

Resident Parking Scheme

To: Highway & Transport Committee

Meeting Date: 12th July 2022

From: Steve Cox - Executive Director, Place and Economy.

Electoral division(s): All Cambridge divisions

Key decision: Yes

Forward Plan ref: 2022/060

Outcome: To agree the Cambridge Resident Parking Scheme Delivery Plan 2022 and agree in principle, to moving forward with the proposed changes to permit limits and costs.

Recommendation: The Committee is asked to:

- a) Note the content of the Greater Cambridge Partnership (GCP) Resident Parking Scheme update;
- b) Approve the Cambridge Resident Parking Scheme Delivery Plan 2022; and
- c) Agree in principle, to the proposed short-term changes and delegate the approval of the resident permit pricing mechanism and permit limits to the Executive Director of Place and Economy, in consultation with the Chair and Vice Chair of the Highways and Transport Committee

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1. Background

- 1.1 Parking plays a dynamic role in the delivery of the Council's Transport Strategy. It can be used to support the delivery of Council's objectives as well as wider Council policies to reducing congestion, encouraging more sustainable modes of transport and improving air quality. The management of parking, including the introduction of Resident Parking Schemes (RPSs), plays a part in enabling communities and individuals to live better lives by accessing more opportunities and live in a better environment.
- 1.2 From 2017 to 2020, with investment from the Greater Cambridge Partnership (GCP), 8 new Resident Parking Schemes (RPSs) were installed. In 2020 the introduction of further schemes across the city were paused as it was agreed that RPSs should not be delivered in isolation but as part of a wider programme of measures which supported sustainable travel choices, tackling increasing congestion and address the evolving parking demands across the Cambridge city. In 2021 the delivery of new RPSs was restarted and it was agreed that GCP should take forward delivering RPSs as part of the City Access project.
- 1.3 This paper looks at the GCP RPSs delivery programme, it proposes enhancements to the current Resident Parking Scheme Policy and reviews the current resident and visitor permit price structure.
- 1.4 Whilst permit fees cannot be used to generate revenue, they can be used to influence parking behaviour in-line with the Cambridge and Peterborough Combined Authority overarching Local Transport and Connectivity Plan.
- 1.5 This report is in 3 parts:
 1. An update on the GCP Resident Parking Scheme Programme and delivery plan.
 2. The proposed Cambridge City Resident Parking Scheme Delivery Plan 2022, which supports the future delivery of GCP funded RPSs.
 3. Review of the resident and visitor permit structure which looks to ease parking demand across the city through limiting permit availability and permit pricing.

2. Main Issues

Resident Parking Scheme Programme

- 2.1 The 'Parking Issue' engagement was undertaken by GCP earlier this year. It sought feedback on the location and nature of on-street parking issues affecting roads within Cambridge City. This feedback has helped the GCP to prioritise additional parking controls including resident parking in Cambridge. The GCP delivery plan identifies six initial priority schemes and outlines the work required to support further tranches of schemes, 26 schemes in total.
- 2.2 For the six initial priority schemes, engagement with councillors and residents should commence immediately, with scheme design plans being developed and consulted upon. The six initial priority schemes are (see [Appendix 1](#) for scheme boundaries):

- Romsey West
- Elizabeth
- Wilberforce
- Hurst Park
- Romsey East
- York

In delivering these schemes, the GCP will consider boundaries including whether some schemes could be combined into larger schemes. It is expected that the delivery of the wider residents parking scheme programme will continue to be developed and delivered over coming years, with a second tranche to be agreed by the GCP Executive Board next year.

- 2.3 This work sits alongside the development of the integrated Parking Strategy, a strategy which aims to ease congestion and prioritise greener and active travel, making it easier for people to travel by bus, rail, cycle or on foot. Officers and other partners such as the City Council, have been working with the GCP on the development this strategy.
- 2.4 The vision raises several key points which are pertinent to the delivery of future on-street parking controls, including residents' parking schemes. These include:
- Expanding parking controls (e.g. residents' parking) across the city, to ensure a consistent approach to parking management, align with wider transport schemes and support the uptake of sustainable modes of transport;
 - Ensuring that further parking controls continue to meet residents' needs whilst also better reflecting the needs of a wider range of users, including those walking, cycling and using public transport, and non-residents such as those accessing local services, as well as the aspirations of the GCP, County council and partners to promote sustainable modes of transport. In future, this could include taking an 'area parking plan' approach to balance different parking needs;
 - Rebalancing streets to reflect wider range of uses, create more liveable neighbourhoods and build sustainable transport capacity: for example, adding car club bays, EV charging points, cycle hangers, cargo bike parking / hire schemes, pocket parks and parklets.

