

PARKING POLICY REVIEW

To: Cabinet

Date: 25th May 2010

From: Acting Executive Director : Environment Services

Electoral division(s): ALL

Forward Plan ref: 2010/031 **Key decision:** Yes

Purpose: To seek approval for changes to parking policy.

Recommendation: Cabinet is asked to approve:

- i. The changes to parking policy and guidance set out in Appendix B, for application Countywide;
- ii. Cabinet taking responsibility for setting on-street parking and permit charges;
- iii. The consultation document shown in Appendix C, as a template document for adaptation by officers through consultation with local members; and
- iv. An informal review of parking policy in Cambridge led by the portfolio holder for Highways and Access, following the introduction of a further residents' parking scheme.

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1. BACKGROUND

- 1.1 At its meeting on 20th October last year, Cabinet considered a report on various operational decisions taken earlier in the year by the Cambridge Environment and Traffic Management Area Joint Committee (AJC). One of the issues considered related to the application of area wide parking controls, as set out in the parking policies adopted by Cabinet.
- 1.2 As part of this process Cabinet had received 3 petitions (two in opposition to the earlier decision taken by the AJC and one in support) and it recognised that there were sometimes opposing needs in different locations within an area due to factors such as off street parking / garages being available in some locations but not in others. Therefore, Cabinet resolved that a further review be undertaken of whether the area wide parking policy operated across the County was still fit for purpose with regard to the issues in Cambridge City before making any final decisions regarding local area parking controls.
- 1.3 At its meeting on 21st January, the Growth and Infrastructure Policy Development Group (PDG) considered a report on a review of parking policies in Cambridge, as requested by Cabinet. With the support of the PDG, the Cambridge AJC was asked for its comments on the draft revised policy at its meeting on 25th January. PDG then considered the AJC comments at its meeting on 17th March. An extract of the PDG notes summarising the discussions on this item and the full minutes of the AJC meeting appear as **Appendix A** along with further officer comment.

2. KEY POLICY ISSUES AND AMENDMENTS

- 2.1 This section of the report sets out the key issues that need to be taken into consideration as part of the review process. **Appendix B** shows the current parking policies with suggested changes highlighted in response to these issues. Whilst these changes have been driven by issues in Cambridge, they are considered appropriate for other areas of the county.

Area Wide Parking Controls

Key issues

- 2.2 Whilst an earlier review determined the policy for agreeing the extent of areas where area wide parking controls should be applied, the AJC continues to challenge this. On both occasions when the area wide policy has been applied, the AJC has sought to reduce the area in response to consultation feedback. On the face of it, this could be considered a positive response, however, there are concerns that this approach tends to side step the issue of parking transfer which the area wide policy was designed to manage, as practically as possible.
- 2.3 The petitions received by Cabinet demonstrate how contentious residents' parking schemes can be but the current policy guidance that the lack of support in some streets within the area should not necessarily prevent parking controls from being introduced is still felt to be particularly relevant.

- 2.4 The other issues of concern are the workload pressures that result from developing area wide controls, particularly the residents parking element and the lack of funding available for area wide parking schemes.

Proposed changes

- 2.5 The changes set out in **Appendix B** are designed to place greater onus on local Members to determine the extent of area wide controls. Local Members will need to take into account the concerns over parking transfer and take ownership of the consequences should parking transfer result. This is particularly important as resources are unlikely to be readily available for revisiting areas to address parking transfer problems.
- 2.6 The Service Director of Highways and Access would retain a right to refer an area wide parking control scheme to Cabinet if it was considered that the area selected by local Members was wholly inappropriate. However, this should be a last resort.
- 2.7 To address the staff resource issue, the amendments to policy advocate the local community taking control of the consultation process, once officers have set a template for any required parking restrictions. The consultation should be led by a community group under the direction of local members using the consultation document in **Appendix C** as a template, which could be amended to suit local circumstances. Local Members would be expected to reflect on the consultation feedback before putting recommendations to the AJC for a statutory process. Similarly, after a statutory process, local Members would be expected to put recommendations on implementation to the AJC.
- 2.8 A key part of the consultation will be to ask residents to reflect on whether they want the parking bays in their street to be restricted to use by residents only, reflecting not only on the current parking situation but also on the outcome should they choose not to support residents only bays. Just like local members, residents will need to take ownership of the consequences should parking transfer result. This is particularly important as resources are unlikely to be readily available for revisiting areas to address parking transfer problems.

