



## Report to the Executive for Decision 8 February 2010

**Portfolio:** Planning and Transportation  
**Subject:** **Fareham Town Centre Residential Parking Review**  
**Report of:** Chief Planning and Transportation Officer  
**Strategy/Policy:** Fareham Town Centre Parking Strategy  
**Corporate Objective:** Maintaining and Extending Prosperity

**Purpose:**

This report advises Members of the outcome of the consultation process for the Fareham Town Centre Residential Parking Review and seeks approval for the proposed measures arising from the Review.

**Executive summary:**

The Executive agreed to the Residents Parking Review progressing at its meeting on 9 February 2009, and a budget allocation of £100,000 was set aside for the Review and implementation of any measures arising from it. An extensive two stage consultation process has been undertaken and this report summarises the main findings of these consultations. It also identifies proposals for addressing the findings of the Review, including a resident parking permit scheme. The process for introducing the necessary Traffic Regulation Orders to accompany the proposals and the setting up of a resident parking permit scheme are considered in some detail. Members are recommended to approve the scheme as detailed in the Executive Briefing Paper.

**Recommendation:**

That the Executive:-

- (a) Notes the outcome of the two-stage consultation process undertaken for the Review and the subsequent P&T PDR Panel consideration and recommendations, as set out in the Executive Briefing Paper;
- (b) Agrees the parking proposals identified in Appendix A of this report and progress to preparation of and the publication of TROs;
- (c) Agrees the proposed operation and pricing of the resident parking permit scheme as detailed in Appendix B of this report.

**Reason:**

For the benefit of residents in the vicinity of Fareham town centre.

**Cost of proposals:**

The cost of implementing the proposals contained in this report can be met from the previously allocated budget of £100,000 for the implementation of the Review.

**Appendices:**

A: [TRO Proposals Plans](#)

B: [Resident Parking Permit Scheme - Operation Details](#)

C: [Resident Parking Permit Scheme - Costs and Projected Income](#)

D: Risk Assessment

**Background papers:**

Planning & Transportation Policy Development and Review Panel - 28 September 2009

Planning & Transportation Policy Development and Review Panel - 12 January 2010



**FAREHAM** BOROUGH  
COUNCIL

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## Executive Briefing Paper

**Date:** 8 February 2010

**Subject:** Fareham Town Centre Residential Parking Review

**Briefing by:** Chief Planning and Transportation Officer

**Portfolio:** Planning and Transportation

### INTRODUCTION

1. The Executive considered and approved the Fareham Town Centre Parking Strategy (the 'Parking Strategy') on 28 July 2008, and instructed that "funding options be explored for the implementation of measures arising from the proposed residential parking review". At its meetings on 13 January and 9 February 2009, the Executive agreed that £100,000 should be budgeted for this purpose.
2. The Planning and Transportation Policy and Development Review Panel, at its meeting on 13 January 2009, considered a detailed report on the proposed Fareham Town Centre Residential Parking Review ('the Review') and associated consultation process. This was followed up by an update report to the Panel meeting on 28 September 2009. The Planning and Transportation Policy and Development Review Panel also considered a final report on the outcome of the consultation and the proposals arising from the review at its meeting on 12 January 2010.
3. If the Executive approves the proposals, it is proposed that the Traffic Regulation Orders will be advertised in Spring 2010 and the measures implemented in Summer 2010.