The Cambridge City Resident Parking Scheme Delivery Plan 2022

- 2.5 The Cambridge City Resident Parking Scheme Delivery Plan 2022 ([appendix 2](#)) has been developed in partnership with the GCP and creates a framework for the expansion of current RPSs. It complements existing policies and supports both the Council's and the GCP overarching objectives to ease traffic flow by reducing the reliance on private car ownership and promotes walking, cycling, public transport or using other more sustainable modes of transport such as car clubs.
- 2.6 This Plan proposes streamlining the policy surrounding the introduction of new RPSs and when reviewing existing schemes. It removes the need for a Councillor led informal consultation and removes the need for 50% of those that respond to the formal consultation to support a scheme. Instead, it proposes that all comments raised at the formal consultation stage, are considered by a board of senior officers and elected members ensuring that the schemes that are progressed balance the needs of all users including residents. The statutory element of this process remains unchanged. The statutory consultation will consider

comments raised from residents and other groups that have a vested interest in any proposed changes to existing schemes.

- 2.7 Where informal consultation has already taken place, for example in the Elizabeth, Hurst Park, delivery of new residents' parking schemes will build on the results of this engagement while following the new policy from now on.

Resident Permit Structure Review

- 2.8 Due to the ongoing development across the city and a recent change in work and travel patterns as a result of Covid19, there is an acknowledgment that a different approach to the way that resident parking schemes operate may be necessary. This view was supported by this Committee on 9th March 2021 when it was agreed officers should investigate and formulate a package of measures which not only safeguards the integrity of schemes but also support the council approach to the climate emergency.
- 2.9 Officers have been working with the GCP on the development of the GCP Integrated Parking Strategy which will provide an opportunity to reflect on the long-term future role of RPS as part of a wider plan to better manage parking in the city. In the short to medium term, the below package of measures has been proposed to ease the increasing demand on parking within schemes.

The Way Forward

- 2.10 This uses permit limits and permit pricing as mechanisms to ease the current parking demand and seeks to create a more uniform approach. It aims to incentivise a shift to more sustainable modes of transport and encourage residents to consider their travel arrangements and car ownership needs. It takes a joined-up approach to traffic and parking management and supports both the County Council and the GCPs objectives to tackling congestion, air pollution and carbon emissions.

2.10.1 Short term measures

- Resident Permits remain limited to 3 per household, per annum across the majority of schemes. For those schemes currently limited to 2, the resident permits limit will be increased to 3 per household, per annum.
- Incremental resident permit pricing which would see the cost of a second permit being significantly more than that of the first and the cost of a third permit, significantly more than that of the second. A dispensation process will need to be considered and determined.
- Visitor Permits to be limited to 40 per household (each permit allows 5 visits), per annum across all schemes. The limit is currently 20 permits, per applicant per annum. This change will bring permit eligibility in-line with resident permit eligibility criteria and equality across households as all properties, regardless of the number of inhabitants, would be eligible for the same number of permits. 4,439 households hold 1-20 visitor permits, 104 21-40 permits and 3 households have 40+ visitor permit. These 3 households hold 148 permits in total.

- Two visitor permit price brackets, one price for the first 20 permits purchased and a higher price for the second set of 20 permits.
- Streamlining the permit price structure by standardising charging bands to 2 bands a 'standard charge' and 'light touch charge' for scheme that are only operational for part of a day. Currently the cost of Resident permit is determined by a scheme operational hour.

2.10.2 Further work is required to determine permit prices as the provision of this service needs to remain cost neutral to the County Council. This process will also need to take account of the unprecedented cost of living increase, the increased cost of providing this service and any costs associated to the changes proposed.

2.10.3 It is proposed that the approval of the (to be determined) resident and visitor permit prices be delegated to the Executive Director of Place and Economy, in consultation with the Chair and Vice Chair of the Highways and Transport Committee. The aim would be to start to implement the charges from April 2023.

2.10.4 Medium term measures

- Investigate the introduction of a permit surcharge for high emission vehicles.
- As there has been some interest in an annual, city-wide tradesperson permit, Officers will investigate the feasibility, practicality, and costs of providing such a permit. Consideration will need to be given to how this type of permit would be managed, its enforceability and the impact this type of open permit would have on individual streets and neighbourhoods.
- Review resident permit property eligibility. Officers, in consultation with the Council's Planning and Highway Development teams, will consider options surrounding the property eligibility of new and redeveloped properties. Consideration will need to be given to how any change to the current policy would impact parking demand particularly in the more central areas.

2.10.5 It is proposed that the results of the medium-term measures reviews and investigation be considered by the Executive Director of Place and Economy, in consultation with the Chair and Vice Chair of the Highways and Transport Committee.

2.11 All the proposed changes will require a change to the Resident Parking Policy and the Traffic Regulation Order and will have associated costs. For example, IT upgrades. These costs will need to be considered when determining permit prices.

2.12 Information

- [Appendix 3](#) - shows the on-street parking capacity within each scheme, the number of resident and visitor permit that are in circulation as of the March 2022 and the current cost and limits on permits.