Funding

- 2.9 The AJC would be asked to set priorities when considering which area wide controls were taken forward. However, this would be dependent on the available funding which has normally come from the on-street account. To reduce the pressure on funding, residents would be required to cover the costs associated with the provision of residents' only bays through a registration fee. The fee would be paid along with the annual permit fee when the resident first applies for a residents' permit and would be set at the cost of an annual permit for a standard residents parking scheme (Monday-Friday, 9am-5pm) for simplicity and ease of collection.

Parking charges

Pay & display charges

- 2.10 The income from pay and display parking is the mainstay of the on-street parking account that contributes to various transport schemes such as Park & Ride

operations. The account is under considerable pressure as income has dropped, following the removal of various parking bays as part of traffic management schemes undertaken in the city centre, and expenditure continues to rise. There is a need to ensure, as much as possible, that income meets requirements and to this end it is felt appropriate that decisions on pay and display charges are made by Cabinet rather than by the AJC, which is not accountable for the on-street account. This would require a change to the AJC Terms of Reference. The AJC would be consulted on any changes to charges.

Residents and visitor parking permit charges

- 2.11 Currently, residents permit charges are set to cover operational costs although parking policy does allow AJCs to set higher levels to generate a surplus. Given the pressures on the on-street parking account and the likelihood of further reductions in parking bay numbers in Cambridge in the coming years, it is considered that additional income could be raised via increased residents' parking permits charges.
- 2.12 Currently a typical pay and display parking bay in central Cambridge has the potential to raise around £1000 per year in income. A considerable number of parking spaces in the central area are now set aside for use by residents only and the policy basis for this is still considered sound. However, the question is should the gap between the potential income that could be raised from these spaces and that which is currently raised from permit charges be closed through higher permit charges? Currently, permits cost around £1 per week which is very low even though there is no guarantee of a parking space being available.
- 2.13 Visitor permits are currently being reviewed and these need to be increased to comply with policy guidance whereby they are linked to typical bus fares. As with pay and display parking charges, to better reflect financial accountability, it is considered more appropriate for Cabinet rather than the AJC to set resident and visitor permit charges although the AJC could be consulted.
- 2.14 If as a result of increasing permit charges a surplus is developed, some of the surplus could be allocated as a discretionary budget for the AJC to tackle the backlog of minor traffic management requests, which has developed since the withdrawal of the earlier discretionary officer budget for this type of work.

New development within existing residents' parking schemes

Current policy

- 2.15 Current policy guidance states that any new development within an established residents' parking scheme area will not qualify for the provision of residents' parking permits. Similarly, any redevelopment of an existing property that leads to an increase in the number of dwellings will also not qualify. The AJC has questioned how this policy is interpreted in respect of the retention of existing permit rights.

Policy change

- 2.16 **Appendix B** sets out a modified policy which is designed to avoid any arbitrary allocation of permit rights to a dwelling following any redevelopment that increases the number of dwellings. It also seeks to clarify that if new development takes place

within the curtilage of a property in a way that does not alter the existing dwelling unit, that the permit rights enjoyed by the existing dwelling would be retained.

Application of policy changes

- 2.17 The parking problems experienced in Cambridge tend to be replicated in time in other areas of the county and for consistency and equity, it is recommended that any new policy adopted for Cambridge should also be applied cross other areas of the county.

3. SIGNIFICANT IMPLICATIONS

Resources & performance

Finance

- 3.1 The proposed changes whereby Cabinet sets parking charges will achieve greater accountability for the on-street parking account. Increased funding secured from residents' parking schemes would reduce pressure on the on-street account and reduce the risk of taxpayers having to underwrite the account.

Performance

- 3.2 The proposed approach to consultation will empower local communities and support the principle of local accountability, thereby educing pressure on officer time and improving public perception of the democratic process.

Best Practice

- 3.3 The policy review has and will continue to take into account recent guidance and best practice across the highways discipline which has been evaluated in the county context.

Key Risks

- 3.4 A failure to manage the on-street parking account and to response to local parking problems carries the key risks shown below:
- a) Damage to the reputation of the County Council
 - b) The risk of taxpayers having to fund any deficit in the on-street parking account.
- 3.5 In order to manage these issues it is recommended that the changes to highway policies set out in this report be adopted to ensure they are fit for purpose.

