

<b><u>MEETING</u></b> <b>ENVIRONMENT COMMITTEE</b>
<b><u>DATE AND TIME</u></b> <b>TUESDAY 7TH NOVEMBER, 2017</b> <b>AT 7.00 PM</b>
<b><u>VENUE</u></b> <b>HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ</b>

Dear Councillors,

Please find enclosed additional papers relating to the following items.

Item No	Title of Report	Pages
9	FEES AND CHARGES – 201819 - Appendix A – Cleaner Version	3 - 12
11	LONDON COUNCILS AGREEMENT	13 - 22
13	ANY OTHER ITEMS THAT THE CHAIRMAN DECIDES ARE URGENT	23 - 40

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**Highways - Fees and Charges 2018/19**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2017/18	Charges 2018/19	Change from prior year (% increase)	Comments	Legislative Power	Basis for Charging
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None

**Street Scene - Fees and Charges 2018/19**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2017/18	Charges 2018/19	Change from prior year (% increase)	Comments	Legislative Power	Basis for Charging
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None

Parking - Fees and Charges 2018/19

Reference/ Area	Fee/ Charge Title	Area	Description	Unit of Measure	Charges 2017/18	Charges 2018/19	Change from prior year (% increase)	Comments	Legislative Power	Basis for Charging
Parking	Resident Permit	N/A	<b>Band 1 - Green Annual Permit:</b> For vehicles with emissions range (G/km CO2) <= 110	Per vehicle per year	Free of Charge	£15.00	New charge	New charge	Road Traffic Regulation Act 1984 and associated regulations.	Statutory discretionary
Parking	Resident Permit	N/A	<b>Band 2 - Lower Band Emissions Annual Permit:</b> For vehicles with emissions range (G/km CO2) 111 to 130	Per vehicle per year	£45.00	£50.00	11%	Previously this band was combined with band 3, but the new model splits this band into two parts (lower and upper)	Road Traffic Regulation Act 1984 and associated regulations.	Statutory discretionary
Parking	Resident Permit	N/A	<b>Band 3 - Low (Top Tier) Band Emissions Annual Permit:</b> For vehicles with emissions range (G/km CO2) 131 to 150	Per vehicle per year	£45.00	£55.00	22%	Previously this band was combined with band 2, but the new model splits this band into two parts (lower and upper)	Road Traffic Regulation Act 1984 and associated regulations.	Statutory discretionary

Parking	Resident Permit	N/A	<b>Band 4 - Middle Band Emissions Annual Permit:</b> - For vehicles with emissions range (G/km CO2) 151 - 200	Per vehicle per year	£52.50	£65.00	24%		Road Traffic Regulation Act 1984 and associated regulations.	Statutory discretionary
Parking	Resident Permit	N/A	<b>Band 5 - High Band Emissions Annual Permit:</b> - For vehicles with emissions range (G/km CO2) 201 and above	Per vehicle per year	£85.00	£115.00	35%		Road Traffic Regulation Act 1984 and associated regulations.	Statutory discretionary

Parking	Resident Permit	N/A	Additional supplement for 2nd, 3rd or 4th vehicle on top of permit cost	Per vehicle per year	£10.00	£15.00	50%	<p>This charge is a supplement on the relevant band which the car falls into i.e. A second vehicle which was an electric car would have to pay £30.00 (Band 1 - Green Annual Permit of £15.00 plus 2nd vehicle supplement of £15.00), a higher polluting car which had G/km CO2 emissions of 210 would have to pay £130.00 (Band 5 - High Band fee of £115.00 plus 2nd vehicle supplement of £15.00). This reflects those who pollute the most and have the greatest negative affect on our air quality should pay the most, whilst promoting public transport, walking etc. to reduce congestion on our roads, and keep traffic moving.</p>	Road Traffic Regulation Act 1984 and associated regulations.	Statutory discretionary
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Parking	Resident Visitor Permit	N/A	Charge per visitor permit	Per vehicle per stay	£1.00	£1.10	10%	The cost of the visitor permit (VP) has been £1 since Aug 2013, which was a downward revision from the previous cost (and a reversion to costs pre-2011). The proposed charge will help to cover the increased costs.	Road Traffic Regulation Act 1984 and associated regulations.	Statutory discretionary
Parking	Car Park Charges	N/A	Charge for All Day parking in chargeable Car Parks (Note - All other car park charges to remain as is - only the All Day charge to increase)	Per All Day Transaction	£5.00	£6.00	20%	Maximum charge based on car park usage.	Road Traffic Regulation Act 1984 and associated regulations.	Statutory discretionary

**Statutory prescribed** – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

**Statutory discretionary (or statutory costs recovery)** - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

**Discretionary** – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011



**Effective Borough Travel - Fees and Charges 2018/19**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2017/18	Charges 2018/19	Change from prior year (% increase)	Comments	Legislative Power	Basis for Charging
Effective Borough Travel	Car Club Permits	N/A	To allow car club permit vehicles to park within the borough	Per vehicle	N/A - New Charge	£1,260.00	New Charge	This is the permit charge for car club company vehicles	Road Traffic Regulation Act 1984 and associated regulations	Statutory discretionary

**Environmental Health - Fees and Charges 2018/19**

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Subject to VAT	Charges 2017/18	Charges 2018/19	Change from prior year (% increase)	Comments	Legislative Power	Basis for Charging
Re - Environment al Health	Food Safety Courses	N/A	Level 3 Award in Food Safety - Supervising food safety in catering	Per Person	VAT not applicable	£299.00	£350.00	17.06%	Proposed increase to cover costs and following benchmarking exercise	Section 23 Food Safety Act 1990	Discretionary
Re - Environment al Health	Sampling of Private Water	N/A	Sampling of Private Water Supplies (The Private Water Supplies (England) Regulations 2016)	Per Visit	Standard Rate	Full analysis cost (£500 maximum ) plus £53.56 sampling visit charge by analyst exc. VAT	Actual laboratory analytical fees and sampling visit charges (based on officer hourly rates) up to statutory maximum s	variable, could be over 5% or less than 2017/18 charge	Change in Regulations, which prescribe the maximum charges differently. Charge will be cost recovery up to statutory maximum set out in the Regulations	The Private Water Supplies (England) Regulations 2016	Statutory Discretionary (up to maximum limit)

