Infrastructure Committee (H&CI). Whilst the working group would predominantly look at Cambridge City, the expectation is that the policy framework be adopted County wide.
- 1.5 The members working group included: Cllr Blencowe (Chair), Cllr Scutt, Cllr Kavanagh, Cllr Taylor, Cllr Smart and Cllr Smith. Cllr Adey and Cllr Baigent replaced Cllr Smart & Cllr Smith at the Cambridge Joint Area Committee meeting on 7<sup>th</sup> June 2016.
- 1.6 Residents' Parking Schemes are created via a Traffic Regulation Order (TRO) under the Road Traffic Act 1984 and this will be the next step if the Committee endorses the Residents Parking Policy and Extension Delivery Plan.

## **2. MAIN ISSUES**

- 2.1 The aims of the Residents' Parking policy review included:
  - Developing a policy that has the flexibility to meet the evolving needs of the local communities in Cambridge and across the county.
  - Ensuring Residents' Parking Schemes, as a whole, are cost neutral to the County easing the pressure on the on-street parking account which currently supports this service.
  - Engaging local communities and stakeholders to ensure the new Residents' Parking Policy reflects and balances the needs of those that live, work and visit Cambridge and Cambridgeshire.
  - Ensuring the alignment of the policy with the concepts and objectives of City Deal.
- 2.2 During the review process, information, concerns and ideas have been sought from a number of sources as detailed below.

### **2.2.1 Members working group**

The Members Working Group has played a leading role in defining this policy, the group has brought together and considered individual and community ideas on resident parking within Cambridge City. A comprehensive expansion of the existing residents' parking scheme was considered and recommended by the group as a means of tackling the evolving and ever-changing demands on parking across the City. The package of recommendations made by the working group has been integral to the development of this policy, the Residents' Parking Scheme Extension Delivery Plan and the sustainability of this service.

### **2.2.2 On-line surveys**

Resident Associations and stakeholder groups, which included the Universities, Trade Associations, disability groups and other interested parties such as Smarter Cambridge Transport, were asked for their comments, views and ideas regarding Resident parking via two on-line surveys:

- The first survey was a general survey regarding residents' parking and had a 52% response rate.
- The second solely looked at part-time residents' parking restrictions, only 27% responded to this survey with 87% supporting reduced operational hours. This feedback was considered by the working group.

### **2.2.3 Public Forums**

Four public forums were arranged offering those that had taken part in the on-line surveys the opportunity to discuss their ideas/concerns with the working group, 21% of those that took part in the on-line survey attended. Whilst many aspects of parking were discussed, the underlying concerns of attendees included:

- Safety, in particular that of pedestrians and cyclists
- Access for the emergency services and those undertaking statutory duties
- The impact of commuter parking on local communities
- The need for a coherent solution for the whole of the city of Cambridge
- The requirement for any policy to offer sufficient flexibility to address local needs.

### **2.2.4 County Council Parking Services Team**

Investigating the feasibility/achievability of the proposed changes including: limiting permit numbers, introducing new permit types and virtual permits.

### **2.2.5 County Council Policy and Regulation Team**

Investigating the legality/reasonableness of introducing Residents' Parking Scheme that have limited operational hours. Legal advice from specialist Counsel has subsequently been sought.

### **2.2.6 Finance**

A review of the on-street account was undertaken to identify the costs associated with Residents' Parking Schemes. Permits costs will be reviewed in due course to ensure that implementation and management of the schemes is cost-neutral.

### **2.2.7 Mott Macdonald Parking Survey**

A survey was undertaken by Mott MacDonald (funded by the City Deal), reflecting the demand on parking in particular areas across the city. It identified a number of areas where demand regularly outstrips available parking space on-street.

- 2.3 The above feedback/information has played an important part in the development of these documents and where practical, has been incorporated into the proposed policy and Delivery Plan.
- 2.4 The attached overarching Residents' Parking Policy (appendix A) has achieved the aims of this element of the Parking Policy review by presenting a comprehensive policy which has the flexibility to meet local community needs. The new policy offers clarity on all aspects of resident parking, rebalances costs and supports the delivery of regional and local policies for transport and economic development. With decisions on parking issues being made at a local level, it offers a consistent strategic approach to parking countywide.
- 2.5 The attached Cambridge Residents' Parking Scheme Delivery Plan (appendix B) addresses some of the concerns raised through the consultation process, reflects the objectives of local transport concepts and creates a fast-track alternative to the Residents' Parking Policy by reducing the number of implementation stages required.
- 2.6 The creation of new residents' parking schemes aims to reduce traffic flow and air pollution by controlling the availability of parking spaces to promote economic growth and reduce the level of congestion.
- 2.7 The Greater Cambridge City Deal Executive Board has been consulted and in principle fully support the proposed Delivery Plan. A decision regarding the City Deal Executive Board commitment to making funding available to cover the implementation costs associated with the scheme detailed in this plan will be subject to the agreement of a business case in March 2017.

## **3. ALIGNMENT WITH CORPORATE PRIORITIES**

### **3.1 Developing the local economy for the benefit of all**

The following bullet points set out details of implications identified by officers:

- The development of a comprehensive and financially sustainable parking policy will tackle congestion, enhance transport capacity, support economic growth and reduce air pollution.

### **3.2 Helping people live healthy and independent lives**

The following bullet points set out details of implications identified by officers:

- Balanced parking provision will offer those with special needs real choices throughout the city by improving transport links and pedestrian access.
- Reduced congestion will have a positive impact on air quality levels.

### **3.3 Supporting and protecting vulnerable people**

The following bullet points set out details of implications identified by officers:

- Careful consideration needs to be given to the number and location of blue badge

holder bays to accommodate the needs of both residents and visitors to Cambridge that hold valid blue badges.

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

The proposed Residents' Parking Policy seeks to use resources to their maximum benefit.

The City Deal Executive Board have been consulted and in principle fully support the proposed Cambridge Residents' Parking Schemes Extension Delivery Plan and funding of the implementation costs associated with the schemes detailed in this Plan. A decision regarding the City Deal Executive Board commitments will be subject to agreement of a business case. The ongoing revenue costs of running these schemes will be generated via the purchase of permits.

### **4.2 Statutory Legal and Risk Implications**

The Resident Parking Policy review carries the following key risks:

- Failure to adequately manage on-street parking will increase congestion and undermine road safety.
- Failure to cover the cost associated with on-street parking management will have a negative impact on budgets.
- Achieving the perceived 'reasonableness' for the introduction of part-time resident parking schemes.

These can be mitigated by:

- Implementing parking polices that keep traffic moving and reduce the risk of accidents on the road network.
- Apply suitable pricing structures, where appropriate, to ensure that all operational costs are covered.
- Seeking impartial and specialist Counsel Advice.

The Council has sought legal advice on the legality of proposals to put in place a Traffic Regulation Order ("TRO") under s 1 of the Road Traffic Regulation Act 1984 to discourage on-street commuter parking in the city centre of Cambridge.

The Council must be able to justify a TRO under one of a number of specific grounds, which include:

- Avoiding danger to road users.
- Preventing damage to the road or any building near it.
- Facilitating traffic use of the road.
- Preventing the use of the road by unsuitable traffic for the character of the road or adjoining property.
- Preserving the character of a road which is particularly suitable for use by pedestrians or horse riders.
- Preserving or improving the amenities of the area that the road runs through.
- Air quality reasons.

The Council must also believe a TRO to be expedient in the circumstances.

The Council also has a general obligation under s122 of RTRA 1984 when exercising any functions under it to "secure expeditious, convenient and safe

movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway.

#### 4.3 Equality and Diversity Implications

Interaction with local Members, stakeholder groups and residents has played a key role to ensuring an inclusive policy that meets the needs of both residents in Cambridge and Cambridgeshire.

Appendix C – Residents’ Parking Policy Community Impact Assessment

Appendix D – Residents’ Parking Scheme Delivery Plan Community Impact Assessment

#### 4.4 Engagement and Consultation

The Cambridge Joint Area Committee formed a members working group to help with the development of these policies. The committee has received regular updates on progress and will be consulted on the proposed policy.

#### 4.5 Localism and Local Member Involvement

Interaction with local Members, stakeholder groups and residents has been essential to ensuring a comprehensive policy that meets the needs of both Cambridge and Cambridgeshire.

#### 4.6 Public Health

The proposed policy will reduce congestion, promote the use of lower emission vehicles and encourage the use of more sustainable travel options for visitors which will have a positive impact on air quality and therefore an impact on public health.

Implications	Officer Clearance
<b>Have the resource implications been cleared by Finance?</b>	<b>Yes (06/01/17)</b> Name of Financial Officer: Sarah Heywood
<b>Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?</b>	<b>Yes (06/01/17)</b> Name of Legal Officer: Fiona McMillan
<b>Are there any Equality and Diversity implications?</b>	<b>Yes (09/01/17)</b> Name of Officer: Tamar Oviatt-ham
<b>Have any engagement and communication implications been cleared by Communications?</b>	<b>Yes (11/01/17)</b> Name of Officer: Mark Miller
<b>Are there any Localism and Local Member involvement issues?</b>	<b>Yes (09/01/17)</b> Name of Officer: Tamar Oviatt-ham
<b>Have any Public Health implications been cleared by Public Health</b>	<b>Yes (11/01/17)</b> Name of Officer: Tess Campbell

Source Documents	Location
Report to and minutes of Cambridge City Joint Area Committee – 26 <sup>th</sup> January 2016	<a href="https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/19/Committee/11/Default.aspx">https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/19/Committee/11/Default.aspx</a>
Report to and minutes of Cambridge City Joint Area Committee – 7 <sup>th</sup> June 2016	<a href="https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/20/Committee/11/Default.aspx">https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/20/Committee/11/Default.aspx</a>
Report to and minutes of Cambridge City Joint Area Committee – 26 <sup>th</sup> July 2016	<a href="https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/149/Committee/11/SelectedTab/Documents/Default.aspx">https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/149/Committee/11/SelectedTab/Documents/Default.aspx</a>  or, for all three meetings, follow links from <a href="https://cmis.cambridgeshire.gov.uk/ccclive/Committees.aspx">https://cmis.cambridgeshire.gov.uk/ccclive/Committees.aspx</a>

**Appendix A**

**Residents' Parking Scheme  
Policy**

**(V8)**



## Content

### Page No.

1. Introduction	10
2. Background	10-11
3. Scope	11
4. An introduction to Residents' Parking Schemes	11-12
5. Scheme Funding	12-13
6. Scheme Criteria	13-14
7. Prioritising Schemes	14
8. Creating a new Residents' Parking Scheme	14-15
9. Variation & rescinding existing Residents' Parking Schemes	15
10. Operational guidance on Residents' Parking Schemes	15-21

## **1. Introduction**

- 1.1. This document has been developed to address parking issues and future challenges within Cambridgeshire that affect access and/or residents' vehicular parking availability. It creates a framework for the consideration of the introduction/extension of formalised Residents' Parking Schemes.
- 1.2. The Local Transport Plan (LTP) highlights the importance of managing traffic and the space available both efficiently and effectively to enable the delivery of the continued growth and development of sustainable communities across the County. This document augments this plan by illustrating the conditions where Residents' Parking Schemes may be considered, along with their key operational aspects. It sets out an approach to be applied across Cambridgeshire.

## **2. Background**

- 2.1. The highway is an area of land which the public have the right to use, passing and repassing without let or hindrance. Although residents and other road users have no automatic parking entitlements, residents' parking is generally allowed where it does not:
  - Impinge on the movement of traffic;
  - Create a safety hazard or obstruct access for other highway users including cyclists and pedestrians; or
  - Cause damage to the fabric of the highway.
- 2.2. As the Highway Authority the Council may consider introducing parking restrictions for a variety of reasons including:
  - If there are highway safety and access issues.
  - If there is a significant risk of accidents.
  - Traffic management or environmental reasons or,
  - To incorporate wider integrated traffic or parking management schemes or the objectives detailed in the LTP.
- 2.3. Restrictions on parking, such as yellow lines, should not be used as a way of meeting other strategic objectives. The introduction of single or double yellow lines will only be considered in residential areas where:
  - Services and/or emergency vehicles cannot gain access to a road due to parked vehicles.
  - There are significant road safety issues arising due to the location of parked vehicles.
  - Significant traffic delays and/or congestion is occurring due to the parked vehicles during peak traffic flow periods.

- 2.4. Residents' Parking Schemes can be used in certain circumstances to prioritise the available parking space in a road or area. Schemes can help in situations where residents regularly find it difficult to park within a reasonable distance of their homes because of other competing/evolving parking needs.
- 2.5. Schemes are most often requested and introduced in residential areas near to city or town centres or where other major sources of parking demand occur, e.g. hospitals and universities. Schemes do not guarantee a parking space for individual residents, but do provide a better opportunity for residents to park near their homes.
- 2.6. The provision of residents' parking should form part of area wide proposals with the level of parking provided for residents balanced with other local needs.

**3. Scope**

- 3.1. The provision for Residents' Parking Schemes takes into account the aims of the County Council's strategic transport objectives (LTP) and the needs of residents and local communities whilst supporting and promoting sustainable transport as a means of reducing congestion, carbon emissions and air pollution.
- 3.2. It also **promotes** the introduction of new technologies such as 'virtual' permits and the use of the Government Digital Verification Service.
- 3.3. This document is designed to help ensure that:
  - Requests for the introduction of Residents' Parking Schemes are dealt with in a fair, consistent and transparent way.
  - Schemes that are introduced meet an approved set of criteria and have been through a localised consultation and engagement process.
  - On-street parking controls reasonably balance both the present and evolving parking needs of the local residents and general community.
  - Schemes are cost neutral to the County Council.

**4. An Introduction to Residents' Parking Schemes**

**Is a Residents' Parking Scheme the Solution?**

- 4.1. The introduction of a Residents' Parking Scheme is one of a number of options available to address existing/evolving residents' parking needs and issues/problems. Other options may be more suitable depending on the nature of the parking challenges - for example, the introduction of double yellow lines to protect junctions or white access protection marks to protect access to residents' driveways.
- 4.2. The main advantages and disadvantages of a Residents' Parking Scheme include:

Advantages of a Residents' Scheme	Disadvantages of a Residents' Scheme
Better management of limited parking spaces	No guarantee of a parking space
Improved traffic flow/emergency vehicle and rubbish removal access	Reduction of available parking spaces, to accommodate emergency vehicle access, rubbish removal, pedestrian access, junction protection and the introduction of pay & display, disabled and car club bays to support the local community and local businesses.

Improved road safety	Displacement of non-resident parking into surrounding areas.
Encouraging use of alternative modes of transport	Cost of introduction and management of scheme.
Improved air quality through better traffic movement and fewer vehicles generating emission.	Additional street furniture

4.3. Whilst the introduction of a Residents' Parking Scheme can discourage certain groups of non-residents from parking in an area, so increasing the likelihood that a resident can park close to their home, there is no entitlement or guarantee of a space within the scheme area.

4.4. Each Residents' Parking Scheme will be designed to reasonably balance the needs of the community where the scheme is introduced - e.g. a community experiencing problems from commuters parking during the week is likely to need a different solution from a community with weekend problems through shopper parking.

### **Can a Scheme be introduced anywhere?**

4.5. Whilst it is widely accepted that schemes can assist where residents face parking issues caused by other parked/waiting vehicles - including non-residents a Residents' Parking Scheme **may** not necessarily suit all areas. Before a scheme is implemented an assessment is made to ensure that introducing a scheme is:

- Technically, financially and operationally feasible.
- The most effective way of addressing the parking issue.
- Cognisant of new or displaced parking problems.

Only schemes which are assessed as feasible and meet the criteria described in this policy may be implemented.

### **How does a Residents' Parking Scheme Work?**

4.6. Residents' Parking Schemes come about through a Traffic Regulation Order (TRO) under the Road Traffic Act 1984. Whilst the TRO restricts parking, it exempts permit holders from these restrictions. The TRO makes a provision for parking bays for residents' use and may also make a provision for other types of bays such as pay and display bays and restrictions such as double yellow lines to balance safety requirements and the needs of the local community.

4.7. The design of a scheme must consider a number of factors including the level of parking demand, available on-street parking space, local community needs and safety/access requirements whilst providing an effective means of improving the availability of parking for residents. Residents and other affected parties are given the opportunity to provide feedback on draft proposals as part of the consultation process.

4.8. Within Residents' Parking Schemes streets are divided into areas where parking is prohibited (such as double yellow lines) or permitted (such as residents' or pay and display bays). In order to park where permitted, the respective valid permit, blue badge or pay and display ticket must be clearly displayed or, with virtual permits, comply with the operation rules of the scheme.

Permit categories can vary and are usually made available to residents and their visitors, however may include other users dependent on the highway such as blue badge holders. Any vehicle found parked without a valid permit, blue badge or pay and display ticket will be subject to a fine, through the issue of a Penalty Charge Notice (PCN).

4.9. For a scheme to work, a pro-active enforcement regime is required to ensure that the terms of the order are upheld.

## 5. Scheme Funding

### How much does a scheme cost?

5.1. The costs associated with Residents' Parking Schemes fall into two main categories:

Set Up Costs	Ongoing Costs
Technical Survey and Scheme design	Administration - processing and issuing permits
Public engagement & consultation	Enforcement of the scheme
Preparation and publication of Traffic Regulation Orders (TROs)	Maintenance - replacing signs and refreshing lines
Purchase & Installation of signs and lines	

5.2. As schemes are, by their nature, of direct benefit to a small and localised group of residents, the general principle will apply that those that directly benefiting from the introduction of Residents' Parking Schemes should meet the development and set up costs and the ongoing charges of schemes.

5.3. As Residents' Parking Schemes as a whole should be self-funding, the charge for a permit must cover all associated costs. If there is a surplus or a deficit in funding of a scheme, this will be taken into account when permit fees are reviewed.

### What are scheme set-up costs?

5.4. Set-up cost associated with installation of a Residents' Parking Scheme should be recovered via a one-off charge to residents when they first purchase a residents' permit. For simplicity, the level of a one-off fee will be equivalent to the annual permit charge for a standard resident parking scheme (Monday to Friday, 9am to 5pm).

### How much does a permit cost?

5.5. Introduction, ongoing management and enforcement costs of the scheme are recovered via permit income. Residents will be informed of how much permits cost before a scheme is implemented. Permit costs vary according to the scope of individual schemes and vehicle type. As part of the consultation process, when a new scheme is introduced information about the permit costs will be made available.

5.6. The cost of visitor's permits will cover administration and enforcement. The level of charge takes into account the cost of other services such as Park and Ride to encourage the use of sustainable transport alternatives.

## 6. Scheme Criteria

6.1. To ensure that resources are used effectively, all requests for the introduction of a Residents' Parking Scheme will be assessed using the criteria described in this policy. A request for a scheme will not be progressed if it fails to meet the specified criteria. Schemes will be expected to be self-sustaining financially.

6.2. A scheme will be considered only where:

- The request for a consultation on a Residents' Parking Scheme is supported by the local County Councillor/s.
- The introduction of a Residents' Parking Scheme is considered to be the most effective way to address the existing/evolving parking issue/problem.

- There is only limited off-street parking.
- It can be demonstrated that a large number of non-residents are frequently parking in the area for extended periods causing a significant demand on parking.
- There is insufficient space to accommodate residents' and non-residents' needs simultaneously.
- The majority (over 50%) of households responding to the survey support the introduction of a Residents' Parking Scheme. Avoiding the need for consensus within an area by reducing the area is not considered an effective or efficient way of managing parking as experience shows that the problem transfers to streets excluded from an area.
- The area proposed consists of clearly defined blocks of streets to deter, as far as reasonably practicable, the migration of parking into surrounding streets. In exceptional circumstances, small isolated cul-de-sacs that lead directly off main roads or local distributor roads may be considered.
- The proposed Residents' Parking Scheme is technically, financially and operationally feasible.

6.3. All Residents' Parking Schemes should complement the provisions of other parking restrictions to address localised obstruction, safety issues and wider, integrated traffic or parking management schemes that encourage the use of alternative facilities such as off-street parking or park and ride schemes.

6.4. New proposals from areas where previously the introduction of Residents' Parking Scheme has not been supported by the majority of residents will be considered only where the local community can demonstrate that the problem has changed significantly or the cause (s) of the previous failure has been overcome and the level of support increased to the required level.

## **7. Prioritising a Residents' Parking Scheme**

7.1. Formal requests for schemes will be considered annually during a defined period, August through to November. This will enable a clear programme of works to be in place by the following April. Potentially viable schemes will be subject to a feasibility test according to the criteria described in this policy. If the proposed scheme fails the assessment it will not be progressed.

7.2. At times it may not be possible to progress all requests for Residents' Parking Schemes when demand exceeds available resources. Where it is not possible to accommodate all requests, those having a lower prioritisation and not included for progressing in that round of schemes will be placed on a waiting list to be considered during the next round. A parking occupancy survey will be undertaken and requests prioritised using the following criteria:

- The level of on-street parking.
- The availability of off-street/alternative parking.
- The total level of parking occupancy on street.
- Existing accessibility/access issues.
- Number of properties affected.

## **8. Creating a new Residents' Parking Scheme**

8.1. Steps from initiation to implementation of a scheme include:

### **Informal Stage**

- Defining the issue/problems and geographic area.
- A survey led by the local County Councillor(s) to establish the level of support for the introduction of a Residents' Parking Scheme.

### **Formal Stage**

- Scheme approval in principle, by the Head of the Highways Service
- Undertaking a feasibility study and defining/refining the parking plan for the area.
- A formal consultation with residents and other groups that may be impacted by the proposed change.
- Drafting and publishing the Traffic Regulation Order (TRO) and dealing with objections.
- Scheme Implementation.

8.2. Local County Councillors will need to carefully consider and weigh up potential risks and impacts of the displacement of non-resident drivers currently parking in their area as there can be no guarantee that resources could be made immediately available to address any associated problems. If it is not possible to reach an agreement on the extent of the area through consultation with local councillors, the matter will be referred to the Highways and Community Infrastructure Committee for determination or, in the case of Cambridge City, to the Cambridge Joint Area Committee.

## **9. Variation or Rescinding of a Residents' Parking Scheme**

9.1. Requests for changes within established schemes will be considered during the period defined in 7.1.

9.2. Requests for changes to existing schemes or the removal of a scheme involve a number of steps:

### **Informal Stage**

- Defining the issue and area affected.
- An informal consultation led by the local County Councillor.
- Changes are supported by the majority of households (50%) responding when surveyed.

### **Formal Stage**

- Scheme approval in principle by the Head of the Highways Service.
- Drafting and publishing Traffic Regulation Order (TRO).
- Scheme Implementation.

9.3. Costs associated with introduction of any agreed variations will be recovered through a one-off charge made to resident scheme members at the point of renewal or initial application. The fee will reflect the costs.

## **10. Operational Guidance on Residents' Parking Schemes**

10.1. Each Residents' Parking Scheme will be designed to meet the needs of the community where the scheme is being introduced. Operational details applying to schemes are detailed below.

### **10.2. Permits and their use**

Both paper and virtual permits are renewable on an annual or biennial basis and are valid for a maximum of 12 or 24 months. All paper permits will show the name and title of the issuing authority, relevant parking scheme, date the permit expires and reference number. Resident permits will also show a vehicle registration number. Any specialist permits will provide individual details. For details of permit eligibility, please see the following pages.

All paper permits must be displayed on the inside surface of the windscreen so that recorded particulars are clearly visible.

Where a hire or courtesy car replaces an existing vehicle, a visitors' permit or Temporary Hire Car permit should be displayed.

Visitors' permits are not for resale and/or the use of paying guests.

Permits are not valid in **any other** designated parking zone/scheme.

Paper visitors' permits must be completed in ink; alterations to the details or incorrect usage will automatically render them invalid.

A permit will not be required for vehicles carrying out essential duties and statutory powers (including emergency service vehicles attending an emergency), statutory undertakings, universal service provider for postal service and council/government business. In addition, permits will not be required for vehicles engaged in the continuous loading/unloading of goods or where passengers are boarding or alighting.

### 10.3. Permit Types

When a scheme is designed the type of permits allowed to park within the scheme will be defined. Permit types will vary according to each area and may include:

- Residents' Permits
- Visitors' Permits
- Free Medical Permits
- Business Permits
- Car Club Permits
- Health Care Worker Dispensation
- Medical Permits
- Doctors' permits
- Tradespeople's Permits
- Temporary Permits
- Temporary Hire Car Permit
- City Centre Residential Access permit

### 10.4. Permit Allocation

Allocation of residents' permits per household will be a maximum of three, purchased on a first come first served basis. The maximum allocation of visitors' permits per applicant will be twenty per annum, each permit allowing five visits. In exceptional circumstances the request for further visitors' permits will be considered by the Head of The Highways Service in consultation with the chair of Highways and Community Infrastructure committee.

#### Property Eligibility

Within an existing Residents' Parking Scheme:

- Any new development will not qualify for residents' parking permits.
- Where redevelopment of an existing property or properties results in an increase in the number of dwelling(s), no permits will be issued to the new dwelling(s) but the existing dwelling will retain the right to apply for residents' permits.
- Where development takes place within the curtilage of a property that does not involve any material change to the existing property or properties but results in the provision of additional but separate dwellings, no permits will be issued to the new dwelling(s) but the existing dwelling(s) will retain the right to apply for residents' permits.

All dwellings, whether existing or newly developed, will be eligible to apply for visitors' permits.

### 10.5. New developments

Within new developments, developers may wish to provide on-street parking. Within urban areas where new roads are being offered up for adoption as public

highway, there will be an expectation parking will be permitted on-street in properly designated areas only. The assumption will be that any other parking on-street will not be permitted, with appropriate parking control introduced.

Developers will be required to fund the Traffic Regulation Order (TRO) process to introduce suitable parking controls.

10.6. Vehicle Eligibility

New permits will be issued only to vehicles that do not exceed 5 meters in length and with a maximum of 8 seats.

Only vehicles registered after March 2001 with CO2 emission less than 75g/km will be eligible for emission discount.

10.7. Residents' Parking Permit Eligibility

To qualify for a residents' permit, an individual's main place of residence must fall within the scheme area and the applicant should own or have the use on a regular basis of a vehicle of the type permitted. Permits are linked to a specific vehicle, not a household.

Applicants must be able to support their application with the following detailed documentary evidence:

- Valid Driving Licence or Tenancy Agreement.
- Valid certificate of insurance showing the applicant as the main driver.
- Vehicle Registration document where emission discount is claimed.

Where the main residence is a riverboat, applicants must be able to support their application with the following detailed documentary evidence:

- Valid Mooring licence issued by the local city or district council.
- Valid certificate of insurance showing the applicant as the main driver.
- A letter from the applicant's insurance company acknowledging they are aware that the vehicle is parked within the relevant Resident Parking Scheme area.
- Vehicle Registration document where emission discount is claimed.

Residents' parking permits are limited to a maximum of three per household per annum.

Permits are linked to a specific vehicle, not a household.

10.8. Visitor Permit Eligibility

Residents living in a Residents' Parking Scheme can buy visitor permits, enabling their visitors to park their vehicles in a marked residents' bay within their scheme during the scheme's operational hours. Residents do not need to hold a valid residents' permit or own a vehicle to apply for visitors' permits.

Applicants must be able to support their application with proof of residency. Acceptable documentary evidence includes:

- Valid Driving Licence.
- Tenancy Agreement.
- Current utility bill (issued in last 3 months).

Where the main residence is a riverboat, applicants must be able to support their applications with a valid Mooring licence issued by the local city or district council.

Visitors' parking permits are limited to a maximum of 20 permits (each permit allows 5 visits) per applicant per annum.

10.9. Business Permits

If a business has no access to off-street parking and a vehicle is essential to the operation of the business, the business can buy a permit to allow parking within their scheme during operational hours. A limit on the number of permits issued may be set where considered appropriate.

10.10. Time of Operation

Times of operation for individual Residents' Parking Schemes will be designed to reflect local parking needs and road use; local consultation will help to inform this decision.

The standard operating period for a Residents' Parking Schemes is based on weekday non-resident parking (Monday to Friday, 9am to 5pm) and covers the basic administration and enforcement costs. Any extension to the standard operating period will increase the annual cost of residents' permits to cover any additional enforcement.

As there are basic administration and enforcement costs, a reduction in the standard operating period (Monday to Friday, 9am to 5pm) will not reduce the annual cost of residents' permits. Enforcing short time restrictions can be more expensive to enforce due to the lack of flexibility in times that enforcement officers are sent to each area hence additional staff may be required to enforce effectively.

10.11. Provision for carers

If a resident is receiving short-term or long-term care in their own home they may be able to apply for **free medical permits**. These permits can be used by anyone who provides care, including friends and family members-not just registered professionals. The applicant's doctor will need to assess the medical condition or mobility issue and provide an estimate of the number and frequency of official visits required.

Registered healthcare or social care providers, such as a community nurse, can apply for a **Health Care Worker dispensation** if undertaking unscheduled, emergency based visits to patients or carrying drugs or heavy medical equipment.

10.12. Provisions for Blue Badge holders

Valid blue badge holders are permitted to park in residents' parking bays when a valid blue badge is correctly displayed, providing the bay has not been suspended. There is no time limitation.

10.13. Provision for Motorcycles

To qualify for a resident motorcycle permit, an individual's main place of residence must fall within the scheme area and the applicant should own or have use on a regular basis of a vehicle of the type permitted. Permits are linked to a specific vehicle not a household.