Statutory Duties/Requirements and Partnership working

- 3.6 There are no significant implications for any of the headings within this category.

Climate Change

Climate change

- 3.7 The review of parking policies and their subsequent implementation will result in reducing vehicle emissions, thereby improving air quality, through the effective management of parking.

Greenhouse gas emissions

- 3.8 Effective parking management will help manage travel demand and contribute towards the council's commitment to reducing greenhouse gases.

Environment

- 3.9 The changes to the policy will facilitate better local parking controls which will enhance the highway environment. It will also contribute towards reducing traffic generated air pollution.

Access and Inclusion

Transport

- 3.10 The proposed policy changes will contribute towards meeting the Council's network management duty by improving the management of the road network thereby reducing congestion and improving road safety.

Engagement and consultation

Engagement and consultation

- 3.11 The report advocates a more localised approach to consultation with the local community taking the lead and being at the heart of the decision making process.

Source documents

Cabinet Agenda & Minutes 20/10/09
Cambridge AJC Agenda & Minutes 25/01/10

Location

ET 1028
Castle Court
Shire Hall

EXTRACT FROM PDG NOTES

PDG 21st January 2010

Arising from the report, Members:

- suggested alternative methods to raising revenue through residents' parking, observing that there was a disparity between the cost of permits and the actual value to individuals. It was noted that on-street parking places cannot legally be allocated to individuals;
- one Member expressed opposition to the proposals on the following grounds: (i) motorists were being targeted at every opportunity, and this appeared to be an attempt to raise more revenue from motorists; (ii) it appeared democratically unfair to remove decision-making from the local level to Cabinet level. In response, Councillor McGuire pointed out that the proposals actually gave greater powers to Local Members and communities to resolve these parking issues, with Cabinet as a 'backstop' in the decision making process;
- it was noted that there was an appetite across the county for revisiting the role and need for AJCs;
- noted issues around classification of highways and parking, noting that whilst the County Council had 'highway rights' for the majority of roads, it did not always own the land.

PDG 17th March 2010

Commenting on the Cambridge AJC's views, one Member suggested that yellow lines to discourage commuters could have the adverse effect of promoting car ownership among Cambridge residents. Another Member observed that there were places where residents with just one car could not park near their home, e.g. the Cambridge station area, as available on-street parking was used by commuters and others using the railway station. It was suggested that limited parking restrictions, such as the one used in Scholars Avenue in Huntingdon could be used, whereby parking was prohibited for one hour during the day, to discourage commuter parking. It was further suggested that a 'Park and Ride' facility from the outskirts of the city to Cambridge station would help address this issue. It was noted that the proposed Chesterton station would have such a parkway facility.

One Member defended commuter parking, suggesting that residents in the city did not have as great a need for cars, but commuters by their nature needed to make their journeys to undertake their work or business.

CAMBRIDGE AJC MINUTES 15/01/10

[Additional officer comments shown in ***bold italic***]

40. CAMBRIDGE PARKING POLICIES

The Joint Committee was asked to comment on a proposed review of parking policy in Cambridge to address issues that had arisen from the application of area-wide parking controls. In addition, it was proposed to review current arrangements for setting parking related charges in Cambridge and, in response to a request from the Joint Committee at its last meeting, the current policy relating to the issuing of permits for new developments in areas where residents' parking schemes were operating. Members were advised that the committee's comments would be taken into account when putting forward recommendations to the County Council's Cabinet as part of its annual policy review in April. In discussion, Members:

- welcomed the proposed review of the area-wide parking controls policy, as it was felt that this had not worked well for addressing the needs of Cambridge localities

- welcomed the proposal that boundaries of residents' parking schemes should be determined by agreement with local members and the local community
- asked how the community groups proposed to lead consultation would be set up and funded
[Community groups would be established by local councillors and the community itself. Its work would not be funded by the council]
- suggested that, in addition to parking bays, the policy should include a range of other options for parking controls, such as, for example, yellow lines to control commuter parking
[Current policy requires that yellow line restrictions are only used to address safety or congestion issues and not to restrict commuter parking]
- highlighted the need for transparency and for all consultation results to be reported to the Joint Committee
- felt the proposed questionnaire template was too general would need to be adapted to the needs of consultation in particular areas
[Agree that the template should be adapted to suit local needs]
- felt that the proposed revised policy was not clear with regard to new developments in areas where residents' parking existed, and asked whether the new policy would apply retrospectively
[The proposed policy would not be retrospective]
- highlighted the importance for local members to work together to ensure that local consultations would take account of possible transfer impact on neighbouring areas