**Statutory prescribed** – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

**Statutory discretionary (or statutory costs recovery)** - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

**Discretionary** – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011

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	<h2>Environment Committee</h2> <h3>7<sup>th</sup> November 2017</h3>
<p style="text-align: right;"><b>Title</b></p>	<p><b>London Councils Agreement</b></p>
<p><b>Report of</b></p>	<p>Strategic Director, Environment</p>
<p><b>Wards</b></p>	<p>All</p>
<p><b>Status</b></p>	<p>Public</p>
<p><b>Urgent</b></p>	<p>No</p>
<p><b>Key</b></p>	<p>No</p>
<p><b>Enclosures</b></p>	<p>Appendix A : Letter from London Councils dated 4<sup>th</sup> August 2017/Delegated Authority Form</p>
<p><b>Officer Contact Details</b></p>	<p>Jamie Cooke, Assistant Director, Transportation and Highways Commissioning.                  Tel : 0208 359 2275 Mobile : 07885 213313                  jamie.cooke@barnet.gov.uk</p>

### Summary

The pan-London strategic provision and operation of Electric Vehicle Charging Infrastructure is a key element to enabling the successful uptake of Electric Vehicles - both in Barnet and across London as a whole. This paper outlines the recommendation to amend the London Councils Technology & Environment Committee (LCTEC) Agreement in order to enable the future delegation of strategic and operational Management for Electric Vehicle Charge Points to LCTEC.

### Recommendations

**The Environment Committee are recommended to :**

- 1. Agree the contents of this report to enable the future delegation of strategic and operational management of Electric Vehicle Charging Points within the Borough, as set out in the recommendations below.**
- 2. Recommend to Full Council to give authority for:**
  - 2.1 the amendments to the London Council’s Technical and Environment**

**Committee Governing Agreement dated 13<sup>th</sup> December 2001 (as amended) and to delegate the Council's functions to the London Council's Transport and Environment Committee, all as set out in Appendix A; and**

**2.2 the Strategic Director for Environment to sign and send an engrossed copy of the amendment to the London Council Technology and Environment Committee Agreement (Appendix A).**

## **1. WHY THIS REPORT IS NEEDED**

### **BACKGROUND**

- 1.1 To ensure the successful take up of electric vehicles within Barnet - and across London as a whole - both in the short and medium term, publicly available charging infrastructure is considered to be a significant and necessary enabler.
- 1.2 The Council has secured funding under the Go Ultra Low Cities programme (GULCs) to install lighting column and destination charge units within the Borough. These proposals are currently being developed with the Council's Private Finance Initiative (PFI) Street Lighting provider, Bouygues, as well as with commercial charging unit manufacturers.
- 1.3 The provision of such infrastructure is based on various factors such as current demand, future demand predictions and availability of off-street parking. Importantly, there is not an organisation currently in existence which co-ordinates the strategic installation of charging units pan-London.
- 1.4 London Councils, who are custodians of the GULCS funding provision, see this strategic co-ordination as critical in ensuring EVCPs are located in areas of demand and areas which will facilitate future demand, whilst also taking account of cross-boundary drivers for provision.
- 1.5 Feedback to London Council/GULCs also indicates that *some* Local Authorities are hesitant to take on operational responsibility of EVCPs.
- 1.6 The Barnet position on this is partially dependent on the system being installed. Lighting Column mounted units, for example, are to be included within the current PFI Contract and so become maintained and operated by Bouygues. Destination chargers will be maintained by the unit manufacturers.
- 1.7 However, electric vehicle charging is in its relative infancy and the future operational management of installations across the Borough could result in additional financial commitments for the Borough.
- 1.8 As a response to this potential hole in the strategic management of EVCPs, the role of the London Councils Technology and Environment Committee has

been identified as a body to expand and take on this additional responsibility of strategic and operational management.

- 1.9 The addition of the operational management role for LCTEC would require each of the 33 London local authorities participating in the TEC joint committee arrangements to delegate the exercise of additional functions to the joint committee, which requires the TEC constitution (Governing Agreement, dated 13 December 2001 (as amended)) to be varied.
- 1.10 There remain uncertainties around the establishment of a London-wide “partnership”, mainly due to future funding constraints, and LCTEC may not choose to utilise this delegation.
- 1.11 However, due to time constraints, London Council Officers are taking forward the delegated authority provision with the participating London Authorities and the participation of Barnet Council is recommended to ensure the timely development of these proposals.
- 1.12 A business case will be reported to LCTEC for future consideration before any decision is taken to use the delegated authority. Barnet Council would also need to agree any delegated action which resulted in additional cost or expense being passed on. Therefore at this stage the Council is not committed to following any set course of action.

## **2. REASONS FOR RECOMMENDATIONS**

- 2.1 A single interface for the London-wide strategic and operational management of Electric Vehicle Charge Points (EVCPs) is considered to be the most effective method for enabling the future take up of EVCPs across London and hence assist with this uptake within Barnet.
- 2.2 By recommending Full Council acceptance of this amendment to the LCTEC Agreement does not expose Barnet to financial commitment but enables the further development of such an organisation in a timely manner.
- 2.3 By accepting the premise of a pan-London strategic body does not restrict independent action by Barnet for the provision of additional charge units.

## **3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 Not recommending engrossing the Amendment to LCTEC Agreement to Full Council.
- 3.2 By not recommending agreement to the amendments to the LCTEC Agreement to Full Council, Barnet would not be able to participate in the development of any future organisation under LCTEC to strategically and operationally oversee EVCPs within Barnet and across London.
- 3.3 Considering the infancy of EVCP in the public arena, this exclusion could be considered a disadvantage to Barnet, its Residents and Businesses.

#### **4. POST DECISION IMPLEMENTATION**

- 4.1 On accepting the recommendations of this report, a report will be submitted to Full Council requesting delegated authority be assigned to the Strategic Director of Environment to engross the amendment to the LCTEC agreement and send to London Councils.
- 4.2 Further development of the proposals will be undertaken by LCTEC and reported via that forum, on which Barnet has representation.