### SCHEME DEVELOPMENT

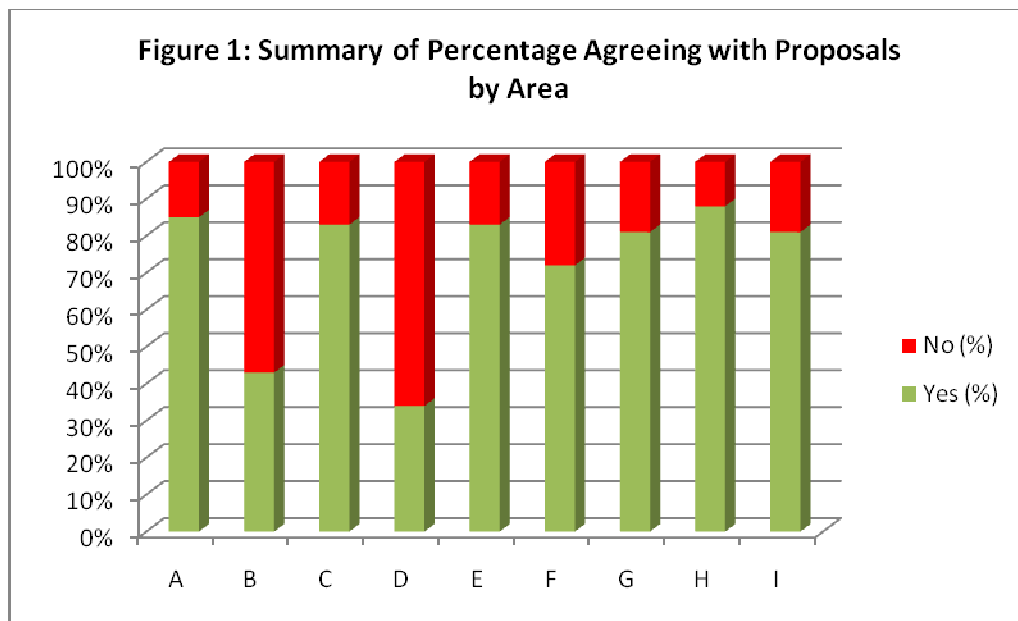
4. The proposed zones for implementing the Review were revised in the light of more detailed feasibility work undertaken, when compared with the Parking Strategy and in view of the current financial situation facing the Council. A Central Area was identified for the Review, which includes the roads identified as having the most reported problems and either within or nearest to the town centre. The extent of the Central Area is shown on the plan in Appendix A, which was proposed as the priority area for consideration.
5. This approach was a departure from the original Parking Strategy, and Members endorsed this change from a phased zonal approach at the Review Panel meeting on 13 January 2009.

6. Each street within the Central Area is different and a toolkit of measures has been used to find solutions to residential parking problems. These include prohibition of waiting, timed waiting restrictions, limited stay waiting restrictions and resident parking permits. Where possible some parking restrictions have been removed, so providing more on street parking. A hybrid that can also work well is a limited waiting of 2 hours, combined with a residents' parking permit exemption.
7. A set of proposals was designed for each street and these grouped into areas. These were sent to all occupants of the areas and the schemes modified depending on comments received. The exact details of any scheme were formulated during the consultation process.

## CONSULTATION

8. An extensive consultation process was seen as an essential element to a successful Review. There were two major consultations carried out and then, subject to Executive approval, there will also be the formal Traffic Regulation Order consultation to follow. The consultation process can be summarised in the following main stages:-
  - Initial consultation with Ward Members;
  - First consultation with residents in which all residents in the affected area were delivered a letter and plans, seeking their views on the initial proposals. This was carried out during the summer of 2009. During the first consultation an exhibition was held on 3 days for residents to attend and a display was placed in the Civic Offices for the duration of the consultation;
  - Overall, there was a good response and residents were supportive of the proposals. In most areas over 80% of the respondents supported the proposals as shown on Figure 1 below. However, in Area B (Westborn Road and Palmerston Avenue) and Area D (High Street) less than half supported the proposals resulting in Area B being withdrawn and Area D changed. There were several areas where revised proposals were suggested by residents, resulting in future minor changes;
  - In September 2009 the Review Panel considered the outcome of the First Consultation and endorsed the revised proposals for the second consultation;
  - The second consultation mainly considered the operation of the permits, but also reviewed some of the parking proposals. This took place during the Autumn of 2009 when all residents were delivered a letter advising of the outcome of the first consultation and a plan with proposals in their street included. A drop in session was also held mainly for residents with a residents parking scheme proposed in their street; and

- In January 2010 the Review Panel considered the outcome of the second consultation and endorsed the final proposals set out in this Briefing Paper, subject to some further consultation in Serpentine Road (Area A).



9. Future stages in the process include:-

- Publish Traffic Regulation Order and review scheme;
- Tender and appoint contractor; and
- Implement scheme.

