

**BRISTOL CITY COUNCIL  
SUSTAINABLE DEVELOPMENT AND TRANSPORT SCRUTINY  
COMMISSION**

11 February 2010

**Report of:** Strategic Director - City Development

**Title:** Residents' Parking Scheme Update

**Ward:** Cabot, Clifton, Clifton  
East, Cotham

**Officer Presenting Report:** Terry Bullock, Traffic Manager  
City Development

**Contact Telephone Number:** (0117) 903 6843

**RECOMMENDATION**

To note and comment on the contents of this report.

**Summary**

The report provides an update regarding the development of the Residents' Parking Scheme proposals for Cliftonwood and Kingsdown.

**The significant issues in the report are:**

- The process that is being followed in developing these proposals

**Policy**

1. The Residents' Parking Scheme contributes to the Council's priorities as follows:

Our City – Ambitious Together – tackling congestion through managing commuter parking;

Our City – Better Neighbourhoods – enabling residents, their visitors and business vehicles to park more easily in their local neighbourhood;

Our City – Safer and Healthier – less road accidents resulting from safer parking arrangements. Improved air quality.

## **Consultation**

### **Internal**

2. Parking Services; Legal Services

### **External**

3. The draft scheme design proposals were made available for general consultation in November 2009. As a result of this, some amendments were made as the final proposals were drawn up. All households within the two scheme areas have been contacted to ask whether they agree or disagree with the final proposals.

In addition, consultation has taken place with other key stakeholders including representatives from Bristol Property Agents, local hospitals, residents groups and other community groups.

## **Context**

4. In July 2008, the Council consulted 53,000 households and businesses located in areas close to the city centre about the Residents' Parking Scheme.

As a result of this consultation, the Cabinet meeting of 27<sup>th</sup> November 2008 took the decision to develop detailed proposals for pilot scheme areas in Cliftonwood and Kingsdown.

Following this, technical site surveys of every street were undertaken. Residents in both areas were asked to participate in an information-gathering survey that took place in April 2009 with the aim of establishing the nature of parking and associated traffic problems in each street. The information gathered in these surveys was used to assist officers in drawing up proposals for the pilot areas.

The draft scheme designs showing the locations of the waiting restrictions and identifying the various types of parking bays to be provided in each street were made available for consultation in November 2009. Some changes were made to these designs as a result of this consultation.

The feedback received assisted officers in developing final design proposals. These, along with a set of scheme operating criteria, have been subject to consultation over the last few weeks. Each household has been invited to take part in a survey to establish whether they agree or disagree with the proposals or whether they are undecided about them. They have also been asked to provide a reason for this decision.

## **Proposal**

5. The programme for taking the Cliftonwood scheme forward to the statutory process, involves advertising it during the last three weeks of February. The outcome of the statutory consultation process, and a recommendation about whether or not the scheme should be implemented, will be reported to the Cabinet on 25<sup>th</sup> March 2010. The outcome of the recent consultation exercise will also be reported to the Cabinet meeting.

Similarly the Kingsdown scheme is programmed to be taken forward to the statutory process during March 2010. At the end of the advertising period, a decision will be made as to whether or not the scheme should be implemented.

Once a decision is made to progress either scheme, the subsequent implementation period would last for approximately three months, due to the size of the scheme areas. Therefore, the schemes could come into operation during summer 2010.

The way in which the scheme will operate and exactly who will be eligible for a permit(s) have been the subject of significant debate. In determining the operating criteria it had to be remembered that the scheme is primarily being implemented to assist residents and businesses that operate in the area. The final proposed operating criteria are attached as Appendix A.

### **Other Options Considered**

6. Doing nothing, i.e. not developing a proposed scheme. This was not considered to be an option due to the parking problems experienced by residents and the associated access and safety issues. The Residents' Parking Scheme is also part of the Council's transport policy as set out in the Joint Local Transport Plan 2006/7 – 2010/11.

### **Feedback on survey results**

7. Whilst the results of the survey amongst residents are not currently known it is expected that there will be a great deal of interest in the survey results, particularly as opinion amongst residents appears to be fairly evenly divided. Whilst it is obviously important for individuals and organisations to have access to the results it has to be ensured that the way that individual households have voted is not disclosed.
8. When the survey has been completed the results will be analysed on a street-by-street basis so that any concerns that relate to a specific street can be identified and resolved, if appropriate and possible. This street-by-street analysis will be particularly important in Kingsdown where residents to the north of the pilot area have been given the opportunity to opt in to any Residents' Parking Scheme that is implemented. Since this analysis will not identify the views expressed by individuals it is proposed that this information is made available on request. However as,

arguably, it is more important that area trends are identified rather than the way that individual streets responded it is proposed to publish the information on the Council's web site, probably based on post codes. The exact way of providing information has yet to be determined at the time of writing this report but more information should be available in time for the meeting. The views of members of the Commission are welcome on this topic.