#### **5. IMPLICATIONS OF DECISION**

##### **5.1 Corporate Priorities and Performance**

- 5.1.1 By enabling the uptake of Electric Vehicles across the Borough, will help promote the Councils core values of :
  - Fairness : by seeking to balance the needs of different groups of residents and providing wider choices in modes of transport that provide access to essential services, education and employment.
  - Responsibility : by recognising that the existing travel modes within the Borough are leading to long term issues with air quality, which means that action must be taken to promote and provide alternative travel modes.
  - Opportunity : by making the use of Electric Vehicles a practical and accessible mode of transport to all Residents in the Borough.

##### **5.2 Health & Wellbeing Strategy**

- 5.2.1 It is widely recognised that particulates resulting from the use of Petrol and Diesel vehicles is a quantifiable factor affecting air quality - within London and further afield.
- 5.2.2 By encouraging and enabling the transition from the use of internal combustion engine (ICE) to Hybrid and full electric vehicles will have a measureable impact on the air quality within the Borough.



- 5.2.3 Central Government Policy relating to the future restriction on the sale of ICE vehicles, along with London Mayoral Policy relating to Taxi and Private Hire Vehicles being electric/hybrid powered, will also impact on air quality and the future requirement for EVCPs.
- 5.2.4 Enabling electric vehicle take up within the Borough also encourages a move away from the traditional private car reliance in favour of more sustainable, less polluting forms of travel.
- 5.3 **Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**
- 5.3.1 There are no Resource implications presented by the recommendations.
- 5.4 **Social Value**
- 5.4.1 A greater access to Electric Vehicle Charging points across the Borough will better enable those residents with limited access to such modes of transport due to current restrictions on parking and on-street vehicle charging facilities.
- 5.5 **Legal and Constitutional References**
- 5.5.1 Article 8 (Joint Arrangements) of the Constitution provides that the Council may establish joint arrangements with one or more Local Authorities. Such arrangements may involve the appointment of a Joint Committee with the other Local Authorities
- 5.5.2 Details of any Joint Arrangements are set out in Section 15 Responsibility for Functions of the Constitution which provides at paragraph 8.1 that the London Councils Transport and Environment Committee Agreement dated 13 December 2001 is a joint arrangement for the discharge of functions which are the responsibility of the Council.
- 5.5.3 Section 101(5) of the Local Government Act 1972 gives the Council the power to set up joint arrangements with other councils for the joint discharge of their functions and in doing so may establish a Joint Committee. The legislation does not authorise a Council Committee or officer to either establish such joint arrangements or to authorise the delegation of functions pursuant to the joint arrangements .Accordingly it is for Full Council to do this and to agree any amendments. This is also consistent with Full Council's reserved power to agree a Committee's term of reference and any changes
- 5.5.4 The Constitution section 15 Responsibility for Functions (Annex A - Membership and Terms of Reference of Committees, Sub-Committees and Partnership Boards) provides that the Environment Committee has specific responsibilities for Transport and traffic management including agreement of London Transport Strategy-Local Implementation Plan.
- 5.5.5 It is therefore necessary in order to progress this proposal, that the Environment Committee are requested to make a recommendation to Full

Council to agree the proposal and to accept the amendments to the London Councils TEC Agreement to authorise adding further delegations to London Council's TEC Joint Committee under the Governing Agreement as set out in Appendix A to this report.

## **5.6 Risk Management**

5.6.1 A full risk analysis will be carried out should LCTEC confirm the take up of delegated powers.

## **5.7 Equalities and Diversity**

5.7.1 The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- advance equality of opportunity between people from different groups; and
- foster good relations between people from different groups.

5.7.2 The broad purpose of this duty is to integrate considerations of equality into day business and keep them under review in decision making, the design of policies and the delivery of services

5.7.3 The future enabling of Electric Vehicle take up across the Borough will promote accessibility and inclusion, and will aim to meet the needs of diverse communities in Barnet.

## **5.8 Consultation and Engagement.**

5.8.1 None.

## **5.9 Insight**

5.9.1 Data on the future uptake of Electric Vehicles has been published by Transport for London. Upon this information, future trends and locations for strategic charge units has been developed. The formation of an overseeing organisation for pan-London infrastructure will utilise this information, along with any additional studies that Barnet may commission, to understand future needs of Electric Vehicle owners/operators.

## **6. BACKGROUND PAPERS**

6.1 None

Mr John Hooton  
By email  
cc: Borough TEC representative,  
Borough Director

Contact: Owain Mortimer  
Direct line: 020 7934 9832  
Fax:  
Email: [Owain.mortimer@londoncouncils.gov.uk](mailto:Owain.mortimer@londoncouncils.gov.uk)

4 August 2017

Dear John,

**Revised London Councils TEC Delegation - Action required by 31 October 2017**

At its meeting on 15 June 2017 London Councils' Transport and Environment Committee (TEC) considered the attached report proposing amendments to the TEC Agreement in support of the Go Ultra Low City Scheme (GULCS) activities. The proposal is to provide London Councils TEC with the authority to take on the operational management as well as the strategic oversight of a London wide residential electric vehicle charging point delivery partnership on behalf of London's local authorities, should this be required.

Prior to this matter being referred to TEC on the 28 June, and since then, London Councils' officers have been liaising with the London local authorities and TfL regarding this proposal as part of the development of the Government's Office for Low Emission Vehicles grant-funded GULCS project. Through the project's engagement work it became clear that some form of centralised contract management and customer facing body was desirable, given the resource constraints boroughs are facing and the benefits a consistent approach might deliver. As an existing joint committee representing all of London's local highway authorities, London Councils TEC has agreed that it is a suitable body to undertake both the strategic oversight and operational management of such a "partnership".

The attached report sets out that these new TEC functions may not be necessary as part of the GULCS project, given the future funding uncertainties of the proposal. However, the GULCS project team is currently investigating the potential feasibility of such a delivery partnership being established. A business case will be developed following further consultation with each authority and other stakeholders and will be presented to TEC for approval before any partnership is established and the delegation of powers utilised. We are undertaking the feasibility and business case work in parallel to seeking the delegation of powers to save time in light of project programme constraints.

I would therefore be grateful if you could forward this to the relevant officer within your authority for them to consider and arrange for the delegation to be signed and returned by the end of October 2017.

