

## Portfolio Holder for Highways

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3 May 2017

For further information please contact

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### **NOTICE OF INTENDED PORTFOLIO HOLDER DELEGATED DECISION**

The Portfolio Holder has received the following report for a decision to be taken under delegated authority. The decision will be taken on **8 May 2017** (i.e. 3 clear days after the date of this note). The decision will be published on the Council's website but will not be implemented until 5 clear days after the date of publication of the decision) to comply with the call-in process set out in Rule 7.37 of the Constitution.

<b>1.</b>	<b>RESIDENTS PARKING</b>
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**CYNGOR SIR POWYS COUNTY COUNCIL****PORTFOLIO HOLDER DELEGATED DECISION****By****County Councillor John Brunt (Portfolio Holder for Highways)****May 2017****REPORT AUTHOR: Tony Caine, Road Safety and Traffic Systems Manager****SUBJECT: Residents Parking**

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**REPORT FOR: Decision**

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**1. Summary**

A policy for on street residents parking was approved at the meeting of the Cabinet Executive on 26 February 2013 following representations being made particularly from Hay on Wye Town Council and the Campaign for Realistic Approach to Parking within Hay to have such a scheme for their town. The policy provides a framework which allows residents to achieve a greater chance of being able to find parking in close proximity to their properties in areas where commuters or visitors to a town use residential streets to avoid more appropriate parking within pay and display off street car parks.

The policy was adopted on the basis of a trial being undertaken within Hay on Wye and, subject to any practical adjustments, be implemented across the County.

This report summarises the findings of the trials and recommends the changes to the policy which were highlighted following the trials.

**2. Background**

Following consultations within the Hay on Wye to refine a proposed scheme, the residents parking went live within Hay on Wye on the 1 May 2015.

In addition to the trial in Hay on Wye, it was also decided to trial a scheme within Newtown to offer a balance in the type of scheme. The Hay scheme was a wide area scheme covering the central core of the town where as the Newtown Scheme was focussed on 2 distinct areas within the town. The zones within Newtown went operational on the 5<sup>th</sup> October 2015.

Details of the uptake of permits is enclosed within the Appendix for reference.

## 2.1 Hay on Wye Zone

County Councillor Gareth Ratcliffe and Hay on Wye Town Council have reported that the scheme is a success within the town with the only concern over some businesses obtaining permits by registering vehicles to the residential property associated with the business but they do not reside there. For the trial schemes the requirement to prove residency by the provision of a council tax, utility bill or other similar proof was not undertaken and therefore for the future it is recommended that these checks do take place.

During the first year there were 64 permits issued and to date during the second year 63 permits have been issued. In total 65 permits are currently valid. This equates to approximately 16% take up by the number of qualifying properties within the zone.

## 2.2 Newtown Zone A [Milford Road]

During the first year of implementation 3 permits were issued within the first month. All 3 of these were renewed prior to the commencement of the second year of operation. There are only 3 qualifying properties within this zone thus there has been a 100% take up.

County Councillor Peter Harris has reported there have been no problems with this zone to his knowledge.

## 2.3 Newtown Zone B [Park Street and Frolic Street]

County Councillor Joy Jones has advised that there has been no complaints or concerns of the Newtown zone B since it has been implemented.

During the first year of implementation 10 permits were issued, 8 within the first month. However so far there have been only 4 issued in the first 2 months of the second year meaning only 5 permits are currently valid within this zone. Based on these numbers it appears 5 people have chosen not to renew the permit so far.

## 3. Discussion

The trials have been implemented successfully with no major complaints being received.

Practical issues over the linking of the resident to the property requires greater scrutiny with more evidence the applicant resides within the zone. Therefore as part of the application process, a form of proof by the way of council tax bill, utility bill or bank statement will also be required in addition to the proof the vehicle is registered to the property.

The size of the zone raises some concerns when considered against the level of investment required in both the initial set up costs as well as the ongoing expectation of a sufficient level of enforcement to ensure the scheme is

worthwhile. The set up costs include amongst other elements; the drafting of the proposals and consultations, making a traffic order, set up costs of necessary on line forms etc to allow residents to apply for the permits, changes/new traffic signs and road markings. Given this it is considered that there should be a minimum number of properties required within a qualifying zone which would benefit from the residents parking to ensure that cost recovery is achieved within a reasonable period of time.

Based on an estimate £5,000 to implement an individual scheme, sales of 16 permits at £65 per year for each scheme needs to be achieved on average to ensure cost recovery within 5 years. It is recognised that there would be varying sizes of residents parking schemes across the county as each one would be bespoke to individual circumstances. Therefore to ensure full cost recovery is achieved within a reasonable time scale it is considered that there should be a minimum of 10 properties with no off street parking within an identified qualifying zone.

The cost of the permit was included within the policy for the trials and it is recommended to maintain the charge level for the permit. However it is considered that should any additional permits be made available there is no justification for charging a higher rate. Although most other Authorities charge a higher fee for a secondary permit, it is considered that this goes against the legislation that permits the Authority to charge for on street parking and could therefore be subject to legal challenge. Therefore should any additional permits be issued then these should be issued at the same rate.