## PROPOSALS

10. Plans of the proposed changes to the existing parking regulations by area are contained in Appendix A. There are eight areas identified and the first plan in Appendix A shows these. A range of different proposals have been identified as referred above. The commonest change is a resident parking permit or a short stay parking restriction. The main changes by area can be summarised below:

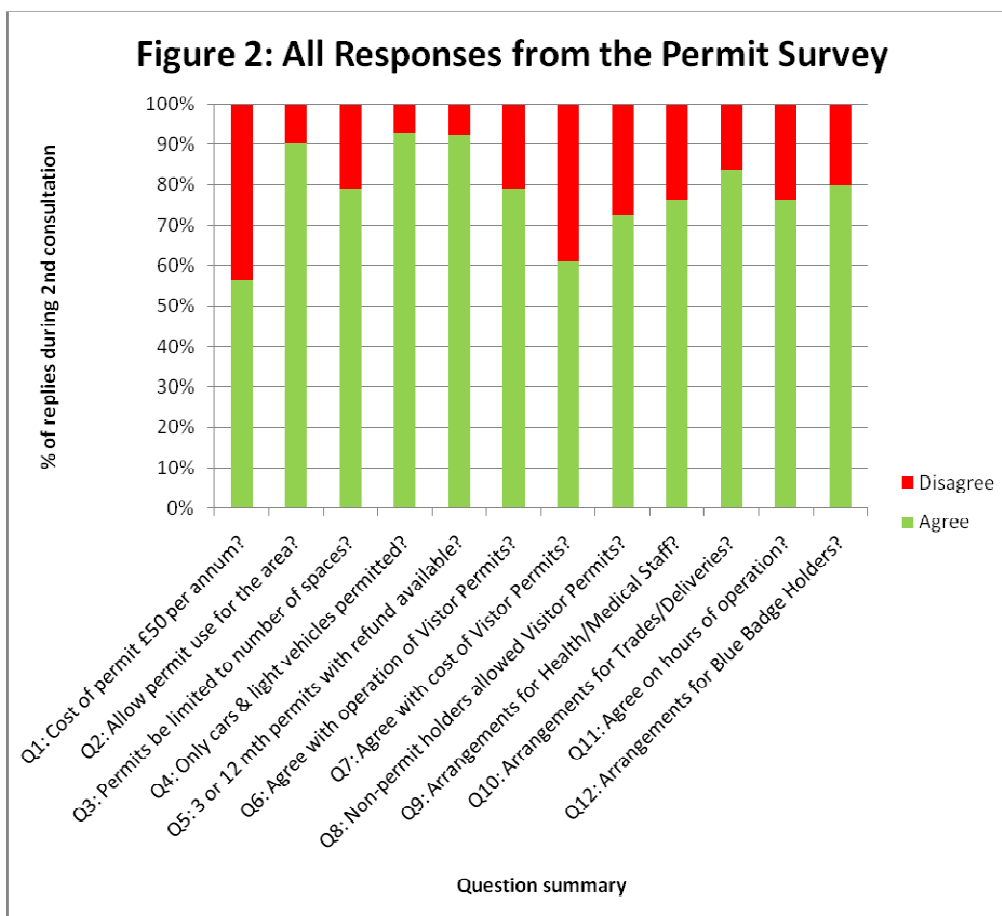
Area A: Introduce resident parking permits to Harrison Road, Serpentine Road and Southampton Road. The Harrison Road proposals are largely 2 hours waiting with a permit exemption. Following a deputation at the January 2010 Review Panel a short section of residents permit parking has been added to Old Turnpike. There was also a deputation from residents of Serpentine Road between Wickham Road and Harrison Road regarding proposals A8 and A10. These are being consulted on again and the outcome of this further consultation will be reported verbally at the Executive meeting;

- Area C: Introduce resident parking permits to Bath Road lower, Deanes Park Road and East Street by the service road near to Delme roundabout. At Cams Hill near to the Delme Arms introduce some short stay parking restrictions;
- Area D: High Street: introduce a resident parking permit exemption on the northern section of the east side of the High Street;
- Area E: Introduce resident parking permits to Gordon Road, Grove Road, Colenso Road and New Road;
- Area F: Introduce resident parking permits to Paxton Road;
- Area G: Extend resident parking bays on Kings Road, Queens Road and Western Road. Disabled parking bays have been added to Kings Road outside the church and on Western Road outside the British Legion;
- Area H: Introduce resident parking permits to Crescent Road. This is a two hour maximum stay with a permit exemption;
- Area K: Wallington Village: introduce resident parking permits to North Wallington and Wallington Shore Road. Delme Drive, Radclyffe Road and Waterside Gardens have a short stay waiting restriction introduced.