In response to the issues highlighted, the Head of Network Management explained that:

- although the new policy proposed to provide increased flexibility for creating residents' parking areas, no extra funding was currently available to address transfer consequences
- yellow lines were designed to address safety and/or congestion issues and were not appropriate for controlling commuter parking as they also affected residents. Furthermore, residents' parking would need to generate enough income to cover operational costs, which would not be possible from yellow lines
- the proposal to devolve local consultation work to local communities would help address the shortage of officer resources and would enable more work to be carried out in a shorter time

Members also expressed a strong view that the setting of on-street charges should remain within the terms of references of the Area Joint Committee, rather than reverting back to the County Council's Cabinet. The Head of Network Management thanked members for their comments, which would be reported to the County Council.

DRAFT REVISED ON-STREET PARKING POLICY

Changes shown thus: [~~Deletions~~] [Additions]

Policy 1: General application

On-street parking controls will be introduced where necessary to assist the flow of traffic, improve road safety, to manage demand or to meet strategic transport objectives.

Policy 2: Charges

Where designated parking spaces are provided, charges **may** be levied on motorised vehicle use. In areas where decriminalised parking enforcement operates, charges **shall** be levied for all designated parking spaces where demand is likely to generate a financial surplus to offset enforcement costs.

Any charges **must** be sufficient to cover administration, operation, review and enforcement costs and may generate a financial surplus for investment in parking or highway and environmental improvements.

The level of on-street charges will take account of the level of any off-street parking charges in the area. The relationship should normally encourage the use of off-street facilities in the wider interests of highway users. The level of on-street charges should also take into account the level of local bus service fares to encourage greater use of public transport.

Policy 3: Area basis

Within urban areas, on-street parking controls **shall** be introduced on an area basis taking in clearly defined blocks of streets to deter as far as reasonably practicable the migration of parking into surrounding streets. **[The boundaries of individual areas will be developed and agreed through consultation with local councillors. As part of this process local councillors will be encouraged to take into account the risks and consequences associated with the transfer of parking to neighbouring streets, understanding that should transfer take place, that there is no guarantee on the timescale for resource to be made available to address any problems associated with transfer. If it does not prove possible to reach an agreement on the extent of the area through consultation with local councillors, the matter will be referred to the Area Joint Committee for determination.]**

[An area based approach should not preclude the provision of parking restrictions to address localised obstruction or safety issues or the provision of parking controls on major routes to meet strategic transport objectives as advocated in Policy 1.]

Policy 4: Balance of provision

On-street parking controls **shall** secure a reasonable balance of all parking needs, for motorised and non-motorised vehicles, taking into account strategic transport objectives and the need to secure appropriate provision for local residents.

Policy 5: Residents' parking

Where reserved spaces are provided for residents, bona-fide residents **shall**, subject to any control on the number of permits available, be able to:

- (a) purchase permits allowing them to park in any reserved residents' space within their area; and
- (b) purchase visitors' permits which would provide access for visitors to any reserved residents' space within the area.

Where residents' permits are issued a charge **shall** be levied sufficient to cover administration, operation, review and enforcement costs and which may generate a financial surplus for investment in parking or highway and environmental improvements. The level of residents' permit charge will also take account of strategic parking and transport demand management objectives.

Where visitors' permits are issued a charge **shall** be levied to cover administration, operation, review and enforcement costs and which may generate a surplus for investment in parking or highway and environmental improvements. The level of visitor permit charge shall also take into account the level of local bus service fares to encourage greater use of public transport.

[The costs associated with the installation of residents' only parking bays (i.e. signing and road marking costs) should be recovered by a one-off charge to residents when they first purchase a residents' permit. For simplicity the level of a one-off charge it will be equivalent to the annual permit charge for a standard residents' permit scheme (Monday to Saturday, 9am-5pm).]