The administration charge set by the original policy should remain the same as this reflects the costs in cancelling an old permit and creating a replacement.

The following annual charges apply:

Residents Permit	£65
Administration fee for all replacements, changes of details or refunds	£25

These charges will be reviewed as appropriate and included within the department's schedule of highway charges [Licences Authorisations, Permissions, Approvals and Notices] when next updated.

Both trial schemes have in addition to the permit holders all day parking allowed for visitors to stay for up to 1 hour without a permit. This facility appears to provide sufficiently for the needs of the residents, especially those in receipt or regular multiple daily visits from carers. Therefore it is not considered that visitor permits need to be issued at this time and have thus been excluded from the revised policy.

#### **4. Proposal**

To make revisions to the policy based upon feedback from the trial and roll it out to other towns within Powys subject to the ranking of individual schemes and the availability of resources.

A copy of the revised Policy is enclosed in the Appendix to this report.

#### **5. One Powys Plan**

##### Integrated Health and Adult Social Care

The policy provides provision of a resident parking scheme to include limited waiting. This is especially important where residents within the zone require carers to be able to park close to the home of a person under their care. In areas where residents parking would be appropriate there would be an existing parking problem where carers etc would find parking close by difficult. This policy may therefore provide a benefit within this area to meeting this goal.

In addition the use of a private motor vehicle is an essential lifeline to residents living in such a rural county as Powys. Issues relating to parking may be a deciding factor when elderly people decide to give up driving. Therefore this policy may increase the likelihood of elderly drivers continuing to drive if they are able to park more easily near to their home and thus be more independent and continue to be independent.

##### Stronger, Safer and Economically Viable Communities

The policy will assist in the service being fit for purpose as well as it being financially balanced. Whilst there is no legal right to park on the highway it is recognised that residents in certain areas are inconvenienced by visitors/commuters to a town who take up spaces within residential streets. Readdressing this balance by restricting the use of the street in favour of the resident will also encourage the visitors/commuters to the town to make use of the more appropriate off street facilities available.

#### **6. Options Considered/Available**

Option 1 – Not to accept the changes roll out the existing policy to other areas across Powys subject to the ranking of individual schemes and the availability of resources.

Option 2 – To approve the revision to the Policy and roll it out to other towns within Powys subject to the ranking of individual schemes and the availability of resources.

## **7. Preferred Choice and Reasons**

Option 2 is the preferred option.

Whilst it should be noted that there is no right to park on a highway, the only legal right being to pass and re-pass, it is desirable to introduce residents parking schemes to control parking and to discourage commuters who should be encouraged to make better use of more appropriate off-street facilities. Whilst both options considered will achieve this Option 2 takes on board feedback from the trials and simplifies the text to ensure it is more practical.

## **8. Sustainability and Environmental Issues/Equalities/Crime and Disorder,/Welsh Language/Other Policies etc**

A completed impact assessment has been completed and is to be considered as part of the decision making process.

## **9. Children and Young People's Impact Statement - Safeguarding and Wellbeing**

Not Applicable

## **10. Local Member(s)**

Comments from Local members has been include within section 2 of this report.

Whilst not formally consulted over this report, other Local Members or Town Councils have expressed that they would like to see residents parking within their areas to the benefit of constituents who find it difficult to park near their homes.

## **11. Other Front Line Services**

Not Applicable

## **12. Support Services (Legal, Finance, Corporate Property, HR, ICT, Business Services)**

The Solicitor – Highways and Enforcement notes the report but has no comment.

The Finance Business Partner Place notes the contents of the report, any additional costs incurred would be need to be funded from existing resources as no additional funding has been provided.

The Professional Lead - Strategic Property supports the recommendation.

### 13. Local Service Board/Partnerships/Stakeholders etc

Not applicable

### 14. Corporate Communications

The report is of public interest and requires use of news release and social media to publicise the decision.

### 15. Statutory Officers

The Strategic Director Resources (S151 Officer) notes the comments made by finance.

Monitoring officer notes the comments made by the Solicitor – Highways and Enforcement.

### 16. Members' Interests

The Monitoring Officer is not aware of any specific interests that may arise in relation to this report. If Members have an interest they should declare it at the start of the meeting and complete the relevant notification form.

### 17. Future Status of the Report

Members are invited to consider the future status of this report and whether it can be made available to the press and public either immediately following the meeting or at some specified point in the future.

