

Appendix A - Controlled Parking Zone Policy Principles

1. Purpose

The Borough will implement a Controlled Parking Zone (CPZ) programme based on the following core principles. In 2022, these principles will then be reviewed, to take account of the impact of the schemes introduced and feedback from residents and businesses. A revised policy will then be brought back to the committee.

- 1.1. Parking controls are used to balance parking pressures and to support residents and businesses in their ability to park, particularly, in proximity to High Streets.
- 1.2. Parking controls should be delivered systematically, to avoid a piecemeal approach which can push parking pressures onto neighbouring streets. This can be very costly to deliver if it leads to CPZ creep and the requirement for continuous changes to the traffic orders and associated consultations which are required to implement the changes to the CPZ.
- 1.3. Parking controls should be as simple as possible and as far as possible harmonised across the Borough. This should allow the Council to provide and enforce more effective and easier to understand parking and traffic controls.
- 1.4. Parking controls contribute to delivering the Long-Term Transport Strategy (LTTS) and Air Quality Action Plan (AQAP) commitments.
- 1.5. Parking controls are needed where developers take on planning conditions, or as part of more significant schemes, section 106 funding is provided to support parking controls. Where section 106 funding is available, it will be used to fund the scheme in accordance with the section 106 agreement. The parking service will seek proactive engagement with developers to ensure that the s106 contributions negotiated through the planning service are sufficient to introduce the necessary parking schemes to mitigate the granting of that planning permission.

2. Principles for Introduction of New Parking Controls

a) CPZ Design

- 2.1. CPZ design will incorporate the most up to date ambitions for safety and will take a proactive approach to address potential parking issues outside of the operational hours for pedestrians, cyclists and school journeys. This is particularly the case where controls may not be in place during the peak morning and evening journey times. Solutions include both the use of double yellow lines at junctions to ensure clear sightlines and to reduce the risk of accidents, and appropriate restrictions near schools to reduce the risk of harm to children and pedestrians at peak school travel hours.
- 2.2. The design of parking schemes should be to ensure high compliance with restrictions but aim for the least obtrusive street furniture.
- 2.3. Where signs have to be used, the objective is to maximise pedestrian access to the footway. This will be achieved by:
 - i. CPZ entry signs will be installed on one side of the road where there is low traffic flow. Where the road has a high traffic flow, signs will be installed on both sides of the road.
 - ii. In all cases signs and markings will meet the design requirements of the relevant statutory provisions.

- iii. Where necessary special approval will be sought to allow innovative solutions. New markings such as 'past this point' and 'in marked bays' signs are now available. Over the next 12 months and in appropriate locations, these new markings will be trialled and a report will be brought back on their effectiveness.
- 2.4. The size of a CPZ needs to be sufficient to allow the ebb and flow of parking to be balanced between roads but not so large as to make journeys by cars within the zone attractive. If zones grow, a point will come at which a split is necessary to discourage inter zonal journeys.
 - 2.5. The Council will not usually favour mini-zones which give access to wider zones but restrict access to that zone, as this introduces a degree of unfairness between residents. This is particularly the case where a split of the zone may be needed, as outlined at 2.4
 - 2.6. Local consultation is extremely important, but when considering splitting a CPZ, greater weight will be given to those comments and concerns arising from those streets affected by inter zonal travel than a lower level of response from the wider area consultation.

b) Other Parking Controls

- 2.7. To improve congestion on our major routes, bus routes, and town centre areas, the council will ensure that the parking controls are designed to maintain traffic flow, particularly during traffic sensitive times. This may include seeking to introduce paid parking places on side roads so that no parking is available on main roads, to keep traffic moving on key routes. The council will also consider the loading practices on main routes and create loading bays in appropriate locations.
- 2.8. The Council does not currently include provision for cycle parking within its controlled parking zones. Encouraging modal shift and active travel for shorter trips is part of the Council's Long-Term Transport Strategy to tackle congestion, improve air quality, and improve public health outcomes. It is important to recognise the need for safe and secure cycling parking to encourage modal shift and as part of the design considerations for future schemes, the repurposing of kerbside space for cycle parking will be considered as part of the design and consultation process.
- 2.9. Access to parking for Blue Badge holders is considered at design stage. To improve the current process, information about designated bays will be included within the consultation materials to invite those residents who may meet the criteria to apply for one. This should reduce the impact of new CPZs upon Blue Badge holders. In addition to dedicated disabled bays in residential areas, general use disabled bays can also be planned through assessment of the number of Blue Badge holders within any area.
- 2.10. Electric vehicle charging bays policy will be formulated outside of these principles, and with reference to the emerging national strategy on electric vehicles. CPZ design will include the introduction of charging points and the approach will be guided by policy and emerging best practice, and the wider EV charging network availability in the area.