Applicants must be able to support their application with the following detailed documentary evidence:

- Valid Driving Licence or Tenancy Agreement.
- Valid certificate of insurance showing the applicant as the main driver.

10.14. Car Clubs

To reduce car ownership in urban areas, designated parking bays may be provided on-street for car club vehicles. Permits for car club bays shall be issued only to accredited car club operators authorised to operate within that area.

10.15. Transfer of Permits

Permits cannot be transferred from one vehicle to another. When a resident changes their vehicle any paper permit should be returned along with a copy of the certificate of

insurance showing them as the main insured driver or policy holder of the new vehicle. A replacement permit will be sent.

In the case of 'virtual permits', please contact the Parking Services Team.

10.16. Renewals

Residents' permits are subject to annual or biennial renewal. It is the responsibility of the permit holder to ensure that they apply to renew their permit. Existing permit holders will usually be invited to renew their permit and, subject to meeting the eligibility criteria, will be approved for a new permit. Where a resident fails to renew their permit before the expiry date it will be assumed that the resident does not wish to renew and after a period of 10 working days from the expiry date, the permit will be made available to other residents.

Once a permit has expired there is no automatic 'grace period' before enforcement action may be taken.

10.17. Refunds

Where a resident no longer requires their permit they should return the paper permit to the Parking Services Team to receive a refund. Refunds will be made for each whole quarter remaining on the permit after an administration fee has been deducted. Refunds will not be given in relation to any permits which have been defaced or tampered with. In the case of 'virtual permits', contact the Parking Services Team.

Unused and expired visitors' permits will not be refunded or exchanged.

10.18. Stolen/Lost Permits

Where a paper permit is lost or stolen a resident can obtain a replacement by applying to the Parking Services Team. A replacement permit will be approved subject to an administration fee, provided the resident still meets the eligibility criteria.

10.19. Moving home

Where a resident moves out of the Residents' Parking Scheme area they should return their paper permit to the Parking Services Team to receive a refund. Refunds will be made for each full quarter remaining on the permit after an administration fee has been deducted. Refunds will not be given in relation to any permits which have been defaced or tampered with.

In the case of 'virtual permits', contact the Parking Services Team.

10.20. Permit Misuse

The council reserves the right to revoke any permit/s issued to individuals who abuse the Residents' Parking Scheme by:

- Tampering with a permit.
- Supplying a permit to others who are not entitled to use them.
- No longer meeting the qualifying criteria.
- Payment not cleared.

The council may refuse to approve a permit to individuals who have failed to comply with the terms of a Residents' Parking Scheme.

10.21. Scheme Area

This is the road or geographic area described in the Traffic Regulation Order (TRO) which introduces restricted parking and allows parking with a permit.

10.22. Household

Where a building is made up of separate, self-contained dwellings (e.g. flats) each separate dwelling with an independent postal address will be treated as a separate household. Properties that are either new or have been developed within an established scheme will be omitted from the scheme.

Riverboats will be treated as a household where it is the main residence, has a permanent mooring and holds a valid mooring licence issued by the local city or district council.

10.23. Suspensions

Residents' parking bays can be temporarily suspended or altered in special circumstances such as building work, removals, filming, special events, weddings and funerals and for security reasons.

Advisory explanatory signage will be placed adjacent to a suspended bay showing the times/days of operation. A Penalty Charge Notice may be issued to any vehicle parked in a suspended bay.

Alternative parking will not be provided and permit refunds not considered.

10.24. Enforcement

Whilst the Council encourages all road users to comply with highway regulations, it accepts that the level of compliance is optimised and sustained through timely and effective enforcement so as to:

- Enforce parking contraventions in a fair and consistent manner for the benefit of all parking users.
- Encourage sensible parking to improve access and protect public safety.
- Provide safe parking places with clear markings and signage.
- Ease congestion by keeping streets clear to enable smooth traffic flow.

A necessary and integral part of any Residents' Parking Scheme is visible and effective enforcement action, to help ensure that the terms of the Traffic Regulation Order (TRO) are observed.

The County Council will undertake enforcement only where Civil Enforcement powers are enacted. In the market towns outside Cambridge, enforcement currently remains the responsibility of the Police.

It is not envisaged that Residents' Parking Schemes will be considered where the Police are the sole enforcement agency in light of the resource implications.

Penalty Charge Notices/Fixed Penalty Notices will be served to all vehicles observed parking in contravention of the rules/times of any Residents' Parking Scheme.

10.25. Maintaining Traffic Movement

The following minimum criteria will be adopted to maintain available highway widths for traffic movements:

- A free carriageway width of 3.1 m is required between marked bays.
- With parking to one side, an overall width of 4.9 m.
- With parking on both sides, an overall width of 6.7 m.

In exceptional circumstances, and following consultation with the police and the emergency services, it may be possible to reduce the above widths.

10.26. Footway Parking

The Council has a responsibility to keep footways safe to use, to maintain safe passage for pedestrians, rather than to facilitate parking. Parking on footways:

- Creates safety issues for pedestrians and can hide other vehicles particularly on bends, narrow roads and at junctions.
- Creates an obstruction and hazard for the visually impaired, disabled and elderly people and those with prams and pushchairs.
- Can cause damage to the footway.

Parking on footways would be considered in exceptional circumstances only where there is no impact on safety or pedestrian movement and where the underlying construction is suitable for vehicles.

## Appendix B

### Cambridge Residents' Parking Schemes Extension Delivery Plan (V6)

#### 1. Purpose

- 1.1. This Delivery Plan sets out the approach to address specific parking issues and future challenges within Cambridge City. It creates a framework for the expansion of current residents' parking schemes by offering a more comprehensive approach.
- 1.2. The document has been developed to complement policies and Transport Strategies to reduce traffic flow by controlling the availability of parking spaces and promoting safe, sustainable and economic growth by reducing the level of congestion.
- 1.3. The introduction of new residents' parking schemes should be considered not in isolation, but as part of a wider programme which encourages more sustainable travel choices and tackles congestion.

#### 2. Scope and Objectives

- 2.1. The Delivery Plan creates a framework for new residents' parking schemes within the City of Cambridge.
- 2.2. The key aim of this Delivery Plan is to help improve the quality of life for Cambridge residents. The plan has the flexibility to meet the evolving needs of the local communities in Cambridge by enabling:
  - Improved parking facilities for city residents and short stay parking for visitors to local shops and business.
  - Reduced availability of free, unrestricted parking within the City.
  - Prioritisation of parking space to residents and other permit holders.
  - Comprehensive expansion of new residents' parking schemes which will be operationally viable and financially cost neutral to the Council.

#### 3. Responsibility

- 3.1. Cambridgeshire County Council will oversee the implementation of the Delivery Plan programme and work collaboratively with residents, local Councillors and the Cambridge Joint Area Committee (CJAC) to establish a scheme that reasonably meet the needs of local communities.
- 3.2. CJAC will consider all objections to the proposed Traffic Regulation Orders (TROs). Particular attention will be given to local views before determining the exact details of the scheme to ensure a reasonable balance between competing parking demands.

- 3.3. The Greater Cambridge City Deal Executive Board have been consulted and in principle fully support the proposed Delivery Plan and funding of the implementation costs associated with the schemes detailed in this plan along with a review of the new schemes 12 months after installation, including covering the costs associated with any minor changes.
- 3.4. A decision regarding the City Deal Executive Board commitments set out in paragraph 3.3 will be subject to agreement of a business case in March 2017.
- 3.5. If funding is approved, the City Deal Executive Board will underwrite all costs (as set out in paragraph 3.3) associated with the implementation of the schemes detailed in this plan that have not commenced public consultation as of 14<sup>th</sup> February 2017.

#### **4. Programme**

##### **4.1 The proposed Schemes**

- 4.1.1 The attached map (appendix 1) is indicative of the parameters for the creation of new residents' parking schemes. It reflects areas with existing parking problems/issues and those that are most likely to experience problems/issues in the near future due to the ongoing development of the city.

Before consultation is undertaken, zones can be changed at the request of the local County Councillor(s).

- 4.1.2 The map has been divided into individual zones for practical and manageable reasons. As each zone is unique, schemes will be developed in a series of zones, each tailored to the needs of the individual communities within them.
- 4.1.3 The implementation costs associated with new schemes (as set out in paragraph 3.3) would, for the zones detailed in this document, be funded by the City Deal. The various elements of a residents' parking scheme that qualify for funding are detailed in section 5 of the Residents' Parking Policy document.

##### **4.2 Initiation Process**

- 4.2.1 This Delivery Plan offers a fast track alternative to the Cambridgeshire Residents' Parking Policy by reducing the implementation stages required to:

###### **4.2.1.1 A Public Consultation**

Each zone will be consulted. The consultation will establish the level of support for the proposed parking controls and will give residents of that zone the opportunity to help develop a scheme that best suits their needs.

Only zones where over 50% of respondents express support for the proposed parking controls will be progressed.

It is expected that City Deal funding is time limited. Therefore once the funding window has closed, future schemes will be considered as outlined in the Residents' Parking Policy document.

As this consultation is being undertaken as part of a wider plan, the local County Councillor will be advised but her/his endorsement is not required at this stage.

#### 4.2.1.2 Drafting and Publishing Traffic Regulation Orders (TROs)

Residents within each proposed zone along with other groups affected by the proposed parking controls will be given a final opportunity to support or challenge the introduction of the proposed controls when the TRO is advertised.

Any objection to the proposed TRO will be considered by CJAC.

#### 4.2.1.3 Scheme Installation

Installation of signs and lines and issue of permits.

### 4.3 Programme of works

The introduction of the proposed expansion of the current residents parking scheme will be staggered. The zones included in this delivery plan are:

Zone No.	Zone Name	Zone No.	Zone Name
1	*Newnham	14	Chaucer
2	*Accordia	15	Trumpington North
3	*Coleridge West	16	Trumpington South
4	*Coleridge East	17	Perse
5	*Elizabeth	18	Glebe
6	*Victoria	19	Nightingale
7	Romsey West	20	Wulfstan
8	Romsey East	21	Walpole
9	York	22	Chesterton West
10	Ascham	23	Chesterton East
11	Stretten	24	Chesterton South
12	Benson North	25	Stourbridge
13	Wilberforce		

\* As these schemes have already expressed support for the introduction of a Residents' Parking Scheme, they will be consulted first, followed by the remaining schemes.

## 5 Operational guidance

5.1 Operational guidance for residents' parking schemes can be found in section 10 of the Residents' Parking Policy.

### 5.2 Scheme Operational hours and cost

Times of operation for individual Residents' Parking Schemes will be designed to reflect local parking needs, road use and adjoining schemes; local consultation will help to inform this decision.

Operational hours of individual schemes **may** include:

<b>All day Operational Hours</b>
Mon to Fri – 9am to 5pm (basic scheme)
<b>OR</b>
Mon to Sat – 8am to 8pm
<b>OR</b>
All Days – 9am to 5pm

All day schemes are well established across the city and have proved to successfully address the competition for parking by giving parking priority to residents throughout the day.

<b>Part time Operational Hours</b>
Mon to Fri – 9am to 12pm or,
<b>OR</b>
Mon to Fri – 9am to 11am & 2pm to 4pm

Careful consideration should be given to part time restrictions in relation to the benefit they offer residents. Will the reduced operational hours address the evolving demand on parking within the area or, with the flexibility of work patterns and extended retail opening hours, will those demands and subsequent parking difficulties simply move to a different time of day?

Consideration should also be given to the cost / benefits of all schemes.

### **5.3 Scheme Operational Costs**

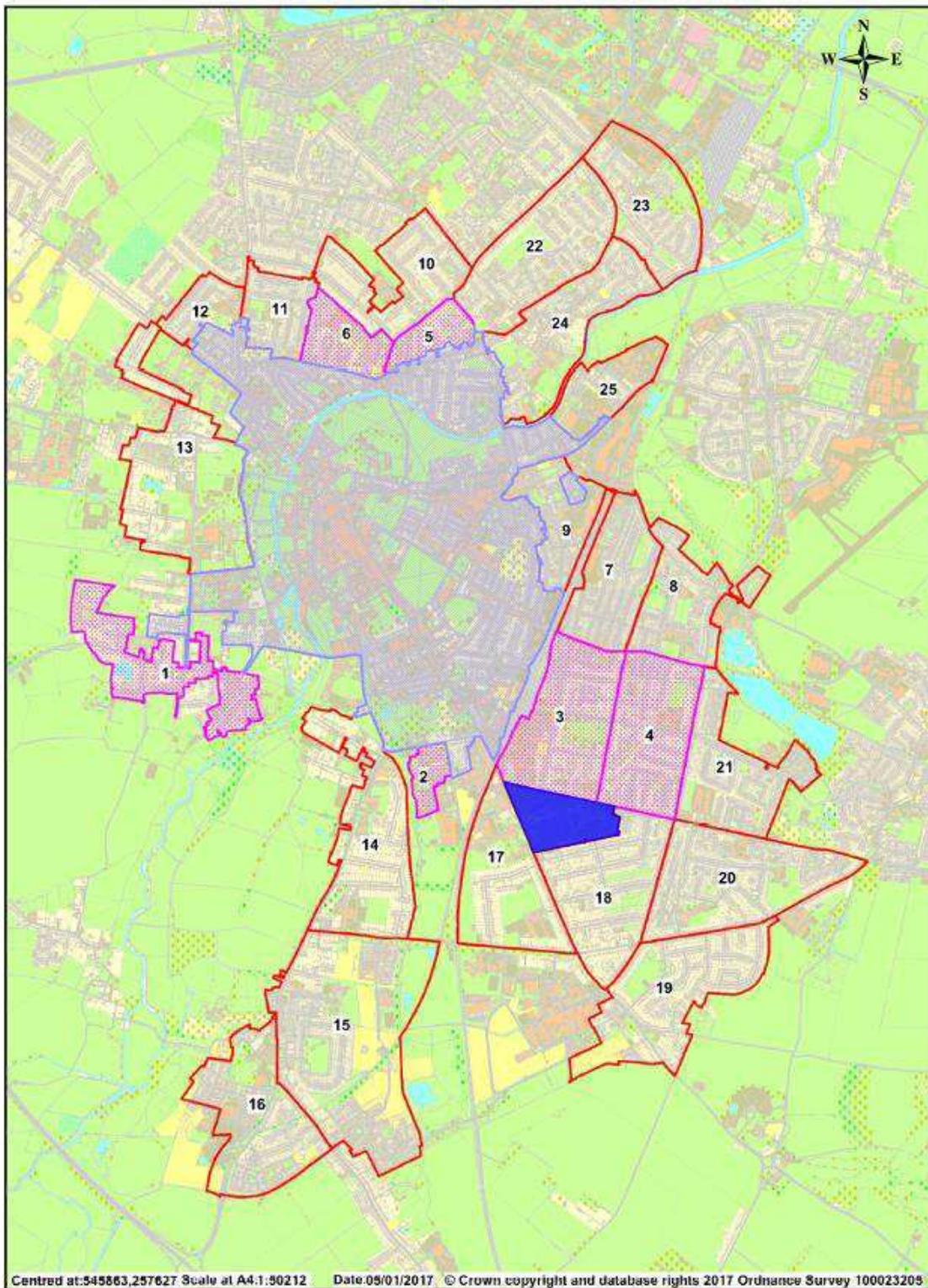
The standard operating period for a Residents' Parking Scheme is based on weekday non-resident parking (Monday to Friday, 9am to 5pm) and covers the basic administration and enforcement costs. Any extension to the standard operating period will increase the annual cost of residents' permits to cover any additional enforcement.

A reduction in operational hours will not reduce either the basic administration or enforcement costs. Therefore the cost of a permit for a scheme which is operational part-time such as Monday to Friday, 9am to 12pm will be the same as a permit for a scheme which is operational all day for example Monday to Friday, 9am to 5pm.

## Appendix 1

This map is indicative of the parameters for the creation of new residents' parking schemes. Before consultation is undertaken, zones can be changed at the request of the local County Councillor.

# Cambridge Residents' Parking Schemes



## Appendix C



### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Economy, Transport & Environment.		Name:	Nicola Gardner
Service / Document / Function being assessed		Job Title:	Parking Policy Manager
Traffic Managers – Residents’ Parking Policy		Contact details:	01223 727912
Business Plan Proposal Number (if relevant)	N/A		
Aims and Objectives of Service / Document / Function			
<p>The aims of the Residents’ Parking policy review included:</p> <ul style="list-style-type: none"> <li>• Developing a policy that has the flexibility to meet the evolving needs of the local communities in Cambridge and across the county.</li> <li>• Ensuring Residents’ Parking Schemes, as a whole, are cost neutral to the County easing the pressure on the on-street parking account which currently supports this service.</li> <li>• Engaging local communities and stakeholders to ensure the new Residents’ Parking Policy reflects and balances the needs of those that live, work and visit Cambridge and Cambridgeshire.</li> <li>• Ensuring the alignment of the policy with the concepts and objectives of City Deal.</li> </ul>			
What is changing?			
<p>This document has been developed to address parking issues and future challenges within Cambridgeshire that affect access and/or residents’ vehicular parking availability. It creates a framework for the consideration of the introduction/extension of formalised Residents’ Parking Schemes.</p> <p>The Local Transport Plan (LTP) highlights the importance of managing traffic and the space available both efficiently and effectively to enable the delivery of the continued growth and development of sustainable communities across the County. This document augments this plan by illustrating the conditions where Residents’ Parking Schemes may be considered, along with their key operational aspects. It sets out an approach to be applied across Cambridgeshire.</p>			

**Who is involved in this impact assessment?**

e.g. Council officers, partners, service users and community representatives.

**Members Working Group**

Cllr Kevin Blencowe (chair) – Cambridge City Council  
 Cllr Jocelyne Scutt – Cambridge County Council  
 Cllr Amanda Taylor - Cambridge County Council  
 Cllr Noel Kavanagh - Cambridge County Council  
 Cllr Donald Adey – Cambridge City Council (replaced Cllr Smart)  
 Cllr Dave Baigent – Cambridge City Council (replaced Cllr Smith)

**Stakeholders**

Resident Associations  
 Universities  
 Trade Associations  
 Disability Group  
 FeCra  
 Smarter Cambridge Transport

Parking Services Team  
 Policy & Regulation Team  
 Finance Team  
 Mott Macdonald (Parking Survey)

**What will the impact be?**

Tick to indicate if the impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		X	
Disability	X		
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		X	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		X	
Deprivation			X

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

<b>Positive Impact</b>
There will be a positive impact on valid Blue Badge holders as blue badge holders are permitted to parking within any residents parking scheme for an unlimited time period. A valid blue badge must be displayed correctly at all times.
<b>Negative Impact</b>
Permits are changeable. The cost of a residents' permit will depend in the complexity on the scheme.
<b>Neutral Impact</b>
The protected characteristics are not relevant in the delivery of this of the Residents' Parking Policy as no distinction is made when delivering the service.
<b>Issues or Opportunities that may need to be addressed</b>
None Identified

### Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Neutral impact
----------------

## Appendix D



### COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Economy, Transport & Environment.		Name:	Nicola Gardner
Service / Document / Function being assessed		Job Title:	Parking Policy Manager
Traffic Managers – Residents' Parking Schemes <b>Extension Delivery Plan</b>		Contact details:	01223 727912
Business Plan Proposal Number (if relevant)	?		
Aims and Objectives of Service / Document / Function			
<p>The key aim of this Delivery Plan is to help improve the quality of life for Cambridge residents. The plan has the flexibility to meet the evolving needs of the local communities in Cambridge by enabling:</p> <ul style="list-style-type: none"> <li>• Improved parking facilities for city residents and short stay parking for visitors to local shops and business.</li> <li>• Reduced availability of free, unrestricted parking within the City.</li> <li>• Prioritisation of parking space to residents and other permit holders.</li> <li>• Comprehensive expansion of new residents' parking schemes which will be operationally viable and financially cost neutral to the Council.</li> </ul>			
What is changing?			
<p>This Delivery Plan sets out the approach to address specific parking issues and future challenges within Cambridge City. It creates a framework for the expansion of current residents' parking schemes by offering a more comprehensive approach.</p> <p>The document has been developed to complement policies and Transport Strategies to reduce traffic flow by controlling the availability of parking spaces and promoting safe, sustainable and economic growth by reducing the level of congestion. It offers a fast track alternative to the Cambridgeshire Residents' Parking Policy by reducing the implementations stages.</p> <p>The introduction of new residents' parking schemes should be considered not in isolation, but as part of a wider programme which encourages more sustainable travel choices and tackles congestion.</p> <p>The Greater Cambridge City Deal Executive Board have been consulted and in principle fully support the proposed Delivery Plan and funding of the implementation costs associated with the schemes detailed in this plan along with a review of the new schemes 12 months after installation, including covering the costs associated with any minor changes. A decision regarding the City Deal Executive Board commitments set out in paragraph 3.3 will be subject to agreement of a business case in March 2017.</p>			

**Who is involved in this impact assessment?**

e.g. Council officers, partners, service users and community representatives.

**Members Working Group**

Cllr Kevin Blencowe (chair) – Cambridge City Council  
 Cllr Jocelyne Scutt – Cambridge County Council  
 Cllr Amanda Taylor - Cambridge County Council  
 Cllr Noel Kavanagh - Cambridge County Council  
 Cllr Donald Adey – Cambridge City Council (replaced Cllr Smart)  
 Cllr Dave Baigent – Cambridge City Council (replaced Cllr Smith)

**Stakeholders**

Resident Associations  
 Universities  
 Trade Associations  
 Disability Group  
 FeCra  
 Smarter Cambridge Transport

Parking Services Team  
 Policy & Regulation Team  
 Finance Team  
 Mott Macdonald (Parking Survey)

**What will the impact be?**

Tick to indicate if the impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		X	
Disability	X		
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		X	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		X	
Deprivation			X

For each of the above characteristics where there is a positive, negative and / or neutral impact, please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

**Positive Impact**

There will be a positive impact on valid Blue Badge holders as blue badge holders are permitted to parking within any residents parking scheme for an unlimited time period. A valid blue badge must be displayed correctly at all times.

**Negative Impact**

Permits are changeable. The cost of a residents' permit will depend in the complexity on the scheme.

**Neutral Impact**

The protected characteristics are not relevant in the delivery of this of this Delivery Plan as no distinction is made when delivering the service.

**Issues or Opportunities that may need to be addressed**

None identified

**Community Cohesion**

If it is relevant to your area you should also consider the impact on community cohesion.

Neutral impact



**TWO WAY CYCLING IN ONE-WAY STREETS**

**To:** Cambridge City Joint Area Committee

**Meeting Date:** 24<sup>th</sup> January 2017

**From:** Executive Director: Economy, Transport & Environment

**Electoral divisions:** Market, Petersfield, Romsey and Trumpington

**Forward Plan ref:** **Key decision:** No

**Purpose:** The Committee is asked to support the advertisement of Traffic Regulation Orders to allow two-way cycling on restricted streets in Cambridge.

**Recommendation:** To support the advertising of Traffic Regulation Orders in order to allow two-way cycling on the following streets:

- a) Guest Road
- b) Collier Road
- c) Emery Street/ Road
- d) Perowne Street
- e) Sedgwick Street
- f) Catharine Street
- g) Thoday Street
- h) Ross Street (from St Philip's Road to Mill Road)
- i) Hemingford Road
- j) Argyle Street
- k) Panton Street
- l) St Eligius Street
- m) Coronation Street (west of junction with Panton Street)
- n) Norwich Street
- o) Union Road
- p) New Square

And, to agree not to progress any changes to the following streets:

- q) Willis Road
- r) Brookside

<b><i>Officer contact:</i></b>	
Name:	Clare Rankin
Post:	Project Officer
Email:	Clare.rankin@cambridgeshire.gov.uk
Tel:	01223 699601

## **1. BACKGROUND**

- 1.1 Allowing cyclists to be exempt from no-entry restrictions, and to travel both ways on one-way streets, is a cost effective and easy way of expanding the city cycle network. With better permeability for cyclists it also encourages residents to cycle, rather than use a car for short, local journeys, in accordance with the Cambridge City and South Cambridgeshire Transport Strategy.
- 1.2 Many restricted streets have already been opened up to two-way cycling over the last 10 years following a Department for Transport trial which included Mawson Road. There have been no reported accidents associated with two-way cycling on these streets.
- 1.3 The Department for Transport (DfT) changed the traffic signing regulations so that 'except cycles' plates can be attached to 'no entry' signs which makes it much easier to implement these changes and more easily understood by the public.
- 1.4 This is the last phase of the project to open up restricted streets to two-way cycling, and the proposed streets are the remaining streets on the original 'long list' of streets which are the less strategic and narrower, and/or busier streets. Officers assessed the suitability of each street for two-way cycling taking into consideration road width, traffic speeds and volume of traffic.
- 1.5 Local members were consulted, and feedback fed into the process. Stakeholders and residents on each of the streets in question were then consulted in July 2016, and members of the Cambridgeshire County Council Road Safety Team visited the streets and made comments on the proposals.
- 1.6 The proposed layouts are shown in **Appendix 1**.

## **2. CONSULTATION RESPONSES**

### **General**

- 2.1 The Cambridge Cycling Campaign and Sustrans were supportive of all of the proposed schemes.

### **Petersfield Area**

- 2.2 Both local ward members, some residents and Road Safety Officers raised the issue of the need for a marked cycle lane at the entrance to the roads off Mill Road in order to improve the visibility of cyclists, and thus make it safer for those travelling in a contra-flow direction. This is possible on all of the proposed streets except Willis Road where there is a planter which narrows the carriageway at the junction. Given that the majority of responses from Willis Road residents were against the proposal for Willis Road, we are therefore not proposing to proceed with works to this street.

### **Guest Road and Collier Road**

- 2.3 The only response was from the Guest Road Area Residents' Association which objected to the proposals for Willis Road, Guest Road and Collier Road. It is felt by the Association that there have been a number of near-

misses, minor accidents and scratching of vehicles as a result of the scheme in nearby Mackenzie Road, and so they do not want to see a similar scheme in the other connecting streets, particularly as cyclists have alternative routes that do not require a long detour.

- 2.4 Both Guest Road and Collier Road are wide, quiet residential streets. Whilst it is agreed that it is mainly only residents who live on the street who will benefit from the proposals, it is felt that there is no strong reason not to allow two-way cycling in these streets, and that with the additional signing and lining it will make it safer for those who currently ignore the restrictions.

#### Emery Street/Road

- 2.5 Three local respondents were against the proposals, and one wrote in favour. Those against were concerned that the streets were too narrow, particularly Emery Road where pedestrians often have to walk in the carriageway due to the very narrow footways being blocked by bins. Some respondents were also concerned that there was not space for a cycle lane.
- 2.6 A cycle lane is only proposed for the junction with Mill Road. Whilst these streets are narrow, particularly Emery Road, they are residential streets with very little, only very local, traffic.

#### Perowne Street

- 2.7 There were no objections or safety concerns regarding making this street two-way for cycling.

#### **Romsey Area**

- 2.8 There are Road Safety team concerns that the streets in this area have parking on both sides of the road, leaving a carriageway of less than four metres in width which they have highlighted as being a risk for head on collisions. The County Council Local Infrastructure and Streets Manager is concerned about safety on the narrower streets in Romsey and considers that reasonably convenient parallel alternative routes exist.
- 2.9 Whilst it is acknowledged that, with the parking, there is no space for a cyclist and vehicle to pass one another, there are enough gaps in the parking for cyclists to pull in out of the way. Footways are narrow along these streets and so it is difficult to push a cycle on the footway, so some residents have a significant detour to access their houses. As a result many already ignore the restrictions, and so the additional signs and lines will at least highlight to motorists that they should expect oncoming cyclists.
- 2.10 Cavendish Road also has car parking on both sides of the road leaving a carriageway width similar to the one-way streets in question, yet this street is two-way for all vehicles at present with no reported accidents or evident issues.
- 2.11 The other main safety concern is the narrow width of the junctions with St Philip's Road which does not allow for a cycle lane to be marked out. It is intended to mark a cycle symbol and arrow at the junctions with St Philip's Road, as well as to erect signage to alert drivers to expect contra-flow cycling. The northern end of Ross Street has had two-way cycling for over a year and

there have been no accidents associated with the junction with St Philip's Road.

- 2.12 A number of residents from the Romsey area were in favour of all of the proposals mainly because they felt that it would improve accessibility, would encourage cycling, and would make official, and therefore safer, what many do anyway. Many respondents in favour of the proposals underlined the need for clear signage.

Sedgwick Street

- 2.13 There were three responses from residents of Sedgwick Street in favour of the proposals and three against. Those against were concerned about an increase in accidents, more anti-social cycling, the narrowness of the street and increased damage to parked cars.

Catharine Street

- 2.14 Five local residents were in favour of the proposals, and 1 against.

Thoday Street

- 2.15 Three residents of Thoday Street were in favour of the proposals, mainly as they feel it will legitimise and make safer what is already happening. Five residents were against the proposals citing the narrowness of the street, the amount of traffic and the risk to cyclists, pedestrians and motorists. There was particular concern that those with cargo bikes would not be able to pass a car.

Ross Street (from St. Philip's Road to Mill Road)

- 2.16 There was one response from a Ross Street resident in favour of the scheme and none against.

Hemingford Road

- 2.17 There were four responses in favour of the proposal from Hemingford Road residents, and one against.