If you have any questions about this proposal, please contact my colleague Owain Mortimer on [Owain.Mortimer@londoncouncils.gov.uk](mailto:Owain.Mortimer@londoncouncils.gov.uk) or 020 7934 9832. To enable us to track progress, I would also be grateful if you could confirm receipt and provide contact details for the officer who will be leading on this matter for you.

Yours faithfully,



Spencer Palmer  
Director, Transport and Mobility

To: London Councils  
59 ½ Southwark Street  
London  
SE1 0AL

FAO: Katharina Winbeck

I.....[name and position of authorised person]

on behalf of..... [name of authority]

hereby confirm that my authority has resolved to delegate authority to London Councils' Transport and Environment Committee to exercise the following functions, in the following terms:

*“(b)(i) The provision and operation of charging apparatus for electrically powered motor vehicles and/or the grant of permission to provide and operate charging apparatus for electrically powered motor vehicles under section 16 of the London Local Authorities and Transport for London Act 2013 PROVIDED THAT such provision and operation may only take place at locations first agreed by the Participating Council which is the highway authority for the affected road (or, where it is the highway authority for the affected road, TfL) AND PROVIDED FURTHER THAT Go Ultra Low City Scheme Section 31 Grant award shall be applied to any such provision and operation by LCTEC [which shall be at no cost or expense to the Participating Councils unless first agreed].*

*(b)(ii) The exercise of powers under Section 1 of the Localism Act 2011 for the purposes of giving effect to the joint exercise of powers under Section 16 of the London Local Authorities and Transport for London Act 2013 by LCTEC, or otherwise for the purposes of supporting and facilitating the Participating Councils and/or TfL in their exercise of those functions, including but not limited to oversight and management of the arrangements*

*(b)(iii) FOR THE AVOIDANCE OF DOUBT the functions referred to at (b)(i) and (b)(ii) above may be exercised directly by LCTEC or pursuant to a contract or Service Level Agreement between LCTEC and TfL (or between LCTEC and another appropriate body) or through such servant, agent or contractor as LCTEC may appoint.*


Signed

.....

Date

.....

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	<h2>Environment Committee</h2> <h3>7<sup>th</sup> November 2017</h3>
<b>Title</b>	<h3>School Permit Scheme – Menorah Primary School</h3>
<b>Report of</b>	Strategic Director - Environment
<b>Wards</b>	Golders Green
<b>Status</b>	Public
<b>Urgent</b>	<i>No</i>
<b>Key</b>	<i>No</i>
<b>Enclosures</b>	Appendix A: map of affected area
<b>Officer Contact Details</b>	Phineas Skipper, Contract Performance Officer, Parking Client Team. 020 8359 4071. schools.permits@barnet.gov.uk

<h2>Summary</h2>
<p>This report sets out the details of the application by Menorah Primary School to join the School Permit scheme for staff in reference to the conditions agreed by the May 2017 Environment Committee. It provides recommendations for the acceptance of the application subject to certain conditions regarding the maximum number of permits and areas in which the permit holders may not park. This approval would be subject to the outcome of a parking demand survey.</p>

<h2>Recommendations</h2>
<ol style="list-style-type: none"> <li>1. That the Environment Committee note that a survey has been commissioned to assess the demand on parking bays in Zone BX.</li> <li>2. That the subject to the condition set below, the committee approve the issue of school permits to staff at Menorah Primary School, for use in Zone BX permit bays while the holder is carrying out school duties or travelling for the purpose of carrying out school duties, subject to the conditions agreed at the Environment Committee of 11 May 2017.</li> </ol>

<p>3. That the Committee agree that the condition referred to above should be: That the survey of parking demand establish that at the busiest surveyed time the total number of resident permit bays occupied in the surveyed area not exceed 85% of the total such bays present in the area if one or more additional vehicle were to be added.</p>
<p>4. That the Committee agree that the area of adjacent streets should be excluded:</p> <ol style="list-style-type: none"> <li>1. That part of Woodstock Avenue between the railway bridge and the junction with The Grove.</li> <li>2. That part of The Drive between the junction Woodstock Avenue and the junction with Elmcroft Crescent.</li> <li>3. That part of Montpelier Rise between the railway bridge and the junction with The Drive.</li> </ol>
<p>5. That the Committee agree that the number of concurrent permits to be issued to staff at Menorah Primary School be limited to a number established by the calculation above, but not to exceed 25.</p>
<p>6. The Committee note that the above exclusion zone and cap on permits may be reviewed and varied by future committee resolution in response to changes in circumstances.</p>

## 1 WHY THIS REPORT IS NEEDED

- 1.1 In May 2017, following a pilot scheme and impact study, the Environment Committee resolved to make the School Permit scheme permanent and allow applications to join the scheme from all schools meeting the criteria agreed.
- 1.2 The Committee agreed to the following criteria
- Ofsted registered schools located within the CPZ be eligible to apply for a school permit
  - Schools must have an up-to-date school travel plan in place to be eligible.
  - The permit will be only be valid within the schools catchment area
  - It will be the responsibility of the schools to manage the distribution of permits to their staff
  - That permits would not be issued in a CPZ where demand for parking places exceeds 85% of capacity.
  - That school would need and existing school travel plan.
  - The cost of the annual permit is set at £190 per annum.
  - The school decide on which staff are eligible for the limited number of permits
  - That the school cannot park on the adjacent streets to the school
  - That before school permits be issued the Strategic Director for Environment consult with relevant Ward Members, the School and report the findings back to the Committee in order for approval to be granted to award school permits.
- 1.3 On 08 September the Headteacher of Menorah Primary School applied for the school to join the scheme

## 2 REASONS FOR RECOMMENDATION

- 2.1 Menorah Primary School is located at 1-3 The Drive NW11 9SP, within a controlled parking zone and permit zone BX.
- 2.2 Menorah Primary School has a current School Travel Plan, rated Bronze.
- 2.3 Menorah Primary School is Ofsted registered