c) Consultations

- 2.11. Consultations are an extremely important part of the CPZ process and the consultation will aim to cover a sufficiently wide area that those substantially affected by the proposed parking changes have an opportunity to contribute to the consultation.
- 2.12. Current policy has limited consultation to the affected area plus the streets immediately adjacent. We believe that it is appropriate that future consultations take place over a wider area. Multiple neighbouring streets should be brought in to the consultation even where only

one or two may initially make a CPZ request. Large developments may require very extensive consultations.

- 2.13. Natural boundaries, such as railway lines, parks and major roads will usually form the bounds of a consulted area.
- 2.14. Consultation materials will normally be based on a standard document to ensure a consistent quality approach to the consultation is taken for all schemes. As part of the consultation process, design considerations will be assessed and comment invited on the scheme, on the availability of paid parking spaces, Blue Badge parking, cycle parking and storage, and electric vehicle charging points.
- 2.15. Where following a consultation there is consensus in a particular street or streets to take forward a CPZ but the majority of neighbouring streets are not in favour, the Council may proceed with the consenting streets. Even if there is consequential vehicle displacement, this should not be a barrier to those seeking to better control parking in their area. Ensuring a prompt post implementation review can help address displacement issues.
- 2.16. Where a street is not in favour of controls but surrounding areas are, then the majority will usually prevail, if the inclusion of the street forms a natural part of a CPZ. If its inclusion is of limited impact on the CPZ it may be excluded. The cost of adjusting CPZs as those streets that are not included in the CPZ understand the impact of displacement on them and subsequently ask to be included is extremely expensive. The Council will therefore take into account its experience of such displacement when considering the design of the CPZ, and as a result may include roads within the CPZ where it anticipates residents would otherwise ask to be so included because of displacement.
- 2.17. Where safety concerns exist in relation to representations about the implementation of controls, these will be considered by the Executive Director, Environment.

d) Implementation by Experimental Traffic Order

- 2.18. In future, new CPZs, and changes to existing CPZs or other parking controls, will be introduced by an experimental traffic order. The first step is an informal (rather than statutory) consultation. Following the informal consultation and a decision is made to move to implementation the experimental order is introduced and the comments received during the experimental period constitute the statutory consultation. The experimental order provides a period of 12 and up to 18 months where the controls will be monitored to ensure that they are effective in addressing any parking issues identified. A review can be undertaken during the experimental period, and changes can then be made before the time at which the traffic order is made permanent, or cancelled.

e) CPZ hours of operation

- 2.19. The identified pressures on parking (that parking which would be managed or excluded via controls) will generally drive the appropriate hours of control. As far as possible we will use a standardised suite of controls to aid enforcement and ensure parking rules are more easily understood by motorists. COVID-19 has changed and often reduced commuter parking. Parking controls will have to evolve to reflect the new patterns of work, lifestyle and car usage, and the area characteristics which will inform, in principle, the design and controls which would be put forward for consultation.
- 2.20. Where a deviation from the standard hours is desired by ward members or residents, an increase to the hours or days will be considered, as this will often improve the level of control

provided. Reductions will generally be discouraged. The new policy will not recommend one-hour controls as we no longer believe in current circumstances these are fully effective.

f) Post Implementation Review Process

- 2.21. New CPZs will be monitored during the experimental traffic order period to ensure that the council is effective in addressing any parking issues identified.
- 2.22. New CPZs should be programmed for review at 30-36 months after implementation.
- 2.23. Mature CPZ should be reviewed every 5 to 7 years.
- 2.24. When considering new CPZs during the experimental period, those surrounding roads identified as likely to experience impacts from displacement should be reviewed between 6 and 12 months after the CPZ is introduced.

g) Principles for reviews of Existing Parking Controls

- 2.25. As noted above, over time, conditions change and parking controls that were introduced many years ago may no longer meet the needs of residents and businesses today. To that end we need to review the operational hours of our existing CPZs to ensure that parking issues are appropriately met by the current controls.
- 2.26. A review may be triggered by feedback from residents, businesses or ward councillors. The council will use such feedback, along with insight on changes to public transport and new developments, to inform its review programme.
- 2.27. A programme is being prepared to review our existing parking controls, based on the evidence of changes to conditions as outlined above. Ward members will be consulted on the development of the programme.