Policy 6: Disabled parking

On-street blue badge parking bays **may** be provided where blue badge holders do not have access to suitable off-road parking, subject to the following criteria:

- the blue badge holder is either the driver of a vehicle or the driver is resident at the same address as the blue badge holder
- a suitable location for the blue badge bay can be found that is acceptable to the police
- that the need is supported by the local Member(s) and the Town/Parish Council.

Policy 7: Business parking

Where businesses have no access to off-street parking and a vehicle is essential to the operation of the business they **shall** be able to purchase permits to allow parking in any designated parking spaces within their area. A limit on the number of permits issued may be set where considered appropriate.

Where business permits are issued a charge **shall** be levied to cover administration, operation, review and enforcement costs and which may generate a financial surplus for investment in parking or highway and environmental improvements. The level of business permit charge shall also take into account the level of charge for any on-street long stay parking provided in the district and shall be at least twice the level of any residents' permit charge in the area.

Policy 8: Car clubs

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

Where car club permits are issued a charge **shall** be levied sufficient to cover administration, operation, review and enforcement costs and which may generate a surplus for investment in parking or highway and environmental improvements.

However, during the initial year of operation of any car club scheme, permit charges **may** be waived to help establish commercial viability.

Policy 9: Heavy Commercial Vehicles

In urban areas, parking controls **may** be introduced to prohibit parking by heavy commercial vehicles (HCV) where it has not proved possible to manage HCV parking through the enforcement of HCV licensing conditions through the Traffic Commissioners.

DRAFT GUIDANCE AND INTERPRETATION

The following guidance is intended to help interpret the on-street parking policies to ensure a consistent and equitable approach to parking management across the whole county. It also sets out the roles of Area Joint Committees and how surplus income from on-street parking will be utilised.

Policy 1: General application

This policy provides for the provision of all types of parking control including waiting and loading restrictions, designated parking bays and clearway restrictions. The need for such controls should take into account:

- The requirements of the Traffic Management Act 2004 which requires Highway Authorities to expedite the efficient movement of traffic on its road network and to work with neighbouring Highway Authorities
- The responsibility of the Highway Authority to improve the safety of road users
- Local Transport Plan (LTP) objectives to encourage greater use of sustainable transport
- Long Term Transport Strategy (LTTs) objectives for managing transport demand, within the context of the growth agenda in the county, particularly within Cambridge and the Market Towns
- Environmental aspects of highway management, particularly air quality
- The need to achieve a reasonable balance of parking demands and to provide an appropriate level of parking for local residents.

Whilst the policy facilitates the introduction of parking controls, their provision will need to take account of financial and staff resources which will need to be prioritised. Where County Council financial resources are not available, third party funding of parking controls is permitted if the proposed measures are consistent with policy requirements.

Parking should only be restricted or prohibited where there is a safety or access problem to be addressed. Restrictions or prohibitions of parking i.e. yellow lines or clearways should not be used as a way of meeting other strategic objectives. These objectives should be met by managing rather than prohibiting or restricting parking. This could include controlling the duration of stay, designating parking areas for specific use or by applying parking charges.

Policy 2: Charges

Income from parking needs to be managed efficiently to ensure that all the associated costs are met. This needs to include all administration, operation, review and enforcement costs and parking charges will need to be reviewed regularly to ensure they reflect any increased costs.

A key principle is that all parking charges may generate a surplus but the use of any surplus shall be restricted to investment in parking, public transport, highway or environmental improvements.

The cost of on and off-street parking needs to take account of the level of local bus service fares, as far as is practicable, to encourage greater use of public transport. However, it is recognised that the setting of public transport fares is not within the direct control of the County Council and consequently achieving a suitable relationship between the costs of parking and public transport may not always be possible.

The cost of on-street parking should normally be set higher than for any off-street parking in the area to make the use of off-street parking more financially attractive than on-street parking in the general interests of road safety and access.

Motorcycles are currently exempt from pay and display and residents' permit charges because of the difficulties of displaying a parking ticket or permit on the vehicle for enforcement purposes. However, following the introduction of any 'virtual' parking system whereby enforcement would be undertaken by way of the vehicle registration plate, charges may be levied on motorcycle parking.

Policy 3: Area basis

In urban areas parking controls should be developed on an area basis. This is particularly important in Cambridge and the Market Towns where there is a greater potential for parking problems to be transferred into neighbouring streets. Parking control areas should consist of a clearly defined block of streets avoiding, wherever possible, dividing individual streets, generally bounded by main roads or local distributor roads. In exceptional circumstances, isolated cul-de-sacs that lead directly off main roads or local distributor roads may be considered as an area.

