

## Environment Committee

11 September 2019



### Title

**Barnet Hospital inclusion in School Permits Scheme**

### Report of

Chairman of the Environment Committee

### Wards

Underhill, High Barnet

### Status

Public

### Urgent

No

### Key

No

### Enclosures

*Appendix A: Parking Capacity Survey Zone BH*

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## Summary

This report sets out recommendations for Barnet Hospital to partake in a scheme based on the School Permit scheme for staff parking. This arose from the conditions agreed by Environment Committee at its meetings on 11 May 2017 and 11 January 2018. Barnet Hospital is situated in Underhill ward at Wellhouse Lane, EN5 3DJ. In 2018, parking controls were introduced in the area surrounding the hospital which has seen a significant drop in parked cars in the included roads but has also caused issues for hospital staff finding places to park. The Council has been engaging with the hospital on potential solutions and has identified the existing school permits scheme as providing a model capable of being adapted for use with the hospital. A parking capacity survey has identified capacity to provide for permits to be issue to Barnet Hospital to allow their staff to park in

permit holder bays.

This report provides recommendations for the acceptance of the applications subject to certain conditions regarding the maximum number of permits.

## Officers Recommendations

1. That the Environment Committee note the outcome of the surveys conducted in zone BH and approves the issue of permits to allow staff at Barnet Hospital to park in permit bays for the applicable zone while the holder is carrying out hospital duties subject to the conditions agreed at the Environment Committee of 11 May 2017, and 11 January 2018
2. That the Environment Committee agrees the exclusion zone of streets identified as already having high levels of parking (so cannot accommodate additional parking) or likely to experience similar pressures from hospital staff.
3. That the Environment Committee agree that the maximum number of concurrent permits to be issued to Barnet Hospital is 100 and that the number of permits will be reviewed within 6-15 months from the date the scheme is agreed along with the extent of the exclusion zone.
4. To delegate to the Executive Director of Environment (in consultation with the Chair of the Environment Committee) the authority to determine the cost of the permits, as set out in paragraphs 2.17-2.18.

### 1. WHY THIS REPORT IS NEEDED

- 1.1 At its meeting on 11 January 2018 the Environment Committee resolved to consider the inclusion of Barnet Hospital within the schools' permit scheme.
- 1.2 In accordance with the Committee's resolution a parking survey has been carried out, the results of which are detailed at Appendix A to this report.
- 1.3 This report is now brought to Committee to recommend inclusion of Barnet Hospital within an adapted form of the school permits scheme.
- 1.4 The Environment Committee agreed on 11 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.
- 1.5 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 an 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 Executive 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.
- 1.6 At its meeting of 11 January 2018, Environment Committee agreed the following additional criteria in respect of the scheme:
- That the parking survey should show that demand at the busiest surveyed time should not exceed 85% of the total number of resident permit bays occupied in the surveyed area if one or more additional vehicle were to be added.
  - an area of adjacent streets should be excluded (exclusion zone) in each case and that where more than one school falls within a zone, these areas should apply to permit holders from all schools in the zone. This exclusion zone will be set by the Executive Director for Environment following consultation with ward members.
  - the maximum number of concurrent permits to be issued to staff at each School be limited to 25.
  - The committee noted the above exclusion zone and cap on permits and delegate authority to the Executive Director for Environment plus Ward Members to review and vary them in response to changes in circumstances.
- 1.7 To date nine schools have made applications to join the scheme which have been agreed by the Environment Committee. One school made an application which was declined by the Environment Committee due to insufficient capacity available in the area to accommodate school permits.
- 1.8 The Barnet Hospital 'BH' Controlled Parking Zone (CPZ) is geographically split into 3 main areas north, west and east of the Hospital site:
- i. Roads north of Wood Street.
  - ii. Elmbank Avenue/Garthland Drive/Vyse Close/Wellhouse Lane/Wellside Close; and
  - iii. Roads off Bells Hill.
- 1.9 The CPZ which was originally introduced in September 2018 and extended in December 2018, operates between 8am and 6.30pm Monday to Saturdays, during which 'BH' permit holders (and visitor voucher holders) would be permitted to utilise the resident permit holders only parking places, and resident permit holders "past this point" areas during the CPZs period of operation.
- 1.10 Barnet Hospital is situated is situated in Underhill ward at Wellhouse Lane, EN5 3DJ.
- 1.11 The Council agreed at its meeting of the Environment Committee on 11 January 2018 to give consideration to issuing the Hospital or Hospital Staff permits to park. There are parallels between schools and the hospital, in that the staff are there to perform an essential public service duty. Even more than the school staff, some hospital staff will find public transport an unviable alternative, given that they may work shifts or have to stay in work when public transport is not available or practical.