<b>Recommendation:</b>	<b>Reason for Recommendation:</b>
<b>1 To approve version 2 of the Residents Parking Policy dated December 2016.</b>	<b>To allow other towns or communities from benefitting from a residential parking scheme following the trials within Hay on Wye and Newtown.</b>

<b>Relevant Policy (ies):</b>			
<b>Within Policy:</b>	<b>Y</b>	<b>Within Budget:</b>	<b>Y</b>

<b>Relevant Local Member(s):</b>	<b>n/a</b>
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<b>Person(s) To Implement Decision:</b>	<b>Tony Caine</b>
<b>Date By When Decision To Be Implemented:</b>	<b>N/A</b>

<b>Contact Officer Name:</b>	<b>Tel:</b>	<b>Email:</b>
Tony Caine	01597 826652	tony.caine@powys.gov.uk

**Background Papers used to prepare Report:**  
**Cabinet Executive Minutes 26 February 2013**  
CABINET REPORT TEMPLATE VERSION 3



Uptake Hay on Wye

Month	Year 1	Year 2*
1	52	48
2	4	4
3		1
4		2
5	3	3
6	3	3
7		2
8	1	
10	1	
<b>Total</b>	<b>64</b>	<b>63</b>

\*- to 30 November 2016 [month 7]

Uptake Newtown Zone A (Milford Road)

Month	Year 1	Year 2*
1	3	3
<b>Total</b>	<b>3</b>	<b>3</b>

\*- to 30 November 2016 [month 2]

Not only 3 properties within qualifying zone therefore 100% take up.

Uptake Newtown Zone B (Parks Street/Frolic Street)

Month	Year 1	Year 2*
1	8	3
2	1	1
12	1	
<b>Total</b>	<b>10</b>	<b>4</b>

\*- to 30 November 2016 [month 2]

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**On Street**  
**Residents Parking Policy**

**Version 2**  
**May 2017**

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### **Approval**

<b>Version</b>	<b>By</b>	<b>Approved by</b>	<b>Date</b>
Version 1	Phil Jackson	Cabinet Executive	26 Feb 2013
Version 2	Tony Caine	Portfolio Holder for Highways	8 May 2017

## 1 Summary

Some commuters and shoppers in Powys make regular use of residential streets for long-term car parking and this may prevent residents parking near to home. These situations can be improved by the introduction of local residents' parking schemes (RPS) with commuter traffic being encouraged to make better use of more appropriate off street parking.

The effectiveness of RPS depends on Highway Authorities using the civil enforcement powers conferred on them by the Traffic Management Act 2004 and it is important that the County Council's policy effectively meets the varying needs of residents while retaining continuity and common standards.

These schemes are intended to give priority to residents where problems are apparent, usually in the daytime for a 5 or 6-day week.

Each scheme should be informed by a review of the appropriateness of current traffic measures, in particular 'daytime' restrictions, and identification of potential residential parking space at times of greatest need (e.g. before 8.30 a.m. and after 5.30 p.m.).

This policy gives clear guidance regarding the types of scheme that may be considered and discount any schemes for which residents' demand for parking is likely to be limited.

Should proposals need to be prioritised, a scoring system may be used to assess current on-street and off-street demand, and parking occupancy during weekdays, on Saturdays and at peak periods. This process should be supplemented by local knowledge and operational experience.

Charges for permits will be necessary and it is important that, the cost of administering RPS schemes is recovered.

This policy will guide the introduction of Residents Parking Schemes in Powys and their operation, administration and management and may be subject to amendment.

Note - Throughout this document, where the text refers to 'significant' what constitutes such shall be determined by the Council, at its sole discretion.

## 2 Residents Parking Scheme Models

Residents Parking Schemes [RPS] will be based on one or a mix of two models:

### 2.1 Exclusive Permit Spaces

This is where parking areas are identified for the sole use of permit holders only and could apply to whole streets or sections of streets.

This type of scheme could apply 24 hours, 7 days per week or to specific days/times for example Monday to Friday 9am to 5pm. Outside of those times the restrictions would not apply.

### 2.2 Shared Spaces

This is where general parking is limited on street for periods up to 1 hour but permit holders would be exempt. This type of scheme allows for the provision of short term visitors to either nearby businesses or residents and suitable for both town centre locations and more residential areas close to town centres.

This type of scheme could apply 24 hours, 7 days per week or to specific days/times for example Monday to Friday 9am to 5pm. Outside of those times the restrictions would not apply.

A residents parking zone could consist of an individual, or part of a single, street or be a wider area zone

## 3 Criteria

Residents parking schemes would only be considered where all the following circumstances apply:

- Concerns are raised over there being limited on-street parking capacity due to excess demand by non-residents [e.g. commuters]
- A significant number of properties do not have off street parking provision
- There is sufficient on-street capacity for a scheme to be practical
- Formalisation of the on-street parking does not lead to access or safety issues (as outlined in Policy Statement RP3);
- Significant support for the proposal from residents has been demonstrated before investigations are carried out based on the understanding that the availability of parking permits will be extremely limited
- Where parking issues may be displaced to neighbouring streets, these residents will also be consulted over any prospective permit scheme and boundary



## 4 Residents Parking Design Considerations

Local RPS must achieve the objective of reducing local problem parking and this requires each scheme to be introduced as a carefully defined area. Boundaries will be set through logical points, subject to the considerations and criteria below, taking into account the capacity of neighbouring streets.