Parking control areas will be developed for Cambridge and the Market Towns through consultation with local councillors to identify suitable sized zones for area wide controls.

It is recognised that gaining consensus on area wide parking controls is never easy as needs may vary from one street to the next within areas. Area wide parking proposals are required to be the subject of a statutory consultation process with any objections being determined by councillors which gives an opportunity for all views to be taken into account.

Avoiding the need for consensus within an area by reducing the area of control is not considered an effective or efficient way of managing parking as experience has shown that the problem of transfer will result in any streets excluded in an area being adversely affected leading to an inevitable need to revisit and extend the original controls which is costly in resource and financial terms.

Whilst reaching a consensus on an area basis is always desirable, the ultimate decision on the implementation of area wide controls must rest with local councillors. It may not always be possible to achieve majority support in every street within areas, **[particularly for residents' only parking bays]**, but it is not reasonable to delay measures to address parking problems in some streets within the area where there is support for parking controls because of the lack of support in other streets in the area where the parking problems may not be as severe at that time.

[In any streets within an area where it is not possible to establish a consensus on the implementation of residents' only parking bays, designated but uncontrolled parking bays should be provided as an alternative. Residents parking permits would only be issued to residents of those streets with residents' only parking bays. The designated but uncontrolled parking bays can be converted to residents only parking bays at a later date as demand arises or circumstances require. This approach will facilitate efficient and cost effective delivery of parking controls but with sufficient flexibility to respond effectively to the demand for residents' only parking bays over time.]

The risks and consequences associated with parking transfer to neighbouring streets, particularly when residents' only parking bays are proposed, should be made clear to all residents in the area when consulting on area wide proposals. This will enable residents to take a balanced view on whether or not they wish to support the provision of residents' only parking bays in their streets and the consequences of their decision.]

Policy 4: Balance of provision

Key to the success of area wide parking controls is achieving a reasonable balance of often conflicting needs. In formulating parking control proposals the following needs should be taken into account:

Residents: whilst reasonable provision needs to be made for residents' needs this should not be at the exclusion of other needs.

Cycle parking: the provision of cycle parking should form part of all parking proposals but for cycle parking to be used it needs to be reasonable close to the destination and to provide a reasonable level of security.

Blue badge holders: with an aging population more careful consideration needs to be given to the number and location of bays provided within an area. Bays need to be sited close to key destinations.

Car clubs: the level of parking provision for residents can be reduced by the provision of parking bays for car clubs. Once established as viable schemes, car club operators should be expected to contribute towards administration, operation, review and enforcement costs.

Taxi ranks: may be required in central urban areas or where there is likely to be significant demand such as near railway or bus stations.

Bus stops: adequate provision should be made to accommodate any scheduled services stopping within the area. In urban area and suburban areas, all bus stops should be subject to a daytime bus stop clearway restriction.

Motorcycle parking: demand can generally be met by on-street parking bays where motorcycles are currently exempt from any charges. In areas of high demand such as in city and town centres, consideration should be given to designated bays solely for motorcycle parking.

Loading bays: adequate opportunities for loading and unloading should be provided to ensure the viability of shops and businesses. This is particularly important for local community shops that generally have no off-street loading provision and which rely on a degree of passing trade for commercial viability.

Short stay: some level of parking should be provided to facilitate access to the area for short stay visits. In residential streets where residents' parking bays are provided the need is likely to be limited. The provision of short stay bays can help ensure that some provision is available for visiting tradesmen.

Long stay: generally the provision of long stay parking, most probably for commuters is likely to be the lowest priority in most areas where parking controls are applied. In residential areas where there is limited demand for on-street parking by residents, there may be more opportunity to provide for longer stay parking.

Needs and demands will vary from area to area and it may not always prove possible to provide for all needs. To account for this, priorities will need to be set, within the local context. The use of dual purpose parking bays can increase overall parking capacity e.g. a parking bay might be used for a designated user during the working day but be available for general parking during the evening / night time.

Policy 5: Residents' parking

The level of development in the county is anticipated to increase parking pressures in urban areas and it is expected that there will be an increasing need for residents' parking schemes. 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.