- 2.18 There were concerns regarding the safety of the junction with Mill Road. The proposals include a cycle lane at the junction with the reduction of traffic lanes to one and suitable changes to the traffic lights at the Coleridge Road junction to allow cyclists to go straight on. The Road Safety Team did not raise any concerns with regards to this junction.

Argyle Street

- 2.19 Two Argyle Street residents responded in favour of the scheme.

### **Newtown Area (Trumpington Division)**

- 2.20 As for other streets in the proposed list there is a concern from residents and Road Safety Officers regarding the narrowness of the streets in the area with available carriageway widths less than four metres due to on-street parking. There are also concerns that some of the junctions are too narrow to mark

cycle lanes. Three residents objected to making any of the streets in the area two-way for cycling, whilst two residents were in favour of all of the proposals for the area.

- 2.21 The North Newtown Residents' Association was also against allowing two-way cycling in the one-way streets in Newtown as they feel that it would be unsafe given the amount of rat-running traffic, school traffic and number of children walking and cycling to schools in the area. They felt that the proposals for this area should be put on hold until the effects of the proposed point closure on Hills Road were known.

#### Brookside

- 2.22 There were three residents of Brookside who objected to the proposal, and MPW College also wrote to object to the scheme on grounds of safety, particularly given the number of schools located on the street. Brookside is generally a quiet street but at peak times in the morning it can be very busy with cars. With the amount of parking without any gaps and narrow space available it would be difficult to cycle in a contra-flow direction with queuing traffic. Given the lack of support from local residents, and safety concerns regarding the amount of traffic, it is not proposed to proceed with this scheme.

#### Panton Street

- 2.23 A similar proposal for Panton Street was considered at the Cambridge Joint Area Committee in September 2014, and was deferred in order for a traffic review to be undertaken. Due to a lack of resources this review was not undertaken, and now has been superseded by proposals for tackling peak time congestion which includes a possible closure point on Hills Road. The current proposal includes the removal of three car parking spaces in order to extend the cycle lane to Pemberton Terrace to open up additional alternative routes for cyclists (see plan of the scheme in Appendix 1). The three residential car parking spaces would be moved to Pemberton Terrace, replacing existing Pay and Display parking.
- 2.24 There were two responses from Panton Street residents in favour of the proposals, although one of these felt that in the first instance this should be a trial. Three Panton Street residents were against the proposals and safety was the main issue, particularly with the number of school children using the street. There was also concern from a number of local residents and the Residents' Association about the safety of cyclists turning right into Panton Street from Lensfield Road and into Pemberton Terrace and the likelihood of cyclists continuing down Panton Street further to Bateman Street.
- 2.25 Reducing the traffic lanes to one lane at the approach to Lensfield Road and subsequent increased queuing down Panton Street was again raised as an issue by residents. The traffic count and analysis undertaken in May 2014 to ascertain the effect of the proposal was fairly inconclusive, but did not indicate a significant problem.
- 2.26 This scheme would provide a very useful link to local schools avoiding the busy junctions at either end of Lensfield Road, and there were no significant concerns from the Road Safety Team. The Panton Street scheme is arguably the most valuable element of the whole programme under consideration.

## St Eligius Street

- 2.27 St Eligius Street is very narrow with parking on one side of the road, but traffic volumes are very low. Three residents of the street objected to the proposals and a number of local residents also expressed concern given the narrowness of the street. However, unlike Brookside, the lengths of parking are short with wide gaps between them and so there is plenty of space for a contra-flow cyclists to pull in to let a car past. The junctions with Pemberton Terrace and Bateman Street are too narrow for cycle lane markings and so it is proposed to mark cycle symbols and arrows to highlight the presence of contra-flow cyclists with suitable signage.

## Coronation Street (West of Panton Street)

- 2.28 There were three objections to the proposals for Coronation Street from local residents (there are no residents fronting onto Coronation Street). These were concerned at the narrowness of the street and number of children using it to access schools and visibility at the junctions. Whilst narrow this is, again, a very quiet road.

## Norwich Street

- 2.29 Four residents of Norwich Street responded in favour of the scheme.

## Union Road

- 2.30 There were no responses from residents or businesses along Union Road.

## **New Square (Market Division)**

- 2.31 One resident responded with suggestions about improving signage which will be considered.

## **3. CONCLUSION, RECOMMENDATIONS AND NEXT STEPS**

- 3.1 Allowing two way cycling in one way streets has proved to be a safe, low cost intervention to encourage cycling and add to the network of routes that can be used in the city, giving cyclists an advantage over motorists in terms of journey times, and thus making cycling an attractive option.
- 3.2 Extensive consultation has been undertaken, as well as careful thought given to balancing safety issues and levels of risk.
- 3.3 Having weighed up a number of factors including consultation responses, the views of local members and the views of Road Safety Officers it is recommended to take most of the proposed schemes forward to advertisement of Traffic Regulation Orders. This provides an opportunity for opponents to formally object and the items to return to Committee for resolution.

## **4. ALIGNMENT WITH CORPORATE PRIORITIES**

### **4.1 Developing the local economy for the benefit of all**

Encouraging the use of sustainable modes of transport helps people to get around Cambridge more effectively and efficiently, and so supports the development of the local economy.

#### **4.2 Helping people live healthy and independent lives**

Making streets more permeable for cycling makes cycling a more attractive mode of transport. Regular cycling has been shown to have significant health benefits and also gives more independence to those who do not have access to a car.

#### **4.3 Supporting and protecting vulnerable people**

There are no significant implications within this category.

### **5. SIGNIFICANT IMPLICATIONS**

#### **5.1 Resource Implications**

The works will be funded from the Department for Transport Cycle City Ambition Grant and S106 developer contributions.

#### **4.2 Statutory, Risk and Legal Implications**

Traffic regulation orders will be advertised for each scheme.

#### **4.3 Equality and Diversity Implications**

There are no significant implications within this category.

#### **4.4 Engagement and Consultation Implications**

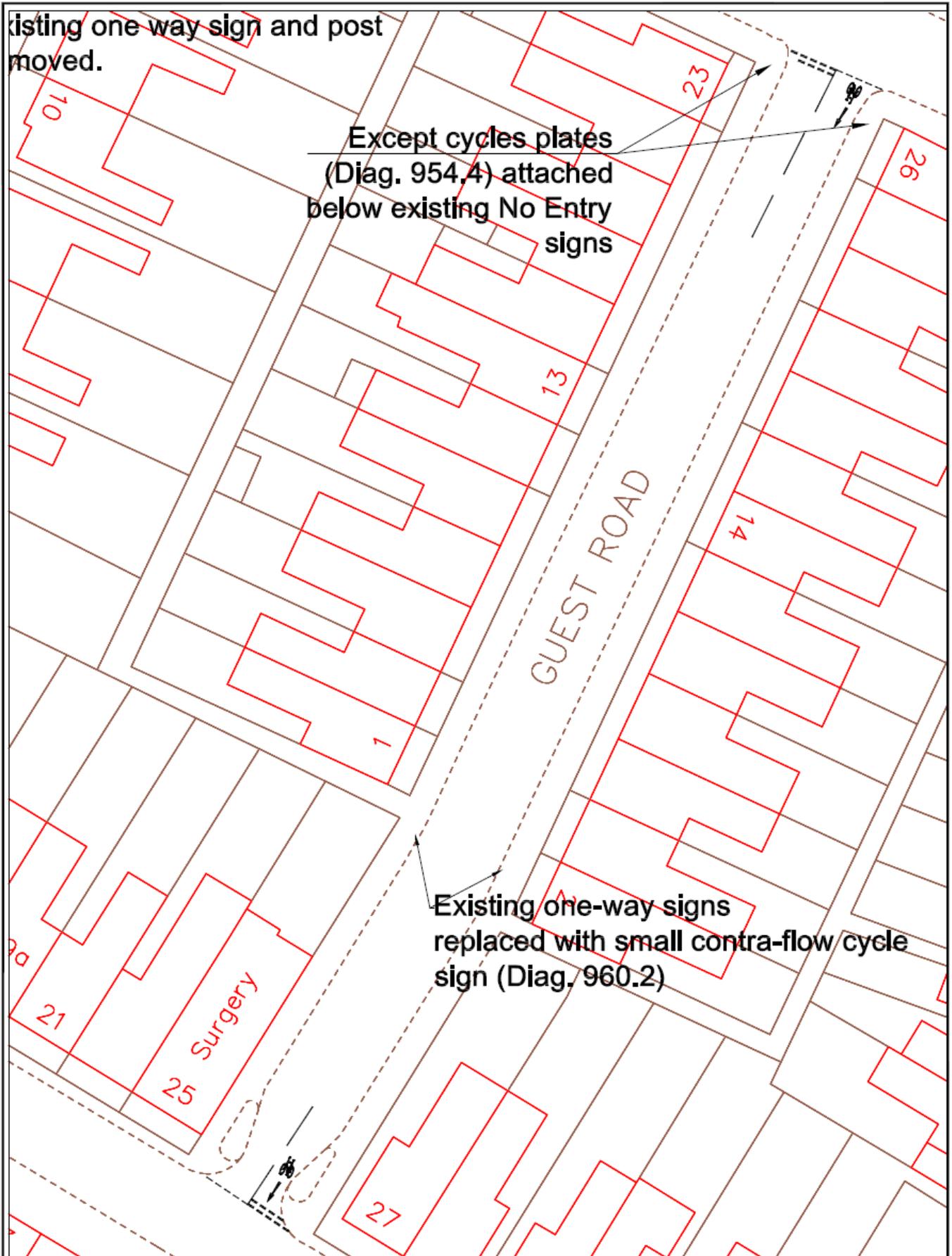
There has been consultation with local residents, stakeholders and local members.

#### **4.5 Public Health Implications**

More people cycling and walking undoubtedly contributes to improved public health. Cycling is a physical activity that can prevent ill health and improve health. It is important that people are supported and encouraged to be physically active and any efforts should focus upon interventions that mitigate any barriers like perceived safety risks.

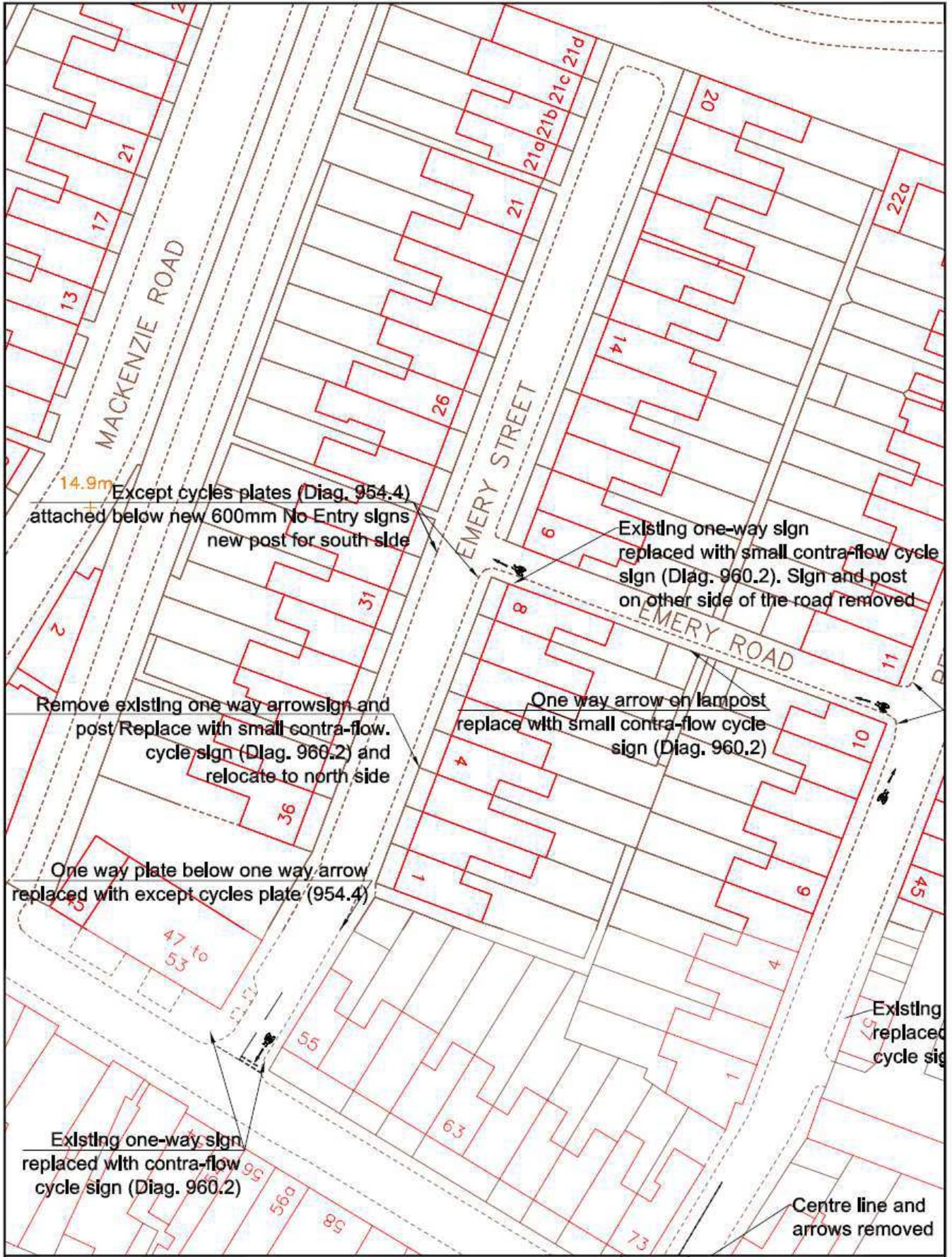
The Transport and Health Joint Strategic Needs Assessment makes reference to encouraging short trips of less than 2km within the city to be undertaken on foot or by cycle. The proposals support and encourage this

<b>Source Documents</b>	<b>Location</b>
Scheme plans Consultation responses from stakeholders and residents Road Safety Audit comments Papers for CJAC September 14	Shire Hall 3 <sup>rd</sup> Floor.



<b>Guest Rd</b>					 Cambridgeshire County Council	
<small>Based upon Ordnance Survey material with the permission of the controller of Her Majesty's Stationery Office. © Crown Copyright. Unauthorised reproduction infringes copyright and may lead to prosecution. Cambridgeshire County Council: 100022205 (2011)</small>		<b>Drawing Number</b> 14	<b>Scale</b> 	<b>Drawn</b> CR	<b>Checked</b> 	<b>Date</b> 26/4/16
					<small>Paper Size</small> A3	





# Emery Street/ Road

Based upon Ordnance Survey material with the permission of the controller of Her Majesty's Stationery Office. Crown Copyright. Unauthorised reproduction infringes copyright and may lead to prosecution. Cambridgeshire County Council 130033335 (2011)