11. **It is recommended that the Executive approves the proposed plans in Appendix A and these are progressed to the publication of Traffic Regulation Orders.**

## **RESIDENT PERMIT PARKING OPERATION SCHEME**

12. While the introduction of a resident parking permit scheme provides many benefits to residents it does require a significant amount of administration and regulation. The proposed scheme is proposed to cover twenty streets and a further four streets are also eligible for permits. This section addresses issues relating to resident permit scheme operation, such as the price of the permit, allocation of permits and visitor permits.
13. Details of the main elements of the permit operation are summarised in Appendix B to the Executive Report. During the second consultation questions were asked about the first 12 items on the list in Appendix B. A summary of the level of agreement for all respondents by each of the 12 key permit operation questions is shown on Figure 2. The Figure suggests significant support ranging from 57% to more than 90% for the resident parking permit operation proposals.
14. More details about the key elements of the system are identified in the paragraphs below.



**Permit Income, Costs and Price**

15. The level of income and costs has been estimated from a range of different assumptions about take up and pricing of permits. A summary of the options with a matrix of income and cost ranges is shown in Appendix C, Table C2. Three ranges have been tabled with the anticipated take-up being the mid-range with a net income of £8,000 assuming a £40 permit and £10 visitor permit book. However, if the take-up is lower with 450 residents permits and 1,000 visitor permit books being purchased, then the net income to the authority would be £1,000. The costs do not include repaying the initial capital sum.

16. A permit price of £40 is recommended for three main reasons:

- Financial viability, as referred in the paragraph above which identifies that a £40 permit is expected to cover the costs;
- A number of residents did not fully support the maximum permit price of £50 as shown on Figure 2. It had the least support of all the questions with a relatively low 57% agreeing;
- A comparison with other Hampshire authorities as shown on Table C1 in Appendix C. This shows that a £50 price for the first permit would currently be the highest and the £40 permit would be more in line with other authorities.

*Permit eligibility by street*

17. The respondents supported (90%) permits being limited to properties within the street where the residents park as shown on Figure 2. On reviewing the demand for permits from the questionnaire responses, the indications are that the demand may exceed the available parking places significantly. On this basis greater flexibility in accommodating the demand would result from permits being issued for residents to park in any street within the relevant Area rather than only their own street. Some exceptions where streets without permit parking are eligible for a permit are proposed at:

- sections of Wickham Road for Area A;
- and Derlyn Road and Trinity Gardens for Area E.

*Limit the permits broadly to spaces available*

18. There was support (80%) for limiting permits to the number of spaces available as shown on Figure 2. Analysis has been carried out of the locations where there is substantially more demand for permits than spaces and as mentioned above it is proposed that permits be valid in the whole of the relevant Area rather than just one street. At this stage, High Street would be most over-subscribed and it is proposed to limit permit issue to one per household. In all other eligible streets it is proposed that households will be limited to 2 permits.

*Limit permits to light vehicles only*

19. There was a high degree of support (92%) that resident parking permits should only be issued to light vehicles.

*Permits 12 months and refundable for remaining full months*

20. Residents were asked about length of permit and refunds and the response is shown on Figure 2 with 92% support. It is proposed to introduce permits valid for 12 months only but with a refund for each full month remaining, less an administration charge of £10.

*Visitor Day Permit Scheme and Cost*

21. There was substantial agreement to the proposed system of visitor permits with almost 80% of respondents in agreement as shown on Figure 2. However, support was less clear with regard to the pricing of the permit at £10 for a book of 10, with some streets recording less than 60% support. However, visitor permits at a cost of £1 a day is not considered unreasonable and is in line with those issued by some other Hampshire authorities. It is proposed to retain visitor day permits at £10 per book with the first book per household issued free with the first permit purchased each year.
22. The issue of visitor permits to non 'resident parking permit' holders was supported. It is therefore proposed that residents of the street would also be eligible to purchase visitor day tickets. It is also proposed to provide an 'Essential Visitor' permit for those who are less able and who need regular visitors, but not formal carers, on production of appropriate proof. The cost would be as for a resident parking permit. Medical workers will have a special permit available that applies to all Areas and these will normally be at no charge provided the permit is being used for medical visits.

