
Scrutiny Task and Finish Group

On-Street Parking Management Strategy

Terms of Reference

Scope

The Cabinet Member for Highways and Transport intends to adopt a new On-Street Parking Management Policy Framework, in 2021. The framework will include rules for the consideration, implementation, review and removal of Controlled Parking Zones (CPZ); the governance process relating to individual proposals; and incorporate an initial three-year programme for CPZ development.

The Communities, Highways and Environment Scrutiny Committee (CHESC) has agreed to establish a Task and Finish Group (TFG) to provide County Councillor input to the Policy Framework preparation.

Methodology

The TFG will meet once. Members will be briefed on how on-street parking management is undertaken currently, before learning about the present proposals and being given the opportunity to help shape these. Further details will be sent to all Members in advance of the meeting.

At the conclusion of the meeting, the Chairman will summarise the Group's main recommendations for the agreement of the Group. However, all comments made by the Group during the course of the session will be passed back to the Cabinet Member by service officers, for their consideration.

It is proposed that the TFG focus on the key revisions to the framework. The key revisions are;

- The County Council, rather than actively seek out areas where CPZs may be introduced, will maintain a responsive position to parking problems and will be guided by concerns and expressions of interest from communities before committing to undertaking CPZ investigations.
- The consideration of new CPZs will consist of three stages, which are the trigger stage, the assessment stage and the prioritisation stage.
- In order to manage community expectations as well as its own resources, the County Council will maintain a three-year CPZ programme, enabling three projects to be progressed at any one time. The Director of Highways, Transport and Planning will be responsible for reviewing the programme, further to consultation with the Cabinet Member for Highways and Transport;
- For the initial public consultation and outline design phases of a project, an overall response rate of 50% or higher will be expected/required. Of those who respond, over 50% will be required to be in support of the project, including it progressing to the next stage. Should a project not achieve these figures, it may be removed from the programme and another project promoted.
- The responses from a statutory/final design consultation will be shared with County Councillors and then all comments will be reported to the Director of

Highways, Transport and Planning, who will make a decision on whether to implement the CPZ. There is no expected response rate or a required level of support at this stage.

- Reviews of established CPZs will also consider new restrictions in a particular road if there is evidence of displacement and if over 50% of residents in that road support the introduction of further parking restrictions.

Timetable

The proposal is for the TFG to meet once on 2 November 2021.

Membership

The Chairman will be appointed by the Group at the outset of its first meeting.

Membership currently comprises:

Carson Albury
Andrew Baldwin
Caroline Baxter
John Milne
Simon Oakley

Reporting arrangements

Given the preparation timeline, the TFG will report directly to the Cabinet Member, but its final recommendations will be published on the agenda of the next convenient formal meeting of CHESC, likely in January 2021. The Chairman of the TFG will be expected to summarise the discussion and outcomes to the Committee.