### 4.1 Layouts

In determining the layout of a RPS the following will be considered:

- areas of prohibited waiting, e.g. to maintain traffic flow, visibility, safety
- road widths and need for passing places
- the location of crossings and dropped kerbs
- vehicle accesses and loading areas
- bus stops
- the needs of blue badge holders
- limited waiting areas near local business or community facilities
- visitors and other drivers who may need to park

The objective would usually be to maximise the number of residents' spaces.

A residents parking zone could consist of an individual street, part of a single street or be a wider area consisting of 2 or more streets.

A RPS will not be considered for small individual locations where provision of residents parking is required for 10 or less properties. However a section of an individual street can be considered where there is 10 or less properties should that street form part of a wider area zone.

### 4.2 Parking Restriction Review

As part of developing a RPS the streets/area being considered will also be reviewed to establish whether any other restriction on parking may be necessary. This is to ensure safety and prevent unnecessary congestion or to any make other necessary provisions [disable bays/taxi ranks etc].

Careful consideration will be given to the displacement of non-residents to surrounding areas so as not to simply move a parking issue to another location.

### 4.3 Qualifying Properties

The residential properties which will be permitted to apply for a permit within the identified residents parking zone will be identified through consultation with locally elected representatives [The County Councillor(s) and Town/Community Council].

## 5 Prioritising Implementation of RPS Areas

Should a prioritisation system be required, surveys should be used to determine the extent of parking problems and the demand for residents' parking. If required it should assess:

- the level parking occupancy on-street on “typical” days(s), measured by surveys undertaken on a “normal” weekday and on a Saturday, repeated four times (mid morning, mid afternoon, early evening and late evening)
- the amount of on-street parking by residents
- the availability or otherwise of off-street parking for residents.
- the availability or otherwise of alternative parking for visitors
- the wider community needs i.e. places of worship, hospitals, schools etc

The component results should then be scored, to a maximum of 30 points, for:

- total occupancy – a maximum of 20 points based on the average number of vehicles parked on-street at the four different times of day. Points are awarded per survey based on the occupancy level.
- amount of residents' parking – a maximum of 5 points based on the highest number of their vehicles parked on-street at any time of day
- availability of off-street parking for residents – a max. of 5 points based on the number of properties without off-street parking places.
- If public off street car park available within 200m of the street/zone -5 points will be awarded
- for each community facility within the street/zone -5 points will be awarded.

Schemes can then be ranked according to score and, if necessary, schemes scoring below 15 points, shall be discounted. Ranked lists and the cut-off score may be reviewed from time to time.

## 6 Implementation Process

Before a scheme is introduced in any particular area a poll of households within the proposal area will be undertaken and a significant proportion of the affected households must be in favour of a scheme for it to proceed.

Consultation with the affected households will be undertaken, a sample questionnaire is enclosed in Appendix B.

Following the consultation, the scheme may require modifications which will be agreed with locally elected representatives.

The Final Draft RPS will then be reported to the appropriate Council Committee to resolve whether or not to commence the legal procedure for making the necessary Traffic Regulation Order subject to the ranking of the scheme and the availability of adequate resources.

Should there be no substantive objections to the draft Traffic Regulation Order, the RPS will be implemented. If substantive objections are received then these will be referred back to the relevant Council Committee for resolution.

The approved scheme will be implemented so as to come into force on the first of an appropriate month with permits being made available on the Powys County Council website for purchasing at least 1 month prior to that date.

Sufficient publicity will be undertaken to promote the scheme locally so as residents will be aware to enable them to purchase a permit if needed prior to the implementation date.

## 7 Permit Issuing Criteria, Types & Charges

### 7.1 Residency Condition

Residents' permits will only be issued to residents whose normal place of abode is within the RPS qualifying area and the vehicle(s) owned or kept by them are registered at that address.

Any resident may apply for a permit regardless of their driving ability or type of vehicle owned (other than for operating goods vehicles). They will be required to:-

- Provide proof of residency (council tax or utility bill)
- Provide proof of vehicle ownership (V5 log book)\*

\* Residents who have use of employer's vehicles, lease or hire vehicles or who operate a taxi will require a letter, or lease agreement, from the owner to confirm this together with proof of entitlement to keep a vehicle at home.

- Pay the requisite fee.

The Council may review the proofs required for residency, vehicle ownership and other forms of evidence.

### 7.2 Number of Permits

Initially only one permit per property will be issued.

A property is defined as a residence being individually rated for the purpose of Council Tax. Houses in multiple occupation where the Council Tax is for the whole building will be entitled to the allocation for a single residence.

Additional, or secondary residents permits will only be considered after the scheme has been introduced for more than 12 months. Additional permits will only be considered in the following situations:

- where the residents parking zone consists of shared use bays additional residents permits may be made available where less than 50% of the kerb capacity is taken by permits issued
- where the resident parking zone is exclusive to permit holders only, additional permits may be made available where less than 75% of the kerb capacity is taken by permits issued

More permits may be issued than there are spaces and therefore there are no guarantees that a permit holder will be able to find a parking space.