- 2.4 Surveys are due to be conducted on two separate days to establish demand for parking places in the streets surrounding Menorah Primary School.
- 2.5 Zone BX is a zone bounded approximately by the north circular, Hendon Way, Ridge Hill, Woodstock Avenue and Brookside Road
- 2.6 Demand will be surveyed in all streets within the zone at which permit parking is available
- 2.7 Demand will be measured at the following times
  - 7am-8am
  - 9am-10am
  - 11am-12noon (controlled hours throughout)
  - 2pm-3pm (controlled hours in some locations)
  - 6pm-7pm
- 2.8 The highest overall demand will be established from this survey.
- 2.9 The number of spaces available to permit holders will be established
- 2.10 The peak demand will be measured against the 85% criteria set by the 11 May committee. This will establish whether there is sufficient capacity to issue permits to Menorah Primary School without exceeding that threshold
- 2.11 Menorah Primary School currently has an establishment of over 50 full and part time staff and have requested that up to 25 permits be made available for purchase by these staff. The survey will establish whether that this number can be accommodated.
- 2.12 Responsibility for the allocation of these permits would rest with Menorah Primary School, with evidence of permission from the school being required at the point of application
- 2.13 Allowing the use of school permits in the area immediately around the school could put undue pressure on parking in that area and affect the availability for dropping off and picking up those pupils who travel to and from school by car.  
Accordingly, an area has been identified as suitable for exclusion from the scheme –
  - That part of Woodstock Avenue between the railway bridge and the junction with The Grove
  - That part of The Drive between the junction Woodstock Avenue and the junction with Elmcroft Crescent
  - That part of Montpelier Rise between the railway bridge and the junction with The Drive
 Permits would not be valid for use in permit bays falling within these areas.
- 2.14 Menorah Primary School falls within Golders Green Hill ward, as does the entirety of the BX zone
- 2.15 The members for Golders Green ward are;
  - Cllr Dean Cohen
  - Cllr Melvin Cohen
  - Cllr Reuben Thompstone
- 2.16 In line with the resolution of the May 2017 committee, on 24 October 2017 the Strategic Director for Environment, Jamie Blake, wrote to those members for Golders Green providing details of the application from Menorah Primary School and intended parking survey inviting submissions to this Committee
- 2.17 The ward members have therefore been consulted in line with the requirements of the May 2017 resolution and committee approval is now required to the issue of permits

- 2.18 The results from the schools engagement with the pilot show strong support for the scheme and they state it has only had a positive impact on the school day and their ability to provide improved teaching environment for the children.
- 2.19 This will further support Barnet schools with their recruitment and retention of teachers and will help to recruit teaching staff.
- 2.20 The pilot shows there has been no adverse impact to residents' being able to park as near to their homes as possible.
- 2.21 The scheme will proceed only if a survey of the local area indicates that capacity exists to allow the issue of school permits without significant risk to the amenities of existing users
- 2.22 It is therefore recommended that the environment agree that up to 25 permits be issued to staff at Menorah Primary School for use in Zone BX parking bays with the exceptions of the areas described above, subject to the identification of sufficient capacity by the commissioned demand survey

### **3 ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 Refusal of extension of scheme to Menorah Primary School

### **4 POST DECISION IMPLEMENTATION**

- 4.1 The commissioned demand survey will need to be conducted and analysed
- 4.2 The results will need to be communicated to stakeholders
- 4.3 If capacity is identified, minor variations will be required to the parking website and related systems will need to be updated to allow school staff to apply. Customer Service Group parking staff will be advised of the extension of the scheme and the necessary actions will be taken.

### **5 IMPLICATIONS OF DECISION**

#### **5.1 Corporate Priorities and Performance**

- 5.1.1 The Council will work with local, regional and national partners, will strive to ensure that Barnet is the place:

- Of opportunity, where people can further their quality of life
- Where people are helped to help themselves
- Where responsibility is shared, fairly
- Where services are delivered efficiently to get value for money for the taxpayer

The introduction of this scheme will greatly benefit school workers and those who study in Barnet whilst ensuring that resident parking is not unduly affected. The scheme will help to ensure that school staff can focus on delivering high quality education by removing the distractions that parking arrangements currently add to the working day. This will enhance their quality of life and allow them to dedicate their attention to helping their students to receive a high quality education and so widen their opportunities. The scheme will also feature strongly in the recruitment and retention strategy for schools to ensure that the best teachers are attracted to work in the Borough ultimately providing a better education and quality of life for pupils.

## **5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

- 5.2.1 The costs of enforcing the scheme will be charged to the council's Special Parking Account (SPA). Any income generated through permits and Penalty charge notices (PCNs) issued during enforcement, will also be allocated to the SPA. The scheme is not expected to require additional funding.
- 5.2.2 There are no procurement implications as a result of this report.

## **5.3 Social Value**

- 5.3.1 The impact that the scheme will have on teaching and providing better education to children can only be positive.

## **5.4 Legal and Constitutional References**

- 5.4.1 The Council as the Highway and Traffic Authority has the necessary legal powers to introduce or amend Traffic Management Orders through the Road Traffic Regulation Act 1984. The authority to amend the relevant traffic management order to enable permit parking schemes has already been granted by the resolution of the 11 May 2017 Environment Committee.
- 5.4.2 The Traffic Management Act 2004 places obligation on authorities to ensure the expeditious movement of traffic on their road network. Authorities are required to make arrangements as they consider appropriate for planning and carrying out the action to be taken in performing the duty.
- 5.4.3 The Council's constitution at article 7 gives responsibility for parking provision and enforcement to the Environment Committee.

## **5.5 Risk Management**

- 5.5.1 The council has considered the potential impact to residents who currently park within the zone and the potential effect on road safety and the free flow of traffic of the potential on as well as any potential negative satisfaction or customer experience.
- 5.5.2 In particular the council has considered the need to manage the risk associated with conflicting priorities carefully. Our policy states that residents should be able to park as close to their homes as possible, this risk is mitigated by the use of an exclusion zone in the immediate vicinity of the school.

## **5.6 Equalities and Diversity**

- 5.6.1 The 2010 Equality Act outlines the provisions of the Public Sector Equality duty which requires public authorities to have due regard to the need to
- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
  - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it


- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it
- 5.6.2 The relevant protected characteristics are age, race, disability, gender reassignment, pregnancy and maternity, religion or belief, sex and sexual orientation. The duty also covers marriage and civil partnership, but to a limited extent.
- 5.6.3 A full Equalities Impact Assessment will be carried out if the scheme is successful in proceeding.
- 5.6.4 The school will be reminded that they are expected to observe the Public Sector Equality Duty in deciding to whom permits should be given.


