

SUBJECT:	RESIDENTS PARKING SCHEME PROCESS
DIRECTORATE:	COMMUNITIES AND ENVIRONMENT
REPORT AUTHOR:	KIERON MANNING, ASSISTANT DIRECTOR, PLANNING AND CITY SERVICES

1. Purpose of Report

- 1.1 To provide details of a formalised process to the extension and/or creation of Residents Parking zones within the city and seek recommendation to approve.

2. Executive Summary

- 2.1 The provision of adequate and efficient parking in the City is crucial in helping ensure Lincoln successfully continues in its role as the key urban centre for Lincolnshire and the wider area. Resident Parking Schemes (RPS) are a key component to balancing the requirement to provide visitor parking whilst safeguarding adequate provision for residents of a number of our more central wards.
- 2.2 A formalised process for the extension and/or creation of a new zone is required to provide clarity to both elected Members and residents of the city.

3. Background

- 3.1 The city already has a number of RPS zones which are administered by the Parking Services team on behalf of the County Council.
- 3.2 Following several enquiries from both Ward Members and local residents regarding the potential extension of some Residents Parking Schemes (RPS) in Lincoln it has highlighted the requirement to establish a more formalised and systematic approach so that all parties have more clarity on the process.

4. Existing Qualifying Criteria

- 4.1 Whilst as a City Council we administer such schemes through our Parking Services team the ultimate responsibility and decision making for any schemes as well as their enforcement rests with the County Council as the Highway Authority.
- 4.2 There are set criteria that the County Council work to before agreeing to implement a new RPS. Firstly, there needs to be evidenced support of at least 50% of the residents in the proposed zone and secondly there needs to be evidence of a measurable problem of non-resident parking on the effected streets. They also screen out streets which have at least 50% provision of off-street parking within the curtilage of a property or within 30m already in place.

- 4.3 There needs to be a daytime impact demonstrated that shows more than 60% of available kerbside space taken up by non-residents parking for over 6 hours with more than 80% of available kerbside space taken up with all vehicles for the same 6-hour period. At night-time it needs to show more than 40% of available kerbside space taken by non-residents for a 4-hour period, and 80% of available space taken by all vehicles for the same 4-hour period.
- 4.4 The County Council will also consider whether an appropriate level of enforcement could occur to ensure effectiveness and that the scheme would not create wider impacts on the highway network.
- 4.5 In addition to this there will also be an assessment of resource allocation by the County Council to establish whether such a proposal can be accommodated given the officer work required. Likewise, the process requires significant resource allocating within our own Parking Services team and so the Assistant Director – Planning and City Services will also need to review available resource at the time of any request. As a result, a clear process is necessary so that the County Council receive what they need and to avoid abortive efforts from local residents and ward members alike.

5. Proposed Formalised Process for Extending and/or Creating an RPS

- 5.1
- 1) A request can be made by a member of the public or by a ward councillor and can be done by contacting either the Assistant Director-Planning and City Services, or by contacting Parking Services via the website, by email or in writing provided the following criteria are met;
 - 2) The proposal must have the support of the majority of City Council ward members in the proposed area. The proposer (whether a local Councillor or member of the public) must also submit evidence of significant support from the residents in the proposed area (ideally over 50% of residents in support). This would typically be in the form of a petition.
 - 3) Once the above criteria are met the Assistant Director – Planning and City Services will present to the Portfolio Holder for sign off to proceed to the next stage.
 - 4) If sign-off is given by the Portfolio Holder, the Assistant Director – Planning and City Services will submit a request to the County Council for initial feedback and if this is positive Parking Services will initiate a detailed on-street survey of the proposed area to establish the level of non-resident parking.
 - 5) If the survey confirms there is an issue with non-resident on-street parking the Assistant Director-Planning and City Services will then seek formal consent to proceed from The Council's Executive to make the formal request to The County Council.
 - 6) If the survey identifies that there is not a significant issue, then the proposal will not proceed and once this decision has been made it cannot be reviewed within 3 years unless there have been significant changes close by – such as a large new development that increases pressure on parking.

6. Strategic Priorities

6.1 Let's drive inclusive economic growth

The formalised process will help ensure the Council can provide sufficient parking to maintain and support residents and businesses in Lincoln. It is therefore a key element of maintaining the economic vitality of the city centre.

6.2 Let's reduce all kinds of inequality

The formalised process will help ensure that residents and members are clear about the methodology and process for creating and/or extending an RPS zone. An effective process for RPS could help to reduce the volume of cars entering the central wards, making positive localised environmental benefits for those residents close by in terms of air quality.

6.3 Let's enhance our remarkable place

The process supports the effective creation and maintenance of RPS zones which help in the overall management of on-street parking in the central wards of the City.

6.4 Let's address the challenge of climate change

An effective process for RPS could help to reduce the volume of cars entering the central wards, making positive localised environmental benefits for those residents close by in terms of air quality.

7. Organisational Impacts

7.1 Finance (including whole life costs where applicable)

There are no direct costs associated with this report. Any potential new schemes or extensions to existing areas which could have a future financial impact for the Council will be reported to the Executive, setting out the financial implications.

7.2 Legal Implications including Procurement Rules

There are no direct legal or procurement impacts arising from this strategy.

7.3 Equality, Diversity and Human Rights

The Public Sector Equality Duty means that the Council must consider all individuals when carrying out their day-to-day work, in shaping policy, delivering services and in relation to their own employees.

It requires that public bodies have due regard to the need to:

- Eliminate discrimination
- Advance equality of opportunity
- Foster good relations between different people when carrying out their activities

The formalised process proposed ensures the democratisation of a key part of the decision making and is consequently inclusive for all those affected.

8. Risk Implications

8.1 (i) Options Explored

Not having a formalised process that can be clearly publicised means that ward members and officers can be subject to ad-hoc pressure to respond to isolated complaints and that this can be repeated multiple times creating abortive work whilst raising expectations.

8.2 (ii) Key Risks Associated with the Preferred Approach

Given this proposal is simply seeking to agree a formal process for creating new and/or extending current schemes, there are no known risks to the proposed approach.

9. Recommendation

9.1 That the Executive approve the formalised RPS process.

Is this a key decision?	No
Do the exempt information categories apply?	No
Does Rule 15 of the Scrutiny Procedure Rules (call-in and urgency) apply?	No
How many appendices does the report contain?	None
List of Background Papers:	None

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