Where entitlement is increased, not more than two permits will be issued per property.

### 7.3 Permit Conditions

Residents' permits will be valid for a period of twelve months, expiring at the end of the last month.

A residents' permit is not transferable between vehicles.

An administration charge will apply for a replacement permit when changing vehicle details. The current permit must be surrendered when applying for the change.

Replacement permits would be valid to a date no later than the expiry date of the surrendered permit.

It is the permit holder's responsibility to renew their permits before expiry, no warning letters will be sent. Permits can be bought up to 2 months in advance of the expiry of a current permit to ensure continuity of cover. Failure to renew in time may result in the issue of a Penalty Charge Notice should a vehicle not display a valid permit.

A valid permit must be displayed in the windscreen of a vehicle at all times it is parked within the relevant scheme area.

Parking in an RPS area without correctly displaying a valid current permit will render the vehicle liable to a Penalty Charge Notice.

Permits may not be given to, sold to, or used by any other persons

Permits will remain the property of the Council and may be withdrawn and/or cancelled without refund in cases of misuse.

These terms and conditions may be varied from time to time however any resident applying for a permit will be made fully aware of the current terms and conditions that apply to the permit at that time.

### 7.4 Visitors Permits

Visitor Permits are not currently available

### 7.5 Tradespeople

Tradespeople who require to park outside or near a property to undertake maintenance and the vehicle is essential to those works a dispensation permit may be sought for the appropriate fee. Applications for dispensations can be made online at [www.powys.gov.uk/parking](http://www.powys.gov.uk/parking)

### 7.6 Charging Policy

Equal charges will be levied for each RPS area and for the same type of permit.

Second or subsequent permits for the same address will be charged at the same rate.

An administration fee will be payable for the replacement of lost or damaged permits. Repeated reports of loss may lead to further enquiry. The Council in these circumstances will use its discretion and may not renew the permit should misuse be considered taking place.

An administration fee will be payable for changing the details of a permit when resident change their vehicles.

Residents moving away and no longer requiring the use of a permit must surrender the permit. A refund based on the proportion of whole months remaining on the permit less an administration fee will be made.

## **8 Alterations to an Implemented Scheme**

### **8.1 Amendments**

Increasing the size of an existing scheme to encompass additional streets/properties would only be considered if the criteria for a new scheme is met. The addition will then be considered as a new scheme.

### **8.2 Reductions and Revocations**

An existing residents parking scheme would only be reduced or revoked if it was identified during a parking review of a Town and the scheme was no longer appropriate. Changes could then be included within a town based Traffic Regulation Order.

Should no parking review within a town have been undertaken or planned and there is local demand to reduce or revoke a scheme, this will only be considered if funding was made available from alternative source [eg the residents affected]. A specific Traffic Regulation Order could be considered to remove part or all of a zone if there was significant support from those residents affected.

## Appendix A – RPS Ranking

Each scheme will require surveys of the level of parking currently taking place and estimate the demand for residents parking. The below scoring will be applied to each scheme to enable schemes to be ranked against each other to determine a priority list for their implementation subject to the availability of resources.

- Total occupancy

The available parking will be surveyed at four different times of the day and points will be awarded per period based upon the occupancy level shown below

Occupancy Rate %	Points
0-20	1
21-40	2
41-60	3
61-80	4
81-100	5

- Amount of residents parking

From the surveys the estimated level of parking taken up by residents will be assessed and scores base on the below will be allocated.

Residents parking %	Points
0-20	1
21-40	2
41-60	3
61-80	4
81-100	5

- Availability of parking

The percentage of residential properties without off street parking provision for at least 1 vehicle will be determined against the total number of qualifying properties within the qualifying zone.

Properties without parking provision %	Points
0-20	1
21-40	2
41-60	3
61-80	4
81-100	5

- Alternative parking

If there is an off street parking facility [public or private] in which residents can use within 200m of the proposed RPS 5 points will be deducted from the score.

- Community facilities

For each community facility which does not have adequate off street parking associated with that facility and visitors require access to on street parking near by -5 points will be awarded. Community facilities include but not limited to; churches, community halls, doctors, libraries, shops, schools, banks or playgrounds.