1.12 Parking surveys were undertaken in order to establish kerbside usage and establish whether there is spare parking capacity in the vicinity of the site which would enable the Council to consider whether or not to issue permits to the hospital, and if so how many.

## **2 REASONS FOR RECOMMENDATION**

2.1 Parking capacity was surveyed on surveyed on Saturday 30th March 2019 and Tuesday 2nd April 2019 at 6am, 8am, 11am, 2pm, 5pm and 7pm.

2.2 The following streets were surveyed:

- Argyle Road
- Granville Road
- Kings Road
- Cavendish Road
- Jennings Way\* (past this point)
- Grimsdyke Crescent
- Elmbank Avenue
- Wellhouse Lane
- Wellside Close\* (past this point)
- Lingholm Way
- Sutton Crescent
- Lexington Way
- Garthland Drive
- Vyse Close

2.3 The survey recorded numbers of vehicles parked in the relevant lengths of road to inform the varying kerbside parking levels and consequently the available parking spaces throughout the day. Parking place capacity has been derived by assuming standard parking space lengths of 5 metres. Two roads in the CPZ are subject to “past this point” controls (where parking places have not been provided) which are Jennings Way and Wellside Close. Parking capacity in these roads has been estimated by officers by considering the available kerbside space and assuming a sensible parking regime.

2.4 406 permit parking spaces/available kerbside spaces were identified within the survey area.

2.5 Surveys have established that generally there is capacity across the area to accommodate additional parked vehicles. At no time during the survey periods was the CPZ more than 45% occupied with parked vehicles and during the CPZ periods parked vehicles never took up more than 40% of the available space.

2.6 The survey results are attached at Appendix A.

2.7 Based on the surveys of the local area in Zone BH, there is sufficient capacity to allow for the issue of permits to hospital staff without significant risk to the amenities of existing users. This would leave the expected occupancy at peak times below the 85% agreed by committee for schools schemes.

2.8 It is therefore recommended that the Environment Committee agree that the maximum number of concurrent permits to be issued to Barnet Hospital be limited to 100 for use in residents’ bays in the appropriate zones with the exceptions of the areas described above or specified by the Executive Director, Environment.

2.9 Responsibility for the allocation of these permits will rest with the hospital.

- 2.10 A review will be carried out in consultation with the hospital in three to six months after permits are issued to assess the viability of the scheme and whether there is sufficient need and capacity to issue further permits. If following this review it is recommended to issue further permits, this will be in accordance with the schools permit scheme criteria as previously agreed by Committee and delegated to the Executive Director, Environment, for approval in consultation with ward members.
- 2.11 The members for Underhill ward in which the hospital falls are Cllr Jess Brayne, Cllr Paul Edwards and Cllr Tim Roberts.
- 2.12 In line with the resolution of the 11 May 2017 committee, on [DATE] the Executive Director, Environment, wrote to those members for the appropriate wards providing details of the proposal to issue permits to the hospital and the survey results and inviting submissions to this Committee.
- 2.13 The ward members have therefore been consulted in line with the requirements of the 11 May 2017 resolution and committee approval is now required with regard to the issue of permits.
- 2.14 The engagement carried out with schools which have successfully applied for permits show strong support for the scheme. It is likely that the issue of permits to the hospital will have a positive impact on the working lives of hospital staff and their ability to provide improved environment for patients. This will further support Barnet Hospital with their recruitment and retention of staff.
- 2.15 The schools permit scheme since its implementation has shown no adverse impact to residents' being able to park as near to their homes as possible.
- 2.16 Streets that have been identified as already under high parking stress will form an exclusion zone where the Barnet Hospital Staff Permit must not be used. The Hospital will be responsible for informing staff of the excluded streets and notifying them that the permit should not be used there. The streets are: Wellside Close, Wellhouse Lane, Lexington Way and Vyse Close. There will be a review of included/excluded streets as part of the review point detailed in recommendation 3.
- 2.17 The committee is recommended to apply a higher charge than the schools scheme. This is due to the hospital operating car parks for a charge. It is also noted that the hospital may be charging staff for parking. The proposed figure for reflecting this commercial parking would be to charge a figure in excess of £1000 a year. However it is recommended that the Council engages with the Hospital, so as to provide the opportunity to gain information to help decide a final figure. The permits will not be available for the Hospital if the required information is not provided and it is also required that, in line with the schools scheme, a suitable travel plan for the Hospital is submitted before permits are issued.
- 2.18 The Council will request information on the amount of charge made to staff for parking where this is charged for at Barnet Hospital. It will also request details of the income generated from car parking charges to the general public and paid to the hospital so as to determine the income being generated to the hospital by their existing parking. The final cost will be determined on receipt of this information by the Executive Director for Environment in consultation with the chair of the Environment Committee. The cost will not be lower than the schools permit and will not seek to gain more than 50% of the income the Hospital is generating per space for the equivalent number of permits.