### **Risk Assessment**

9. A risk assessment has been completed for this project and a summary of the major risks is detailed below.

10. The main risks of not implementing a Residents' Parking Scheme are as follows: -

Existing parking problems will worsen, with residents, businesses and their visitors finding it more difficult to park in their neighbourhood.

Commuters will continue to use their cars to travel to work rather than moving towards a more sustainable mode of transport.

The likelihood of accidents will increase due to the levels of congestion, illegal parking and obstructions to visibility within the area.

Emergency and other service vehicles will continue to have difficulty accessing certain properties, which represents an ongoing safety risk.

11. The main risks of implementing a Resident's Parking Scheme are as follows: -

Residents are not satisfied with the introduced scheme in that they either continue to experience parking problems or they consider that the scheme does not deliver what was expected.

Scheme costs are not recovered within the projected initial five years

Adjacent areas may experience increased parking problems as a result of displacement of parked vehicles from the pilot areas

12. The action taken to mitigate these risks is: -

The introduced scheme will be reviewed after six months and two years, with changes being made if needed

### **Equalities Impact Assessment**

13. A draft screening assessment has been completed and will be followed by a full assessment shortly.

### **Legal and Resource Implications**

**Legal**

A residents' parking scheme requires the promotion of an order under the Road Traffic Regulation Act 1984. Such orders must be promoted in accordance with the prescribed statutory procedures. These procedures involve advertisement of the proposals and invitation of objections. Any objections must be considered before any decision can be made. Options available to the relevant decision maker include authorisation the sealing of the order as advertised or with modifications. If modifications are suggested, and it is considered that they are substantial - further consultation will need to be undertaken before a decision is made. Alternatively, a decision may be made to abandon the proposals or to hold a public inquiry. Residents' parking zones do not guarantee parking spaces outside residents' properties.

It should also be noted that the 1984 Act is not a revenue-raising Act. Any charges levied must be geared to the achieving of transport-related policy objectives. Schemes should be self-financing.

***Legal advice given by: P Malarby, Senior Solicitor (Highways & Transport)***

**Financial** None for the purpose of this report

**Land** None

**Personnel** None

**Appendices: Appendix A - Proposed operating criteria****ACCESS TO INFORMATION****Background Papers:**

Cabinet report, 27<sup>th</sup> November 2008

## Appendix A

### Bristol City Council Residents' Parking Scheme

#### 1. Residents' permits

- 1.1. Residents' permits will be issued to applicants living in households located within the defined Residents' Parking Scheme area. A "household" is defined as an individual address that is registered as a household for Council Tax purposes.
- 1.2. If you live in a shared house or flat (a House in Multiple Occupation or HMO) you will normally have a single front door between you. You may or may not share facilities within the property. In all cases your home will be registered for council tax as a single household even though it may be shared by unrelated individuals. The home you share therefore counts as a single household.
- 1.3. If you live in a self-contained flat your household will have its own front door – (either from the outside or from the hall or stairway). You will also have your own council tax statement for your flat. This counts as one household.
- 1.4. Private roads that are located within the defined Residents' Parking Scheme area are excluded from the scheme; as such, residents of households located on these roads will not be eligible to apply for residents' permits.
- 1.5. Properties designated as low car ownership developments that are built after the Residents' Parking Scheme becomes operational will not be eligible for residents' permits.
- 1.6. Each household (as defined in 1.1) is eligible to apply for up to two residents' permits. Following the example in 1.1, if a property has been divided into 3 flats, each flat could apply for up to two permits. Applications should be made in writing to Bristol City Council. Permits will be issued to the first and second application for a household, in strict chronological order of receipt by the Council. The Council retains discretionary powers to issue a third permit in exceptional circumstances.
- 1.7. The first permit for each household will cost £30 per annum; the second permit will cost £80 per annum. In exceptional cases where a third permit is issued, it will cost £200 per annum.
- 1.8. The first permit for the lowest polluting and electric vehicles will be free of charge.