Should 2 or more schemes rank with the same score and resources do not permit all to be progressed during the same financial period, a weighting shall be applied to the score provided. This weighting will be based upon the scale of the scheme, with the scheme providing greater opportunity to the most residents compared to the cost of the proposed scheme. In these situations the following weighting will apply:

$$\text{Ranking score} \times \frac{\text{number of residential households within the qualifying zone}}{\text{Cost of the scheme}} \times 1000$$



Appendix B - Sample questionnaire



**Residents Parking Scheme  
Questionnaire**

Name \_\_\_\_\_ Address \_\_\_\_\_ Postcode \_\_\_\_\_

Q1 Is your property: Residential  Business  Other  Please specify \_\_\_\_\_

Q2 Do you have use of a garage, drive or other off-street space for parking? Yes  No

If 'Yes' how many vehicles can you park off-street? \_\_\_\_\_

Q3 How many vehicles are registered and normally kept at your property? \_\_\_\_\_

Q4 If residents parking permits are to be trailed, how many permits do you think should be issued to this property? \_\_\_\_\_

Q5 Do you currently have difficulty finding a parking space:

During the day? Yes  No

In the evening? Yes  No

At weekends? Yes  No

Q6 If you answered 'Yes' to any of Q5, do you think the difficulty is caused by:

Residents vehicles Yes  No

Visitors to the Town Yes  No

Employees of local businesses Yes  No

Others (please specify) \_\_\_\_\_

Q7 Do you think the proposed scheme provides sufficient Residents Parking spaces? Yes  No

If 'No' what additional or alternative on street provision would you consider appropriate?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Q8 It is proposed that the available parking provision identified by the blue hatched areas is permitted for "shared use" for Residents Parking and Limited Waiting, do you:

Agree to the "shared use" designation of these areas? Yes  No

If 'Yes' do you consider the Limited Waiting allowance of 1.5 hours is about right? Yes  No

Q9 It is proposed that the available parking provision identified by the green hatched areas is permitted for "residents parking only", do you:

Agree to the "residents parking only" designation of these areas? Yes  No

Q10 Are you in favour of a Residents Parking Scheme? Yes  No

Q11 Would you purchase a permit? Yes  No

If 'No' could you explain why not?  
\_\_\_\_\_  
\_\_\_\_\_

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# Cyngor Sir Powys County Council

## Impact Assessment (IA)



### The integrated approach to support effective decision making

This **Impact Assessment (IA)** toolkit incorporating Welsh Language, Equalities, Well-being of Future Generations Act, Sustainable Development Principles, Communication and Engagement, Safeguarding, Corporate Parenting, Community Cohesion and Risk Management supporting effective decision making and ensuring compliance with respective legislation. **Please read the accompanying guidance before completing the form.**

Service Area	HTR	Head of Service	Nigel Brinn	Strategic Director	Paul Griffiths	Portfolio Holder	John Brunt
Policy / Change Objective / Budget Saving							
Residents Parking Policy							
Outline Summary							
To consider the revision to the Policy that was approved by Cabinet on the 28 February 2013 following the trials within Hay on Wye and Newtown. The revised policy will be rolled out to other towns where there is an identified need for residents parking schemes.							

1. Version Control (services should consider the impact assessment early in the development process and continually evaluate)

Version	Author	Job Title	Date
1	Tony Caine	Traffic and Travel Manager	Feb 2017

2. How does your policy / change objective / budget saving impact on the council's strategic vision?

Council Priority	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below	Source of Outline Evidence to support judgement
Services delivered for less	How does the policy / change objective impact on this priority?  Schemes will be introduced only where there is sufficient demand and the sale of permits will recoup the set up costs within a limited time frame whilst also taking into account the additional expectation of enforcement being provided.		Neutral	Choose an item.



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Council Priority	How does the policy / change objective impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below	Source of Outline Evidence to support judgement
<b>Supporting people in the community</b>	Residents parking will assist people being able to park close to their homes where traditionally parking is often taken up by visitors/commuters to the town. Access to a vehicle is often vital to the elderly to promote independence and improving the chances of people driving for longer and/or encourage people to live a more fulfilled life	Good		Good	
<b>Developing the economy</b>	Whilst the introduction of residential parking scheme will displace non-residents within areas close to town centre, the displaced visitors and commuters to the towns should ideally be making use of the off street parking facilities within those towns, albeit that comes with a cost. However it is not considered that these schemes would have a material impact upon developing the economy as it is unlikely to inhibit development or regeneration within towns.	Neutral	Increased promotion of the Council car par permits [annual or seasonal] which potentially offer substantial discounts for regular users of off street long stay car parks.	Neutral	
<b>Learning</b>	This policy has no effect on learning.	Neutral		Neutral	

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**3. How does your policy / change objective / budget saving impact on the Welsh Assembly's well-being goals?**

Well-being Goal	How does the policy / change objective contribute this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below	Source of Outline Evidence to support judgement
<p><b>A prosperous Wales:</b>                      An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.</p>	<p>This policy has no effect on a Prosperous Wales</p>	<p>Neutral</p>		<p>Choose an item.</p>	
<p><b>A resilient Wales:</b>                      A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).</p>	<p>This policy could assist this goal by reducing vehicles driving around streets looking for parking spaces. It may bring about modal shift with the reduction in the availability of free parking close to town centres changing people's habits to either utilise public transport or more sustainable forms such as walking or cycling. Whilst minimal, there should be positive impact upon CO2 emissions within these residential areas. This policy may have a positive impact upon the budgets of public transport and parking services since displaced vehicle may migrate to pay and display car parks or the drivers make use of public transport. However, given the scale of the residents parking schemes it is unlikely to have a significant impact upon this goal overall.</p>	<p>Neutral</p>		<p>Choose an item.</p>	



