

## BOROUGH OF KETTERING

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<b>Report Originator</b>	Shirley Plenderleith Head of Public Services	Fwd Plan Ref No: A19/001	
<b>Wards Affected</b>	St Michaels Ward	12 <sup>th</sup> June 2019	
<b>Title</b>	<b>CONSULTATION ON EXTENSION TO EXISTING RESIDENTIAL PARKING ZONE</b>		

**Portfolio Holder:** Cllr Mark Dearing

### **1. PURPOSE OF REPORT**

- 1.1 To seek Members' approval to proceed with a full consultation on a small extension to residential parking Zone J, as shown in **Appendix 1**.
- 1.2 To update members on the review of communications and assessment criteria applied in the recent consultation on residents parking schemes and seek Members approval to the future means of consultation as detailed within this report.
- 1.3 To seek Members' approval that the test for the introduction of a residents parking is based on 60% of all households in the proposed zone extension. Only responses in favour of the proposal count towards the 60% figure, and that scheme will apply to proposed zone area not individual streets.

### **2. BACKGROUND**

- 2.1 On 16<sup>th</sup> January 2019, Executive Committee agreed to progress consultation on new residents' parking schemes.
- 2.2 On 17<sup>th</sup> April 2019 this Executive Committee considered the consultation results for the proposed new zone areas and resolved in consultation with Northamptonshire County Council (NCC) to re-look at parts of streets in Zone J (see map in **Appendix 1**) where strong support for parking restrictions was expressed.

### **3. CONSULTATION AND CUSTOMER IMPACT**

#### **Proposed Smaller Extension to Zone J**

- 3.1 In accordance with the recommendations from the April meeting of this Executive, KBC and NCC officers have looked at areas and parts of streets in proposed Zone J, which strongly supported parking restrictions.
- 3.2 The results show that there is majority support for a residents' parking scheme in The Drive. There is also strong support expressed in part of the Broadway for a scheme. These two areas directly lead off Headlands, where there was concern

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expressed by some residents of the impact of a scheme being introduced only in the Drive.

- 3.3 Following discussions with NCC, the new proposed extension to Zone J is shown in Appendix 1. There are clear exit and entrance points along the Headlands into the proposed zone and the zone includes the Drive and the western section of the Broadway where there was strong resident support for a residents' parking scheme.
- 3.4 Officers have considered the risk of displacement onto the remainder of Broadway, Argyll St, Garfield St, and Hawthorn Road. In terms of simplifying points of exit and entrance, it would be usual to include all of Broadway, Argyll St, Garfield St, and Hawthorn Road, in the zone. However, in Argyll St, Garfield St and Hawthorn Rd there was a low level of support for a residents' parking scheme, and concerns were raised by local business and community facilities about the impact of a residents' parking scheme on their business.
- 3.5 In the eastern half of Broadway, there was less support for a scheme than by residents in the section of Broadway nearer the Headlands.
- 3.6 It is usual practice to create zones so the entrance and exit points are at a major road junction. This means that it is clear to motorists that they are entering the zone. It is not ideal that the entrance point to the zone is mid-way along a street, and very careful consideration will be required to the signage and street furniture in the area. Advice will be taken from NCC Highways team on this matter.
- 3.7 Along the Headlands, there are a significant number of two-hour bays; comments have been received from residents and businesses that these bays are invaluable for visitors to the doctor's surgery, local schools and businesses.
- 3.8 It is suggested that as part of the consultation we ask specifically about whether residents and businesses would either like to see these bays be retained as two hour bays for visitors; dual use (two hours for visitors and available for permit holders for the zone) or only for use of residents.
- 3.9 Dual use bays have been introduced successfully by NCC in other parts of the County. In dual use bays, both permit holders and visitors can use the bays on a first come first serve basis.
- 3.10 As this is a proposed extension to the existing Zone J then the same hours of operation would apply. Zone J operates on a 24-hour basis, seven days a week.

### **Review of the Consultation Process**

- 3.11 In response to the request from this Executive at its meeting in April, a review has been undertaken of the recent consultation on residents' parking.

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- 3.12 In that review, it is clear that there was ambiguous, sometimes-conflicting information distributed, and the terminology used was not as clear as it could have been around the 60% threshold, resulting in different interpretations.
- 3.13 Despite these oversights, the review found that the survey asked the correct questions to determine the level of support for a scheme.
- 3.14 The method of consultation, by letter drop and a number of house-to-house visits was found to be comprehensive and gave plenty of opportunity for feedback by residents.
- 3.15 Businesses and community facilities were provided with a survey about the scheme and their responses were included in the evaluation of the results. However, this approach failed to identify the more complex needs of business, community facilities and schools in the proposed area.
- 3.16 The consultation process surveyed properties within any proposed zone thereby not accounting for any views from those in adjoining areas who may be impacted by the proposals.
- 3.17 In terms of the assessment of the survey results, the review found that the results were accurately compiled and reported.
- 3.18 The review concluded that the information did not affect the accuracy of the results but it did cause confusion undermining confidence in the consultation process. Future consultations need to clearly explain how the results of the consultation will be assessed in accordance with the tests applied by the Council for new residential parking zones.
- 3.19 Any future consultations, including the consultation for the proposed extension to Zone J, will include dialogue with business, community groups and schools in the proposed zone extension and just outside of the zone boundaries.
- 3.20 It is proposed the consultation for the proposed extension to Zone J includes two drop-in sessions taking place in over two separate weeks potentially during September. Officers will be available to answer questions and take feedback from residents, both in and on the outskirts of the proposed zone, on an individual basis. Both the dialogue with businesses and the drop in sessions will take place before any written material is sent out. The outcome from both types of consultation will be reported to members.
- 3.21 The proposed letter, fact sheet and survey are attached as **Appendix 2**. These will be in an envelope clearly marked "Kettering Borough Council - Consultation documents enclosed"
- 3.22 The consultation process will be undertaken after the proposed drop in sessions and will take place over a four-week period. In the first week of the consultation, a survey and explanatory booklet will be delivered to every property in the proposed zone.