*Permit Hours of Operation*

23. The proposed hours of operation of the resident parking permit scheme is 8am-6pm Monday-Saturday at all permit parking only locations. A consistent period offers advantages in simplicity, less confusion and better enforcement. However, on some streets there is a demand for short stay parking. At these locations, different periods of operation of 10am-4pm 2 hour waiting with a permit exemption are proposed. This restriction is proposed to some sections of Harrison Road, Western Road, Crescent Road, Lower Bath Lane and Grove Road.

*Review within 6 months*

24. Within 6 months of operation, it is proposed that the scheme is reviewed. The review would include applications for additional permits, permit pricing, the operation of visitor permits and the inclusion of other eligible roads by area.
25. **It is recommended that the permit operation as detailed in paragraphs 15-24 and Appendix B are approved by the Executive and these arrangements are progressed to coincide with the implementation of the scheme proposals.**

**PROGRAMME**

26. A summary of the indicative programme and key dates is shown below.

<b>Activity</b>	<b>Period of time/Dates</b>
Executive	8 February 2010
TRO Preparation and Publish Orders	10 February - 31 March 2010
TRO Objections & Objections Report	1 April - 30 April 2010
Tender Works	1 May - 30 May 2010
Implementation	1 June - 30 July 2010

**FINANCIAL**

27. In February 2009, the Executive allocated £100,000 to implement measures arising from the Review. It is anticipated on the basis of the current proposals and budget estimates that the costs can be accommodated within the identified budget allocation.
28. The Table in Appendix C, Table C2 shows the income and costs associated with a range of resident permit prices a visitor permit price and low medium and high permit take up options. The anticipated take up is the medium option with a projected income of £8,000 based on the cost of residents' permits at £40 per annum and day visitor permits at £10 per book of 10. Should the permit purchase be lower than anticipated, the low take up option is expected to cover the administration and enforcement costs of the scheme.

## **RISK ASSESSMENT**

29. An assessment of risks and opportunities associated with this matter is attached at Appendix D.

## **CONCLUSIONS**

30. As part of the implementation of the Fareham Town Centre Parking Strategy, an extensive consultation exercise has been undertaken for the Fareham Town Centre Residential Parking Review. This has included consultation in both the summer and autumn of 2009.
31. The response from residents was generally supportive of the proposed resident parking permit scheme operation and some modifications made to how the permits functions including the price proposed. Traffic Regulation Order proposals have been also been updated as appropriate and changes have been made to the Traffic Regulation Order Plans to reflect residents' views where practicable.
32. The outcome of the consultations and revised proposals and permit operation details were reported to the Review Panel meetings of September 2009 and January 2010. The Review Panel supports the proposals set out in this report to the Executive. However, at the January 2010 meeting the Panel, following representations from the public from Serpentine Road between Wickham Road and Harrison Road, requested that further consultation be carried out on proposals in Serpentine Road (Area A), the outcome of which will be reported verbally at the Executive meeting.
33. This report seeks Executive support for:
- the proposals identified in the Executive Report and Briefing Paper and that they progress to preparation of and the publication of TROs;
  - the operation and proposed pricing of the resident parking permit scheme and that these arrangements are progressed for when the scheme proposals are planned for implementation in the summer of 2010.

### **Background Paper:**

Reports to the Planning and Transportation Policy Development and Review Panel and to the Executive

### **Reference Papers:**

None

### **Enquiries:**

For further information on this report please contact Richard Jolley (Ext 4591) or Richard Hudson, Consultant (Ext 2373).