Well-being Goal	How does the policy / change objective contribute this goal?	<b>IMPACT</b> Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	<b>IMPACT AFTER MITIGATION</b> Please select from drop down box below	Source of Outline Evidence to support judgement
<p><b>A healthier Wales:</b>            A society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.</p>	<p>The policy should improve the quality of life for those residents living in areas where residents parking would be introduced. The scheme would increase the chances of the residents being able to park close to their homes and thus for some residents who rely on being able to park close by the confidence that if they did go out for a short time, which could be to access essential services, that they had confidence of being able to find a space when they returned.            The policy may also bring about a modal shift for visitors/commuters to a town by reducing the availability of conveniently located free parking. Drivers may decide to walk or cycle more for short journeys where that may have previously driven because free parking was available.</p>	<p>Good</p>		<p>Choose an item</p>	
<p><b>A Wales of cohesive communities:</b>            Attractive, viable, safe and well-connected Communities.</p>	<p>This policy should provide improved communities of residents living in close proximity to the town centres who have difficulties in being able to park close to their homes. The communities would be engaged by the policy and only implemented where there is a majority support for a scheme.</p>	<p>Good</p>		<p>Choose an item.</p>	

Well-being Goal	How does the policy / change objective contribute this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below	Source of Outline Evidence to support judgement
<p><b>A globally responsible Wales:</b> A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.</p>	<p>There may be negligible improvements to air quality from reduced vehicles emissions due to the improvements highlighted above however on a global scale these would be too insignificant to record and thus it is considered this policy will have a neutral impact upon this goal.</p>	<p>Neutral</p>		<p>Choose an item</p>	
<p><b>A Wales of vibrant culture and thriving Welsh language:</b> A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.</p>	<p>Increases opportunities for residents to communicate in Welsh. All signage for the residents parking restrictions will be bilingual and therefore users can understand those restrictions in the medium of Welsh. The application process for a permit is available in either Welsh or English therefore the resident can make a choice to use the Welsh language</p>	<p>Good</p>		<p>Choose an item.</p>	
<p><i>Treating the Welsh language no less favourable than the English language</i></p>	<p>There will be opportunity for residents to engage equally in both languages. All signage for the residents parking restrictions will be bilingual with the Welsh uppermost. The application process for a permit is available in either Welsh or English therefore the resident can make a choice to use the Welsh language</p>	<p>Neutral</p>		<p>Choose an item.</p>	
<p><i>Opportunities to promote the Welsh language</i></p>	<p>Increases opportunities for residents to communicate in Welsh. All signage for the residents parking restrictions will be bilingual with the Welsh uppermost. This is visually promoting the Welsh language to road users.</p>	<p>Good</p>		<p>Choose an item.</p>	



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Well-being Goal	How does the policy / change objective contribute this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below	Source of Outline Evidence to support judgement
<i>Welsh Language impact on staff</i>	It is not expected this policy would have an impact upon staff. The Translation unit would be required to provide any translation requirements.	Neutral		Choose an item.	
<i>People are encouraged to do sport, art and recreation.</i>	This policy will not impact upon this goal.	Neutral		Choose an item.	
<b>A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).</b>					
<i>Age</i>	This policy will not impact upon this protected characteristic as all residents are able to benefit from residents parking if they live within proposed residents parking zone.	Neutral		Choose an item.	
<i>Disability</i>	This policy will not impact upon this protected characteristic as all residents are able to benefit from residents parking if they live within proposed residents parking zone.	Neutral		Choose an item.	
<i>Gender reassignment</i>	This policy will not impact upon this protected characteristic as all residents are able to benefit from residents parking if they live within proposed residents parking zone.	Neutral		Choose an item.	
<i>Marriage or civil partnership</i>	This policy will not impact upon this protected characteristic as all residents are able to benefit from residents parking if they live within proposed residents parking zone.	Neutral		Choose an item.	
<i>Race</i>	This policy will not impact upon this protected characteristic as all residents are able to benefit from residents parking if they live within proposed residents parking zone.	Neutral		Choose an item.	
<i>Religion or belief</i>	This policy will not impact upon this protected characteristic as all residents are able to benefit from residents parking if they live within proposed residents parking zone.	Neutral		Choose an item.	



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Well-being Goal	How does the policy / change objective contribute this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below	Source of Outline Evidence to support judgement
Sex	This policy will not impact upon this protected characteristic as all residents are able to benefit from residents parking if they live within proposed residents parking zone.	Neutral		Choose an item.	
Sexual Orientation	This policy will not impact upon this protected characteristic as all residents are able to benefit from residents parking if they live within proposed residents parking zone.	Neutral		Choose an item.	
Pregnancy and Maternity	This policy will not impact upon this protected characteristic as all residents are able to benefit from residents parking if they live within proposed residents parking zone.	Neutral		Choose an item.	