Drawn Number  
15

Scale

Drawn  
CR

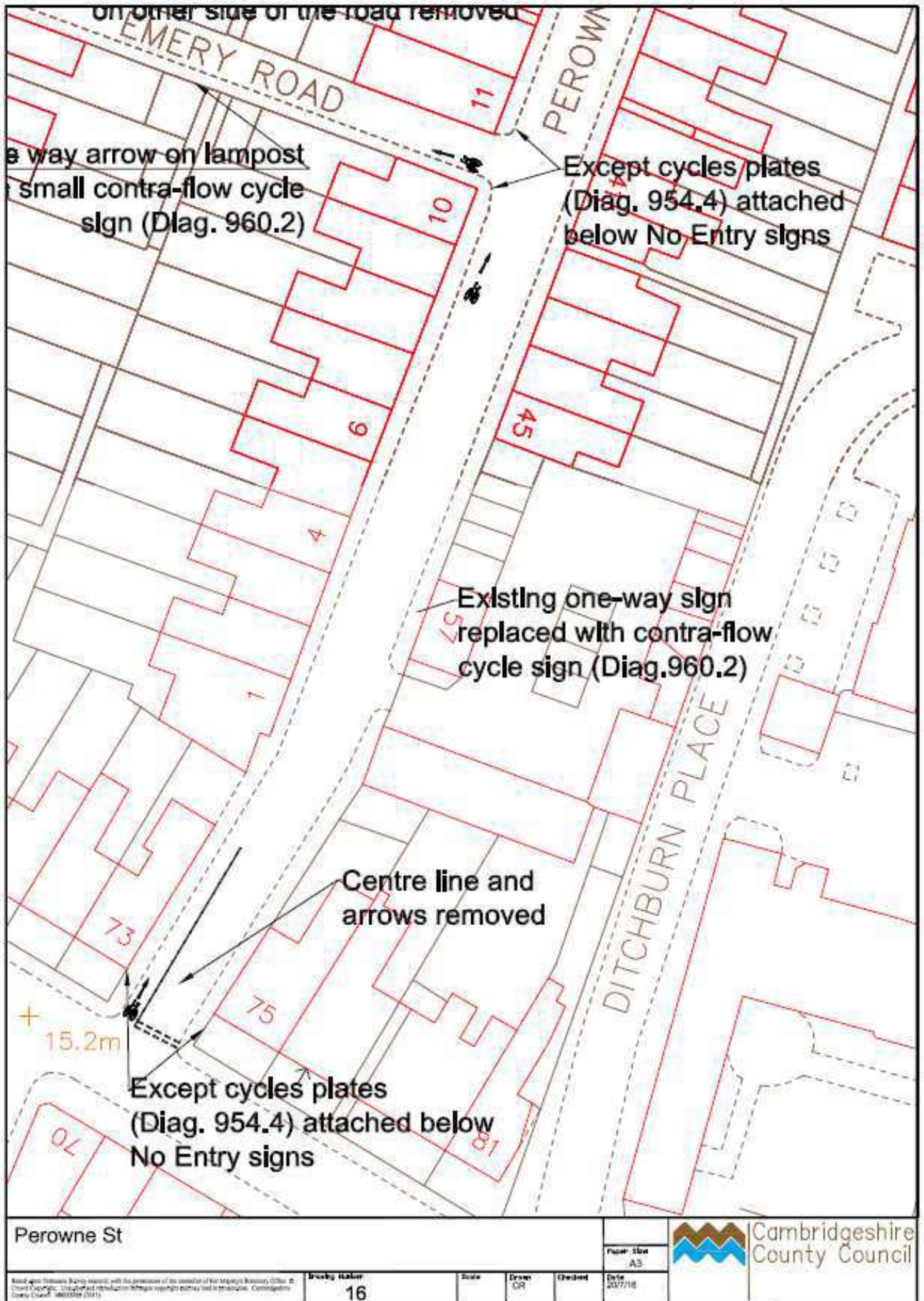
Checked

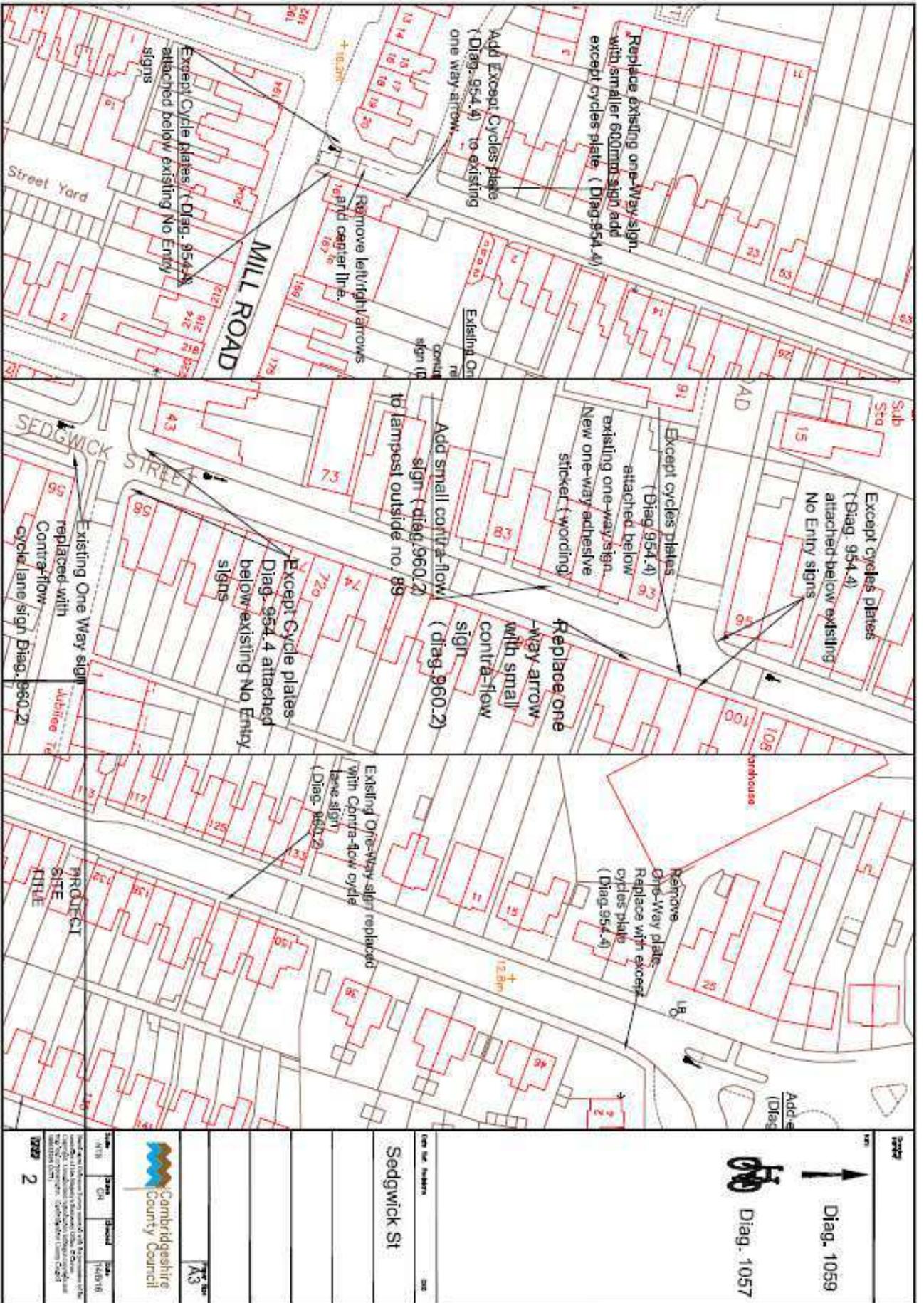
Date  
28/4/16

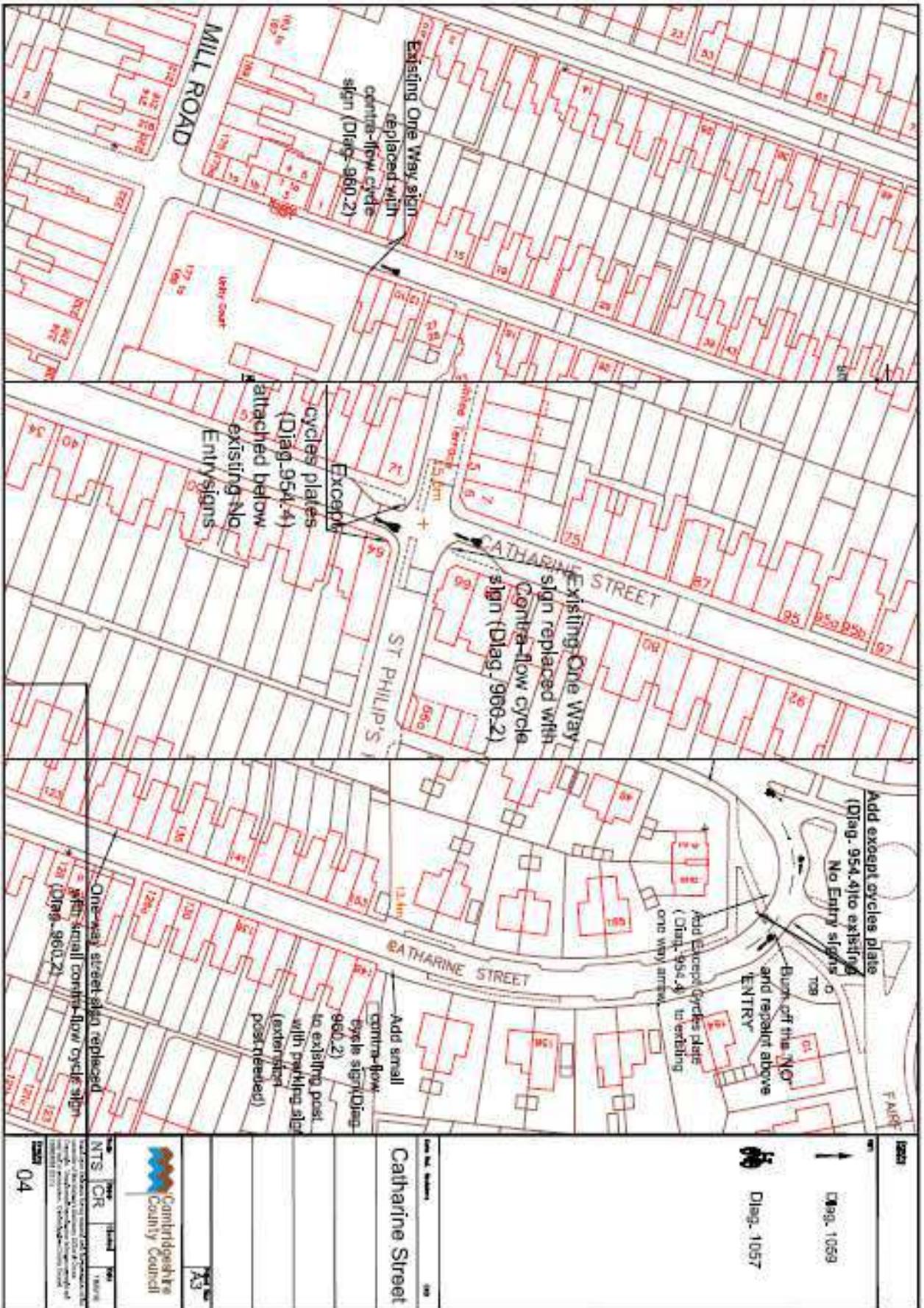
Paper Size  
A3

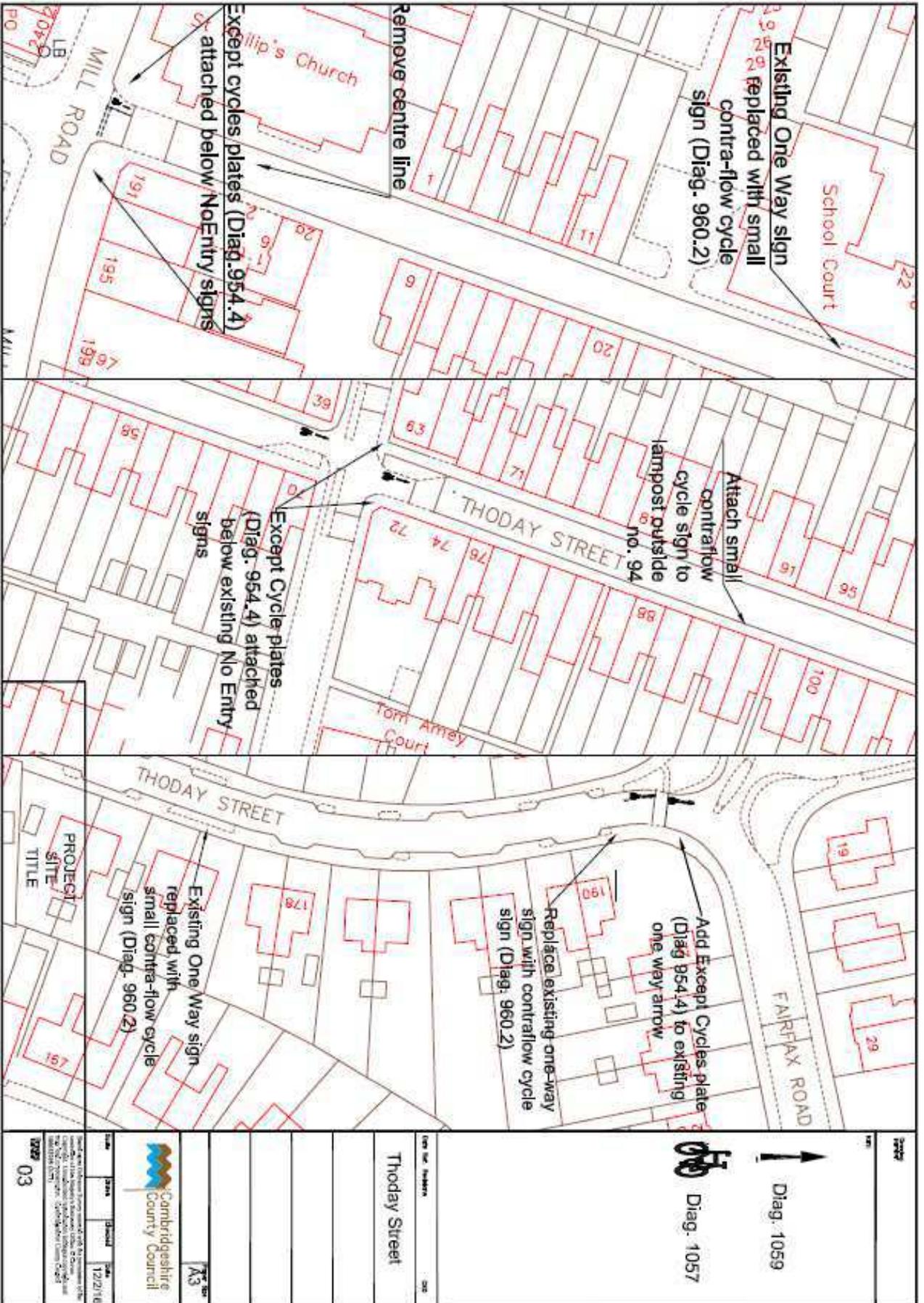


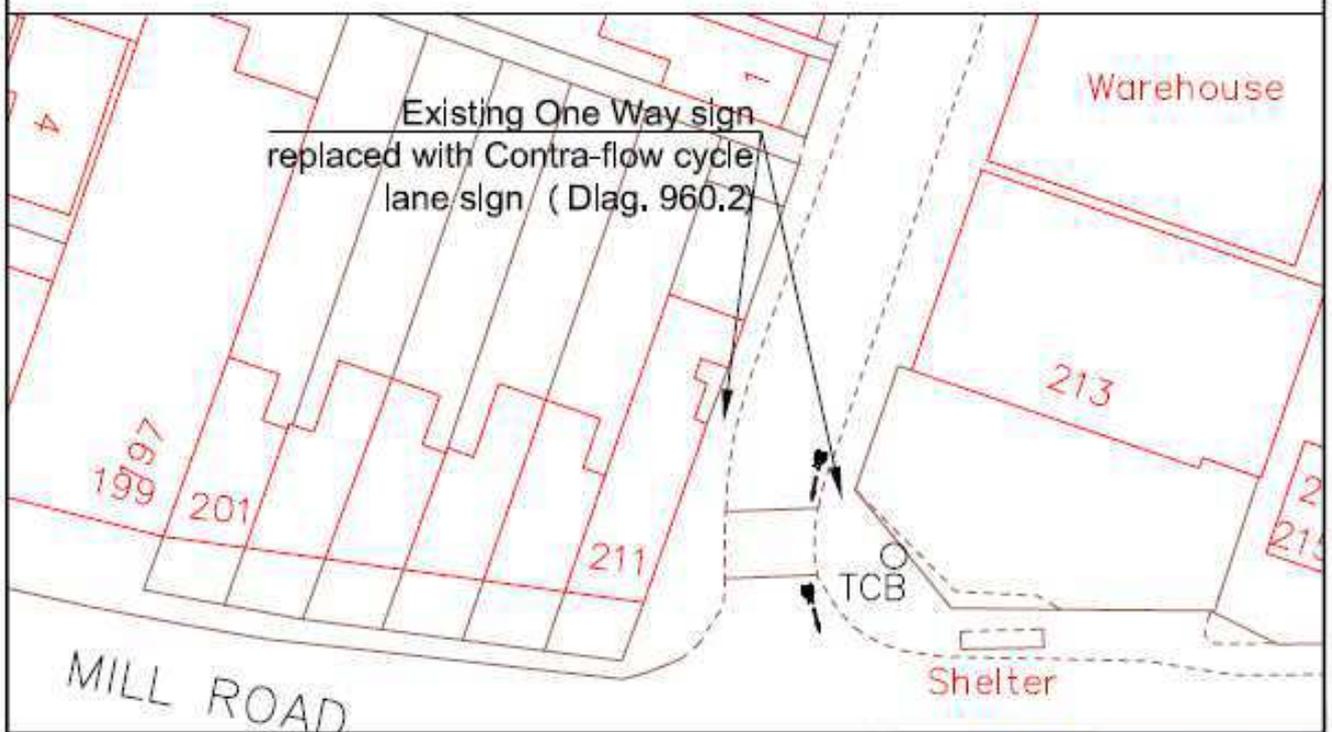
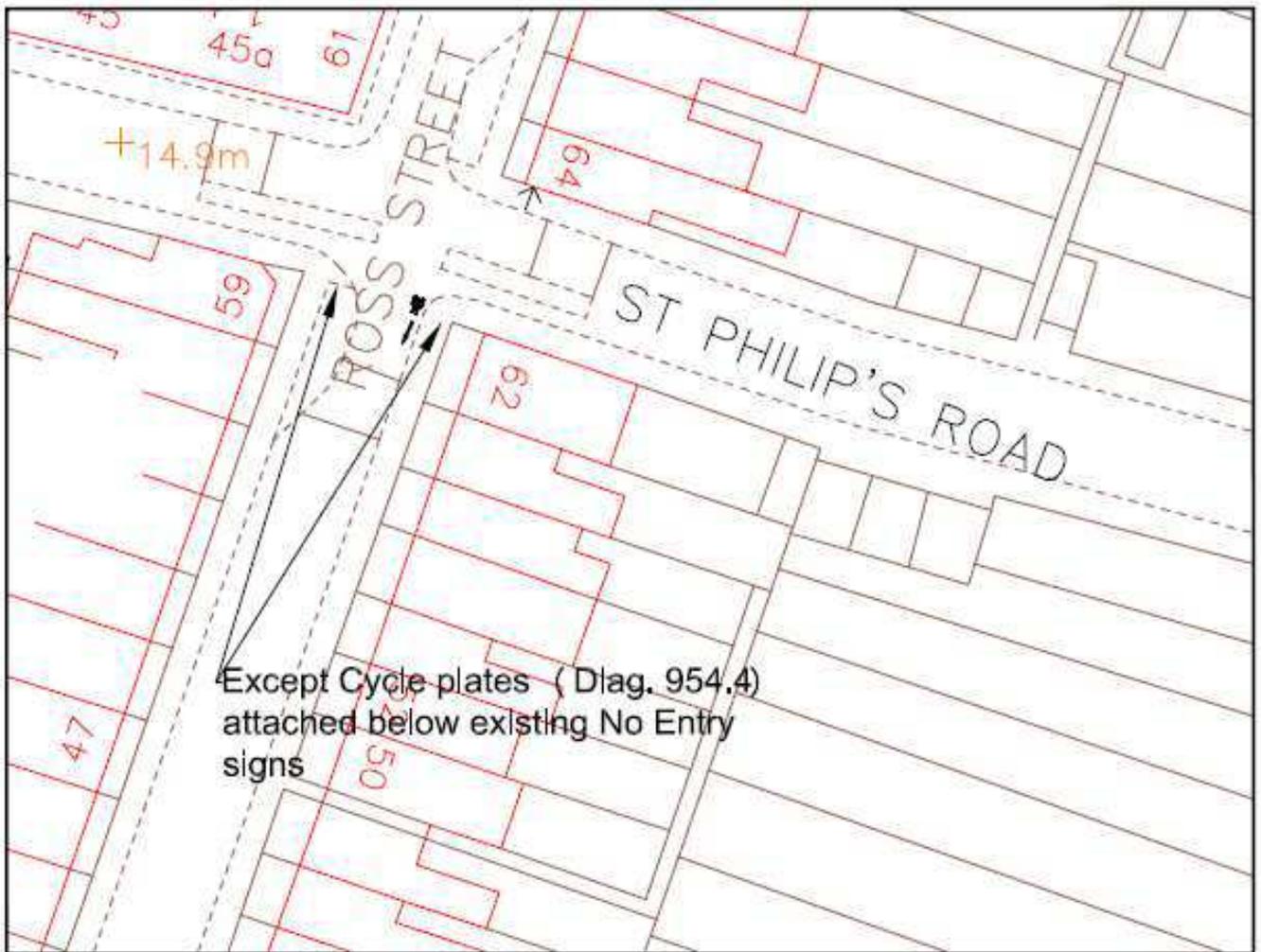
Cambridgeshire  
County Council

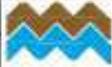


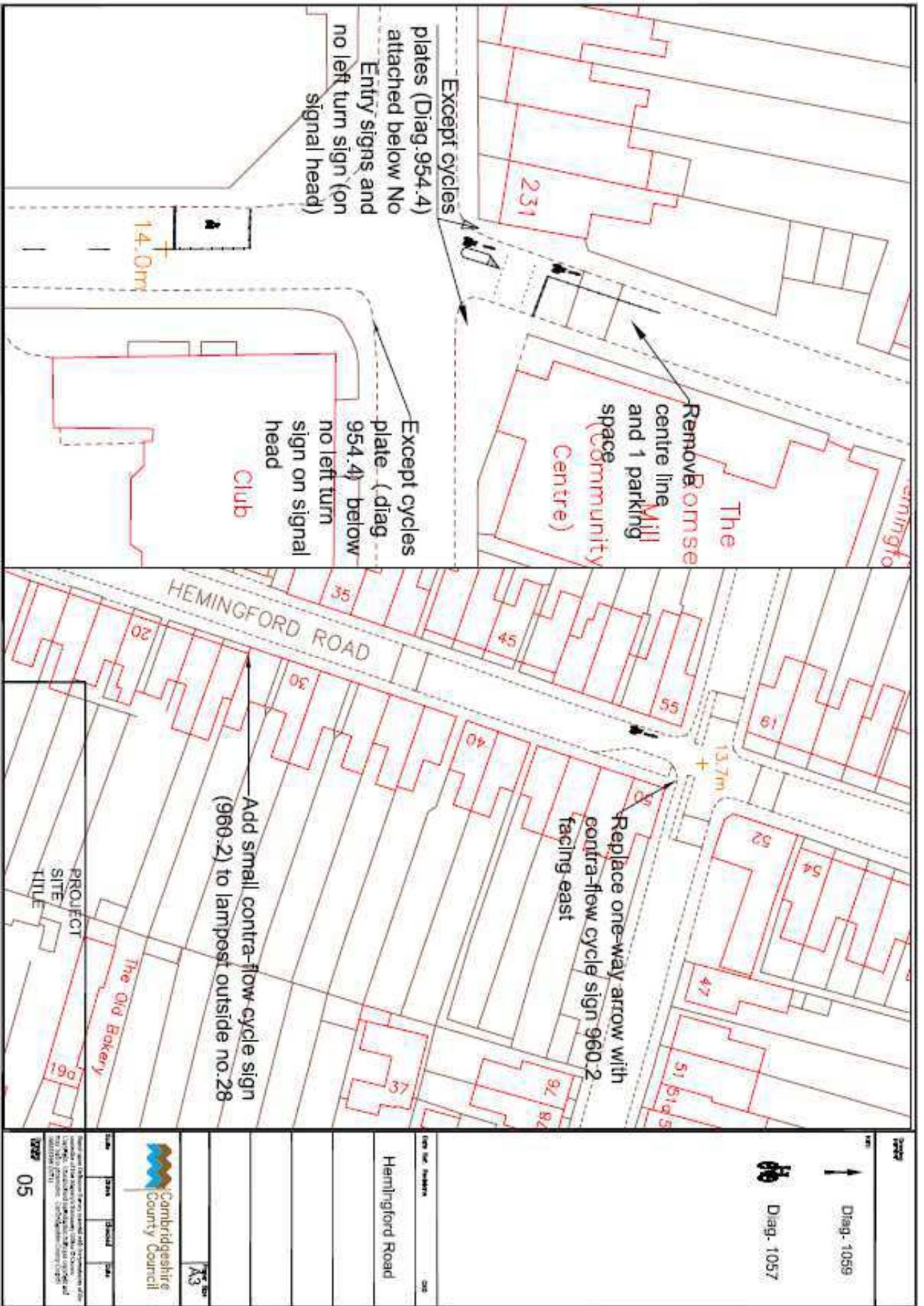






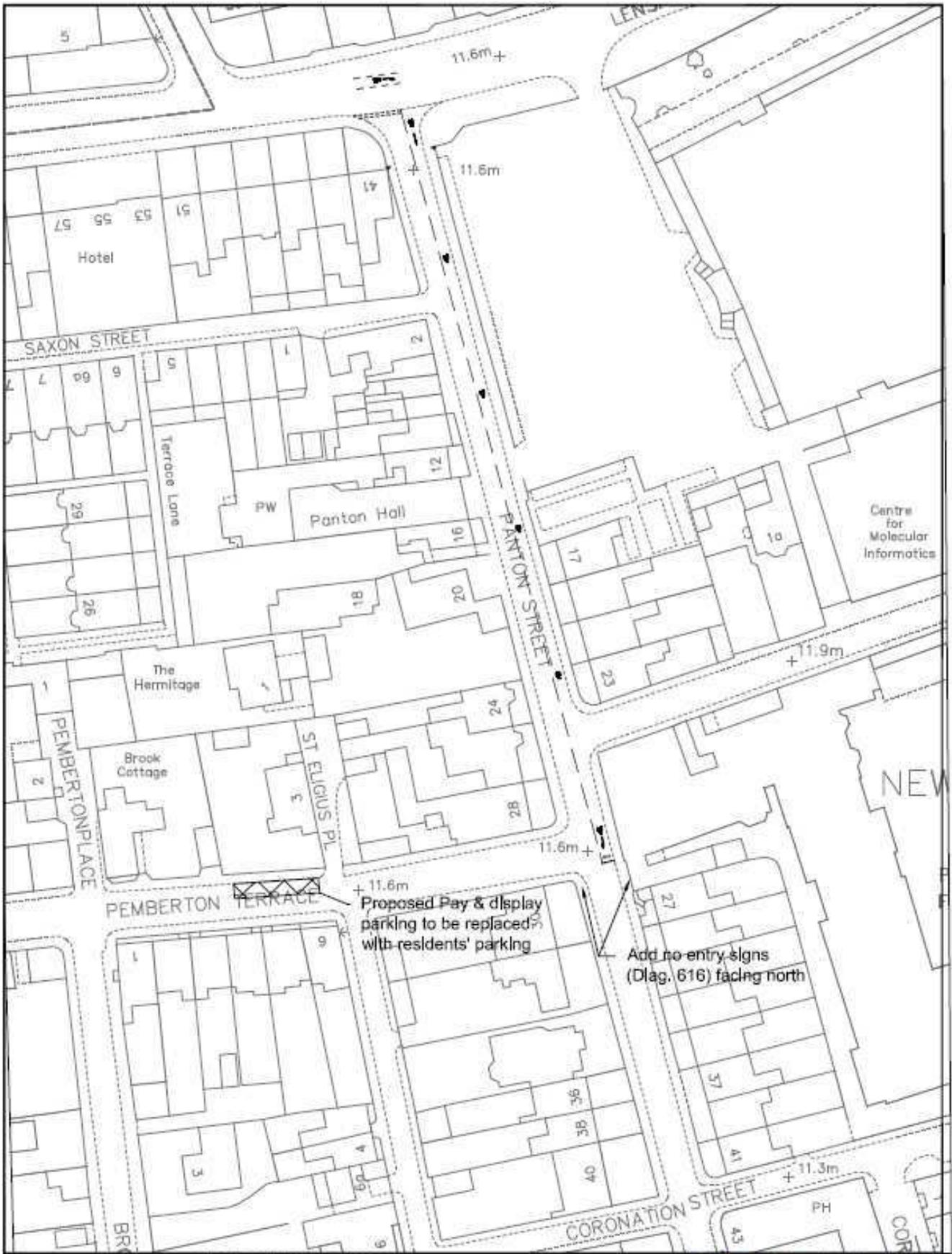


Ross Street		 Cambridgeshire County Council	
<small>Basic plan (Interim Survey sheet) is the property of the Controller of the Highways Department Office, 4 Downing Street, London and reproduction in any form without written permission. Cambridgeshire County Council 1993/2008 (2/07)</small>	Drawing Number <b>06</b>	Scale N75	Date 1/2/18



 Diag-1059	 Diag-1057
Hemingford Road	
 Cambridgeshire County Council	
05	





**NO ENTRY EXCEPT CYCLES  
PANTAN STREET, CAMBRIDGE  
GENERAL ARRANGEMENTS**

Based upon Ordnance Survey material with the permission of the Controller of Her Majesty's Stationery Office. © Crown Copyright. This document represents information supplied by the local authority. Cambridge City Council 2010/01/01

Drawing Number  
**MJD/CP/PS/01**

Scale  
**1:200**

Drawn  
**RF**

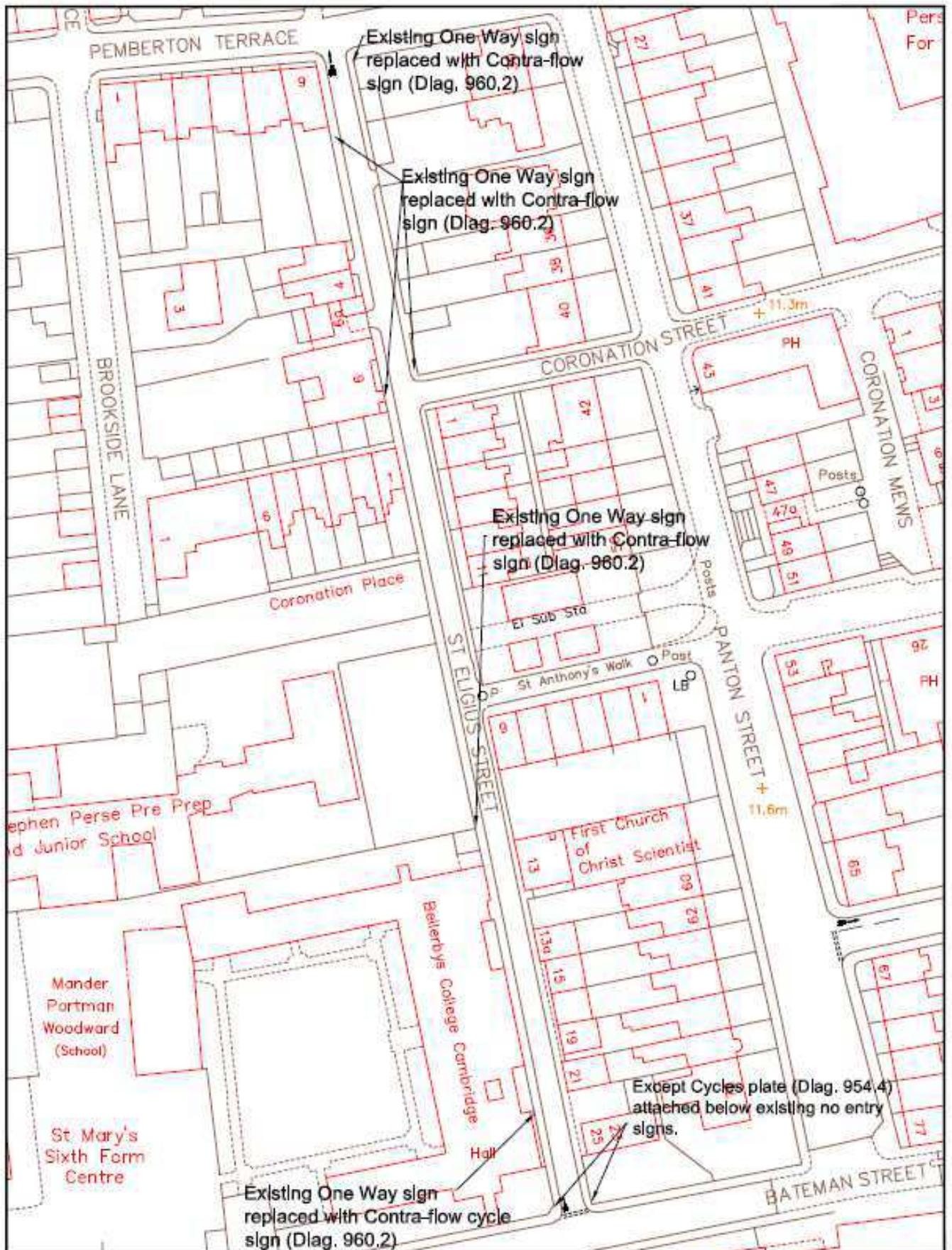
Checked

Date  
**10/1/13**

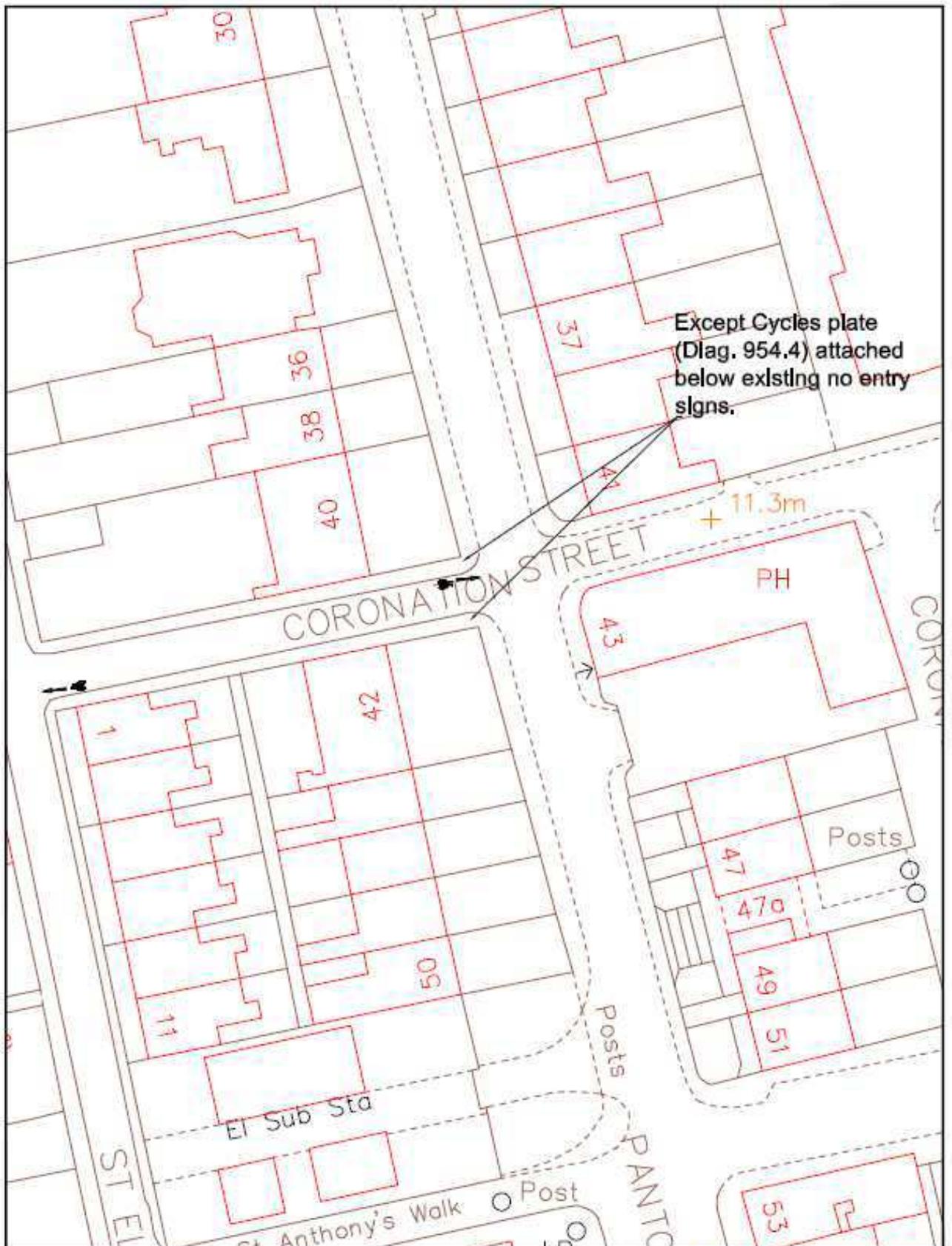
Paper Size  
**A3**



**Cambridgeshire  
County Council**



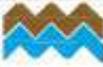
<b>St Elgus St</b>				 <b>Cambridgeshire County Council</b>	
<small>Based upon Ordnance Survey data with the permission of the controller of Her Majesty's Stationery Office. © Crown Copyright. Unauthorised reproduction in any form is prohibited. Cambridgeshire County Council. 9980000 (07/11)</small>	<b>Drawing Number</b> 07	<b>Scale</b> NTS	<b>Drawn</b> 	<b>Checked</b> 	<b>Page Size</b> A3  <b>Date</b> 10/3/16



Except Cycles plate  
(Diag. 954.4) attached  
below existing no entry  
signs.

+ 11.3m

### Coronation St

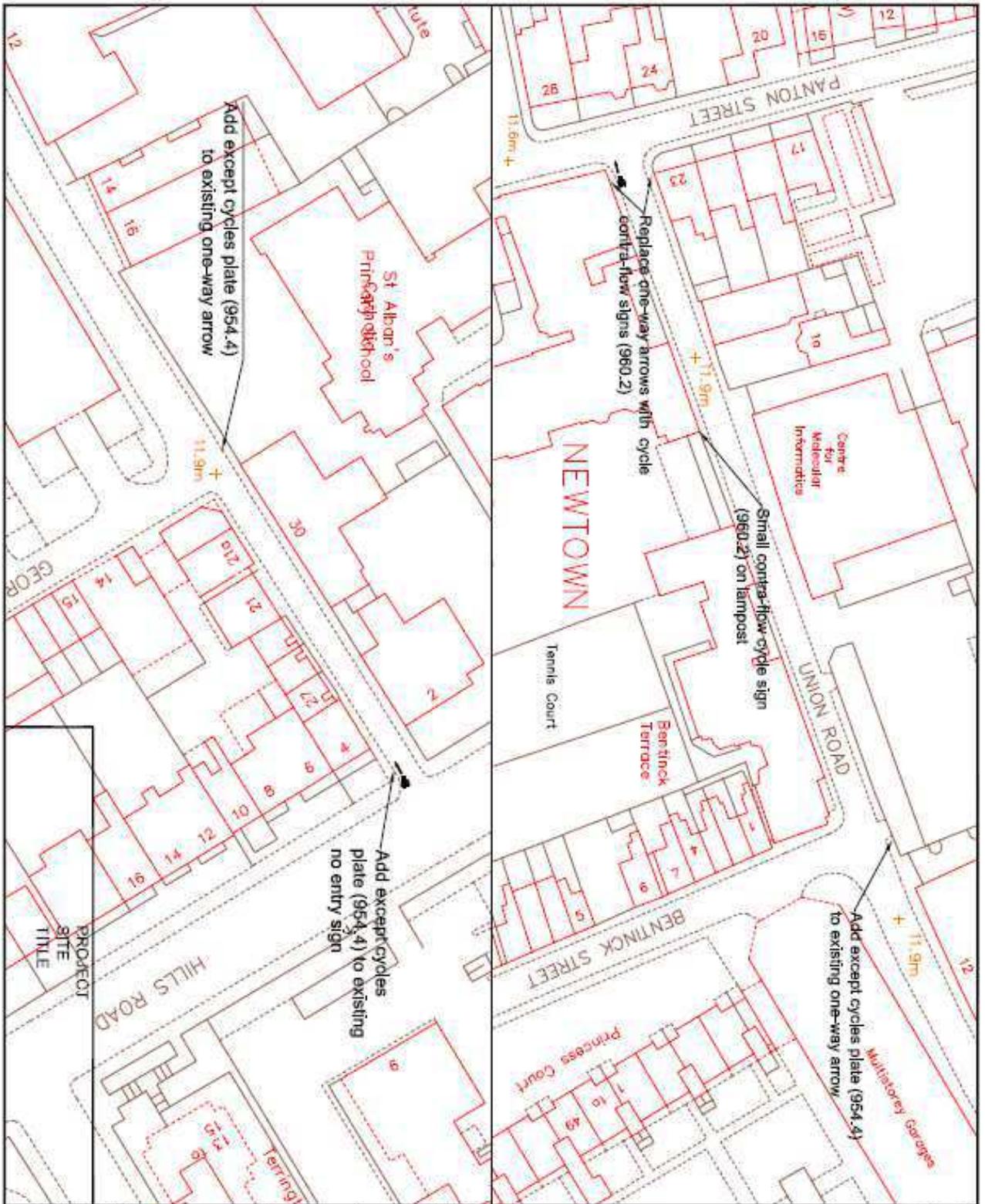


Cambridgeshire  
County Council

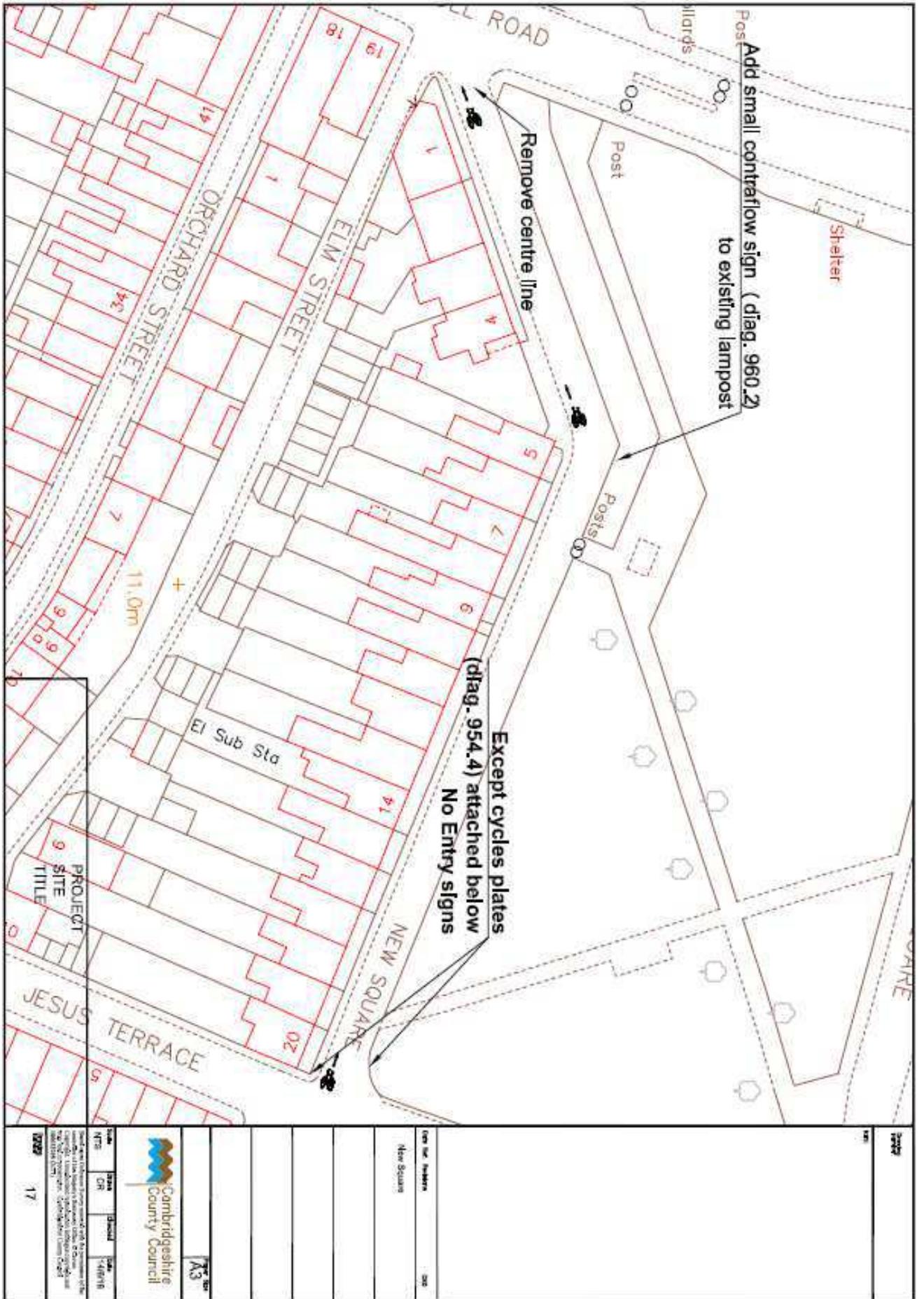
<small>Basic plan produced by the Council with the permission of the Controller of the Highway &amp; Planning Office of Cambridgeshire County Council. It is not to be used for any other purpose without the written permission of the Council. Copyright © 1995 Cambridgeshire County Council. 10000000 (01/95)</small>	<b>Drawing Number</b> 11	<b>Scale</b>	<b>Drawn</b> CR	<b>Checked</b>	<b>Date</b> 26/4/16
---	-----------------------------	--------------	--------------------	----------------	------------------------