- [Appendix 4](#) - shows a snapshot of the approach taken by other authorities. It should however be noted, each authority's approach is unique and tailored to that individual area's needs.

3. Alignment with corporate priorities

3.1 Environment and Sustainability

The main objectives of RPSs are to prioritise parking for residents and discourage non-resident travel into Cambridge, with the aim of reducing congestion, improving air quality and supporting sustainable parking options for all those that live in, visit and work in Cambridge.

3.2 Health and Care

RPSs offer a range of permit types which support residents, including free Medical Visitors' Permits for those that need care in their own homes, dispensations for health worker professionals providing care and Tradespersons' Permits.

3.3 Place and Communities

A RPS should reduce the conflicting demands for on-street parking by removing free, unlimited non-resident parking, the aim is to reduce through traffic and as such, reduce air pollution.

3.4 Children and Young People

There are no significant implications within this category.

3.5 Transport

The introduction of RPSs seeks to reduce congestion and pollution, improve air quality and contribute to net-zero by encouraging people to shift towards healthier, more sustainable options.

4. Significant Implications

4.1 Resource Implications

The operational costs of RPSs should as a whole be self-funding, therefore the permit fee must cover all associated costs. If there is a surplus or a deficit in funding, this will be taken into account when the permit fees annual review is undertaken. The ongoing RPS costs are covered by permit fees and fees are set at a rate which should ensure that RPSs as a whole are cost neutral to the Council.

The implementation costs of the schemes identified by GCP will be funded by the GCP including any changes to the TROs. These schemes will also be delivered by the GCP.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

4.3 Statutory, Legal and Risk Implications

The introduction of a RPS 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 and ongoing charges will have a negative impact on budgets

These can be mitigated by:

- Balancing the needs of residents, local business and the local community to keep traffic moving, improve pedestrian safety and reduce the risk of accidents on the road network
- Applying suitable pricing structures, where appropriate, to ensure that all operational costs are covered
- Offering alternative, sustainable modes of transport

The Council also has a general obligation under s122 of Road Traffic Regulation Act (RTA) 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”.

4.4 Equality and Diversity Implications

An Equality Impact Assessment of Resident permit limits and fee structure is attached in [appendix 5](#).

The equality impacts related to the change in Resident Parking Policy is being assessed along with the Integrated Parking Strategy, and an equality impact assessment will be brought to this Committee in due course.

4.5 Engagement and Communications Implications

In the event of permit limits or the permit fee structure changes, officers will contact those residents effected and give notice of any pending change.

Residents and others with a vested interest in scheme will be consulted at both the formal and statutory stages.

4.6 Localism and Local Member Involvement

There are no significant implications within this category.

4.7 Public Health Implications

There are no significant implications within this category.

4.8 Environment and Climate Change Implications on Priority Areas:

- 4.8.1 Implication 1: Energy efficient, low carbon buildings.
Neutral Status:
Explanation: There are no significant implications within this category.
- 4.8.2 Implication 2: Low carbon transport.
Neutral Status:
Explanation: There are no significant implications within this category.
- 4.8.3 Implication 3: Green spaces, peatland, afforestation, habitats and land management.
Neutral Status:
Explanation: There are no significant implications within this category.
- 4.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.
Neutral Status:
Explanation: There are no significant implications within this category
- 4.8.5 Implication 5: Water use, availability and management:
Neutral Status:
Explanation: There are no significant implications within this category
- 4.8.6 Implication 6: Air Pollution.
Positive Status:
Explanation: The introduction of RPSs seeks to reduce congestion and pollution, improve air quality and contribute to net-zero by encouraging people to shift towards healthier, more sustainable options.
- 4.8.7 Implication 7: Resilience of our services and infrastructure and supporting vulnerable people to cope with climate change.
Neutral Status:
Explanation: There are no significant implications within this category

Have the resource implications been cleared by Finance? **Yes**

Name of Financial Officer: Sarah Heywood

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement? **Yes**

Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law? Yes or No

Name of Legal Officer: Fiona McMillan

Have the equality and diversity implications been cleared by your Service Contact?

Yes

Name of Officer: Elsa Evans

Have any engagement and communication implications been cleared by Communications?
Yes or No

Name of Officer: Sarah Silk

Have any localism and Local Member involvement issues been cleared by your Service Contact? **Yes**