The residents' permit charge structure may allow discounts for low emission vehicles or those with smaller engine capacity to help meet environmental objectives. It may also allow discounts in areas where the permit number to parking space ratio results in a lower level of service for residents. Any discounts shall be determined in the context of strategic transport and demand management objectives.

~~[Any new development within an established residents' parking scheme area will not qualify for the provision of residents' parking permits. Similarly, any redevelopment of an existing property that leads to an increase in the number of dwellings will also not qualify.]~~

[Within existing residents' permit scheme areas, any new development within an established residents' parking scheme will not qualify for the provision of residents' parking permits. The redevelopment of an existing dwelling or dwellings that results in an increase in the number of dwellings will preclude the issuing of permits to any of the dwellings, including the existing dwelling or dwellings.]

Where development takes place within the cartilage a property that does not involve any material change to the existing dwelling or dwellings 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.]

Policy 6: Disabled parking

The application form for a blue badge parking bay is available on the following link:
http://www.cambridgeshire.gov.uk/transport/around/parking/blue_badge_parking.htm

Subject to the determination of any objections through the normal statutory traffic order process, blue badge parking bays will be provided. However, the use of these bays cannot be restricted to an individual blue badge holder and must be available for use by any blue badge holder.

To provide greater opportunities for blue badge holders to access disabled parking places, in areas of high demand, limits on the duration of stay may be introduced to achieve greater turnover of use. Where demand is high, typically in central urban locations or close to key destinations, access to disabled parking bays may be restricted to blue badge holders with severe disabilities that preclude or prevent access by public transport alternatives.

Policy 7: Business parking

Where businesses can show that they have a genuine need for operational parking they may apply for a permit to use designated parking bays within the area. Operational need does not include parking for staff but might include, for example, parking for a vehicle used periodically to deliver goods to customers. The need for the permit would be reviewed on a regular basis. New business premises developed within an existing parking control area would not be eligible to apply for a business permit.

The number of business permits issued will need to take account of the overall demand for parking in an area and may be limited if considered appropriate.

Policy 8: Car clubs

The establishment of car clubs has the potential to reduce residents parking levels thereby freeing up kerbside space for other parking needs. Within existing and new residential areas the use of car clubs should be encouraged and where off-street parking cannot be provided, designated on-street parking bays for car club vehicles may be provided to facilitate schemes.

Where car clubs become well established, consideration should be given to reducing the amount of residents' parking over time to encourage a continued shift towards the use of car clubs.

Policy 9: Heavy Commercial Vehicles

The general lack of parking facilities for heavy commercial vehicles (HCVs) in the County can lead to parking in residential areas. HCV parking controls should, wherever practical and possible, avoid simply relocating HCV parking to other neighbouring residential areas. This may involve the use of area wide HCV parking controls.

The Use of Surpluses

Any on-street surplus will be invested by the County Council in parking, public transport, highway or environmental improvements within the district in which the surplus was generated in accordance with County Council priorities.

In the event that decriminalised parking enforcement is introduced across the whole of the county, any operational surpluses in any district would be used collectively to meet the cost of the countywide operation. Any remaining surpluses would then be redistributed back to each district for investment by the County Council in parking, public transport, highway or environmental improvements in accordance with County Council priorities.

The Role of Area Joint Committees

The setting and reviewing of on-street parking charges will be undertaken through **[Cabinet with]** Area Joint Committees **[being consulted]**, taking into account County Council policies and transport strategies. This **[should ensure that]** ~~[will enable]~~ the policy relationship between on and off-street charges are **[maintained]** ~~[managed locally]~~. When setting on-street charges, **[Cabinet]** ~~[Area Joint Committees]~~ shall take note of strategic transport objectives and to ensure that all administration, operation, review and enforcement costs are met.

Area Joint Committees may be asked to comment on the priorities for the investment of any on-street parking surpluses.

New developments

Within new developments, developers may wish to provide on-street parking. Within urban areas where new roads that are being offered up for adoption as public highway, there will be an expectation that parking will only be permitted on-street in properly designed parking areas. The assumption will be that any other parking on-street will not be permitted and the

County Council will introduce appropriate parking controls. Developers will be required to fund the traffic regulation order process to introduce suitable parking controls. This will avoid the need for public funds to be spent on resolving parking issues arising within development areas.