## **5.7 Consultation and Engagement**


- 5.7.1 Statutory consultation has been carried through the experimental traffic management order and there has been no negative feedback received.
- 5.7.2 This recommendation has been referred to the ward councillors for the affected area in advance of this committee

## Appendix A: map of affected area



 Menorah Primary School, 1-3 The Drive NW11 9SP

 Approximate area within which Zone BX permits are valid in designated bays and area for survey

 Exclusion Zone (School Permits will not be valid)

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	<h2>Environment Committee</h2> <h3>7<sup>th</sup> November 2017</h3>
<b>Title</b>	<h3>School Permit Scheme – Rimon Jewish Primary School</h3>
<b>Report of</b>	Strategic Director - Environment
<b>Wards</b>	Childs Hill
<b>Status</b>	Public
<b>Urgent</b>	<i>No</i>
<b>Key</b>	<i>No</i>
<b>Enclosures</b>	Appendix A: map of affected area Appendix B: parking demand survey results
<b>Officer Contact Details</b>	Phineas Skipper, Contract Performance Officer, Parking Client Team. 020 8359 4071. schools.permits@barnet.gov.uk

<h2>Summary</h2>
<p>This report sets out the details of the application by Rimon Jewish Primary School to join the School Permit scheme for staff in reference to the conditions agreed by the May 2017 Environment Committee. It provides recommendations for the acceptance of the application subject to certain conditions regarding the maximum number of permits and areas in which the permit holders may not park.</p>

<h2>Recommendations</h2>
<p>1. That the Environment Committee note the outcome of the survey of parking demand undertaken on 26<sup>th</sup> and 28<sup>th</sup> September 2017.</p>
<p>2. That the committee approve the issue of school permits to staff at Rimon Jewish Primary School, for use in Zone H permit bays while the holder is carrying out school duties or travelling for the purpose of carrying out school duties, subject to the conditions agreed at the Environment Committee of 11 May 2017.</p>
<p>3. That the committee agree that the area of adjacent streets should be excluded:</p> <ul style="list-style-type: none"> <li>• That part of Dunstan Road between its junction with The Vale and its junction with</li> </ul>

<p>Hodford Road.</p> <ul style="list-style-type: none"> <li>• That part of Hodford Road between its junction with Dunstan Road and its junction with Wycombe Gardens.</li> </ul>
<p>4. That the committee agree that the number of concurrent permits to be issued to staff at Rimon Jewish Primary School be limited to 25.</p>
<p>5. The committee note that the above exclusion zone and cap on permits may be reviewed and varied by future committee resolution in response to changes in circumstances.</p>

## 1 WHY THIS REPORT IS NEEDED

- 1.1 In May 2017, following a pilot scheme and impact study, Environment Committee resolved to make the School Permit scheme permanent and allow applications to join the scheme from all schools meeting the criteria agreed.
- 1.2 The Committee agreed to the following criteria
- Ofsted registered schools located within the CPZ be eligible to apply for a school permit
  - Schools must have an up-to-date school travel plan in place to be eligible.
  - The permit will be only be valid within the schools catchment area
  - It will be the responsibility of the schools to manage the distribution of permits to their staff
  - That permits would not be issued in a CPZ where demand for parking places exceeds 85% of capacity.
  - That school would need and existing school travel plan.
  - The cost of the annual permit is set at £190 per annum.
  - The school decide on which staff are eligible for the limited number of permits
  - That the school cannot park on the adjacent streets to the school
  - That before school permits be issued the Strategic Director for Environment consult with relevant Ward Members, the School and report the findings back to the Committee in order for approval to be granted to award school permits.
- 1.3 On 22 August the Headteacher of Rimon Jewish Primary School applied for the school to join the scheme

## 2 REASONS FOR RECOMMENDATION

- 2.1 Rimon Jewish Primary School is located at 41A Dunstan Road NW11 8AE, within a controlled parking zone and permit zone H.
- 2.2 Rimon Jewish Primary School has a current School Travel Plan, rated Silver.
- 2.3 Rimon Jewish Primary School is Ofsted registered.
- 2.4 On Tuesday 26<sup>th</sup> and Thursday 28<sup>th</sup> September 2017 surveys were conducted to establish demand for parking places in the streets surrounding Rimon Jewish Primary School.
- 2.5 Zone H is a large zone but is functionally divided into four areas by major routes or other features. Rimon Jewish Primary School falls within the south-western area, bounded by Finchley Road to the east and zone G to the north
- 2.6 Demand was surveyed in the following streets or parts of streets that 1) comprise the area described above, and where 2) permit parking is available:



- Armitage Road
- Basing Hill
- Crewys Road
- Dunstan Road
- Fernside
- Granville Road
- Gresham Gardens
- Helenslea Avenue
- Hodford Road
- Llanvanor Road
- Nant Road
- The Ridgeway
- The Vale
- Vale Rise
- Wycombe Gardens

2.7 Demand was measured at the following times

- 7am-8am
- 9am-10am
- 11am-12noon (controlled hours)
- 2pm-3pm
- 6pm-7pm

2.8 Within the surveyed area demand varied from 44% to 69%. The highest demand found during controlled hours was 49%.

2.9 Within the roads surveyed 803 spaces are available to zone H permit holders.

2.10 At the peak demand measured, 552 of those permit spaces were in use. In order to raise this demand to the 85% threshold agreed by committee a further 131 vehicles would need to have been parked in the zone. The survey therefore suggests that capacity exists to allow the issue of permits to staff at Rimon Jewish Primary School.

2.11 Rimon Primary School currently has an establishment of 29 full and part time staff and have requested that up to 25 permits be made available for purchase by these staff. The survey would suggest that this number can be accommodated.

2.12 Responsibility for the allocation of these permits would rest with Rimon Jewish Primary School, with evidence of permission from the school being required at the point of application.

2.13 A visit to the area on 10 October 2017 conducted by the Council's parking team and the Headteacher and Bursar of Rimon Jewish Primary School examined the availability and usage of parking in the immediate vicinity of the school. This established two areas where allowing the use of school permits could put undue pressure on parking in that area and affect the availability for dropping off and picking up those pupils who travel to and from school by car.