Name of Officer: David Allatt

Have any Public Health implications been cleared by Public Health? **Yes**

Name of Officer: Iain Green

If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer? **Yes**

Name of Officer: Emily Bolton

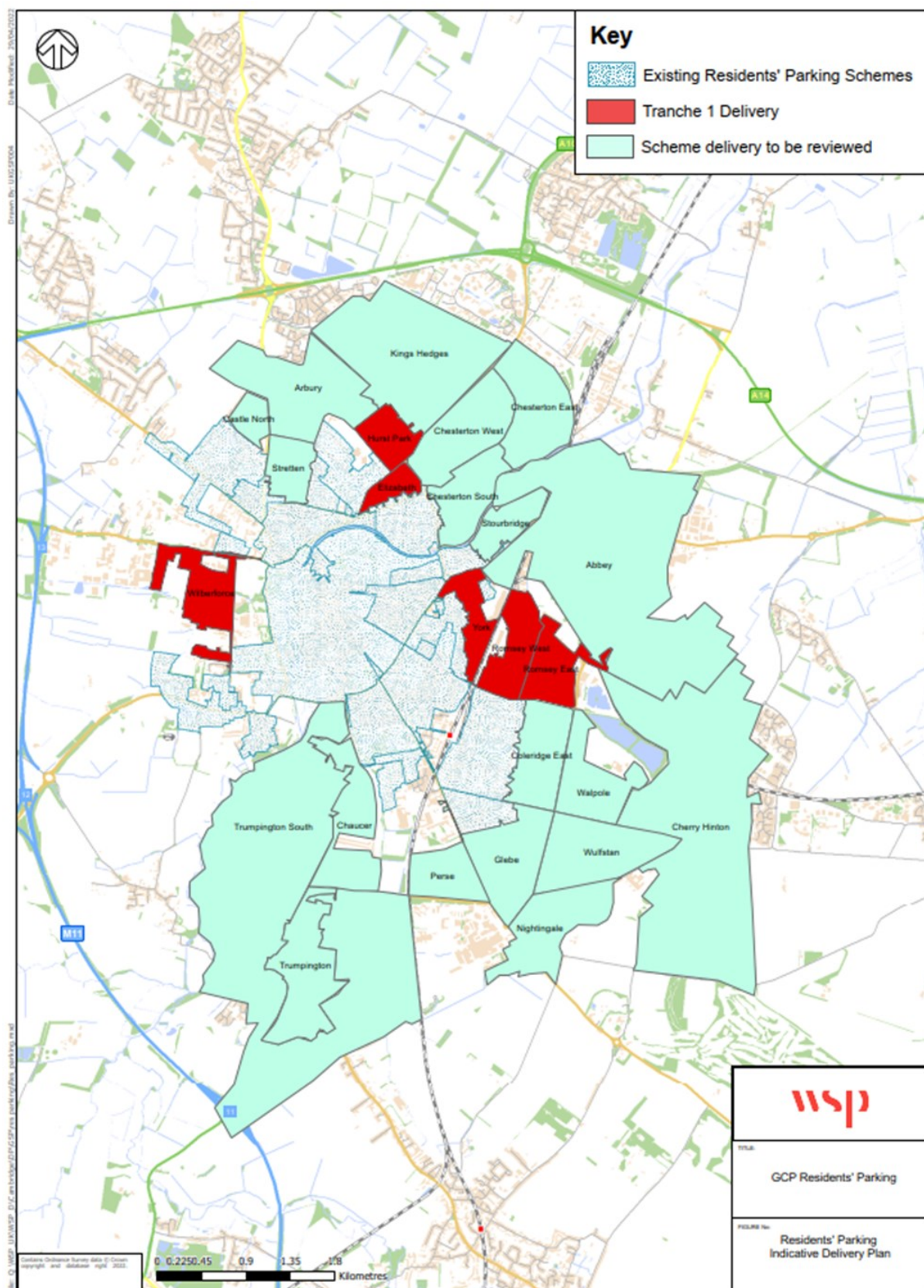
5. Source documents guidance

5.1 Source documents

[Resident Parking Scheme Policy - Cambridgeshire County Council](#)

https://cambridgeshire.cmis.uk.com/ccc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1852/Committee/26/SelectedTab/Documents/Default.aspx

Appendix 1: Map of prioritised schemes



Cambridge City Resident Parking Scheme Delivery Plan 2022

1. Introduction

Parking plays a dynamic role in the delivery of the Council's Transport Strategy. It can be used to support the delivery of Council's objectives as well as wider Council policies by reducing congestion, making our roads safer, encouraging walking, and cycling and improving air quality.

The Council has agreed investment from the Greater Cambridge Partnership (GCP), for identified projects such as the accelerated roll-out of parking controls such as Resident Parking Schemes (RPSs).

This document has been developed in partnership with the GCP and creates a framework for the expansion of current RPSs and the review, where required, of existing schemes. It complements existing policies and supports both the Council's and the GCP overarching objectives to ease traffic flow by reducing the reliance on private car ownership, especially for short journeys which can easily be undertaken (by most people) by walking, cycling, public transport or other more sustainable modes transport, such as car clubs.

The feedback received from the 'Parking Issues' engagement has helped the GCP to mould the attached RPS Delivery Plan (appendix A). This plan has been split up into existing residents' parking scheme areas, priority delivery areas, and areas for which further review is required.

The introduction of new RPSs should be considered not in isolation, but as part of a wider programme which encourages more sustainable travel choice and tackles congestion.