**AREA WIDE PARKING CONTROLS
RESIDENTS' PARKING SCHEMES
CONSULTATION PROTOCOL**

Draft Parking Plan

Once agreement has been reached with local councillors on the boundary of an area wide parking control scheme, officers will prepare a draft parking plan showing the extent of parking restrictions and the provision of designated parking bays in the area. The draft plan will include, where required, sufficient designated but uncontrolled parking bays to cater for residents parking needs as well as designated bays for other users such as disabled blue badge holders, cyclists, bus stops, pay and display parking, loading bays etc., so as to achieve a reasonable balance.

Local consultation

Local councillors will be asked to establish a community group to undertake a consultation involving every property in the area, based on the draft parking plan. The purpose of the consultation will be to invite local residents' views on:

- the layout of the parking plan including its various elements; and
- the appetite for any designated but uncontrolled parking bays in their street to be designated as residents' only parking bays.

The consultation will be based on a template questionnaire (See **Appendix 1**).

Local residents will then be expected to analyse the response to consultation involving their local Members. Local Members will then be asked to report the findings of the consultation to the Area Joint Committee when it determines the final parking plan for formal advertisement. Local councillors will be asked to put forward a recommendation to the AJC for the provision of residents' only parking bays.

Formal advertisement

Officers will then undertake formal advertisement of the recommended parking plan. Local residents will be asked to circulate copies of the statutory notice to all residents in the area. Officers will undertake the formal consultation process required by statutory processes.

Any objections to the formal advertisement will then be determined by the AJC when local Members will be asked advise the AJC on their determination.

AREA WIDE PARKING CONTROLS TEMPLATE LEAFLET

Background

The County Council is proposing parking controls in the area as shown on the plan overleaf and your views on the parking proposals are being sought. The parking plan shows various types on-street parking controls that are intended to:

- manage and balance conflicting parking needs
- provide safe access and egress to/from the area

One issue, in particular, upon which your view is sought is whether you would want the uncontrolled parking bays in your street designated solely for the use of residents and their visitors.

When expressing a view on whether residents' only parking bays should be provided you are asked to bear in mind not only the current parking situation but also the fact that if residents only parking bays are introduced in other streets this may result in some parking being transferred to your street, potentially making it more difficult for you to park.

If you want to see residents' only parking bays in your street you need to be aware that you would have to pay an annual charge for each and every permit issued to you and a one-of charge to cover the cost of funding the residents only parking bays when the scheme is installed.

The annual cost of a residents' parking permit is currently £??, whilst visitors permits currently cost £1 and can be used for up to 5 visits (these charges are reviewed annually). The level of one-of charge is equivalent to the annual permit cost in a standard residents' parking scheme (9am-5pm, Monday to Saturday), currently £??.

Further details on the residents' parking scheme are available on this link:

INSERT LINK

Consultation

A local community group has been established by your local councillors to undertake a local consultation to gauge your views. This consultation leaflet has been prepared and circulated by the community group which will then analyse the feedback with your local councillors before decisions are taken on firm proposals for formal advertisement.

Please take the opportunity to complete this questionnaire and return it, by not later than, to:

INSERT RETURN ADDRESS

Next Steps

The results from this consultation will be reported by your local councillors to the Cambridge Environment and Traffic Management Area Joint Committee, which is comprised of equal numbers of County and City councillors. The AJC will be asked to determine firm proposals for

formal advertisement and your local community group will be then be tasked with providing you with details to give you a further opportunity to offer support for the scheme or to formally object.

Any objections will be determined by the AJC before it takes a final decision on the parking plan and your local councillors will be invited to make a recommendation on the scheme as part of this process.

Questionnaire template

Road/Street Name:

What is your view on?:	Strongly oppose	Oppose	No view	Support	Strongly support
The extent of the yellow line restrictions					
The amount of designated parking space					
Designating the uncontrolled parking bays in your street for residents use only					
What days of operation would be required for any residents parking bays	Mon-Fri	Mon-Sat	Mon-Fri		
What hours of operation would be required for any residents parking bays	9am-5pm	9am-8pm			

Have you any particular comments on the draft parking plan:

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Annual permit charges:

Monday-Friday	9am-5pm	£
	9am-8pm	£
Monday-Saturday	9am-5pm	£
	9am-8pm	£
Monday-Saturday	9am-5pm	£
	9am-8pm	£