- That part of Dunstan Road between its junction with The Vale and its junction with Hodford Road, and
- That part of Hodford Road between its junction with Dunstan Road and its junction with Wycombe Gardens

Accordingly, these areas were identified as suitable for exclusion from the scheme – permits would not be valid for use in permit bays falling within these areas.

- 2.14 Rimon Jewish Primary School falls within Childs Hill ward, as does the entirety of the surveyed area
- 2.15 The members for Childs Hill ward are;
- Cllr Jack Cohen
  - Cllr Shimon Ryde
  - Cllr Peter Zinkin
- 2.16 In line with the resolution of the May 2017 committee, on 24 October 2017 the Strategic Director for Environment, Jamie Blake, wrote to those members for Childs Hill providing details of the application from Rimon Jewish Primary School and the results of the parking survey inviting submissions to this Committee
- 2.17 The ward members have therefore been consulted in line with the requirements of the May 2017 resolution and committee approval is now required to the issue of permits
- 2.18 The results from the schools engagement with the pilot show strong support for the scheme and they state it has only had a positive impact on the school day and their ability to provide improved teaching environment for the children.
- 2.19 This will further support Barnet schools with their recruitment and retention of teachers and will help to recruit teaching staff.
- 2.20 The pilot shows there has been no adverse impact to residents' being able to park as near to their homes as possible.
- 2.21 Survey of the local area indicates that capacity exists to allow the issue of school permits without significant risk to the amenities of existing users
- 2.22 It is therefore recommended that the environment agree that up to 25 permits be issued to staff at Rimon Jewish Primary School for use in Zone H parking bays with the exceptions of the areas described above

### **3 ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED**

- 3.1 Refusal of extension of scheme to Rimon Jewish Primary School. This option is not recommended as the school's application is in accordance with the parameters of the scheme.

### **4 POST DECISION IMPLEMENTATION**

- 4.1 Minor variations will be required to the parking website and related systems will need to be updated to allow school staff to apply. Customer Service Group parking staff will be advised of the extension of the scheme and the necessary actions will be taken.

### **5 IMPLICATIONS OF DECISION**

#### **5.1 Corporate Priorities and Performance**

- 5.1.1 The Council will work with local, regional and national partners, will strive to ensure that Barnet is the place:
- Of opportunity, where people can further their quality of life
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scheme will help to ensure that school staff can focus on delivering high quality education by removing the distractions that parking arrangements currently add to the working day. This will enhance their quality of life and allow them to dedicate their attention to helping their students to receive a high quality education and so widen their opportunities. The scheme will also feature strongly in the recruitment and retention strategy for schools to ensure that the best teachers are attracted to work in the Borough ultimately providing a better education and quality of life for pupils.

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## **5.6 Equalities and Diversity**

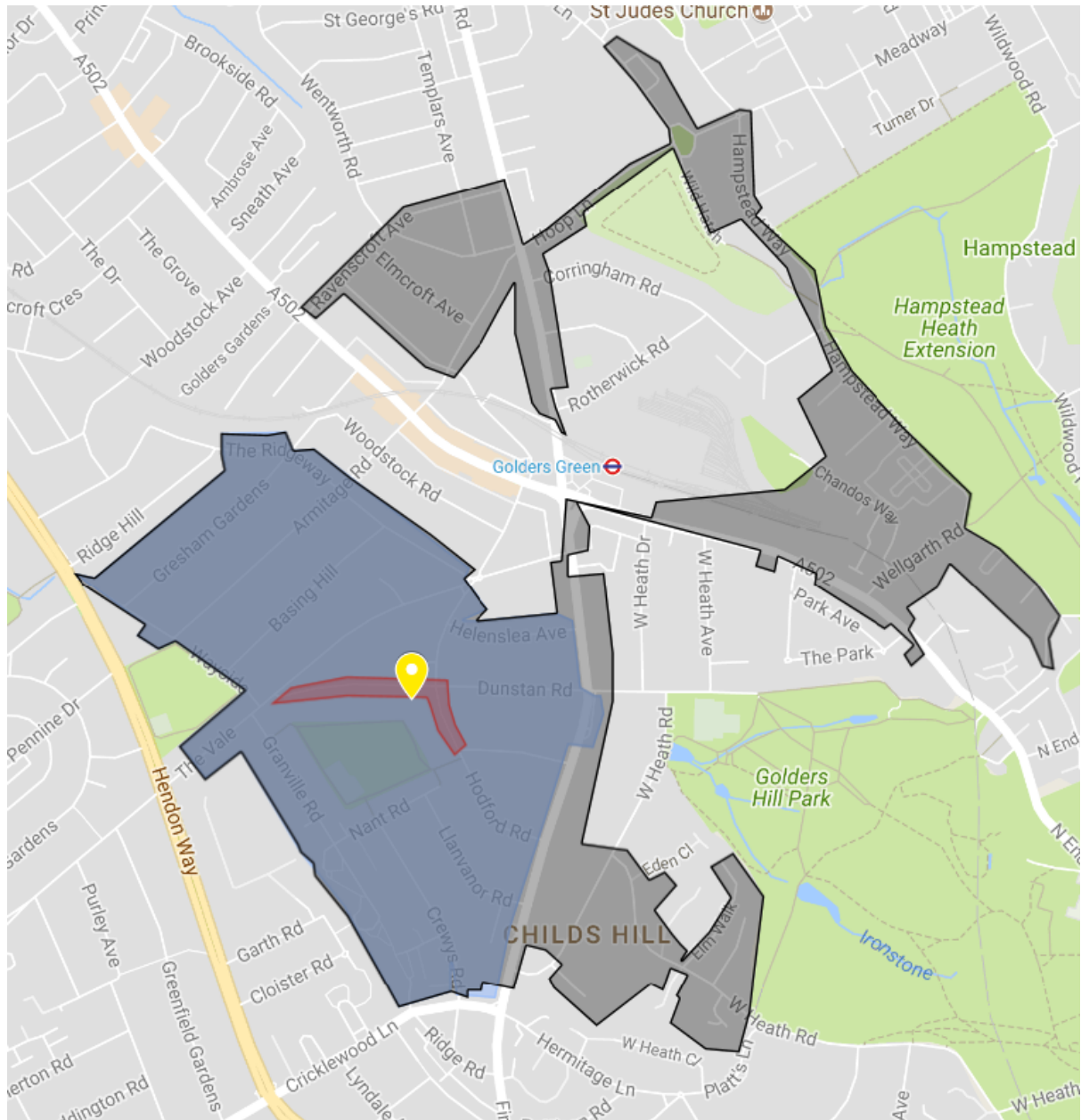
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  - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
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- 5.7.2 This recommendation has been referred to the ward councillors for the affected area in advance of this committee