2. Objectives

Parking matters to a wide range of stakeholders. Residents need safe and fair access to their homes, business require loading provision, emergency services need quick access, buses need clear unobstructed routes and pedestrians need safe, unobstructed footways.

A balance therefore needs to be struck to ensure a modal shift which:

- Reduces traffic flow and congestion both in and across Cambridge City
- Encourages a move away from private car ownership
- Improves air quality and reduces carbon emissions
- Supports economic regeneration
- Promotes the use of public and more sustainable modes of transport including walking and cycling

Management of parking, including its change of use, plays a part in enabling communities and individuals to live better lives by accessing more opportunities and live in a better environment.

This document supports the introduction of the schemes proposed by the GCP and where required, the review of existing schemes. It streamlines the policy surrounding the introduction of new RPSs

and where required, the review of existing schemes to support the Councils and the GCP wider integrated traffic and parking management objectives.

It also supports and acknowledges the national shift for the removal of footway parking, which restricts access especially for those using a wheelchair or buggies/pushchairs and contributes towards an unsafe and unpleasant walking environment.

Schemes that are not progressed as part of this delivery plan or any newly proposed schemes which fall outside of the parameters of this delivery plan, can still be considered in-line with the Resident Parking Scheme Policy. It should be noted that the installation of these schemes would not be funded by the GCP, associated cost would need to be met by residents.

3. Implementation Programme

The implementation programme includes several steps. These include:

Formal Consultation

- Undertake a feasibility study and define/refine a parking plan for the area.
- A consultation with residents and other groups with a vested interest in the proposed scheme.
- All comments raised to be considered by a board of senior officers and elected members consisting of the Council's Assistant Director of Transport Strategy and Network Management in consultation with the Chair and Vice Chair of the Highways Transport Committee (H&T) and the GCP Transport Director.
- Scheme approved for statutory consultation by Assistant Director of Transport Strategy and Network Management and the GCP Transport Director.

Statutory Consultation

- Traffic Regulation Orders (TROs) formally advertised
- Undertake statutory consultation.
- Any objections raised to be determined by the Highways and Transport (H&T) Committee

Installation

- Installation scheduled.

4. Responsibilities

The responsibility for delivering new RPSs will be joint and will require good communication and collaborative working. The GCP and County responsibilities are detailed below.

Formal Consultation

The GCP will be responsible for:

- Undertaking feasibility studies
- Drafting each scheme parking plan, in consultation with the Traffic Management Team and the relevant Local County Council Member (s)
- Undertaking the formal consultation
- Providing supporting exhibitions (drop-ins)
- In consultation with the Traffic Management Team and the relevant Local County Council Member(s), agree any proposed changes to the parking plan

Statutory Consultation

The Council will be responsible for:

- Preparing/advertising the TRO
- Undertaking statutory consultation, including residents, businesses and other interested parties
- Recording and summarising feedback
- In consultation with the GCP Transport Director, preparing and presenting a paper to the H&T committee.
- Considering the comments and objections raised and either approve or reject the proposed Traffic Regulation Order

Installation

The GCP will be responsible for:

- Commissioning the works required.
- Overseeing the installation.
- Contacting residents regarding the installation programme.
- Removing any vehicles preventing installation.
- Keeping the Traffic Management Team I updated on the installation programme and any changes to that programme.
- In consultation with the Traffic Management Team Council, contacting residents in relation to applying for permits
- Providing an address data base to the County in the agreed format.