- 1.9. Where residents of a household have access to their own off-street parking, eg garage, driveway or other private parking facility, the household will only be able to apply for one permit at a cost of £80 per annum.
- 1.10. A “resident” is a person whose usual place of residence is at an address within the defined Residents’ Parking Scheme area. Applicants for a residents’ permit will be asked to demonstrate that they are a resident by supplying a copy of Council Tax documentation for the current year, or a current tenancy agreement or a utility bill dated within the three months prior to the application being made.
- 1.11. The resident will also need to provide a copy of the vehicle registration document (V5) showing the resident’s name. If the vehicle is a company owned vehicle, the applicant must provide a copy of the vehicle registration document and an official letter from the company stating that the applicant is an employee and is the sole user of the vehicle.
- 1.12. Each residents’ permit will be issued for use in a specific vehicle. Permitted vehicles are those that have a PLG (Private Light Goods) Road Fund taxation classification, ie a car or a car derived van.

## **2. Visitors’ permits**

- 2.1. Visitors’ permits are intended for use by non-residents of the Residents’ Parking Scheme area, to enable them to visit residents of that area.
- 2.2. Each household (as defined in 1.1) can apply for up to 100 visitors’ permits per annum.
- 2.3. Each visitors’ permit will be valid for one day.
- 2.4. The first 50 permits will be issued free of charge; subsequent permits will cost £1 each.
- 2.5. The applicant must be able to demonstrate that they are resident of a household within the defined Residents’ Parking Scheme area. They will be asked to prove this by supplying a copy of Council Tax documentation for the current year or a utility bill dated within the three months prior to the application being made.
- 2.6. Visitors’ permits are not transferable and must not be sold on. Their use will be monitored and where evidence of abuse of the permits is found, Bristol City Council will withdraw the permits and no subsequent permits will be issued to that household.
- 2.7. Bristol City Council has discretionary powers to issue additional visitors’ permits free of charge to enable carers to visit residents.

### **3. Business permits**

- 3.1. Businesses located in the defined Residents' Parking Scheme area can apply for a business permit.
- 3.2. These permits will only be issued for a vehicle essential to the operation of a business during the course of the working day. Permits will not be issued to vehicles used for commuting to or from work.
- 3.3. Each business can apply for one business permit at a cost of £100 per annum.
- 3.4. A business permit will not be issued if the business has access to off-street parking of any kind.
- 3.5. The applicant will need to provide proof of their business address and a declaration of the use of the vehicle for and in the course of business. A copy of insurance documentation showing that the vehicle is insured for business purposes will also be required.
- 3.6. The applicant must supply the vehicle registration document (V5). If the document is not in the applicant's name then the applicant must also supply a signed letter from the registered keeper confirming that they are authorised to use the vehicle. If the vehicle is a leased vehicle, then an official letter from the leasing company stating that the vehicle is leased to the applicant's employer must also be supplied.

### **4. Types of parking bay provided**

- 4.1. Permit holders only (for holders of residents', visitors' or business permits)
- 4.2. Pay & Display and permit holders (permit holders park free of charge by displaying permit)
- 4.3. Pay & Display only (permit holders cannot park in these bays without purchasing and displaying a valid P&D ticket)
- 4.4. Statutory disabled bays (vehicles parked in these bays must display a valid Blue Badge)
- 4.5. Car Club bays
- 4.6. Loading bays
- 4.7. Ambulance bays

### **5. Operating hours of parking places etc**

- 5.1. The Cliftonwood Residents' Parking Scheme area will be operational from 8am-9pm Monday to Saturday.
- 5.2. The Kingsdown Residents' Parking Scheme area will be operational from 9am-5pm Monday to Friday.



## **6. Blue Badge holders**

- 6.1. Blue Badge holders will be entitled to park in accordance with the national provisions of the Blue Badge scheme.
- 6.2. They will be able to park in both types of Pay & Display bay but will not be entitled to park within the “permit holders only” bays unless they are displaying a valid permit.

## **7. Contractors**

- 7.1. If residents are having work carried out on their property for a few days, they will be expected to use visitors’ permits for this.
- 7.2. If larger scale building works are being carried out on a property within the area, Parking Services can suspend an area of the parking place at a cost of £20.50 per day.

## **8. Motorcycle parking**

- 8.1. Motorcycles can park free of charge in permit holders’ only bays and in permit holders and Pay & Display bays. They cannot park in Pay & Display only bays.

## **9. Pay & Display bays**

- 9.1. The first 15 minutes of parking in a P&D bay will be free of charge. A ticket must be obtained from the parking meter and displayed in the vehicle for the 15 minutes.
- 9.2. After the first 15 minutes, the charge will be £1 per hour.
- 9.3. Where the Pay & Display bays are operational beyond 6pm, a one-off evening charge of £1 will apply.
- 9.4. There will be a 2 hour maximum stay with no return within 2 hours
- 9.5. Vehicles parking in Pay & Display only bays must display a valid Pay & Display ticket. Residents’, visitors’ and business permits are not valid in these bays.