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**4. How does your policy / change objective / budget saving impact on the council's other key guiding principles?**

Principle	How does the policy / change objective impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below	Source of Outline Evidence to support judgement
<b>Sustainable Development Principle (5 ways of working)</b>	<p>Parking enforcement is an essential element to ensure we meet our obligations of the Civil Enforcement of Parking Order and also discharge our statutory obligations on the Traffic Management Act to ensure expeditious movement of traffic. The introduction of residents parking permits increases revenue to ensure this service is sustainable.</p>	Good		Choose an item	
<p><b>Long Term:</b> Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</p>	<p>Powys County Council are the Traffic and Enforcing Authorities and therefore scope for collaboration are limited. However, Town Councils and the residents will be engaged in the planning process of identified residents parking schemes to ensure the schemes are implemented with full support.</p>	Good		Choose an item.	
<p><b>Collaboration:</b> Working with others in a collaborative way to find shared sustainable solutions.</p>	<p>Town Councils and the residents will be engaged in the planning process of identified residents parking schemes to ensure the schemes are implemented with full support.</p>	Good		Choose an item.	
<p><b>Involvement (including Communication and Engagement):</b> Involving a diversity of the population in the decisions that affect them.</p>	<p>The policy should address parking issues for residents living within close proximity to town centres and thus reduce calls to the Authority raising issues of parking. An appropriate level of enforcement would be expected to ensure the restrictions for non-residents is adhered to which would negate complaints from residents within the schemes.</p>	Good		Choose an item.	
<p><b>Prevention:</b> Understanding the root causes of issues to prevent them from occurring.</p>		Good		Choose an item.	



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Principle	How does the policy / change objective impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below	Source of Outline Evidence to support judgement
<b>Integration:</b> Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.	This policy would not impact upon this principle.	Neutral		Choose an item.	
<b>Preventing Poverty:</b> Prevention, including helping people into work and mitigating the impact of poverty.	Whilst the introduction of residents parking schemes would mean those residents would need to pay for parking within the zone, it would not be introduced unless those residents themselves support the scheme in the first place. The current charge for an annual permit would be £65 which at a little over £1 a week does not add significantly to the cost of motoring.	Poor	Full consultations will be undertaken with affected residents so they are fully aware of the costs involved when making the choice of whether they wish to support a proposed scheme or not. A scheme would only be introduced with the majority of support from those residents.	Poor	
<b>Safeguarding:</b> Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.	This policy has no impact upon this priority	Neutral		Choose an item.	
<b>Corporate Parenting:</b> Enabling our looked after children to fulfil their potential.	This policy has no impact upon this priority	Neutral		Choose an item.	
<b>Impact on PCC Workforce</b>	There will be an increased workload for staff implementing the schemes and this may limit the number of schemes that can be implemented during each financial year	Poor	There is a ranking procedure which can be used where there are several requests for schemes and the inability to deliver all during that particular financial year	Neutral	

**5. Achievability of Policy / Change Objective / Budget Saving?**

Impact on Service / Council	Risk to delivery of Policy / Change Objective / Budget Saving	Inherent Risk
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	Medium	Low
<p>6. What are the risks to service delivery or the council following implementation of this Policy / Change Objective / Budget Saving?</p>		
<p><b>Description of risks</b> High take up and limited funding/resources to implement, however ranking procedure available to priorities implementation.</p>		
<p><b>Judgement (to be included in project risk register)</b></p>		
Very High Risk	High Risk	Medium Risk
Low Risk	✓	Residual Risk (after mitigation)
<p><b>Mitigating Actions</b> Choose an item. Choose an item. Choose an item.</p>		
<p>Does the Policy / Change Objective / Budget Saving have potential to impact on another service area? <b>PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY</b> ICT will need to be engaged to ensure the web applications for permits for any new scheme is added to the internet. Communications will also need to be engaged to assist in promoting any new scheme by developing a communications plan to ensure residents are made fully aware of any change.</p>		



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7. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:
The roll out of the policy across the County following trials in Hay on Wye and Newtown will have a positive impact on the wellbeing of residents who live close to town centres and currently find it difficult to find suitable parking close to their homes.	

8. Is there additional evidence to support the Impact Assessment (IA)?

What additional evidence and data has informed the development of your proposal?
None

9. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
The residents parking schemes will be reviewed after their first year of implementation to establish whether they have achieved the original aim and take up by resident's shows the scheme has been successful. The review will be necessary to determine whether there is capacity to offer residents secondary permits where there are more than one vehicle per household.
Please state when this Impact Assessment will be reviewed.
Feb 2018

10. Sign Off

Position	Name	Signature	Date
Service Manager:	Tony Caine		06/04/2017
Head of Service:	NIGEL BRINN		28/04/2017
Strategic Director:	PAUL GRIFFITHS		28/04/2017
Portfolio Holder:	CLLR. JOHN BRUNT		2/05/2017