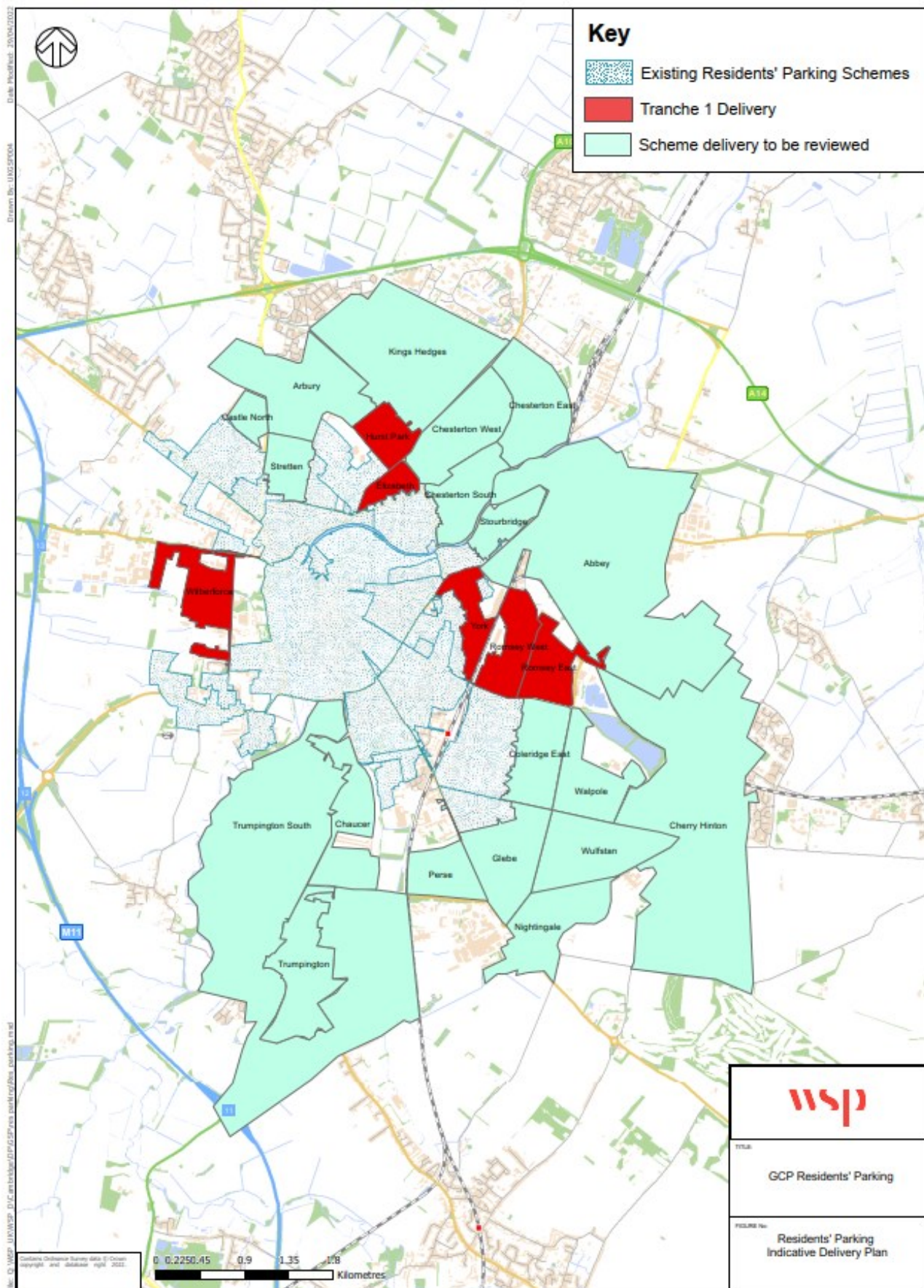
The Council will be responsible for:

- Updating the back-office IT systems.
- Issuing permits.
- Enforcement (Warning Notices will be issued for the first 2 weeks to allow time for resident & non-residents to adjust to the new restrictions)
- Keeping the County Council's website updated in relation to the consultation & installation programme.
- Update the Resident Parking website pages
- Activating Pay and Display equipment
- Signing/sealing the TRO and other statutory requirements

The GCP will cover all associated implementation costs including TRO, IT updating grades and installation costs. The Traffic Management Team will provide regular updates to the GCP on progress against milestones, cost projections and spend. This excludes on-going scheme operational costs which will be cover by permit fees and residents will have to purchase permits.

If a proposed scheme fails at either the formal or statutory stage, the GCP will need to consider whether to amend the parking plan and re-consult or not take the scheme forward.

Appendix A - Map of prioritised schemes



Appendix 3 - Parking capacity and the number in circulation (March 2022)

Scheme	No. of spaces	Valid Residents' Permits	Valid Visitors' Permits	Scheme	No. of spaces	Valid Residents' Permits	Valid Visitors' Permits
Accordia	227	155	750	Newtown	182	188	1401
Ascham	154	89	193	Park	54	48	599
Benson	235	159	664	Petersfield	369	356	1757
Benson North	710	440	828	Regent	8	2	40
Brunswick	104	98	896	Riverside	288	265	1289
Castle	356	448	2553	Shaftesbury	28	15	39
Coleridge West	656	505	1091	Silverwood Close	50	31	168
De Freville	595	583	3533	Staffordshire	48	31	100
Guest	65	74	525	Tenison	494	542	3504
Kite	257	350	3037	Victoria	164	182	1068
Morley	352	290	1174	West Cambridge	99	35	217
Newnham	631	476	2160	TOTAL	6126	5362	27586

Other permit types such as free medical or tradesperson permits are not included.

Permit Limits

Most RPSs are limited to 3 per household and visitor permits limited to 20 permits (each permitting 5 visits) per applicant, per annum. Three schemes have opted for 2 resident permits per household per annum (Newnham/Staffordshire/Victoria).

Permit Costs

Currently there is a 'standard' charge of £54 with an additional charge of £1.25 per hour for every operational hour above 40 hours per week. There are currently 7 different permit costs. Visitor fees are charged at £15 per permit with each permit allowing 5 visits.

A discounted of 20% is offered to vehicle with a CO2 emission less than 75g/km.