## Appendix A: map of affected area

### The affected area



 Rimon Jewish Primary School, 41a Dunstan Road

 Approximate area within which Zone H permits are valid in designated bays

 Surveyed Area

 Exclusion Zone (School Permits will not be valid)

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## Appendix B: Demand Survey results

Free Spaces											
	Tuesday 26th September					Thursday 28th September					
	7am	9am	11am	2pm	6pm	7am	9am	11am	2pm	6pm	No. Parking spaces in road
Armitage Road	18	26	31	20	28	20	26	29	18	19	55
Basing Hill	32	32	42	11	32	36	32	40	15	33	62
Crewys Road	21	19	38	24	32	28	20	37	20	28	108
Dunstan Road	36	40	52	41	35	46	43	44	27	46	67
Fernside	6	4	3	1	2	8	6	7	3	5	8
Granville Road	18	25	39	28	21	23	28	31	28	34	91
Gresham Gardens	48	40	56	39	54	52	45	50	43	34	68
Helenslea Avenue	21	15	20	5	13	16	8	16	0	9	42
Hodford Road	52	29	29	15	20	61	39	16	25	13	77
Llanvanor Road	15	16	16	11	11	18	14	18	15	11	29
Nant Road	9	12	20	12	11	11	15	23	8	9	43
The Ridgeway	45	31	51	28	23	45	32	52	21	25	66
The Vale	26	29	32	8	11	30	25	34	9	17	51
Vale Rise	1	1	1	0	0	1	1	0	0	0	1
Wycombe Gardens	27	26	18	16	21	25	24	16	19	13	35
<b>Overall</b>	<b>375</b>	<b>345</b>	<b>448</b>	<b>259</b>	<b>314</b>	<b>420</b>	<b>358</b>	<b>413</b>	<b>251</b>	<b>296</b>	<b>803</b>
Occupancy											
	Tuesday 26th September					Thursday 28th September					
	7am	9am	11am	2pm	6pm	7am	9am	11am	2pm	6pm	No. Parking spaces in road
Armitage Road	37	29	24	35	27	35	29	26	37	36	55
Basing Hill	30	30	20	51	30	26	30	22	47	29	62
Crewys Road	87	89	70	84	76	80	88	71	88	80	108
Dunstan Road	31	27	15	26	32	21	24	23	40	21	67
Fernside	2	4	5	7	6	0	2	1	5	3	8
Granville Road	73	66	52	63	70	68	63	60	63	57	91
Gresham Gardens	20	28	12	29	14	16	23	18	25	34	68
Helenslea Avenue	21	27	22	37	29	26	34	26	42	33	42
Hodford Road	25	48	48	62	57	16	38	61	52	64	77
Llanvanor Road	14	13	13	18	18	11	15	11	14	18	29
Nant Road	34	31	23	31	32	32	28	20	35	34	43
The Ridgeway	21	35	15	38	43	21	34	14	45	41	66
The Vale	25	22	19	43	40	21	26	17	42	34	51
Vale Rise	0	0	0	1	1	0	0	1	1	1	1
Wycombe Gardens	8	9	17	19	14	10	11	19	16	22	35
<b>Overall</b>	<b>428</b>	<b>458</b>	<b>355</b>	<b>544</b>	<b>489</b>	<b>383</b>	<b>445</b>	<b>390</b>	<b>552</b>	<b>507</b>	<b>803</b>

Occupancy (%)											
	Tuesday 26th September					Thursday 28th September					No. Parking spaces in road
	7am	9am	11am	2pm	6pm	7am	9am	11am	2pm	6pm	
Armitage Road	67%	53%	44%	64%	49%	64%	53%	47%	67%	65%	55
Basing Hill	48%	48%	32%	82%	48%	42%	48%	35%	76%	47%	62
Crewys Road	81%	82%	65%	78%	70%	74%	81%	66%	81%	74%	108
Dunstan Road	46%	40%	22%	39%	48%	31%	36%	34%	60%	31%	67
Fernside	25%	50%	63%	88%	75%	0%	25%	13%	63%	38%	8
Granville Road	80%	73%	57%	69%	77%	75%	69%	66%	69%	63%	91
Gresham Gardens	29%	41%	18%	43%	21%	24%	34%	26%	37%	50%	68
Helenslea Avenue	50%	64%	52%	88%	69%	62%	81%	62%	100%	79%	42
Hodford Road	32%	62%	62%	81%	74%	21%	49%	79%	68%	83%	77
Llanvanor Road	48%	45%	45%	62%	62%	38%	52%	38%	48%	62%	29
Nant Road	79%	72%	53%	72%	74%	74%	65%	47%	81%	79%	43
The Ridgeway	32%	53%	23%	58%	65%	32%	52%	21%	68%	62%	66
The Vale	49%	43%	37%	84%	78%	41%	51%	33%	82%	67%	51
Vale Rise	0%	0%	0%	100%	100%	0%	0%	100%	100%	100%	1
Wycombe Gardens	23%	26%	49%	54%	40%	29%	31%	54%	46%	63%	35
<b>Overall</b>	<b>53%</b>	<b>57%</b>	<b>44%</b>	<b>68%</b>	<b>61%</b>	<b>48%</b>	<b>55%</b>	<b>49%</b>	<b>69%</b>	<b>63%</b>	<b>803</b>
Threshold (%)	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	
Threshold	683	683	683	683	683	683	683	683	683	683	
Occupancy	428	458	355	544	489	383	445	390	552	507	
Available Capacity	255	225	328	139	194	300	238	293	131	176	

The lowest observed level of available capacity was 131 spaces, this is the additional number of spaces which could be used without taking occupancy above 85%.