<b>Plan Size</b> A3
------------------------





<p>Cambridgeshire County Council</p>	<p>13/4/16</p>	<p>08</p>	<p>Union Lane</p>	<p>13/4/16</p>	<p>08</p>
--	----------------	-----------	-------------------	----------------	-----------



<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	Yes Name of Financial Officer: S Heywood
<b>Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?</b>	Yes Name of Legal Officer: F McMillan
<b>Are there any Equality and Diversity implications?</b>	Yes Name of Officer: T Oviatt-Ham
<b>Have any engagement and communication implications been cleared by Communications?</b>	Yes Name of Officer: M Miller
<b>Are there any Localism and Local Member involvement issues?</b>	Yes Name of Officer: P Tadd
<b>Have any Public Health implications been cleared by Public Health</b>	Yes Name of Officer: T Campbell

**TRAFFIC REGULATION ORDER REPRESENTATION ASSOCIATED  
WITH ASCHAM ROAD, GURNEY WAY AND ATHERTON CLOSE,  
CAMBRIDGE**

*To:* Cambridge Joint Area Committee

*Meeting Date:* 24 January 2017

*From:* Executive Director: Economy, Transport &  
Environment

*Electoral  
division(s):* West Chesterton

*Forward Plan ref:* N/A                      *Key decision:* No

*Purpose:* To determine the representation to the installation  
of prohibition of waiting restrictions on Ascham  
Road and at its junctions with Gurney Way and  
Atherton Close, West Chesterton

*Recommendation:* a) Implement the proposed restriction over a lesser  
extent, as detailed in this report  
b) Inform the representor accordingly

<b><i>Officer contact:</i></b>	
Name:	Richard Lumley
Post:	Head of Highways
Email:	<a href="mailto:richard.lumley@cambridgeshire.gov.uk">richard.lumley@cambridgeshire.gov.uk</a>
Tel:	01223 703839

## **1. BACKGROUND**

- 1.1 Ascham Road is a residential street leading off the busy radial route of Milton Road, and is located within the Electoral Division of West Chesterton, to the north of Cambridge City Centre (Appendix 1).
- 1.2 The proposal, to implement a Prohibition of Waiting Order as shown in Appendix 2, is being jointly funded by Cambridge City Council and Cambridgeshire County Council, through the former Minor Highways Works budget. It was requested by a local ward councilor, and aims to improve access, and highway safety, in the narrow and congested length of Ascham Road between Milton Road and Gurney Way. This area experiences regular parking demand from all day commuters.
- 1.3 Funding for the proposal was approved by the City Council's North Area Committee in July 2014. A public consultation exercise was undertaken during summer 2015; identifying that there was a strong level of local support for the proposal.

## **2. TRO PROCESS**

- 2.1 The TRO procedure is a statutory consultation process that requires the Highway Authority to advertise, in the local press and on-street, a public notice stating the proposal and the reasons for it. The advert invites the public to formally support or object to the proposals in writing within a twenty one day notice period.
- 2.2 The TRO was advertised in the Cambridge News on the 10th August 2016. The statutory consultation period ran from 10th August until 31st August 2016.
- 2.3 The statutory consultation resulted in one representation which is detailed in the table in Appendix 3. The officer response is also given in the table.
- 2.4 On the basis of this analysis, it is recommended that the restriction is implemented, but with an amendment to that advertised to reduce the extent. This adaption will enable more on-street parking locally where it is considered safe to do so, helping address the points made in the representation. The suggested amendment is shown in Appendix 4.

## **3 ALIGNMENT WITH CORPORATE PRIORITIES**

- 3.1 **Developing the local economy for the benefit of all**  
There are no significant implications for this priority.
- 3.2 **Helping people live healthy and independent lives**  
There are no significant implications for this priority.
- 3.3 **Supporting and protecting vulnerable people**  
There are no significant implications for this priority.

## 4 SIGNIFICANT IMPLICATIONS

### 4.1 Resource Implications

The necessary staff resources and funding have been secured through the Transport Delivery Plan.

### 4.2 Statutory, Risk and Legal Implications

The statutory process for this proposal has been followed.

### 4.3 Equality and Diversity Implications

There are no significant implications within this category.

### 4.4 Engagement and Consultation Implications

The statutory consultees have been engaged including County and District Councillors, the Police and the Emergency Services.

Notices were placed in the local press and were also displayed on the road where it is proposed to implement the restrictions. The proposal was available to view in the reception area of Shire Hall.

### 4.5 Localism and Local Member Involvement

The local ward & County Councillor, Councillor Scutt supports the scheme – as revised.

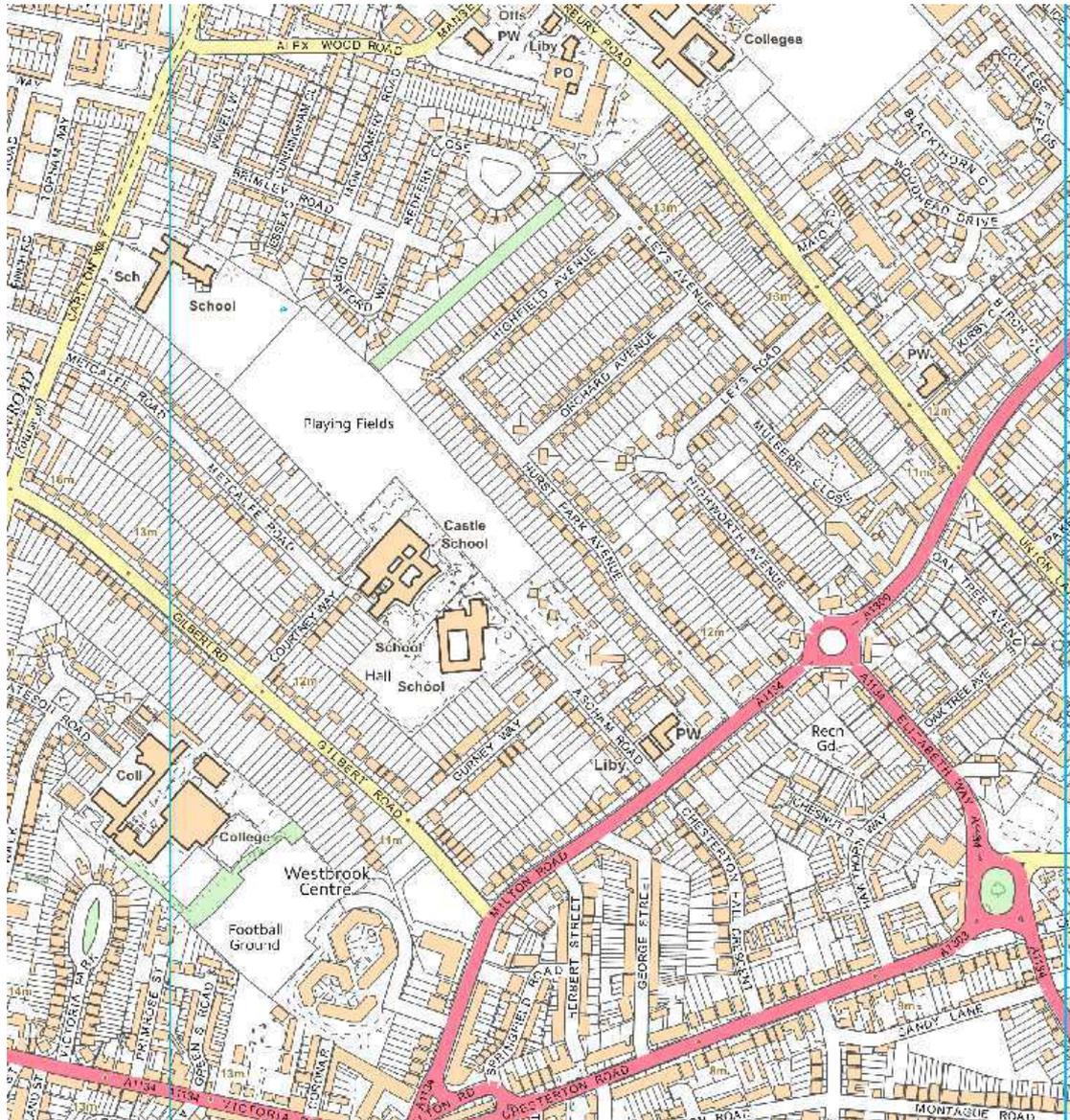
### 4.6 Public Health Implications

There are no significant implications within this category.

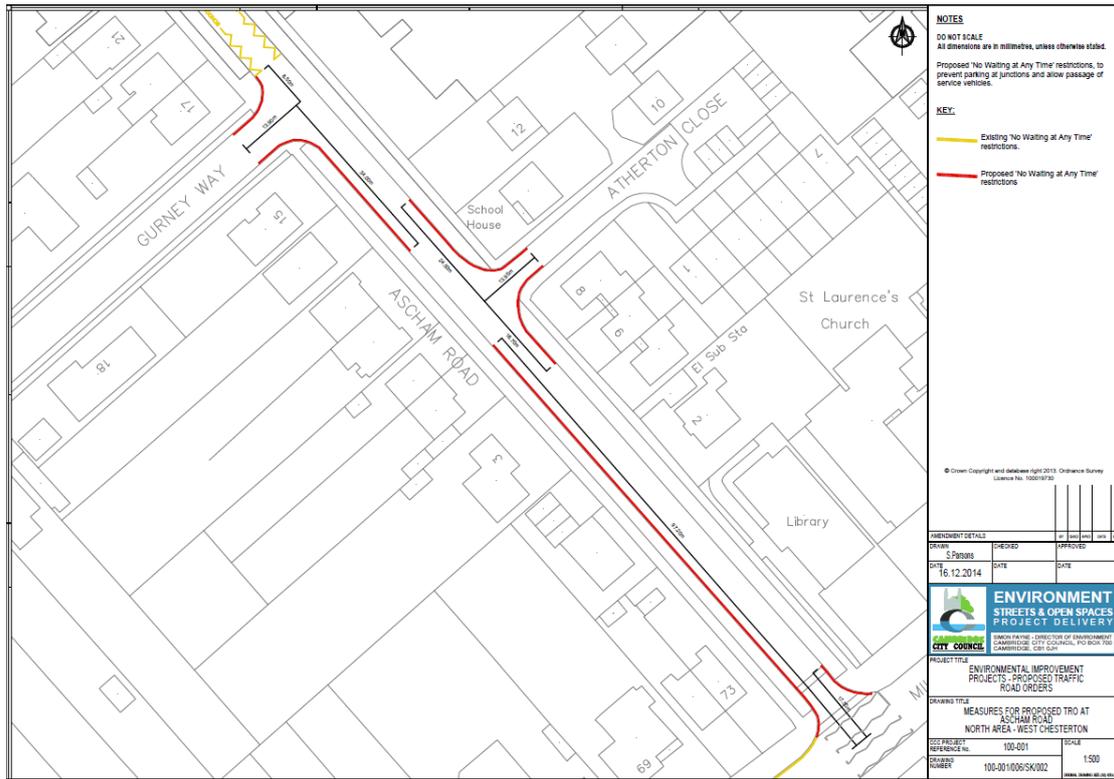
Source Documents	Location
Consultation responses Draft Traffic Regulation Order Letters of objection	Room:209 Shire Hall Castle Hill Cambridge CB3 0AP

# Appendix 1 – Location Overview

## West Chesterton



# Appendix 2 – Advertised Restrictions



**NOTES**  
 DO NOT SCALE  
 All dimensions are in millimetres, unless otherwise stated.  
 Proposed No Waiting at Any Time restrictions, to prevent parking at junctions and allow passage of service vehicles.

**KEY:**  
 Existing No Waiting at Any Time restrictions.  
 Proposed No Waiting at Any Time restrictions.

© Crown Copyright and Database right 2013. Ordnance Survey Licence No. 100018730

REVISIONS		
NO.	DATE	DESCRIPTION
1	16.12.2014	

**ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY**  
 CAMBRIDGE CITY COUNCIL  
 PROJECT TITLE: ENVIRONMENTAL IMPROVEMENT PROJECTS - PROPOSED TRAFFIC ROAD ORDERS  
 DRAWING TITLE: MEASURES FOR PROPOSED TRO AT ASCHAM ROAD NORTH AREA - WEST CHESTERTON  
 REFERENCE NO: 100-001  
 DRAWING NUMBER: 100-001006/SK002  
 SCALE: 1:500

**Appendix 3**

<b>No.</b>	<b>RESPONSE RECEIVED</b>	<b>OFFICER RESPONSE</b>
1.	<p>There is general agreement that the recent increase in demand for parking from commuters and residents of nearby streets, has led to the need for some restrictions to prevent obstructions and parking on corners &amp; verges.</p> <p>We do not object to the proposed restrictions in principle, but feel that they could be improved by adjusting the area where parking is allowed opposite Atherton Close to take existing driveways into account. This would lead to less reduction in the amount of parking available.</p> <p>Parking could be allowed in the larger space between No 5 and No 7 (where cars park quite successfully at present). This would allow the yellow lines on the north side to be reduced enabling 3 additional cars to park in this space. One space would probably need to be lost outside No 6.</p>	<p>The representations made are acknowledged.</p> <p>Whilst in general the restrictions proposed are considered to provide the best overall solution at the present time, some minor reductions in their extent to enable parking to continue where it is considered safe to do so should help address the points raised.</p> <p>It is therefore suggested that:</p> <ul style="list-style-type: none"><li>• the proposed restrictions on the south-west side of Ascham Road extending some 97.2 metres from the junction with Milton Road be reduced by 8.2 metres to 89 metres</li><li>• the proposed restrictions on the north-east side of Ascham Road extending some 24.5 metres from the junction with Atherton Close be reduced by 4.5 metres to 20 metres.</li></ul> <p>These adaptations will enable some parking outside numbers 5 and 12 Ascham Road, as shown in Appendix 4.</p>





**TRAFFIC REGULATION ORDER OBJECTIONS ASSOCIATED WITH  
COURTNEY WAY AND METCALFE ROAD, CAMBRIDGE**

**To: Cambridge Joint Area Committee**

**Meeting Date: 24 January 2017**

**From: Executive Director: Economy, Transport &  
Environment**

**Electoral  
division(s): West Chesterton**

**Forward Plan ref: N/A                      Key decision: No**

**Purpose: To determine objections to the installation of  
proposed Prohibition of Waiting parking  
restrictions on the corner of Courtney Way/Metcalf  
Road, West Chesterton**

**Recommendation: a) To determine the objections and decide whether  
to implement the proposed restrictions as  
advertised, or over an amended lesser extent, as  
detailed in this report  
b) Inform the objectors accordingly**

<b>Officer contact:</b>	
Name:	Richard Lumley
Post:	Head of Highways
Email:	<a href="mailto:richard.lumley@cambridgeshire.gov.uk">richard.lumley@cambridgeshire.gov.uk</a>
Tel:	01223 703839

## **1. BACKGROUND**

- 1.1 Courtney Way and Metcalfe Road are residential streets leading off Gilbert Road and Carlton Way, and are located within the Electoral Division of West Chesterton, to the north of Cambridge City Centre (Appendix 1).
- 1.2 The proposal, to implement a Prohibition of Waiting Order as shown in Appendix 2, is being jointly funded by Cambridge City Council and Cambridgeshire County Council, through the former Minor Highways Works budget. It was requested by a local ward councilor, and aims to improve access, and highway safety, around the access to Castle School. This area also experiences parking demand from all day commuters and locally based facilities staff.
- 1.3 Funding for the proposal was approved by the City Council's North Area Committee in July 2014. A public consultation exercise was undertaken during summer 2015; identifying a mixed level of local support for the proposal. In considering the consultation responses, local ward Councillors determined to proceed to formal advertisement stage.

## **2. TRO PROCESS**

- 2.1 The TRO procedure is a statutory consultation process that requires the Highway Authority to advertise, in the local press and on-street, a public notice stating the proposal and the reasons for it. The advert invites the public to formally support or object to the proposals in writing within a twenty one day notice period.
- 2.2 The TRO was advertised in the Cambridge News on the 10<sup>th</sup> August 2016. The statutory consultation period ran from 10<sup>th</sup> August until 31<sup>st</sup> August 2016.
- 2.3 The statutory consultation resulted in 5 responses which have been summarised in the table in Appendix 2. The officer response to the objections are also given in the table.

## **3. OFFICER COMMENT**

- 3.1 The responses to both the statutory and non-statutory consultations were limited to the immediate local vicinity; suggesting this is primarily an issue of local interest. Whilst the proposed introduction of 'No waiting at any time' restrictions on the inside of the corner leading to the Castle School appear welcome, the proposed extension of the limited waiting restrictions on the opposite side of the road (adjacent to Numbers 14 and 16 Courtney Way) is opposed by some local residents.
- 3.2 In this area, vehicular parking poses less of an imposition to safe movement. On this basis, it is suggested that the advertised restrictions might be implemented in part only at this point - with an amendment to delete the limited waiting element. This adaption would enable more on-

street parking locally, addressing the points made in the representations, and is shown in Appendix 4.

- 3.3 The currently allocated funding to implement restrictions at this corner is however limited to this current opportunity, so members need to be aware that further funding would likely have to be sourced to complete the work if it proves necessary at a future point.

#### **4. ALIGNMENT WITH CORPORATE PRIORITIES**

##### **4.1 Developing the local economy for the benefit of all**

There are no significant implications for this priority.

##### **4.2 Helping people live healthy and independent lives**

There are no significant implications for this priority.

##### **4.3 Supporting and protecting vulnerable people**

There are no significant implications for this priority.

#### **5. SIGNIFICANT IMPLICATIONS**

##### **5.1 Resource Implications**

The necessary staff resources and funding have been secured through the Transport Delivery Plan.

##### **5.2 Statutory, Risk and Legal Implications**

The statutory process for this proposal has been followed.

##### **5.3 Equality and Diversity Implications**

There are no significant implications within this category.

##### **5.4 Engagement and Consultation Implications**

The statutory consultees have been engaged including County and District Councillors, the Police and the Emergency Services.

Notices were placed in the local press and were also displayed on the road where it is proposed to implement the restrictions. The proposal was available to view in the reception area of Shire Hall.

##### **5.5 Localism and Local Member Involvement**

The local ward County Councillor, Councillor Scutt, supports the introduction of the proposal – as revised.

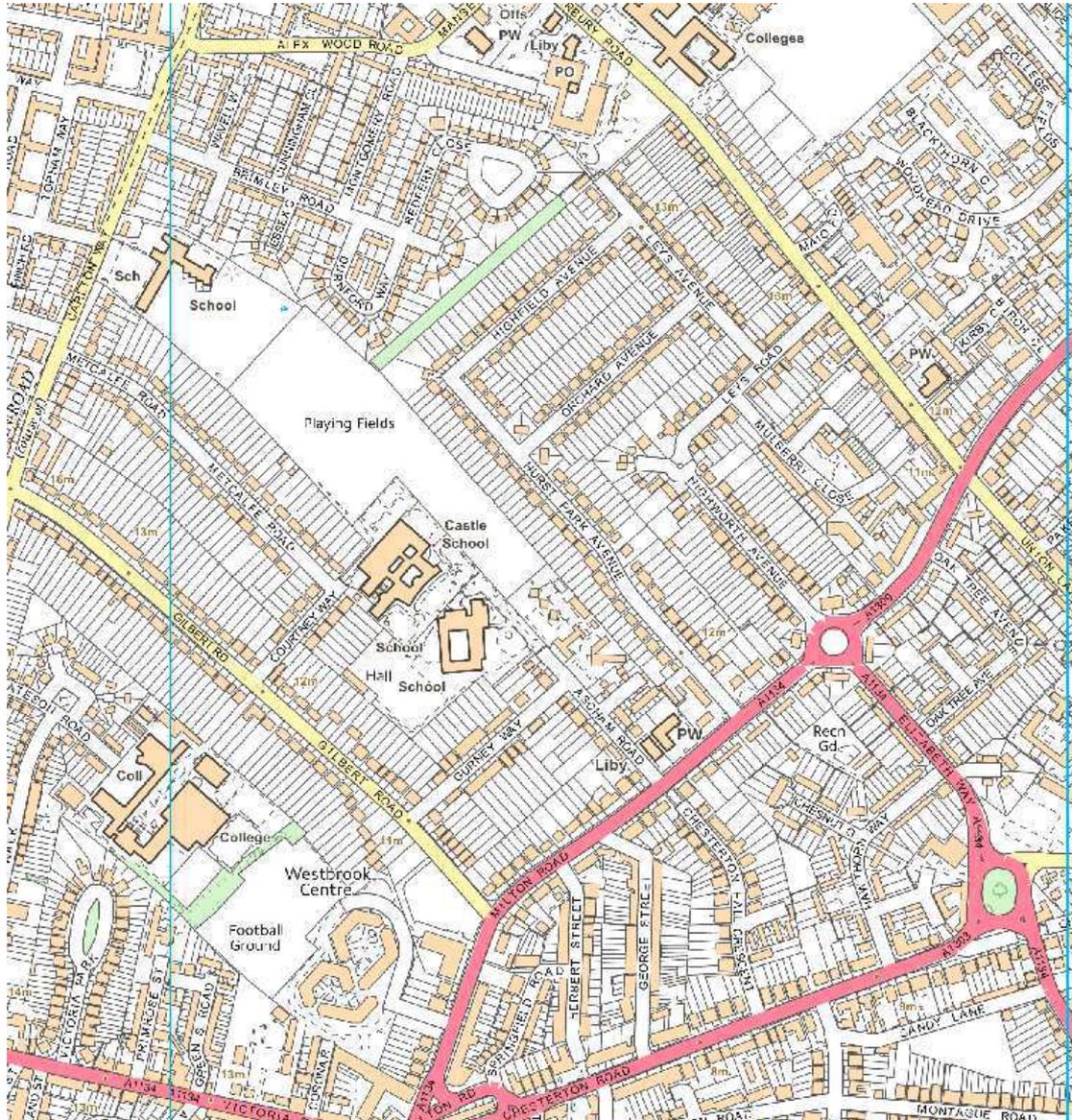
##### **5.6 Public Health Implications**

There are no significant implications within this category.

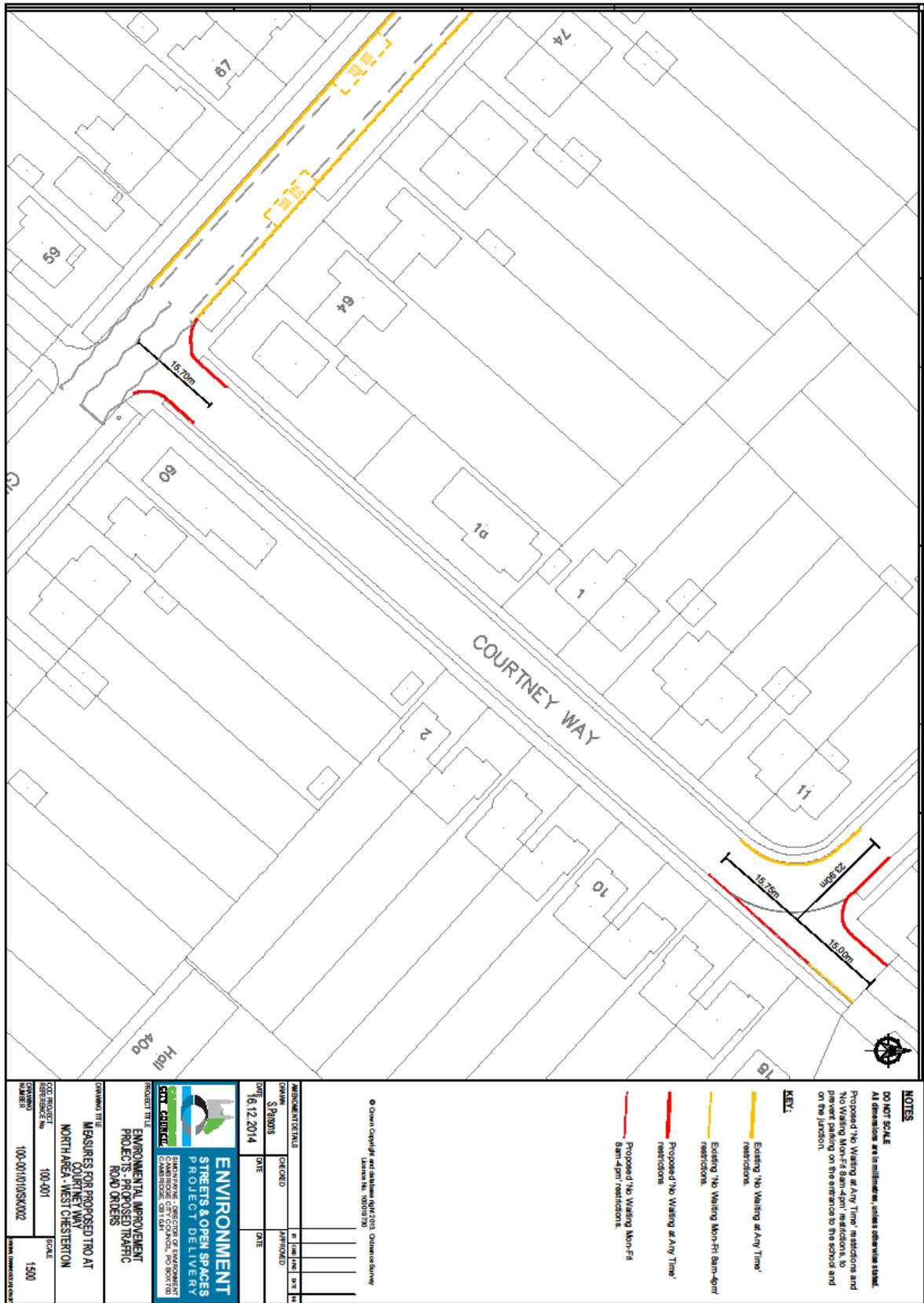
<b>Source Documents</b>	<b>Location</b>
Consultation responses Draft Traffic Regulation Order Letters of objection	Room:209, Shire Hall Castle Hill, Cambridge CB3 0AP

## Appendix 1 – Location Overview

### West Chesterton



# Appendix 2 – Proposed Restrictions



**NOTES**  
 DO NOT SCALE  
 All dimensions are in millimetres, unless otherwise stated.  
 Proposed 'No Waiting at Any Time' restrictions and  
 Proposed 'No Waiting Mon-Fri 8am-6pm' restrictions to  
 prevent parking on the extension to the school and  
 on the junction.

- KEY:**
- Existing 'No Waiting at Any Time' restrictions.
  - Existing 'No Waiting Mon-Fri 8am-6pm' restrictions.
  - Proposed 'No Waiting at Any Time' restrictions.
  - Proposed 'No Waiting Mon-Fri 8am-6pm' restrictions.