Appendix 4 - Snapshot of the permit approach taken by other authorities

Authority	Resident Permits				Visitor Permits	
	1 st Permit	2 nd Permit	3 rd Permit	Note:	Permit Cost	Notes:
City of York Council	£99.95	£192.50	£390		£6.25 per book (5 permits)	Max 6 book per household, per calendar month, 5 scratch cards in each book. Excluding central areas. https://www.york.gov.uk/ParkingPermitCosts Visitor parking permits and authorisation cards – City of York Council
Bristol City Council	£0-£72 Dependent on emissions	£96	£192	Extra £50 for central areas. Digital permits only.	£1 – Per single use permit	Amount of visitors permits, and free permits provided vary per zone, please see link below https://www.bristol.gov.uk/parking/residents-parking-permits-cost Visitors and commuters - bristol.gov.uk
Bath & North East Somerset Council	£50 - £250 Dependent on emissions	£100 - £320	N/A	1 permit in central areas. Permits allocated on first come first serve bases for shared houses.	£10 for 10 days.	Max of 100 days per annum (no indication per person/household) Or 1000hours per annum if purchasing digital permits). Excluding central areas. https://www.bathnes.gov.uk/services/parking-and-travel/parking-permits/residents-parking-permits
Oxfordshire County Council	£65	£65	£130	4 th onward £200	£1 – Per single use permit	Max 50 per person per yr. The first 25 are free. Cannot apply for paid permits until 6 months after applying for the free permits. https://www.oxfordshire.gov.uk/residents/roads-and-transport/parking/parking-permits/resident-parking-permits/apply-new-residents-parking-permit/costs-and-payment Visitor parking permits application Oxfordshire County Council
City of Edinburgh Council	£61.20 - £547.90 Dependent on emissions	£73.40 - £712.20	N/A	Discounted in outer city areas	£25.70 - £5	Max 6 - 40 books depending on area. Each book contains 10 visits, each visit is 90mins. Resident/Visitor permit prices vary per zone. https://www.edinburgh.gov.uk/parking-permits/residents-parking-permit-prices/1 Visitors' parking permits – The City of Edinburgh Council

Brighton & Hove City Council	£55 - £247.50			Charges bases on emission band and zone.	£2.50 - £4.50	Max 50-100 per applicant depending on area. Each per allow 1 days parking. https://www.brighton-hove.gov.uk/content/parking-and-travel/parking/resident-permit-charges-2021-22 Visitor permits (brighton-hove.gov.uk)
Hammersmith & Fulham	£119	£497			£1.80 per hr	No Restrictions https://www.lbhf.gov.uk/parking/parking-permits/residents-permits How visitor permits work LBHF
Westminster City Council	£112-£158			2 VRN on one permit	£1.75 - £5.10 per hr	No Restrictions https://www.westminster.gov.uk/resident-parking-permits Visitor parking information Westminster City Council

Appendix 5 - Equality Impact Assessment

Equality Impact Assessment For employees and/or communities



Section 1: Proposal details

Directorate / Service Area:		Person undertaking the assessment:	
Place & Economy		Name:	Nicola Gardner
Proposal being assessed:		Job Title:	Parking Policy Manager
Review of Residents permit limits and fee structure		Contact details:	01223 727912
Business Plan Proposal Number: (if relevant)		Date commenced:	17/05/22
		Date completed:	14/06/22
Key service delivery objectives:			
The aim of this proposal is to discuss how Resident Parking Schemes (RPSs) should be managed moving forward. The increased competition for a finite parking capacity is pushing RPSs to capacity and in some schemes over capacity. Consideration needs to be given to the long-term sustainability of existing and future schemes, supporting/encouraging more sustainable modes of transport and reducing reliance on car ownership.			
Key service outcomes:			
To ensure a balanced management approach is adapted which addresses the evolving demands for on-street parking across Cambridge City. An approach which ensures the longevity of the services whilst still offering residents value for money.			
What is the proposal?			
<p>The proposed short-term changes are:</p> <ul style="list-style-type: none">• Resident Permits remain limited to 3 per household, per annum across the majority of schemes. For those schemes currently limited to 2, the resident permits limit will be increased to 3 per household, per annum.• Resident Permits remain limited to 3 per household, per annum across all schemes, increasing the limit in those schemes currently limited to 2.• Incremental resident permit pricing which would see the cost of a second permit being significantly more than that of the first and the cost of a third permit, significantly more than that of the second. A dispensation process will need to be considered and determined.• Visitor Permits to be limited to 40 per household (each permit allows 5 visits), per annum across all schemes. The limit is currently 20 permits, per applicant per annum. This change will bring permit eligibility in-line with resident permit eligibility criteria and equality across households as all properties, regardless of the number of inhabitants, would be eligible for the same number of permits.• Two visitor permit price brackets, one price for the first 20 permits purchased and a higher price for the second set of 20 permits.• Streamlining the permit price structure by standardising charging bands to 2 bands a 'standard charge' and 'light touch charge' for scheme that are only operational for part of a day. Currently the cost of Resident permit is determined by a scheme operational hour.			