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

- 3.1 Refusal to extend the scheme to the hospital. This option is not recommended as the Environment Committee has previously agreed to give consideration to issuing permits to the hospital under the school permits scheme, and the capacity survey has found that there is sufficient parking capacity to allow this.
- 3.2 Making certain parking places within the CPZ available to use on a 'pay to park' basis at a discounted rate. This is not recommended due to the lack of existing paid for parking infrastructure throughout the CPZ area and the additional administration this would require to put in place through the statutory traffic order process.

### **4 POST DECISION IMPLEMENTATION**

- 4.1 The results will need to be communicated to stakeholders.
- 4.2 If and where capacity is identified, minor variations will be required to the parking website and related systems will need to be updated to allow hospital 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 has three outcomes focused on place, people and communities:
- A pleasant, well maintained borough that we protect and invest in
  - Our residents live happy, healthy, independent lives with the most vulnerable protected
  - Safe and strong communities where people get along well.

The introduction of this scheme will greatly benefit hospital workers and those receiving treatment at Barnet Hospital whilst ensuring that resident parking is not unduly affected. The scheme will help to ensure that hospital staff can focus on delivering high quality care 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 their duties. The scheme will also feature in the recruitment and retention strategy for the hospital to ensure that the most highly skilled staff are attracted to work in the Borough ultimately providing better outcomes for patients.

#### **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 Public Services (Social Value) Act 2013 requires people who commission public services to think about how they can also secure wider social, economic and environmental benefits. This report does not relate to the procurement of services contracts.

### **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 under the Road Traffic Regulation Act 1984. The Executive Director, Environment has the authority to make any necessary amendments to the Traffic Management Order to enable the implementation of the decision of the 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. The school permit scheme is one such arrangement introduced by the Council in performance of its traffic management duty.

5.4.3 The Council's Constitution 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 findings of the survey which indicates that there is sufficient headroom above the 100 permits recommended to be issued.

### **5.6 Equalities and Diversity**

5.6.1 Section 149 of the 2010 Equality Act outlines the provisions of the Public Sector Equality Duty which requires Public Bodies to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct prohibited by the Act;
- advance equality of opportunity between people who share a relevant protected characteristic and persons who do not;

- foster good relations between people who share a relevant protected characteristic and persons who do not;
- 5.6.2 Having due regard means the need to (a) remove or minimise disadvantage suffered by persons who share a relevant protected characteristic that are connected to that characteristic (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it, (c) encourage persons who share a relevant protected characteristic to participate in public life in any other activity in which participation by such persons is disproportionately low.
- 5.6.3 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.
- 5.6.4 An equality impact screening has been undertaken in respect of the proposals contained within this report. It is considered that the overall equalities impact of the proposals are positive in that hospital staff will be able to park closer to their place of work without undue stress or delay which may impact upon their working pattern and patient outcomes.

## **5.7 Corporate Parenting**

- 5.7.1 In line with Children and Social Work Act 2017, the Council has a duty to consider Corporate Parenting Principles in decision-making across the council. There are no Corporate Parenting implications in these proposals.

## **5.8 Consultation and Engagement**

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

## **5.9 Insight**

- 5.9.1 No specific insight has been undertaken in order to inform the decision. Data and Statistics contained within the report have been sought from a number of existing reports or data sources.

## **6 BACKGROUND PAPERS**

- 6.1 Previous decisions of the Environment Committee of 11 May 2017 and 11 January 2018.