© Owen Design and Planning (2013) Oxtfordshire  
 Licence No. 100010721

APPROVAL/STATUS	DATE	BY (initials)	FOR
OWNERS APPROVAL	16.12.2014		
APPROVED			

**ENVIRONMENTAL IMPROVEMENT PROJECTS - PROPOSED INFRASTRUCTURE WORKS**

**ENVIRONMENTAL IMPROVEMENT PROJECTS - PROPOSED INFRASTRUCTURE WORKS**

**ENVIRONMENTAL IMPROVEMENT PROJECTS - PROPOSED INFRASTRUCTURE WORKS**

**COMMAND TITLE**  
 MEASURES FOR PROPOSED TRO AT  
 NORTH ARDEN - WEST CHESTERTON  
 ROAD WORKS

**SCALE**  
 1:500

**DATE PROJECT**  
 100-001010/SK002

**Appendix 3**

No.	RESPONSE RECEIVED	OFFICER RESPONSE
1.	<p>5 respondents stated that the area covered by the proposal includes an area of kerbside in front of No16 where parking:</p> <ul style="list-style-type: none"><li>• does not affect traffic circulation around the corner bend where Metcalfe Road runs into Courtney Way</li><li>• does not affect the flow of traffic into and out of Castle School</li></ul> <p>Their reasoning is as follows: The curving south corner bend where Metcalfe Road runs into Courtney Way is clearly marked by a dashed white line well away from the south side kerb running westward from No. 16 to the School Gates. This leaves space to park cars in front of No16 without impinging on either of the two lanes of traffic in Metcalfe Road and Courtney Way. Nor do they affect entry and exit to Castle School since the double School Gates are on the north side of Courtney Way and the two lanes of traffic going in and out are not affected by kerbside parking on the south side where there is no traffic entrance.</p> <p>The single yellow lines around the north junction with Courtney Way and Metcalfe Road were introduced when the School was being extended/re-built and put there for safety reasons.</p>	<p>The representations made are acknowledged.</p> <p>Courtney Way and its junction at the corner with Metcalfe Road experience, like many roads in the area, regular on-street vehicle parking. The restrictions proposed are intended to ensure that this corner, and the access to the Castle School, are kept clear of parked vehicles at busy times for highway safety and capacity purposes.</p> <p>The restrictions proposed were considered to provide the best overall long term solution to ensure the area is kept clear.</p> <p>However, parking pressure in the area varies and the representations received make valid observations about the degree of hazard posed. Furthermore, the Council does not wish to un-necessarily inconvenience local residents.</p> <p>Consequently, the Joint Area Committee is recommended to consider supporting the implementation of the restrictions over a lesser extent, to enable some parking opportunity as suggested.</p> <p>This position is supported by the local ward member, Councillor Scutt.</p> <p>If supported, some 22 metres of proposed new 'No waiting Mon – Fri 8am – 4pm' (to extend the existing restrictions on the south-east side of Courtney Way) would not be introduced at this stage, with the need for further restrictions in the area kept under review.</p>

**Appendix 3**

		<p>If further restrictions are needed in the future it is likely that further funding would be needed, and the process re-run, to complete the work at that point.</p>
--	--	--



**TRAFFIC REGULATION ORDER OBJECTIONS ASSOCIATED WITH  
HURST PARK AVENUE, AT ITS JUNCTION WITH MILTON ROAD,  
CAMBRIDGE.**

*To:* Cambridge Joint Area Committee

*Meeting Date:* 24 January 2017

*From:* Executive Director: Economy, Transport &  
Environment

*Electoral  
division(s):* West Chesterton

*Forward Plan ref:* N/A                      *Key decision:* No

*Purpose:* To determine the objections to the installation of  
prohibition of waiting on Hurst Park Avenue, West  
Chesterton

*Recommendation:* a) Implement the restriction as advertised  
b) Inform the objectors accordingly

<b><i>Officer contact:</i></b>	
Name:	Richard Lumley
Post:	Head of Highways
Email:	<a href="mailto:richard.lumley@cambridgeshire.gov.uk">richard.lumley@cambridgeshire.gov.uk</a>
Tel:	01223 703839

## **1. BACKGROUND**

- 1.1 Hurst Park Avenue is a residential street leading off the busy radial route of Milton Road, and is located within the Electoral Division of West Chesterton, to the north of Cambridge City Centre.
- 1.2 The proposal, to implement a Prohibition of Waiting Order as shown in Appendix 2, is being jointly funded by Cambridge City Council and Cambridgeshire County Council, through the former Minor Highways Works budget. It was requested by a local ward councilor, and aims to improve access, and highway safety, in the narrow and congested 'throat' of Hurst Park Avenue at its junction with Milton Road. This area experiences regular parking demand from all day commuters.
- 1.3 Funding for the proposal was approved by the City Council's North Area Committee in July 2014. A public consultation exercise was undertaken during summer 2015; identifying that there was a strong level of local support for the proposal.

## **2. TRAFFIC REGULATION ORDER (TRO) PROCESS**

- 2.1 The TRO procedure is a statutory consultation process that requires the Highway Authority to advertise, in the local press and on-street, a public notice stating the proposal and the reasons for it. The advert invites the public to formally support or object to the proposals in writing within a twenty one day notice period.
- 2.2 The TRO was advertised in the Cambridge News on the 10th August 2016. The statutory consultation period ran from 10th August until 31st August 2016.
- 2.3 The statutory consultation resulted in 15 objections which have been summarised in the table in Appendix 3. The officer response to the objections are also given in the table.
- 2.4 On the basis of this analysis, it is recommended that the restriction is implemented as advertised.

## **3. ALIGNMENT WITH CORPORATE PRIORITIES**

- 3.1 **Developing the local economy for the benefit of all**  
There are no significant implications for this priority.
- 3.2 **Helping people live healthy and independent lives**  
There are no significant implications for this priority.
- 3.3 **Supporting and protecting vulnerable people**  
There are no significant implications for this priority.

## 4 SIGNIFICANT IMPLICATIONS

### 4.1 Resource Implications

The necessary staff resources and funding have been secured through the Transport Delivery Plan.

### 4.2 Statutory, Risk and Legal Implications

The statutory process for this proposal has been followed.

### 4.3 Equality and Diversity Implications

There are no significant implications within this category.

### 4.4 Engagement and Consultation Implications

The statutory consultees have been engaged including County and District Councillors, the Police and the Emergency Services.

Notices were placed in the local press and were also displayed on the road where it is proposed to implement the restrictions. The proposal was available to view in the reception area of Shire Hall.

### 4.5 Localism and Local Member Involvement

The local ward & County Councillor, Councillor Scutt supports the scheme.

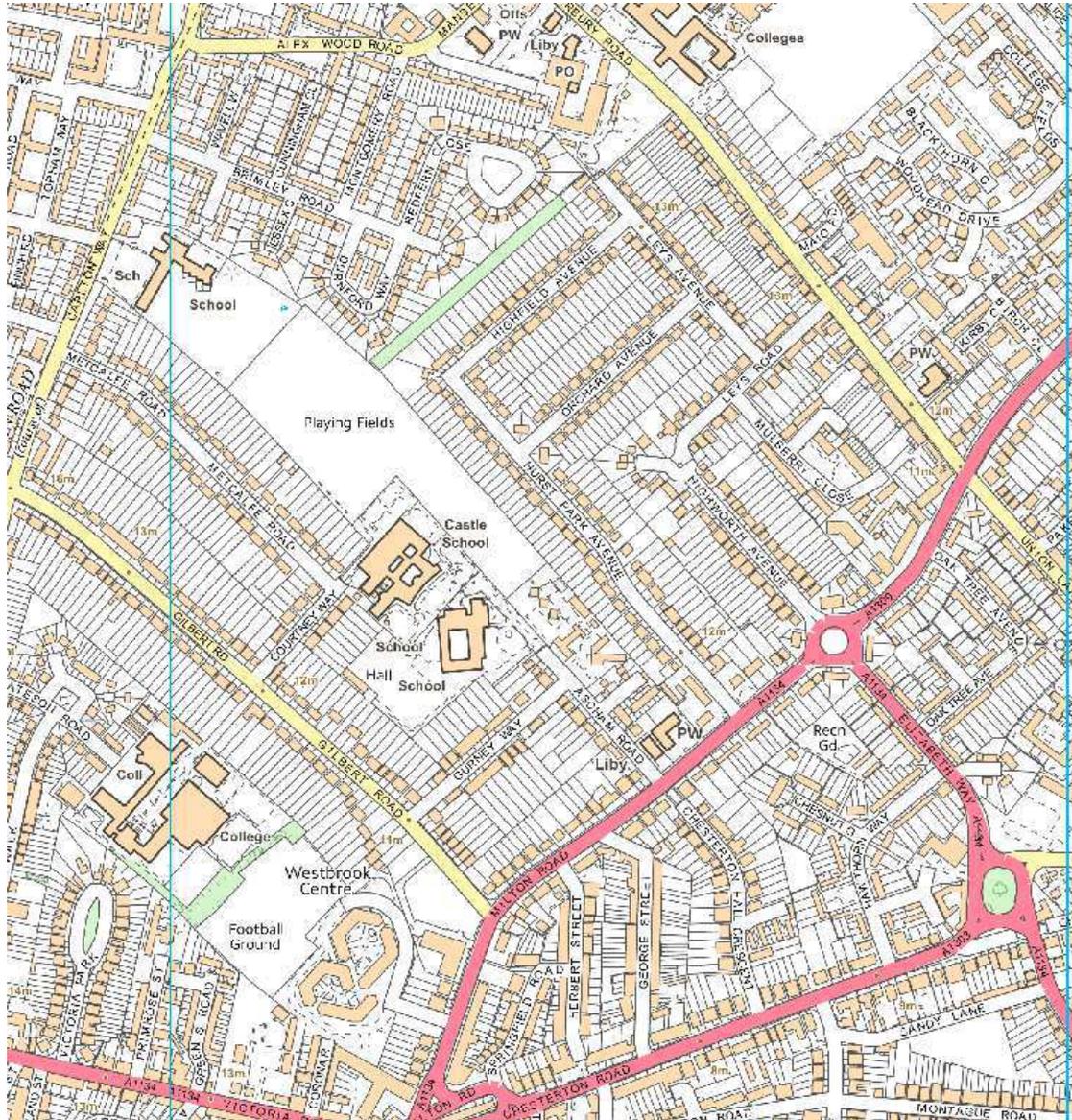
### 4.6 Public Health Implications

There are no significant implications within this category.

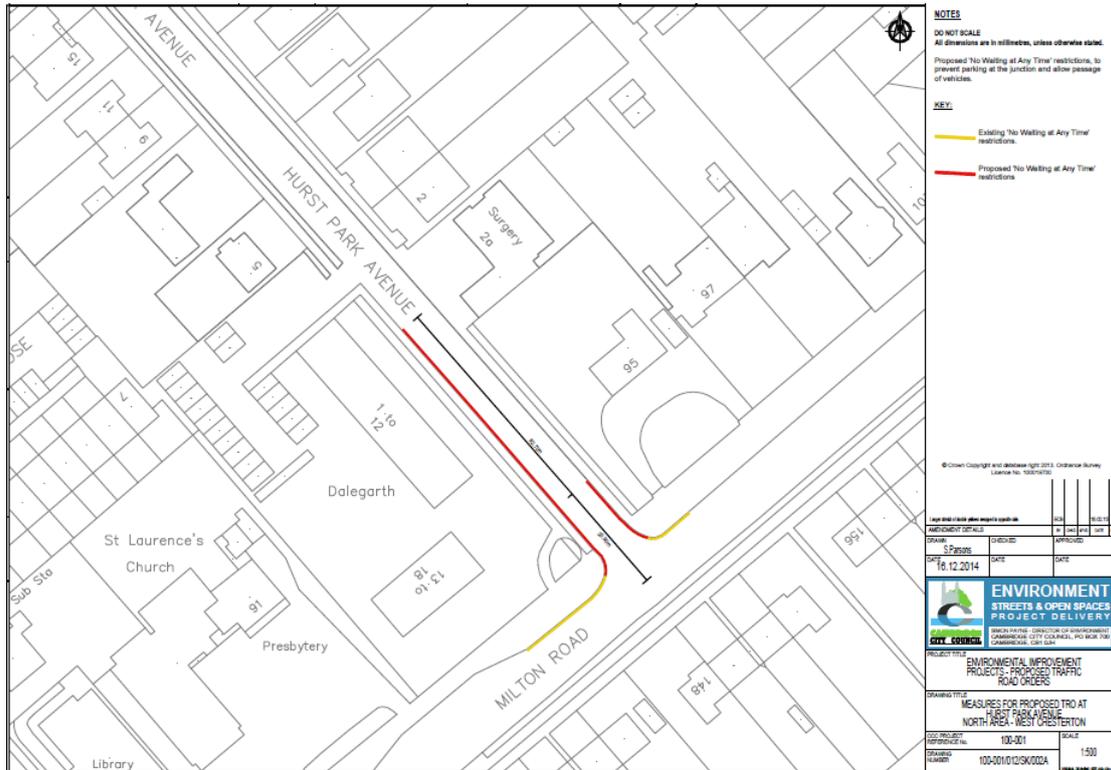
Source Documents	Location
Consultation responses Draft Traffic Regulation Order Letters of objection	Room:209 Shire Hall Castle Hill Cambridge CB3 0AP

## Appendix 1 – Location Overview

### West Chesterton



## Appendix 2 – Proposed Restrictions



### Appendix 3

No.	RESPONSE RECEIVED	OFFICER RESPONSE
1.	11 respondents welcomed the proposal to place double yellow lines down Hurst Park Avenue, especially around the junction with Milton Road.	The objectors comments are noted.
2.	12 respondents said that the proposed 63 metres on the south side of Hurst Park Avenue would only exacerbate the problem with commuter parking and not resolve it.	The restrictions proposed are intended to keep one side of Hurst Park Avenue adjacent with its junction with Milton Road clear of parked vehicles, such that traffic can pass safely.
3.	8 respondents suggested that both sides of Hurst Park Avenue should be 21 metres, to allow additional parking places.	Varying respondents have queried the necessity for the restrictions proposed, whilst others have suggested they do not extend far enough. Officers consider that they provide the best overall balance for the need at this time.
4.	5 respondents believed that the proposal will affect the patients of the dental practice. The most concern was for the less mobile patients having further to walk.	There is no requirement for the Highway Authority to provide on-street parking for local residents' vehicles.
5.	3 respondents suggested that the south side should be 30 metres in length and not 63 metres, to allow for more parking places.	Some displacement of parked vehicles is anticipated if the proposed restrictions are implemented, but there are considered to be other opportunities to park vehicles within the area, including within off-street properties.
6.	2 respondents suggested implementing timed parking bays opposite the dentist surgery for patients instead of double yellow lines.	A comprehensive review of parking management is underway to inform future consideration of residents' parking needs.
7.	2 respondents suggested that there should be residents parking bays along Hurst Park Avenue to prevent commuter parking.	Following detailed consideration, and a detailed local consultation exercise, the overall benefit to the area of proceeding with the restriction (as advertised) is considered to provide the best solution available at the present time.

No.	RESPONSE RECEIVED	OFFICER RESPONSE
8.	1 respondent objected to the 63 metres south side of Hurst Park Avenue due to visitors of the flats not being able to park.	
9.	1 respondent suggested that both sides of the road should have double yellow lines 10 metres in length.	
10.	1 respondent would welcome a Cambridge-Wide parking solution that encompassed the ring road.	
11.	1 respondent believed that a City-Wide Transport Plan addressing ad-hoc issues is not a long term solution and a waste of money.	
12.	1 respondent suggested that double yellow lines should be implanted along the whole of Hurst Park Avenue to prevent commuter parking.	
13.	1 respondent suggested that the double yellow lines on the south side should be 40 metres and not 63 metres.	
14.	1 respondent suggested that the 63 metres on the south side of Hurst Park Avenue should be extended to discourage parking.	
15.	2 respondents suggested that restricted waiting should be introduced to prevent commuter parking, with one person suggesting it run from 8am-10am	



**TRAFFIC REGULATION ORDER OBJECTION ASSOCIATED WITH  
FANSHAWE ROAD, CAMBRIDGE.**

**To: Cambridge City Joint Area Committee**

**Meeting Date: 24<sup>th</sup> January 2017**

**From: Executive Director: Economy, Transport &  
Environment**

**Electoral  
division(s): Coleridge**

**Forward Plan ref: N/A                      Key decision: No**

**Purpose: To determine objection to the installation of No  
Waiting at Any Time on Fanshawe Road**

**Recommendation: a) Implement the restriction as advertised  
b) Inform the objectors accordingly**

<b>Officer contact:</b>	
Name:	Richard Lumley
Post:	Head of Highways
Email:	<a href="mailto:richard.lumley@cambridgeshire.gov.uk">richard.lumley@cambridgeshire.gov.uk</a>
Tel:	01223 703839

## **1. BACKGROUND**

- 1.1** Fanshawe Road is situated in Cambridge in the ward of Coleridge and lies to the east of Cambridge Railway station and north of the Cherry Hinton Road, off Coleridge Road.
- 1.1** The scheme is a Cambridge City Council project to implement a restriction of no waiting at any time on this road as shown in Appendix 2.
- 1.2** This scheme was allocated funding by the Local Highway Improvement (LHI) Initiative 2016/17. A local public consultation was undertaken; from here it was determined to proceed with the next stage of the process; that of statutory advertisement.
- 1.3** County Council Officers' discussions with (Coleridge Ward) resulted in the development of the proposals shown in Appendix 2. The aims were to improve road safety by implementing a restriction of waiting at any time in the proposed area.

## **2. TRO PROCESS**

- 2.1** The TRO procedure is a statutory consultation process that requires the Highway Authority to advertise, in the local press and on-street, a public notice stating the proposal and the reasons for it. The advert invites the public to formally support or object to the proposals in writing within a twenty one day notice period.
- 2.2** The TRO was advertised in the Cambridge News on the 19th October 2016.
- 2.3** The statutory consultation period ran from 19th October 2016 until the 9th November 2016.
- 2.4** The statutory consultation resulted in one objection which has been summarised in the table in Appendix 2. The officer's response to the objection is also given in the table.
- 2.5** On the basis of this analysis, it is recommended that the restriction is implemented as advertised.

## **3 ALIGNMENT WITH CORPORATE PRIORITIES**

- 3.1 Developing the local economy for the benefit of all**  
There are no significant implications for this priority.
- 3.2 Helping people live healthy and independent lives**

There are no significant implications for this priority.

**3.3 Supporting and protecting vulnerable people**

There are no significant implications for this priority.

**4 SIGNIFICANT IMPLICATIONS**

**4.1 Resource Implications**

The necessary staff resources and funding have been secured through the Transport Delivery Plan.

**4.2 Statutory, Risk and Legal Implications**

The statutory process for this proposal has been followed.

**4.3 Equality and Diversity Implications**

There are no significant implications within this category.

**4.4 Engagement and Consultation Implications**

The statutory consultees have been engaged including County and District Councillors, the Police and the Emergency Services.

Notices were placed in the local press and were also displayed on the road where it is proposed to implement the restrictions. The proposal was available to view in the reception area of Shire Hall.

**4.5 Localism and Local Member Involvement**

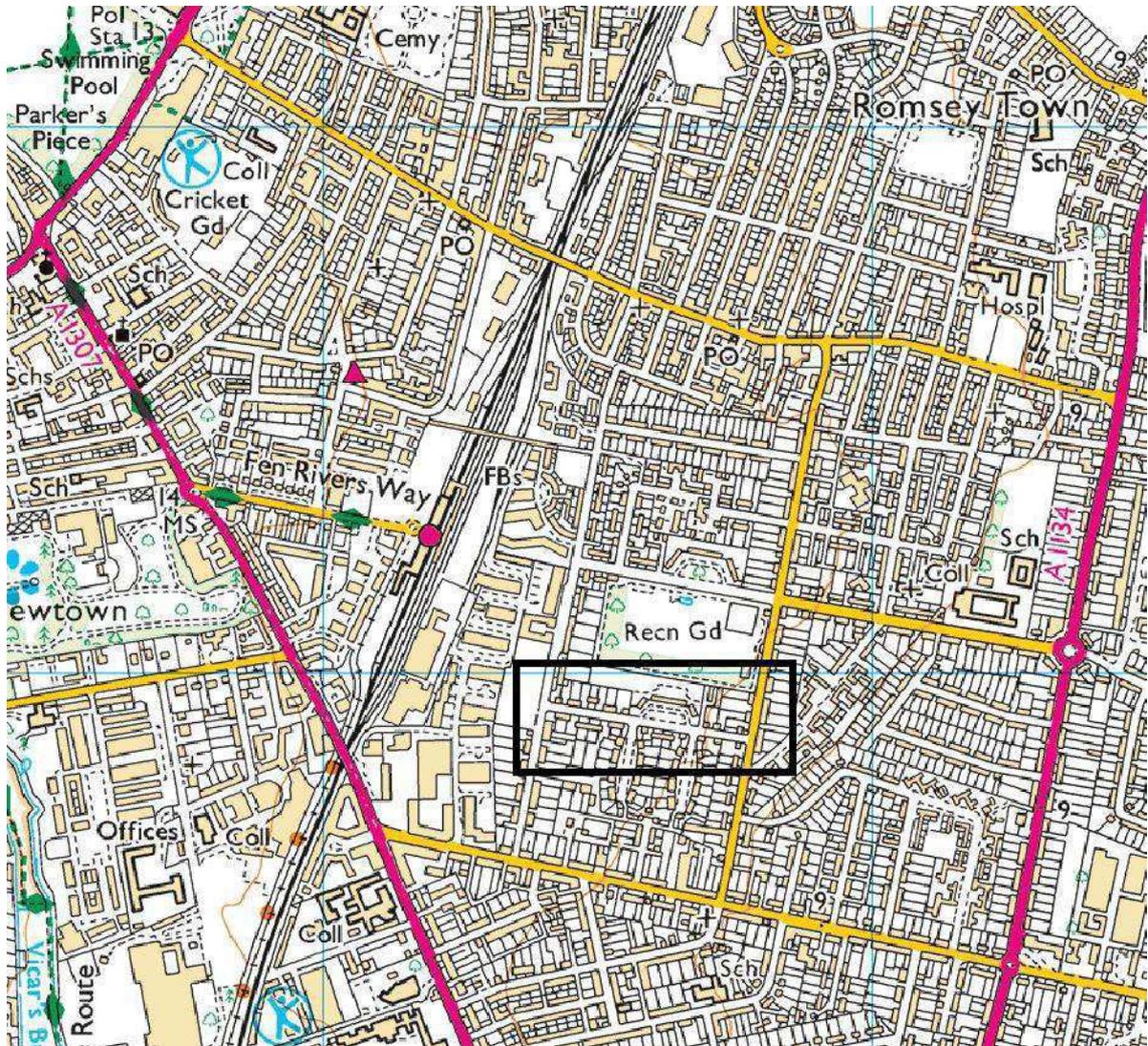
No response therefore assumed support.

**4.6 Public Health Implications**

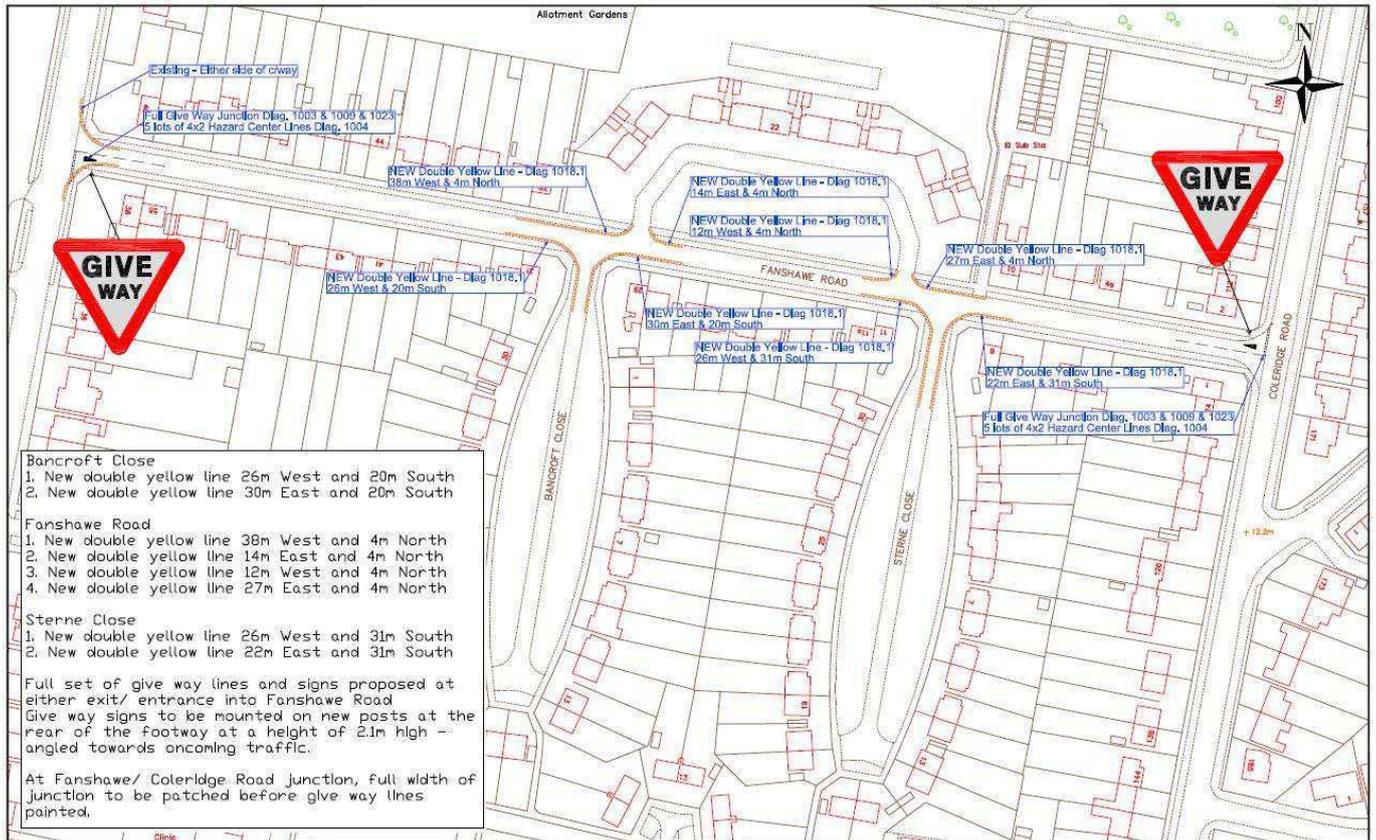
There are no significant implications within this category.

<b>Source Documents</b>	<b>Location</b>
Consultation responses Draft Traffic Regulation Order Letters of objection	Room:209 Shire Hall Castle Hill Cambridge CB3 0AP

**Appendix 1 – Location Overview**



## Appendix 2 – Proposed Restrictions



### Appendix 3

No.	RESPONSE RECEIVED	OFFICER RESPONSE
1.	<p><b>Thu 20/10/2016 10:12</b></p> <p>“I have never noticed a problem with people parking unsafely so I cannot see that there is any need to paint double yellow lines on all the corners of Fanshawe Road. In my view therefore that would be a waste of money - and</p>	<p><b>Thu 20/10/2016 15:22</b></p> <p>“Dear Mr Conlan</p> <p>Thank you for your email.</p> <p>The proposals have come about as a result of concerns from local residents, supported by the Local Councillor, about dangerous and haphazard parking in Fanshawe</p>

**Appendix 3**

	<p>spoil the appearance of the road surface.</p> <p>I think that most if not all residents do however have problems parking as a result of commuters increasingly parking on Fanshawe Road. If therefore you are keen to paint yellow lines on Fanshawe Road then perhaps due consideration should be given to making Fanshawe Road resident and visitor parking by permit only during working hours from Monday to Friday.”</p>	<p>Road. The proposed double yellow lines will reinforce the Highway Code by preventing vehicles from parking dangerously around the junctions of Fanshawe Road.</p> <p>It may be possible in future to implement a ‘Residents’ Parking’ scheme in Fanshawe Road. However, such schemes are being investigated on a much wider area basis and could well form part of the Greater Cambridge City Deal package of works.</p> <p>Your suggestion of a more comprehensive solution, at this stage is not possible, as this proposal seeks purely to improve safety at these junctions.”</p>
--	--	--

**TRAFFIC REGULATION ORDER OBJECTION ASSOCIATED WITH  
LANSDOWNE ROAD, CAMBRIDGE.**

**To: Cambridge City Joint Area Committee**

**Meeting Date: 24<sup>th</sup> January 2017**

**From: Executive Director: Economy, Transport &  
Environment**

**Electoral  
division(s): Castle Ward**

**Forward Plan ref: N/A                      Key decision: No**

**Purpose: To determine objection to the installation of No  
Waiting at Any Time on Lansdowne Road**

**Recommendation: a) Implement the restriction as advertised  
b) Inform the objectors accordingly**

<b>Officer contact:</b>	
Name:	Richard Lumley
Post:	Head of Highways
Email:	<a href="mailto:richard.lumley@cambridgeshire.gov.uk">richard.lumley@cambridgeshire.gov.uk</a>
Tel:	01223 703839

## **1. BACKGROUND**

- 1.1** Lansdowne Road is situated in Cambridge in the ward of Castle and lies on the western edge of the city to the East of the M11. It is situated off the northern side of Madingley Road.
- 1.1** The scheme is a Cambridge City Council project to implement a restriction of no waiting at any time on this road and a restriction of waiting between 8AM and 4PM Monday to Friday as shown in Appendix 2.
- 1.2** This scheme was allocated funding by the Local Highway Improvement (LHI) Initiative 2016/17. A local public consultation was undertaken, from here it was determined to proceed with the next stage of the process; that of statutory advertisement.
- 1.3** County Council Officers' discussions with (Castle Ward) resulted in the development of the proposals shown in Appendix 2. The aims were to improve road safety by implementing a restriction of waiting at any time in the proposed area.