Further work is required to determine permit prices as the provision of this service needs to remain cost neutral to the County Council.

What information did you use to assess who would be affected by this proposal?

The figures used in this report were obtained from the County Council's permit data-base and were correct at the point this report was drafted (March 2022). Feedback has been received from residents and both local city and county councillors, predominately in those schemes where parking capacity is finely balanced.

Are there any gaps in the information you used to assess who would be affected by this proposal?

No

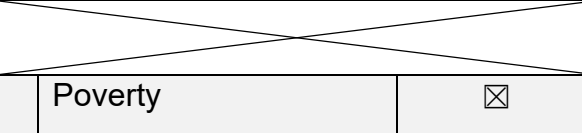
Who will be affected by this proposal?

Permits are chargeable. At the time of writing this report we are going through a cost -of-living crisis which has seen energy bills rise by over 50%. People who are disabled, single parents' households, and a range of others are more likely to struggle financially during this period

A reduction in visitor permit limits could affect those people who need visiting carers (not covered by free medical permits) and could also lead to social isolation.

Increasing the number of Resident permits could increase parking demand and the competition for sometimes limited space which may have an adverse effect one households with disabled people or people with mobility issues and those working shift as finding a parking space may be more difficult.

Section 2: Scope of Equality Impact Assessment

Scope of Equality Impact Assessment					
*	Age	<input type="checkbox"/>	*	Disability	<input checked="" type="checkbox"/>
*	Gender reassignment	<input type="checkbox"/>	*	Marriage and civil partnership	<input type="checkbox"/>
*	Pregnancy and maternity	<input type="checkbox"/>	*	Race	<input type="checkbox"/>
*	Religion or belief (including no belief)	<input type="checkbox"/>	*	Sex	<input type="checkbox"/>
*	Sexual orientation	<input type="checkbox"/>			
	Rural isolation	<input type="checkbox"/>			

Section 3: Equality Impact Assessment

Research, data and/or statistical evidence

The information regarding permit numbers was obtained from the IT system which supports Residents Parking Schemes. This information was correct at the point generated in March 2022.

Consultation evidence

Correspondence from local members and residents of the more central areas/scheme where parking demand exceed parking capacity.

Based on consultation evidence or similar, what positive impacts are anticipated from this proposal?

- Reduced parking demand across all schemes. Residents should find it easier to park close to their homes, benefiting those with limited mobility.
- Reduce the reliance of car ownership.
- Reduce congestion and improved air quality
- Reinforce the role residents' can have in relation to improving their local environment.

Based on consultation evidence or similar, what negative impacts are anticipated from this proposal?

- Any increase in permit cost could impact negatively on those with least ability to pay.
- Reduced visitor permit number could impact those who use this type of permit for carer visits and could increase social isolation
- Increasing residents permit could increase parking demand making it more difficult to find a parking space.

How will the process of change be managed?

Any changes agreed by committee will need to be formally advertised as part of the Traffic Regulation Order (TRO) process. All objections raised by either residents' or non-residents will be considered.

Residents will be advised of any changes to permit limits or permit fees prior to their permit renewal date and our website will be updated accordingly.

Any changes will be applied at the point of renewal, and this will be explained in the renewal letter. The Parking Permits Team will be available to answer and guide residents through the process.

How will the impacts during the change process be monitored and improvements made (where required)?

The project will be co-ordinated by the Parking Policy Team and monitored by the Parking Policy Manager. Any issues highlighted either via the above or from residents directly will be addressed promptly by officers.

Section 4: Equality Impact Assessment - Action plan

Details of disproportionate negative impact (e.g. worse treatment / outcomes)	Group(s) affected	Severity of impact (L/M/H)	Action to mitigate impact with reasons / evidence to support this or Justification for retaining negative impact	Who by	When by	Date completed
Associated permit cost	Residents	L	Advance notice will be given prior to any change being made and changes will be applied at the point of renewal. A dispensation process will be considered	Parking Operations Team	Change Implementation	TBC
Associated permit limits	Residents	L	Advance notice will be given prior to any change being made and changes will be applied at the point of renewal	Parking Operations Team	Change Implementation	TBC
Social Isolation	Residents	L	Free Visitor Permit are available to blue badge holders	Parking Operations Team	Already in place	N/A
Increased parking demand	Residents	L	Dedicated Blue Badge Holder bays can be requested and will be considered.	Policy & Regulation Team	Already in place	N/A

Section 5: Approval

Name of person who completed this EIA:	Nicola Gardner	Name of person who approves this EIA:	Sonia Hansen
Signature:	<i>Nicola Gardner</i>	Signature:	<i>Sonia Hansen</i>
Job title:	Parking Policy Manager	Job title: <i>Must be Head of Service (or equivalent) or higher, and at least one level higher than officer completing EIA.</i>	Traffic Manager
Date:	16/06/22	Date:	16/06/22