**APPENDIX D**

**RISK ASSESSMENT**

Impact	Description	Potential Risks	Comments	Potential Opportunities	Comments
<p><b>CORPORATE OBJECTIVES</b></p>	<p>Implications in relation to:</p> <ul style="list-style-type: none"> <li>• achieving Corporate Objectives and Priorities</li> <li>• Corporate Governance Responsibilities</li> </ul>	<p>A Safe and Healthy Place to Live and Work Maintaining and Extending Prosperity</p>	<p>Residents experience difficulty in parking near their property due to long stay on-street parking particularly those with young children or who work shifts. The introduction of the proposals could affect recruitment as potential employees find parking unattractive.</p>	<p>A Safe and Healthy Place to Live and Work Maintaining and Extending Prosperity</p>	<p>A well balanced scheme could assist residents whilst providing parking conditions that do not deter workers from seeking employment in Fareham town centre. It could also encourage more use of public transport or car sharing.</p>
<p><b>PARTNERSHIPS</b></p>	<p>Implications for any existing partnership arrangements Risks or opportunities for new partnerships</p>	<p>Until the scheme is finalised certain assumptions are made about the financial aspects of the proposals.</p>	<p>The take up and pricing of season tickets and enforcement costs will determine whether the scheme is self financing. These will not be known until after the scheme is implemented.</p>	<p>Take account of the benefits of economy of scale in terms of enforcement.</p>	

Impact	Description	Potential Risks	Comments	Potential Opportunities	Comments
<p><b>FINANCE AND RESOURCES</b></p>	<p>Implications in relation to:</p> <ul style="list-style-type: none"> <li>• Budget Constraints</li> <li>• Funding</li> <li>• Contractual Obligations or Penalties</li> <li>• Use of Land or Assets</li> </ul>	<p>Not enough permits are sold to cover the costs of administration. This proposal can be met within existing budget limits.</p> <p>No significant risks.</p>	<p>A range of costs and income has been carried out and the calculations assume the lowest sale volumes would cover the costs.</p>	<p>No significant opportunities.</p>	
<p><b>LEGAL</b></p>	<p>Implications in relation to:</p> <ul style="list-style-type: none"> <li>• Statutory or discretionary powers</li> <li>• National Legislation (e.g. Human Rights, Data protection etc)</li> <li>• Failing to comply with legislative requirements of service</li> <li>• Potential litigation action</li> </ul>	<p>No significant risks.</p>		<p>No significant opportunities.</p>	
<p><b>PERSONNEL</b></p>	<p>Implications in relation to:</p> <ul style="list-style-type: none"> <li>• Organisational change</li> <li>• Employee policies and conditions</li> <li>• Skill availability</li> <li>• Training and Development</li> </ul>	<p>No significant risks.</p>		<p>No significant opportunities.</p>	

Impact	Description	Potential Risks	Comments	Potential Opportunities	Comments
<b>SERVICE</b>	Implications in relation to: <ul style="list-style-type: none"> <li>• performance targets</li> <li>• the operation of the service</li> <li>• the need for Change Management</li> <li>• Competitive advantage of the service</li> <li>• Technological impacts</li> <li>• Innovation</li> <li>• The needs of residents, businesses or visitors to the Borough</li> </ul>	Long stay parking problems could be transferred to streets immediately outside the town centre review area.	It is inevitable that there will be some transfer of parking.	The proposals if implemented will address parking problems experienced by some residents in the town centre.	
<b>HEALTH &amp; SAFETY</b>	Implications for the Health & Safety of the Public, Employees or Members	No significant risks.		No significant opportunities.	
<b>CRIME &amp; DISORDER</b>	Implications in relation to: <ul style="list-style-type: none"> <li>• Council's Section 17 Obligations</li> <li>• Community Safety</li> <li>• Anti-fraud and corruption</li> </ul>	No significant risks.		No significant opportunities.	
<b>ENVIRONMENTAL</b>	Implications in relation to: <ul style="list-style-type: none"> <li>• Sustainability</li> <li>• Public Health</li> <li>• Physical risks</li> </ul>	No significant risks.		The proposals could encourage car sharing and greater use of public transport.	

Impact	Description	Potential Risks	Comments	Potential Opportunities	Comments
<p><b>EQUALITY AND DIVERSITY</b></p>	<p>Implications in relation to:</p> <ul style="list-style-type: none"> <li>• Inclusion</li> <li>• Equality of access and opportunity</li> <li>• Cohesion</li> <li>• Diversity</li> </ul>	<p>Arrangements for blue badge holders may not entirely meet their needs.</p>	<p>Residents have been consulted and will be consulted on further proposals. All sectors of the community will be able to comment. An equality impact assessment is being drafted.</p>	<p>No significant opportunities.</p>	