## **2. TRO PROCESS**

- 2.1** The TRO procedure is a statutory consultation process that requires the Highway Authority to advertise, in the local press and on-street, a public notice stating the proposal and the reasons for it. The advert invites the public to formally support or object to the proposals in writing within a twenty one day notice period.
- 2.2** The TRO was advertised in the Cambridge News on the 19<sup>th</sup> October 2016.
- 2.3** The statutory consultation period ran from 19<sup>th</sup> October 2016 until the 9<sup>th</sup> November 2016.
- 2.4** The statutory consultation resulted in one objection which has been summarised in the table in Appendix 2. The officer's response to the objection is also given in the table.
- 2.5** On the basis of this analysis, it is recommended that the restriction is implemented as advertised.

## **3 ALIGNMENT WITH CORPORATE PRIORITIES**

- 3.1** **Developing the local economy for the benefit of all**  
There are no significant implications for this priority.

**3.2 Helping people live healthy and independent lives**

There are no significant implications for this priority.

**3.3 Supporting and protecting vulnerable people**

There are no significant implications for this priority.

**4 SIGNIFICANT IMPLICATIONS**

**4.1 Resource Implications**

The necessary staff resources and funding have been secured through the Transport Delivery Plan.

**4.2 Statutory, Risk and Legal Implications**

The statutory process for this proposal has been followed.

**4.3 Equality and Diversity Implications**

There are no significant implications within this category.

**4.4 Engagement and Consultation Implications**

The statutory consultees have been engaged including County and District Councillors, the Police and the Emergency Services.

Notices were placed in the local press and were also displayed on the road where it is proposed to implement the restrictions. The proposal was available to view in the reception area of Shire Hall.

**4.5 Localism and Local Member Involvement**

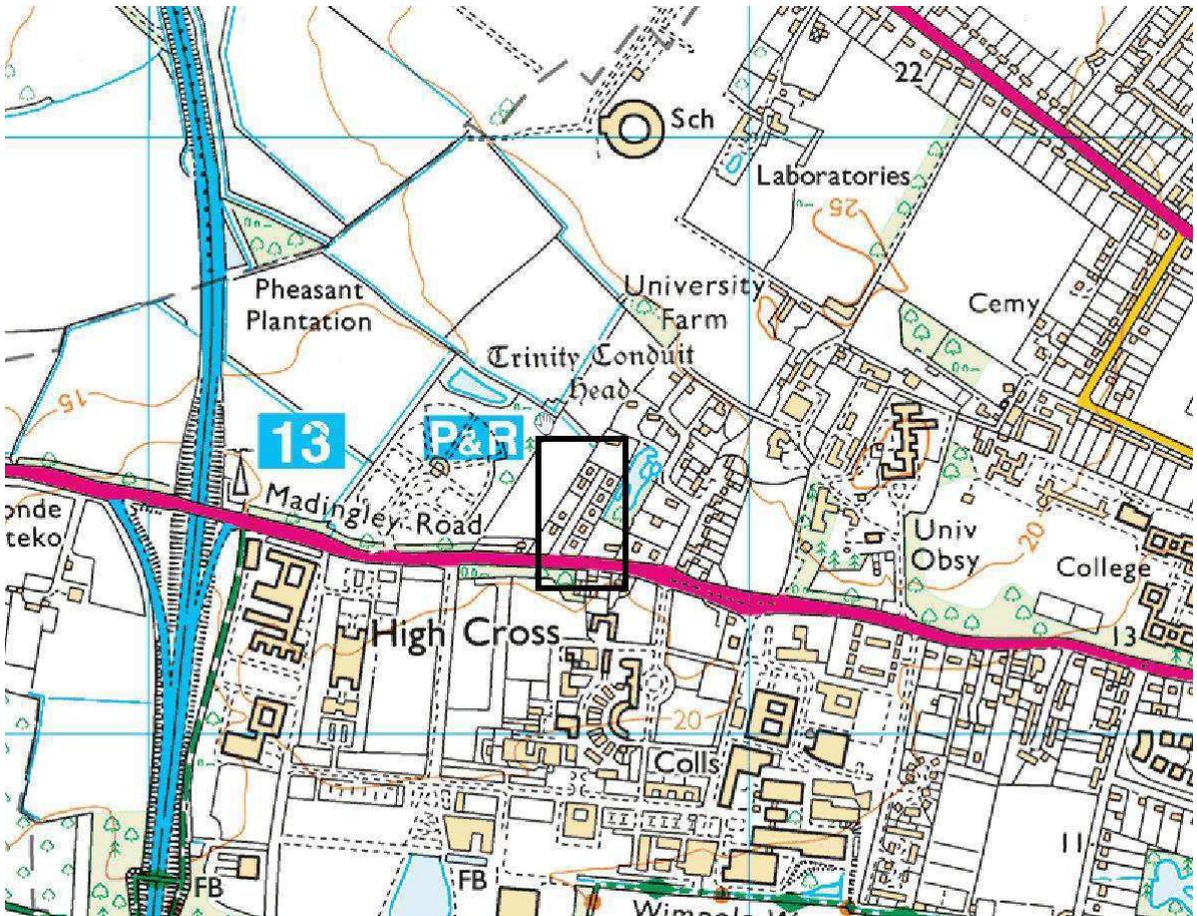
No response therefore assumed support from local member.

**4.6 Public Health Implications**

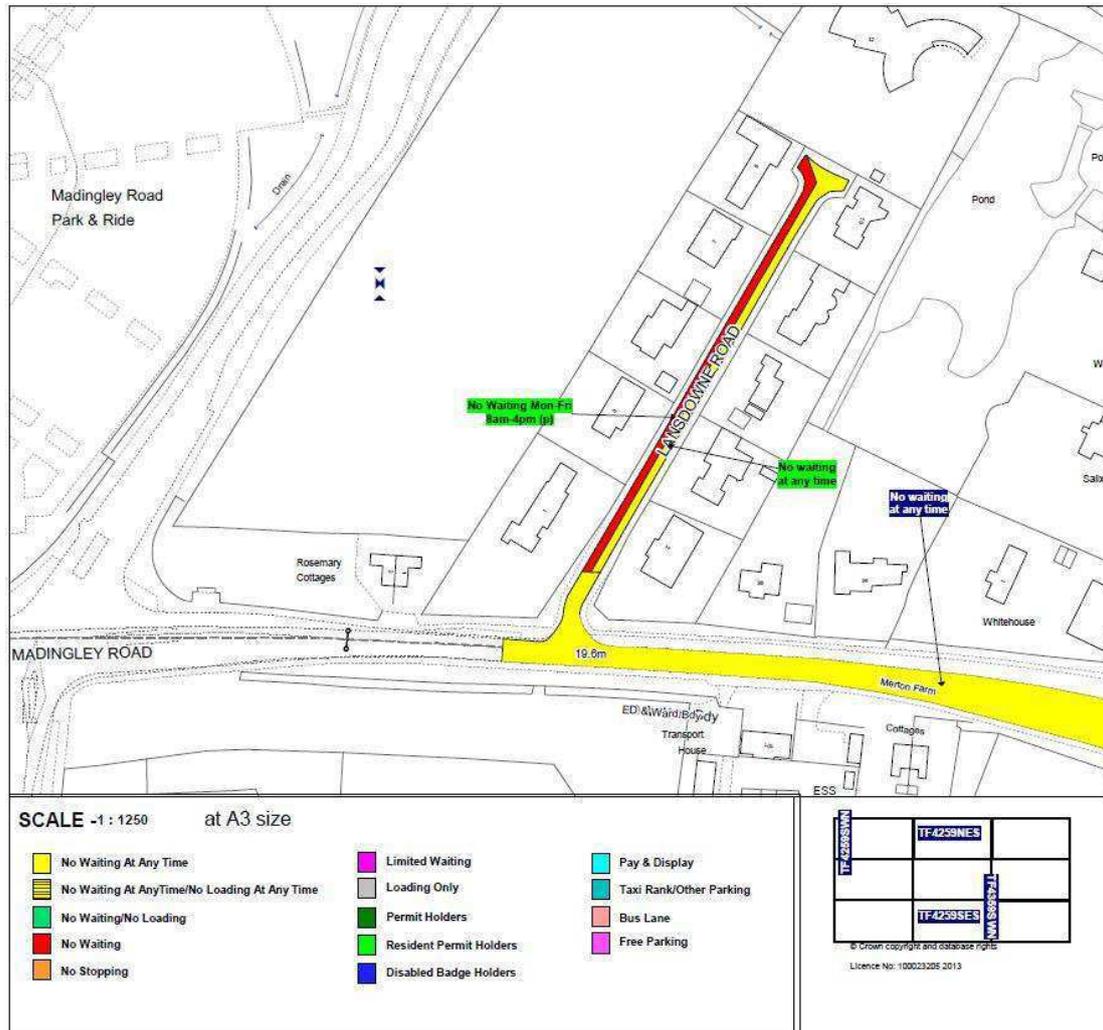
There are no significant implications within this category.

Source Documents	Location
Consultation responses Draft Traffic Regulation Order Letters of objection	Room:209 Shire Hall Castle Hill Cambridge CB3 0AP

**Appendix 1 – Location Overview**



## Appendix 2 – Proposed Restrictions



## Appendix 3

No.	RESPONSE RECEIVED	OFFICER RESPONSE
1.	<p><u>Local resident</u></p> <p><b>28 October 2016 10:16</b>            "I am a directly affected stakeholder with respect to the proposed parking scheme which I understand is being put in place for our and other Lansdowne Road residents. However, I strongly object to the positioning of any new</p>	<p><b>2016-10-31 08:41, Local Projects wrote</b>            "Thank you for your email regarding the proposed waiting restrictions on Lansdowne Road.</p> <p>We appreciate your concerns and will work with you to ensure the aesthetics of the area are not unduly</p>

**Appendix 3**

<p>signpost in front of our property. The signpost, setting-out single yellow line parking restrictions, proposed outside number 9 is in a prominent and highly visible location for our property.</p> <p>Since the property was recently heavily renovated and landscaped by a third party developer prior to our purchase in March of this year, it has a very immature hedge and no privacy or visual barriers to the road in front of the property. Therefore, the proposed positioning of the signpost would be a real eyesore for us when looking out from the front of the property as well as heavily detracting from the property's aesthetics. When we purchased the property, we did so on the basis of an unencumbered view from the front of the house.</p> <p>We understand that existing lampposts will be used for signage where possible. However, there is no lamppost in front of our property. There is a telegraph pole and we would urge the council to arrange that any signage proposed in front of our property simply be attached to that telegraph pole. Should the telegraph pole not be usable for any reason, please procure that the transition from single yellow to double yellow is altered such that the double yellow line is extended so that it follows around the cul de sac at the end of the road and continues right up until the entrance to the driveway of number 9 (our driveway). This</p>	<p>disturbed. After checking over the design and regulations we are unable to mount the sign on the telegraph pole as it would be too far from the start of the single yellow line restriction (we can site the sign up to 15m from the start of the restriction). However, we would be able to install a new post at the very start of the restriction in the corner of the cul-de-sac and mount the sign there. We can ensure that this post is painted black to reduce its conspicuousness.</p> <p>Unfortunately we cannot at this stage amend the location of the lines as these are being formally advertised. To amend the lines an objection would have to be submitted stating the reasons for the new location of the lining (as per your letter). This would be discussed at the Delegated Decision meeting held shortly after the consultation closes. If the delegates vote to amend the restrictions then a whole new round of formal consultation would be undertaken again.</p> <p>Please could you let me know how you would like to proceed?"</p> <p><b>Thu 10/11/2016 15:24</b> "Your objections have been logged with the Policy &amp; Regulation team and will be reviewed at the Delegated Decision meeting that will be held in due course. The Policy &amp; Regulation team will inform you on the result of the Delegated Decision meeting once it has taken place. "</p>
---	---

**Appendix 3**

would remove the need for a sign outside our property, since the single yellow line parking restrictions would not extend past no. 9. Although we would then not be able to accommodate parking for any visitors to our property on the road outside of our house, we would be willing to accept that restriction given that we have room for visitor parking in our driveway.

I appreciate your time and consideration on this matter, but, as it currently stands, I cannot agree to the proposals and submit my objections in the strongest possible terms. As outlined above, there are simple solutions that would allow the intention of the proposal to be fulfilled without affecting the aesthetics, view and value of my property.”

**2016-11-01 11:45**

“In relation to the telegraph pole, has anyone double-checked the distance to the start of the proposed single yellow line zone? I agree it is close, but it may well be within 15m.

If using the telegraph pole is not feasible, thank-you for the offer to move the signpost to the start of the zone. That is obviously better than being positioned towards the middle of my house, but it would still be directly in front of the dining room and still clearly affecting

**Appendix 3**

the currently unencumbered view. As mentioned previously, this would be an eyesore for my property and certainly not what was >> envisaged when we purchased the property earlier in the year.

As such, and I apologise for the further administrative burden, but I wish to continue with my official objection to the proposed positioning of the signage and propose that the double yellow line be extended all the way around to the driveway of my property so that no signpost is required to be positioned in front of my property. This is the same objection and proposal that I raised previously in the informal consultation round back in June. I assume that my previous letters with respect to the informal and formal consultations, and this email, are sufficient to bring this proposed amendment to the restrictions to the Decision meeting, and commence the new round of formal consultations. If you require a further letter, please let me know as soon as possible.”

**TRAFFIC REGULATION ORDER OBJECTION ASSOCIATED WITH  
MARINER'S WAY, CAMBRIDGE.**

*To:* Cambridge City Joint Area Committee  
*Meeting Date:* 24<sup>th</sup> January 2017

*From:* Executive Director: Economy, Transport &  
Environment

*Electoral  
division(s):* East Chesterton

*Forward Plan ref:* N/A                      *Key decision:* No

*Purpose:* To determine objection to the installation of No  
Waiting at Any Time on Mariner's Way

*Recommendation:* a) Implement the restriction as advertised  
b) Inform the objectors accordingly

<b><i>Officer contact:</i></b>	
Name:	Richard Lumley
Post:	Head of Highways
Email:	<a href="mailto:richard.lumley@cambridgeshire.gov.uk">richard.lumley@cambridgeshire.gov.uk</a>
Tel:	01223 703839

## **1. BACKGROUND**

- 1.1** Mariner's Way is a residential road situated in central Cambridge in the ward of East Chesterton. It lies to the north of the river Cam, to the north east of Midsummer Common. The A1134, Elizabeth way runs to the west of Mariner's Way.
- 1.1** The scheme is a Cambridge City Council project to implement a restriction of waiting at any time on this road as shown in Appendix 2. Prohibiting parking in the proposed areas will improve access for emergency vehicles.
- 1.2** This scheme was allocated funding by the Local Highway Improvement (LHI) Initiative 2016/17. A local public consultation was undertaken by Councillor Ian Manning; this determined to proceed with the next stage of the process; that of statutory advertisement.
- 1.3** County Council Officers' discussions with Councillor Ian Manning resulted in the development of the proposals shown in Appendix 2. The aims were to improve access for emergency vehicles by implementing new waiting restrictions in the proposed area.

## **2. TRO PROCESS**

- 2.1** The TRO procedure is a statutory consultation process that requires the Highway Authority to advertise, in the local press and on-street, a public notice stating the proposal and the reasons for it. The advert invites the public to formally support or object to the proposals in writing within a twenty one day notice period.
- 2.2** The TRO was advertised in the Cambridge News on the 19<sup>th</sup> October 2016. The statutory consultation period ran from 19<sup>th</sup> October 2016 until the 9<sup>th</sup> November 2016.
- 2.3** The statutory consultation resulted in three objections which have been summarized in the table in Appendix 2. The officer responses to the objection are also given in the table.
- 2.4** On the basis of this analysis, it is recommended that the restriction is implemented as advertised.

## **3 ALIGNMENT WITH CORPORATE PRIORITIES**

- 3.1** **Developing the local economy for the benefit of all**  
There are no significant implications for this priority.

### **3.2 Helping people live healthy and independent lives**

There are no significant implications for this priority.

### **3.3 Supporting and protecting vulnerable people**

There are no significant implications for this priority.

## **4 SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

The necessary staff resources and funding have been secured through the Transport Delivery Plan.

### **4.2 Statutory, Risk and Legal Implications**

The statutory process for this proposal has been followed.

### **4.3 Equality and Diversity Implications**

There are no significant implications within this category.

### **4.4 Engagement and Consultation Implications**

The statutory consultees have been engaged including County and District Councillors, the Police and the Emergency Services.

Notices were placed in the local press and were also displayed on the road where it is proposed to implement the restrictions. The proposal was available to view in the reception area of Shire Hall.

### **4.5 Localism and Local Member Involvement**

The local member Ian Manning supports the scheme.

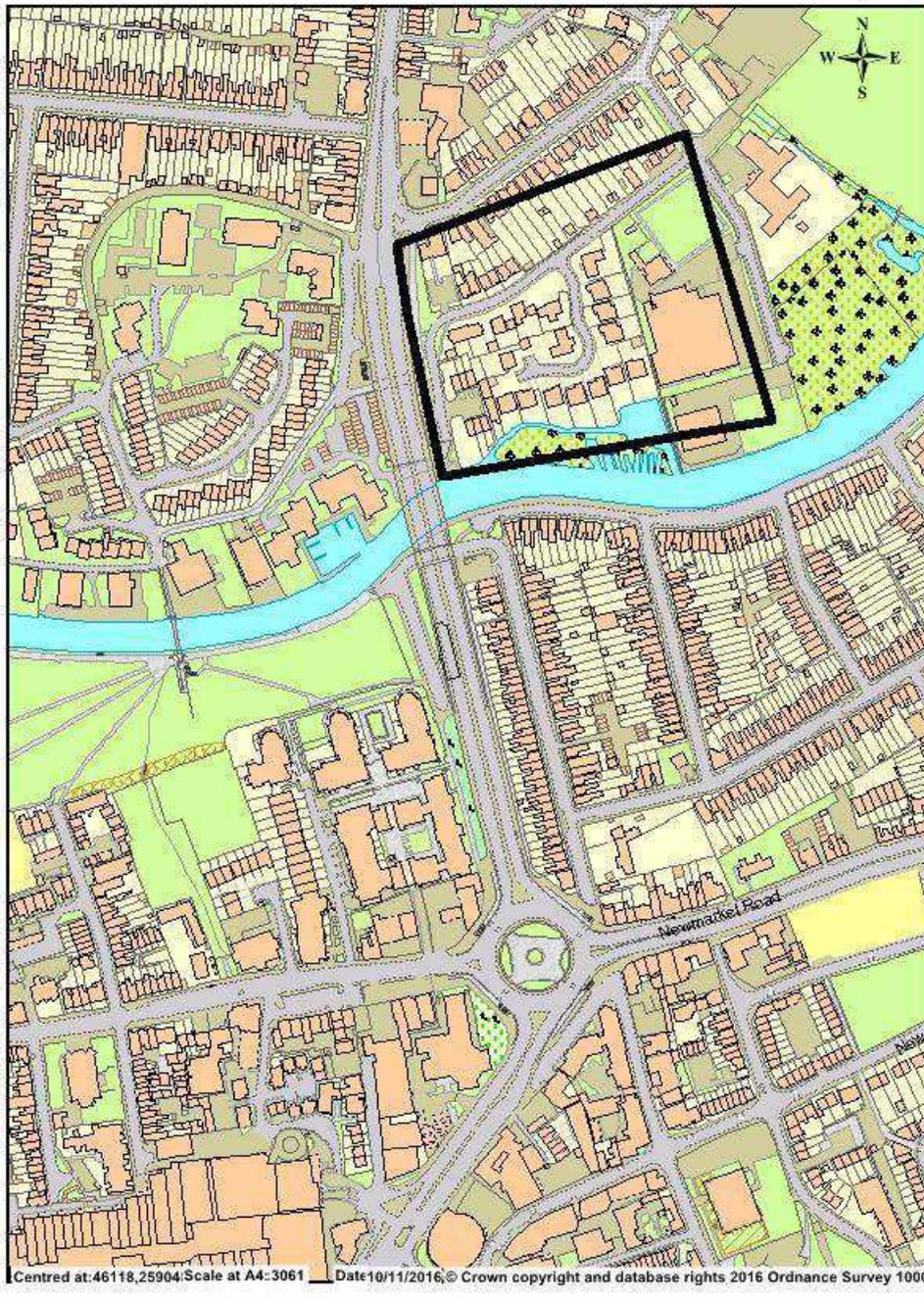
### **4.6 Public Health Implications**

There are no significant implications within this category.

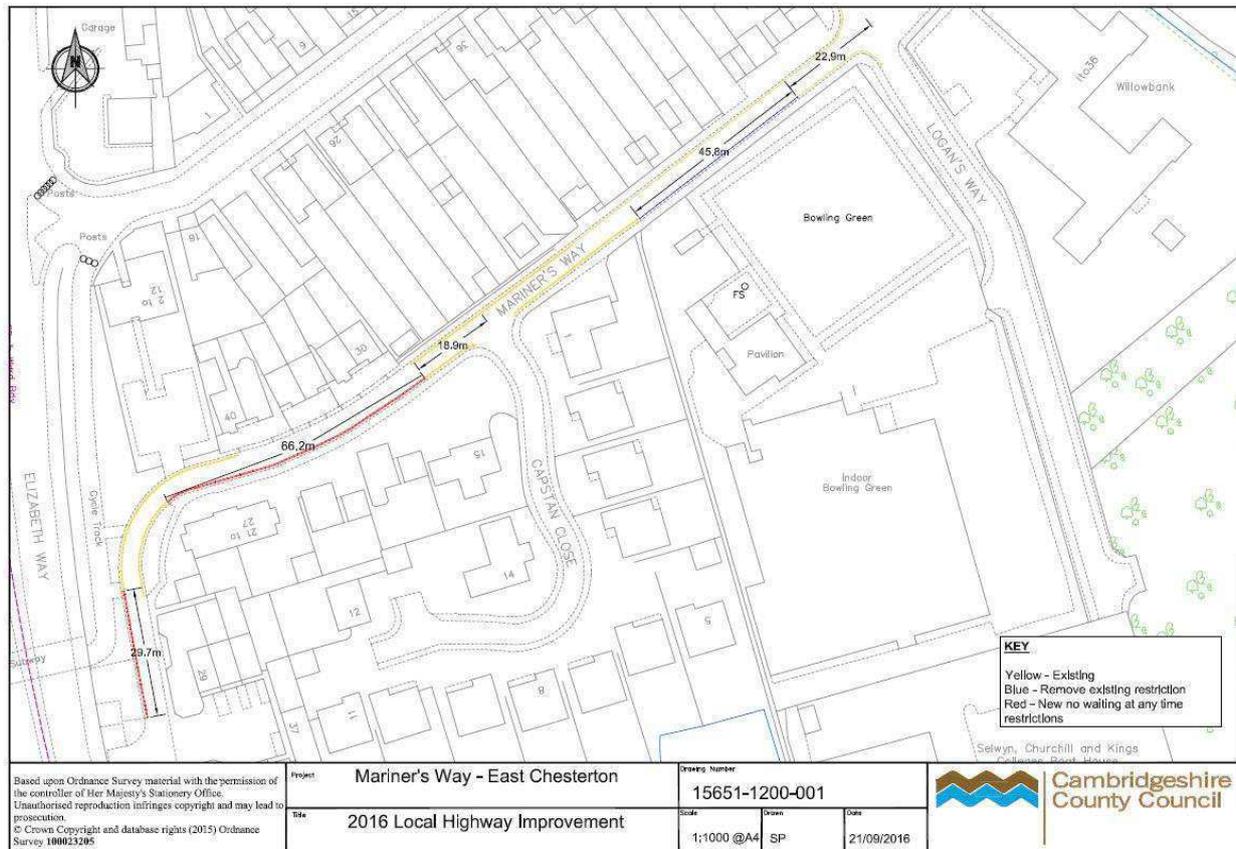
<b>Source Documents</b>	<b>Location</b>
Consultation responses Draft Traffic Regulation Order Letters of objection	Room:209 Shire Hall Castle Hill Cambridge CB3 0AP

## Appendix 1 – Location Overview

### Location Overview - Mariner's Way



## Appendix 2 – Proposed Restrictions



## Appendix 3

No.	RESPONSE RECEIVED	OFFICER RESPONSE
1.	<p><b>Local Residents</b></p> <p>“I live at 9 Capstan Close (CC). My wife and I are somewhat concerned by commuter parking in CC, which can make access for bin lorries and other large vehicles extremely difficult. We therefore clearly do not wish to see any changes that would increase commuter parking in CC. Although it is proposed that additional parking will be available adjacent to the bowling green in Mariner’s Way (MW), it is quite likely that displaced cars will park in CC.</p>	<p>This scheme is designed to improve access for emergency vehicles along Mariner’s Way to Eight’s Mariner and Chicester House.</p>



**Appendix 3**

<p>3.</p>	<p>requirement for this, and it is in fact misguided.          Additionally, any parking in that area of Mariner's Way will also create a single file bottleneck hazard similar to the area on St Andrew's Road alongside the former Sepura building which causes danger to cyclists and inconvenience to residents in cars, with cars passing on the pavement every day. “</p>	<p>proposed further down Mariner's Way. If this section was left untouched it would most certainly encourage displaced parking around Capstan Close.</p>						
<p>4.</p>	<p>“I am opposed to the proposed removal of existing restrictions in the section next to the bowling green - this is a narrow section of road, and vehicles parked there will pose challenges for vehicles turning into Mariners Way from Logan's Way, especially if there are also vehicles in the process of exiting Mariners Way into Logan's Way at the same time.”</p> <p>“I would like to comment on your proposed waiting restrictions for Mariners Way, and to formally register my opposition to the proposed changes, for the reasons outlined below. I am a resident of Capstan Close.</p> <p>In October last year, after a long series of meetings and emails outlining various iterations of possible changes to parking restrictions in Mariners Way/Capstan Close, Ian Manning asked the local residents to “vote” on the various proposals, and the results were:</p> <table data-bbox="304 1568 979 1989"> <tr> <td>To Do Nothing votes</td> <td>10</td> </tr> <tr> <td>To do something significantly different votes</td> <td>7</td> </tr> <tr> <td>Option 1</td> <td>6 votes</td> </tr> </table>	To Do Nothing votes	10	To do something significantly different votes	7	Option 1	6 votes	<p>It is unclear how parking on Mariner's Way could adversely affect St Andrew's Road.</p>
To Do Nothing votes	10							
To do something significantly different votes	7							
Option 1	6 votes							



**Appendix 3**

<p>are necessary. There is good visibility approaching the bend as far as I can see.</p> <p>Additionally, traffic volumes along there are extremely low - I leave Capstan Close most days between 8 and 9 o'clock ie "rush hour" and when I turn into Mariners Way it is very unusual to see any cars travelling along Mariners Way in either direction, so it would be a rare occurrence indeed for two cars travelling in opposite directions to meet on that bend anyway.</p> <p>3. There is a view - rightly or wrongly - among some of the residents of Capstan Close, that the changes proposed are intended to enable the residents of the Eights to have an "easy" drive out of the Eights along Mariners Way, regardless of the effects of the changes on any other residents in Mariners Way/Capstan Close. Also, any such changes of course have no effect on the parking/commuter situation within the Eights itself - they are shielded by entry gates. So the impression is that the changes proposed by the Eights residents are not necessary, and - if they are implemented - will allow the Eights residents an "easy" drive at the expense of the rest of the residents of Mariners Way/Capstan Close.</p> <p>I think there is a risk that if all the changes are formally proposed there could well be objections to it from residents in Capstan Close."</p> <p>I have had no response at all to that email, and am not aware whether any subsequent meeting did take place. I then received, to my surprise, your letter of 19<sup>th</sup> October, saying that East Chesterton Ward (presumably at the behest of Ian Manning) has been successful with a bid to amend the current parking arrangements on Mariners Way.</p> <p>The reason for my objections are that firstly, I do not believe they are necessary, for all the</p>	<p>Visibility on the bend in Mariner's Way isn't necessarily the issue.</p> <p>The concern that's being addressed is to</p>
--	---

**Appendix 3**

	<p>reasons set out in my email to Ian Manning, quoted above</p> <p>Secondly, the last significant survey of the views of the residents of Mariners Way/Capstan Close had a clear majority in favour of no change. Now people who gave up a lot of time to attend many meetings etc a year ago are being asked to write formally in response to proposals to which they have already indicated their objections. I fear many people will conclude that whatever their views , they will be ignored, and will not therefore respond to your letter.</p> <p>I also firmly believe that the suggested changes are being “driven” by the views of a small number of people, who will not be affected by any “displaced parking” which occurs as a result of the changes.</p>	<p>improve access for emergency vehicles.</p> <p>The proposals are to improve access for emergency vehicles along Mariner’s Way and to Eight’s Mariner and Chicester House.</p>
--	---	---

**TRAFFIC REGULATION ORDER OBJECTION ASSOCIATED WITH  
NEW STREET ACCESS ROAD, CAMBRIDGE.**

*To:* Cambridge City Joint Area Committee  
*Meeting Date:* 24<sup>th</sup> January 2017

*From:* Executive Director: Economy, Transport &  
Environment

*Electoral  
division(s):* Petersfield

*Forward Plan ref:* N/A                      *Key decision:* No

*Purpose:* To determine objection to the installation of No  
Waiting at Any Time on New St Access Road

*Recommendation:* a) Implement the restriction as advertised  
b) Inform the objectors accordingly

<b><i>Officer contact:</i></b>	
Name:	Richard Lumley
Post:	Head of Highways
Email:	<a href="mailto:richard.lumley@cambridgeshire.gov.uk">richard.lumley@cambridgeshire.gov.uk</a>
Tel:	01223 703839

## **1. BACKGROUND**

- 1.1** New St Access Road is situated in Cambridge in the ward of Petersfield and lies to the south of the river Cam and east of the Grafton Centre.
- 1.1** The scheme is a Cambridge City Council project to implement a restriction of no waiting at any time on this road as shown in Appendix 2. Prohibiting waiting at any time will enable access at all times on the narrow access road.
- 1.2** This scheme was allocated funding by the Local Highway Improvement (LHI) Initiative 2016/17. A local public consultation was undertaken by Petersfield Ward; from here it was determined to proceed with the next stage of the process; that of statutory advertisement.
- 1.3** County Council Officers' discussions with Petersfield Ward resulted in the development of the proposals shown in Appendix 2. The aims were to improve road safety by implementing a restriction of waiting at any time in the proposed area.