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- 3.23 At week two, a further letter and survey will be delivered to those households which have not responded, or who contacted the Council and advised that they had mislaid the original documents.
- 3.24 At week three, follow-up door-to-door visits will take place with members of the Warden Team encouraging people to respond and answering any questions residents have. These visits will be targeted at addresses where a response has not yet been received.
- 3.25 At week four, final door-to-door visits will take place. Any address where a response has not been received will be included in this exercise. Where contact is not made with the inhabitants, a letter reminding the occupants to return the survey will be posted through the letterbox of the property.

### **Tests Applied in the Introduction of Residents' Parking Schemes**

- 3.26 The Council's approach to the introduction of new residents' parking zones has always been one of responding to residents' requests where possible. This approach is balanced with the need to ensure that any scheme can be effectively managed and enforced.
- 3.27 Prior to any public consultation on a proposed new residents' parking scheme, a detailed assessment is undertaken to establish the viability of the proposed scheme. Assessment criteria includes:
- Natural zone boundaries
  - Defined simplified access points
  - Existing car parking capacity issues across the whole proposed zone
  - The potential knock on effects of any proposed zone to neighbouring streets
  - The number of request from residents
- 3.28 If the initial assessment shows that the area may be suitable for a residents' parking scheme, the Council then consults residents in the proposed area.
- 3.29 In the last consultation exercise, the Council viewed a 60% positive response rate of all households within a zone as indicating sufficient support for a new scheme. In previous consultations, the Council viewed a 60% positive response rate of all respondents within a proposed zone as indicating sufficient support for a new scheme to be considered. The reason for this change was that if the decision is based on the percentage of respondents, then a poor return on the surveys could result in the decision to implement the zone being based on a low percentage of the total number of households in the area.
- 3.30 The calculation of the 60% will be based on households in the proposed zone. Each business or community facility will be treated as a household. The zone

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extension will only be considered for implementation if the positive responses are equal to or in excess of 60% of households in the area.

3.31 Members will give consideration to the introduction of any scheme based on the proposed zone consultation results meeting the 60% as set out above, and members balancing the potential impacts of any implementation.

3.32 The Council's approach has always been to consider zones as eligible for new schemes rather than looking at the results from individual streets. The input of NCC, as the Highways Authority is of particular importance in considering the practical feasibility of any scheme and this approach accords with their advice.

#### **4. POLICY IMPLICATIONS**

4.1 The Council's position is one of responding to residents' requests and based on these, proposing schemes for their consideration, and acting on the views of residents, taken as a whole, rather than seeking to impose schemes that are not wanted.

#### **5. FINANCIAL RESOURCE IMPLICATIONS**

5.1 Should the scheme go ahead, the proposed zone extension would have a financial impact on the authority in terms of both set up and running costs. The set up costs will be made up of the revised traffic orders, legal costs and new signage. Day to day enforcement costs will be covered from within the existing Warden Team resources at this stage.

5.2 Financial provision exists within the draft capital programme for 2019/20. However due to the workload of Northamptonshire County Council, the implementation may take place in the 2020/ 21 financial year.

#### **6. HUMAN RESOURCE IMPLICATIONS**

6.1 Initial residential zones will be enforced using existing warden staffing. However, this will need to be kept under continual review as additional zones may impact on the capacity of the team.

#### **7. LEGAL IMPLICATIONS**

7.1 Specific legal requirements in terms of Road Traffic Orders will need to be formulated. This will be undertaken by Northamptonshire County Council.

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### 8. RECOMMENDATIONS

That Members:

- a. Delegate to the Head of Public Services, in conjunction with the Head of Legal Services, to proceed with a full consultation on a residential parking zone in the proposed extension of Zone J.
- b. Approve the future means of consultation as detailed within this report.
- c. Approve that the test for the consideration of the introduction of a resident's parking scheme is based on the support from 60% of all households in the proposed zone and that schemes will apply to areas not individual streets.

Previous Minutes/Reports: Executive Committee 16<sup>th</sup> January 2019 and 17<sup>th</sup> April

Ref: Consultation on Extension to existing Residential  
Parking Zone

Date: 17 April 2019