## **2. TRO PROCESS**

- 2.1** The TRO procedure is a statutory consultation process that requires the Highway Authority to advertise, in the local press and on-street, a public notice stating the proposal and the reasons for it. The advert invites the public to formally support or object to the proposals in writing within a twenty one day notice period.
- 2.2** The TRO was advertised in the Cambridge News on the 19<sup>th</sup> October 2016.
- 2.3** The statutory consultation period ran from 19<sup>th</sup> October 2016 until the 9<sup>th</sup> November 2016.
- 2.4** The statutory consultation resulted in three objections which have been summarised in the table in Appendix 2. The officer responses to the objection are also given in the table.
- 2.5** On the basis of this analysis, it is recommended that the restriction is implemented as advertised.

## **3 ALIGNMENT WITH CORPORATE PRIORITIES**

- 3.1** **Developing the local economy for the benefit of all**  
There are no significant implications for this priority.

### **3.2 Helping people live healthy and independent lives**

There are no significant implications for this priority.

### **3.3 Supporting and protecting vulnerable people**

There are no significant implications for this priority.

## **4 SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

The necessary staff resources and funding have been secured through the Transport Delivery Plan.

### **4.2 Statutory, Risk and Legal Implications**

The statutory process for this proposal has been followed.

### **4.3 Equality and Diversity Implications**

There are no significant implications within this category.

### **4.4 Engagement and Consultation Implications**

The statutory consultees have been engaged including County and District Councillors, the Police and the Emergency Services.

Notices were placed in the local press and were also displayed on the road where it is proposed to implement the restrictions. The proposal was available to view in the offices of Huntingdon District Council and reception area of Shire Hall.

### **4.5 Localism and Local Member Involvement**

No response therefore assumed support.

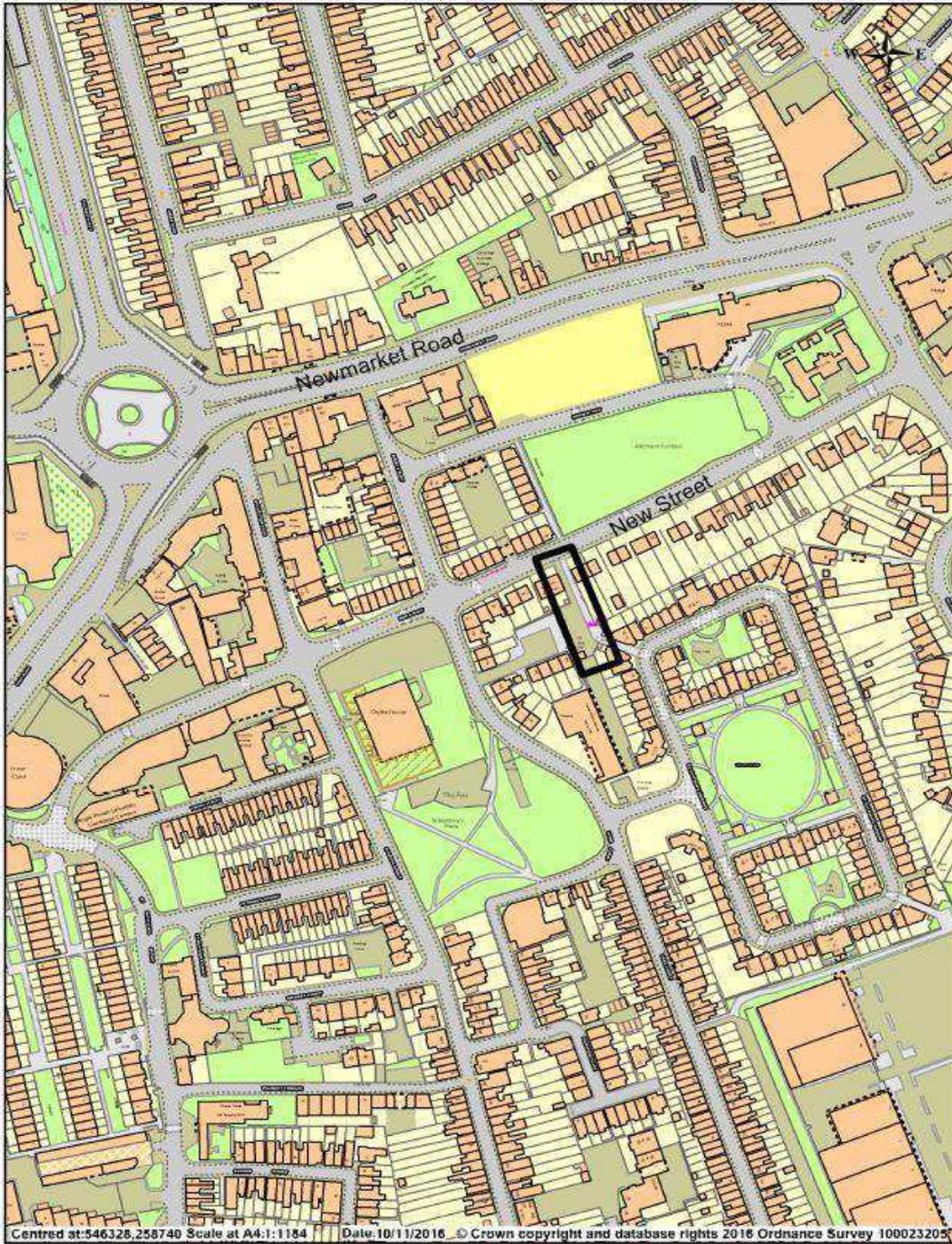
### **4.6 Public Health Implications**

There are no significant implications within this category.

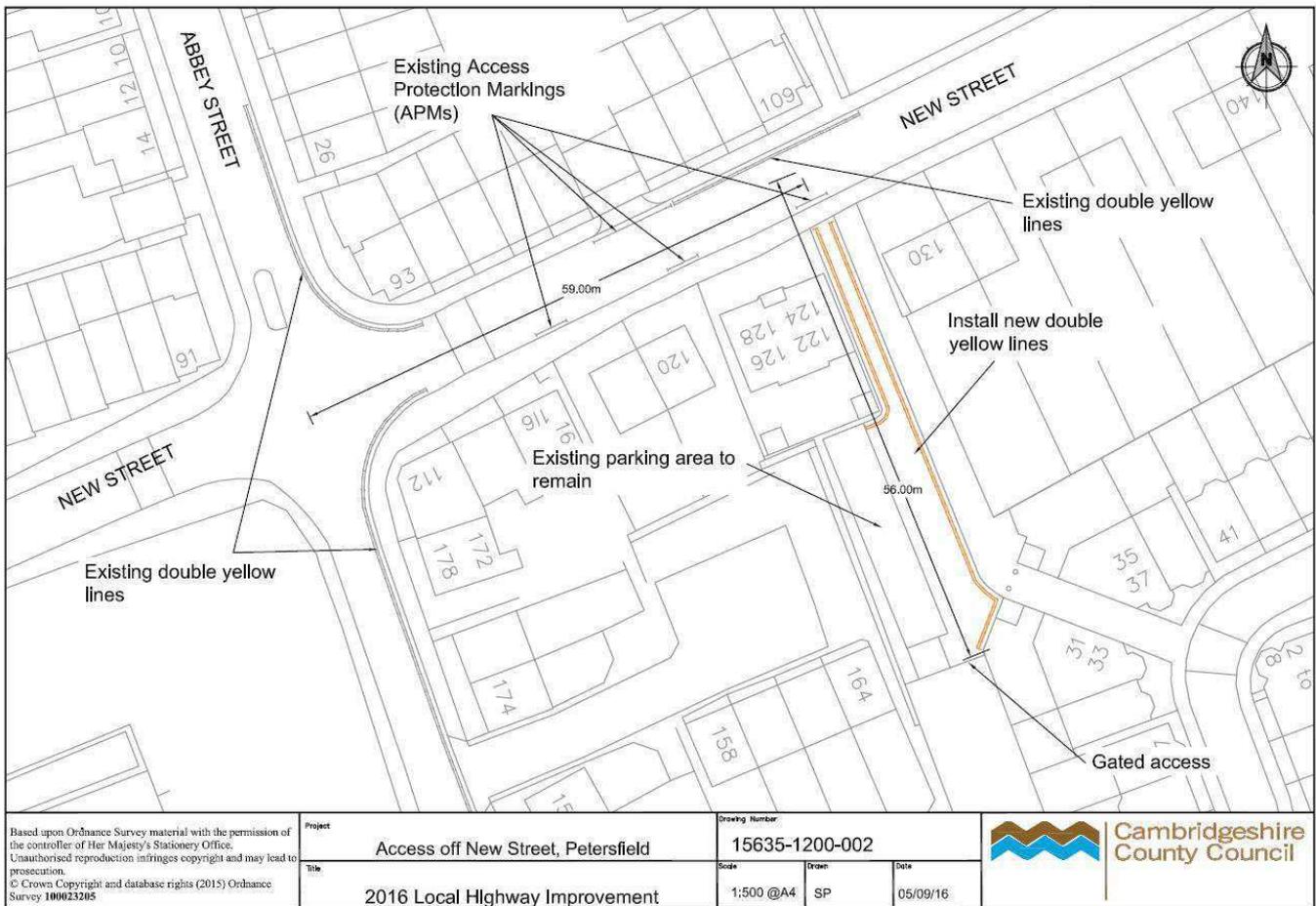
<b>Source Documents</b>	<b>Location</b>
Consultation responses Draft Traffic Regulation Order Letters of objection	Room:209 Shire Hall Castle Hill Cambridge CB3 0AP

## Appendix 1 – Location Overview

### New St Access Road - Location Overview



## Appendix 2 – Proposed Restrictions



## Appendix 3

No.	RESPONSE RECEIVED	OFFICER RESPONSE
1.	<p><b>1. Local Resident</b></p> <p>Excessive and unnecessary use of double yellow lines. The proposed restrictions on the west side are totally unnecessary and excessive as the stretch of the road with proposed double yellow lines on both sides is narrow and barely wide</p>	<p>1.</p> <p>There is a chance that drivers will still attempt to park on the side that has no restrictions on it, especially those smaller vehicles that can be very popular in a City.</p>

**Appendix 3**

<p>2.</p>	<p>enough for a vehicle to pass through. The proposed restrictions on the east side are sufficient.</p> <p>2. The Authority is failing to comply with the statutory requirements in relation to the publication of proposals. The Authority has failed to take such other steps for ensuring that adequate publicity about the Order is given to persons likely to be affected by its provisions. The on-street public notice was placed on the lamp post on 31 October 2016 giving persons likely to be affected inadequate notice of only 9 days.</p> <p>3. Your authority of the access road is questionable. The access road off New street is not listed in the latest published list of streets (November 2016) in the county that are maintainable at public expense by Cambridgeshire County Council nor is it marked on the interactive map as an adopted road.</p> <hr/> <p>Dear Sir/Madam</p> <p>Access road off New Street – Ref: PR0322</p> <p>I am writing to object to the proposed Traffic Regulation Order on the following grounds:</p>	<p>2.</p> <p>Cambridgeshire County Council as the Highway Authority has no legal obligation to erect site notices as part of statutory requirements to implement a Traffic Regulation Order (TRO). That being said, a site notice was erected on the 19<sup>th</sup> October 2016 and letters were dropped to the houses adjacent to the proposals.</p> <p>3.</p> <p>The access road off New Street is not adopted by Cambridgeshire County Council and therefore is not regarded as Highway. However, permission to implement these restrictions was sought from the land owner and company that maintains it.</p>
-----------	---	---

**Appendix 3**

	<p>1. Excessive and unnecessary use of double yellow lines. The proposed restrictions on the west side are totally unnecessary and excessive as the stretch of the road with proposed double yellow lines on both sides is narrow and barely wide enough for a vehicle to pass through. The proposed restrictions on the east side are sufficient.</p> <p>2. The Authority is failing to comply with the statutory requirements in relation to the publication of proposals. The Authority has failed to take such other steps for ensuring that adequate publicity about the Order is given to persons likely to be affected by its provisions. The on-street public notice was placed on the lamp post on 31 October 2016 giving persons likely to be affected inadequate notice of only 9 days.</p> <p>3. Your authority of the access road is questionable. The access road off New street is not listed in the latest published list of streets (November 2016) in the county that are maintainable at public expense by Cambridgeshire County Council nor is it marked on the interactive map as an adopted road.</p>	<p>1. There is a chance that drivers will still attempt to park on the side that has no restrictions on it, especially those smaller vehicles that can be very popular in a City.</p> <p>2. Cambridgeshire County Council as the Highway Authority has no legal obligation to erect site notices as part of statutory requirements to implement a Traffic Regulation Order (TRO). That being said, a site notice was erected on the 19<sup>th</sup> October 2016 and letters were dropped to the houses adjacent to the proposals.</p> <p>3. The access road off New Street is not adopted by Cambridgeshire County Council and therefore is not regarded as Highway. However, permission to implement these restrictions was sought from the land owner and company that maintains it.</p>
--	---	---



**TRAFFIC REGULATION ORDER OBJECTION ASSOCIATED WITH  
SLEAFORD STREET, CAMBRIDGE.**

*To:* Cambridge City Joint Area Committee  
*Meeting Date:* 24<sup>th</sup> January 2017

*From:* Executive Director: Economy, Transport &  
Environment

*Electoral  
division(s):* Petersfield

*Forward Plan ref:* N/A                      *Key decision:* No

*Purpose:* To determine objection to the installation of No  
Waiting at Any Time on Sleaford Street

*Recommendation:* a) Implement the restriction as advertised  
b) Inform the objectors accordingly

<b><i>Officer contact:</i></b>	
Name:	Richard Lumley
Post:	Head of Highways
Email:	<a href="mailto:richard.lumley@cambridgeshire.gov.uk">richard.lumley@cambridgeshire.gov.uk</a>
Tel:	01223 703839

## **1. BACKGROUND**

- 1.1** Sleaford Street is situated in Cambridge in the ward of Petersfield. It is a residential street between Coldhams Lane to the north and Mill Rd to the south.
- 1.1** The scheme is a Cambridge City Council project to implement a restriction of no waiting at any time on this road as shown in Appendix 2. Because of its proximity to the train station Sleaford St suffers from commuter parking. Prohibiting waiting at any time will reduce excess parking from commuters and increase visibility and safety in the area.
- 1.2** This scheme was allocated funding by the Local Highway Improvement (LHI) Initiative 2016/17.
- 1.3** County Council Officers' discussions with (Petersfield Ward) resulted in the development of the proposals shown in Appendix 2. The aims were to improve road safety by implementing a restriction of waiting at any time in the proposed area.

## **2. TRO PROCESS**

- 2.1** The TRO procedure is a statutory consultation process that requires the Highway Authority to advertise, in the local press and on-street, a public notice stating the proposal and the reasons for it. The advert invites the public to formally support or object to the proposals in writing within a twenty one day notice period.
- 2.2** The TRO was advertised in the Cambridge News on the 19<sup>th</sup> October 2016.
- 2.3** The statutory consultation period ran from 19<sup>th</sup> October 2016 until the 9<sup>th</sup> November 2016.
- 2.4** The statutory consultation resulted in two objections which have been summarised in the table in Appendix 2. The officer's response to the objection is also given in the table.
- 2.5** On the basis of this analysis, it is recommended that the restriction is implemented as advertised.

## **3 ALIGNMENT WITH CORPORATE PRIORITIES**

- 3.1 Developing the local economy for the benefit of all**  
There are no significant implications for this priority.

### **3.2 Helping people live healthy and independent lives**

There are no significant implications for this priority.

### **3.3 Supporting and protecting vulnerable people**

There are no significant implications for this priority.

## **4 SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

The necessary staff resources and funding have been secured through the Transport Delivery Plan.

### **4.2 Statutory, Risk and Legal Implications**

The statutory process for this proposal has been followed.

### **4.3 Equality and Diversity Implications**

There are no significant implications within this category.

### **4.4 Engagement and Consultation Implications**

The statutory consultees have been engaged including County and District Councillors, the Police and the Emergency Services.

Notices were placed in the local press and were also displayed on the road where it is proposed to implement the restrictions. The proposal was available to view in the reception area of Shire Hall.

### **4.5 Localism and Local Member Involvement**

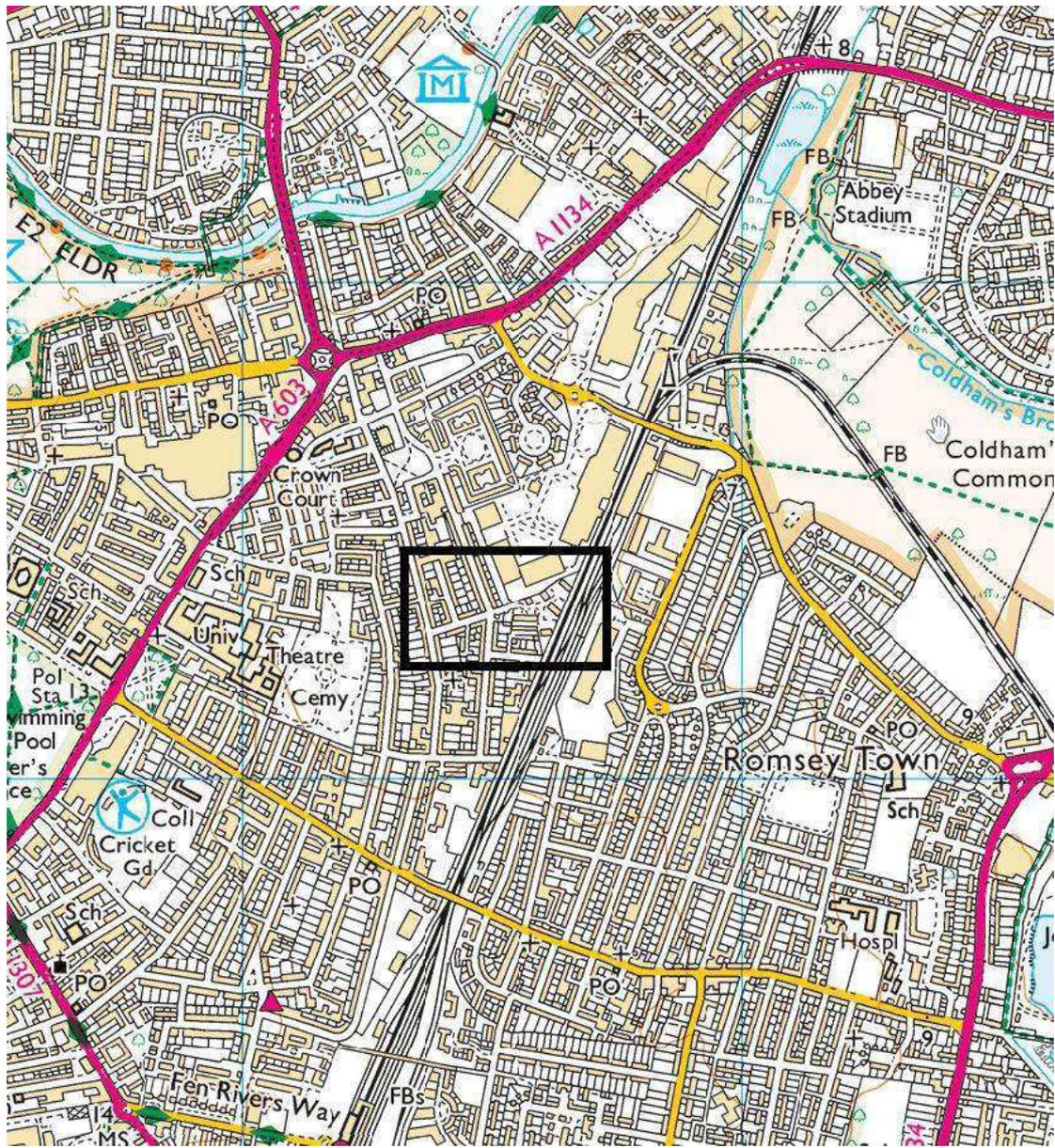
No response therefore assumed support from local member. There have been three positive responses from local residents as shown in Appendix 4.

### **4.6 Public Health Implications**

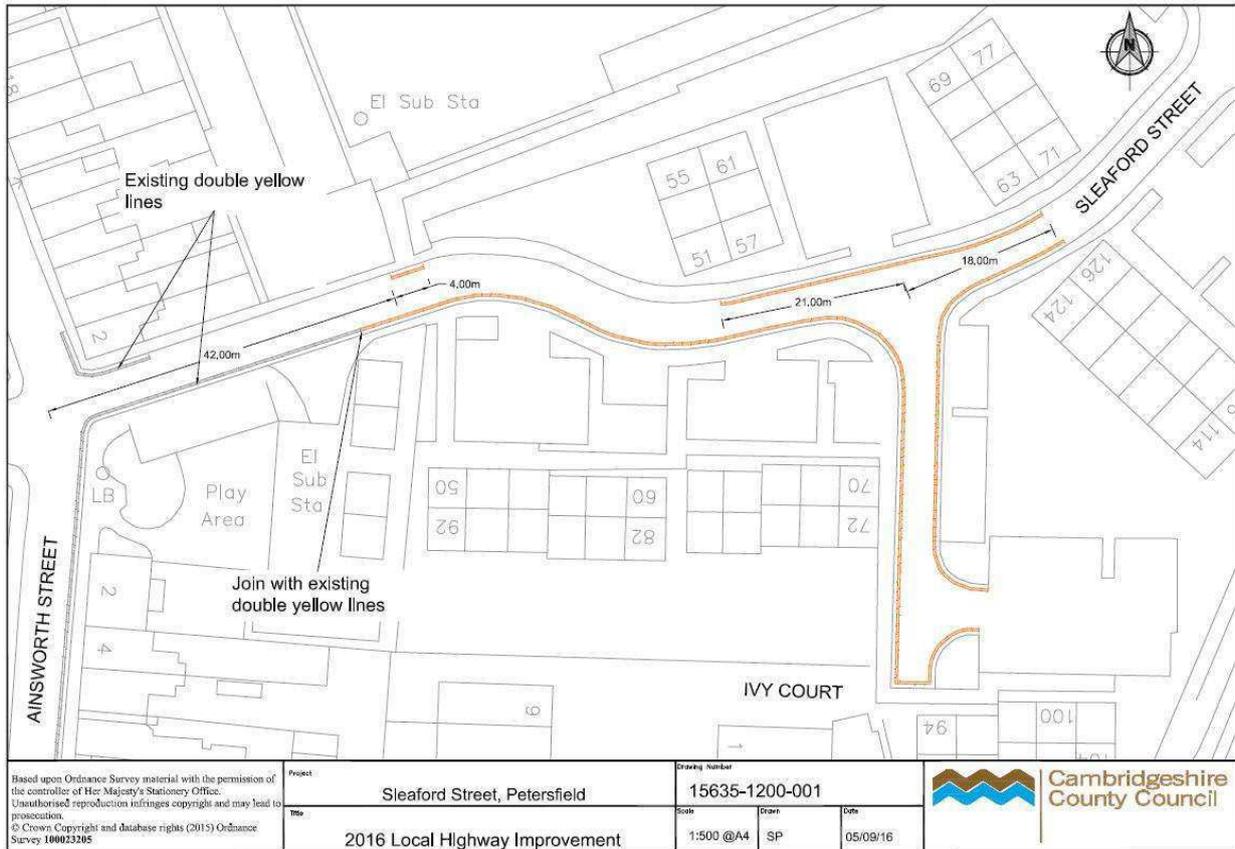
There are no significant implications within this category.

<b>Source Documents</b>	<b>Location</b>
Consultation responses Draft Traffic Regulation Order Letters of objection	Room:209 Shire Hall Castle Hill Cambridge CB3 0AP

**Appendix 1 – Location Overview**



## Appendix 2 – Proposed Restrictions



**Appendix 3**

<b>No.</b>	<b>RESPONSE RECEIVED</b>	<b>OFFICER RESPONSE</b>
1.	<p>“I am a resident on Sleaford Street, CB1 and would like to express my objection to the proposed waiting restrictions on my street.</p> <p>I do not believe there is a parking problem on the street, and the fact that members of the public park on the road does not cause any obstruction or impact my enjoyment of my home. At present members of the public and guests do not need to make use of the private residents parking because of the free parking on the road. Moreover because of the abundance of free parking, there are no incidents of misuse of the allocated residents parking.</p> <p>If the waiting restrictions are put in place I fear that this will push members of the public and guests to use the allocated residents parking space, particularly as the residents car park is not monitored or policed in any way. If members of the public are pushed to use the residents parking then our management company will need to spend money monitoring the use of the residents parking, which will have a negative impact on the open and welcoming nature of the local neighbourhood. For these reasons, I would strongly advise against the waiting restrictions proposed.”</p> <hr/>	

**Appendix 3**

2.

**Wed 19/10/2016 10:59**

“As a resident of 76 Sleaford Street, CB1 2PU, I feel that:  
1. There is no need to change the current waiting restrictions  
2. The proposed change would encourage motorists to park in the residents parking bays (where parking restrictions are not enforced) instead of their current parking locations (which the proposal will change to double yellow lines).

These proposed changes will have a direct negative impact on me.”

**Fri 21/10/2016 10:33**

Thank you for your detailed response, much appreciated. I agree that *currently* there is not a lack of availability of residents parking places. My concern is that the cars will be 'displaced' by the new markings will seek a convenient alternative. The adjacent residents parking will be their obvious target as it is not enforced, unlike the proposed double yellow lines, and this may well overwhelm the resident parking and create difficulties for residents (like myself).

Thu 20/10/2016 12:08

Thank you for your comments, which have been noted.

These proposals are a result of consultations between the County Council and local residents who have expressed a need to control vehicular parking, especially in turning heads and areas that are deemed dangerous to park in. It also enjoys the support of the Local Member for the Ward.

There will still be areas where motorists are able to park freely, on the northern side of the street and towards the eastern section. The proposed restrictions will regulate on street parking more effectively for the benefit of all users and provide a safer way for all motorists to pass through the area.

Whilst it may well be the case that some motorists are abusing the 'Residents' parking places, there appeared to be no issues of lack of availability of these places when Highways Officers have conducted site visits.

I hope you will reconsider your position, should you not, then the County Council will consider your objection among with any others that come forward through a Delegated Decision process in which the Local Member and the Head of Highways will determine the viability of the proposal.

<b>Appendix 4</b>	
No.	Response Received
1	<p><b>Wed 02/11/2016 09:46</b></p> <p>“Hi I live at 5 Ivy Court off Sleaford Street. As well as the commuter parking blocking the entrance to our houses you can see from the attached photo how the pavements are being blocked forcing pedestrians onto the road. I support the solution of the yellow lines in the plan and hope that you can help us in implementing this ASAP.”</p>
2	<p><b>31 October 2016 14:02</b></p> <p>“I notice that the request to contact you was for <b>*objections only*</b>, but I’m very much in favour of these changes and wholly support them. Is it normal practise to have a consultation and only ask for objections, seems a little odd.</p> <p>Anyhow, as a resident of Ivy court, Number 6, I have to use Sleaford street to access road. I have lived here for 13 years and initially there were no issues, but recently the problems have got significantly worse. I am regular blocked from leaving our court yard and often have delivery vehicles unable to get access. I see more and more examples of irresponsible parking as cars are “dumped” on pavements in what seems to be a blind panic to “find anywhere” before the drivers scuttle of for trains or into town for work. “</p>
3	<p><b>20 October 2016 18:11</b></p> <p>“There has been some absolutely dreadful examples of parking so this proposal is great - providing it gets the go ahead. Only today, a scaffolding truck tried to get through but couldn’t so were unable to do their job. Someone had parked on the bend just after the electricity sub station. A fire engine wouldn’t have been able to get through either. I do hope this proposal is accepted.”</p>