

**DELEGATED REPORT OF  
THE GROUP DIRECTOR OF NEIGHBOURHOOD AND HOUSING SERVICES.  
PARKING ZONE A STAGE 4 REVIEW CONSULTATION.**

**DATE (2017/18)**

**March 2018**

**CLASSIFICATION:**

**Open**

**If exempt, the reason will be listed in the main body of this report.**

**WARD(S) AFFECTED**

**Hoxton West**

## **1. SUMMARY**

- 1.1 This report details the results of the consultation for the stage 4 review carried out between 25th September 2017 and 13<sup>th</sup> November 2017 in Parking Zone A (Wenlock). This public consultation is part rolling programme of parking zone reviews for new areas as outlined in the Parking and Enforcement Plan (PEP) 2015 – 20.
- 1.2 The report makes recommendations to implement a number of changes to the parking design for the area. These are detailed in Appendix 1 and on the final design map in Appendix 4.
- 1.3 These recommendations are based on several factors including consultation feedback, the Council's parking policies (PEP 2015 – 20), and the requirement to balance the needs of the local community and improve road safety.

## **2. RECOMMENDATION(S)**

- 2.1 Retain the existing hours of operation in Parking Zone A of Monday to Friday 8:30am to 6:30pm.
- 2.2 Approve the proposals to convert all existing resident and business permit bays to general permit bays.
- 2.3 Approve the implementation of the parking design for zone A as per the final design map in Appendix 4.
- 2.4 Authorise the Head of Parking to consult on and take the final decision on whether to make the necessary amendments to the Traffic Management Orders for Parking Zone A to give effect to the changes in recommendations 2.1 to 2.3 above, subject to the requirements of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 (the "Procedure Regulations") being complied with and all responses received during the consultation period being considered before reaching a decision. Such a decision is to be recorded in writing and signed by the Head of Parking.

### **3. REASONS FOR DECISION**

- 3.1 The recommendations above were put forward based on several factors including consultation feedback received, the Council's parking policies (PEP 2015 – 20), and requirement to balance the needs of the local community and improve road safety.

#### **Other Considerations**

- 3.2 The Council carries out its responsibilities for parking management, as set-out in the Road Traffic Regulation Act 1984 (the "1984 Act") and in accordance to its PEP. In summary, the key objectives of the Council are to:

- Prioritise parking according to need.
- Smooth traffic flow, improving emergency vehicle access and bus journey times.
- Uphold road safety
- Reduce carbon dioxide emissions from motor vehicles to help fight against climate change.
- Improve the local environment. This includes reducing air pollutants.

- 3.3 These objectives are to be achieved by encouraging the use of sustainable transport and discouraging unnecessary car trips. The Council takes these along with the other relevant factors into account when making changes to parking restrictions.

- 3.4 Parking consultations are undertaken to help the Council to assess the views of local people, so that parking controls can be designed to meet their needs and additionally those of local people, businesses and their visitors.

- 3.5 Parking consultations are however not referendums or votes. Responses received from consultations are assessed in conjunction with other factors to try to balance the competing needs of the community as well as to improve the environment.

#### **Feedback from the Public Consultation**

- 3.6 A consultation questionnaire and booklet was sent to all residents and businesses in the Zone A area providing them with the opportunity to have their say on the hours of control and proposed design changes for the area. This

provided all residents / businesses with an equal opportunity to engage in and respond to the consultations.

### **Response Rate**

- 3.7 Consultation packs were delivered to 8178 households and businesses in the Zone A area. 234 responses were received from addresses in the area. This equates to a response rate of 3% which is below the average response rate of for a standard review consultation which is between 6-7%.
- 3.8 A breakdown of responses by road has been provided in Appendix 1.

### **Parking Design**

- 3.9 Zone A has recently been affected by Highways schemes on Shepherdess Walk and the conversion of Murray Grove from one-way to two-way operation.
- 3.10 Based on the above, Parking Services have consulted residents and businesses in zone A on the proposed design changes for their area to ensure that they meet their needs.
- 3.11 As part of the consultation, Parking Services have proposed to change the existing resident and business permit bays throughout Zone A to general permit bays in order to standardise signage used across parking zones in the borough and make it less confusing for motorists.
- 3.12 The changes do not have an effect on existing permit holders as the bays will still be available to any permit holder (business or resident).
- 3.13 The allocation of parking bays is intended to reflect the mix of residential and commercial properties within the area whilst yellow lines are in place to consider safety factors such as road width, access, visibility and traffic flow.

### **Proposed bay changes**

- 3.14 In addition to the above, Parking Services also consulted residents and businesses in Zone A on a number of specific bay changes in the area. Please see appendix 1, table 4 for a breakdown of the specific bay changes and feedback received.
- 3.15 Majority of the proposals received support from respondents except for proposals 9, 13 and 14 (Appendix 1, Table 4) which received less than 50% support and proposals 3, 10 and 21 where there was a 50/50 split. These

proposals were recommended to support local businesses in the area by providing additional parking facilities for their visitors.

3.16 The majority of responses received were in favour of the proposed changes. A breakdown of the responses received to the proposals can be found in Table 4 of Appendix 1.

3.17 Based on the feedback received, the Council is recommending that all the proposed changes except proposals 9, 13 and 14 are implemented.

### **Hours of Operation**

3.18 As part of the consultation, Zone A residents and businesses were asked for feedback on their preferred hours of operation for the area. Residents and businesses were given two options on the hours of operation;

- Option 1; Monday to Friday 8:30am to 6:30pm.
- Option 2; Monday to Saturday 8:30am to 6:30pm

3.19 This is in line with Council policies which recommend that the hours of operation within parking zones are standardised to reduce confusion to motorists parking across different zones in the borough and to reduce parking displacement from nearby zones which have longer hours of control.

### **Preferred hours of Operation**

3.20 Overall, 93% (218) of people responded to the question regarding their preferred hours of operation.

3.21 Of those who responded, 77% (167) were in favour of retaining the current operating hours of Monday to Friday 8:30am to 6:30pm (Option 1). For more information regarding hours of operation feedback received see Appendix 1 table 3.

3.22 Based on the feedback received it is recommended that the hours of control of Monday to Friday; 8:30am – 6:30pm is retained in the Zone A area.

### **Additional Comments**

3.23 123 of respondents provided general comments and suggestions to the consultation. The 15% of comments wanted to keep the hours of operation and parking bays and another 17% wanting to keep the hours of operation. Another 15% of comments requested an extension to the hours of operation. 13%

wanted an increase in the number of parking bays and 9% did not want any increase to the amount of visitor parking available.

- 3.24 All additional comments provided by respondents have been individually assessed and where possible and incorporated into the final design. See appendix 1 Table 5 for a breakdown of comments and Appendix 4 for the final design proposals.

#### **4. DETAILS OF ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- 4.1 The alternative option would have been not to carry out a consultation and to retain the existing hours of operation and design in the area.
- 4.2 This would however contradict the Council's parking policies and consultation charter as the needs of the residents and businesses would not be taken into consideration.

#### **5. BACKGROUND**

- 5.1 Operational reviews for existing parking zones are designed to ensure that they continue to meet to the needs of the local communities they serve within the context of the Council's overall parking policy.
- 5.2 An integral part of the review process is public consultation with local residents, businesses and key stakeholders. The consultation exercise is a mechanism to enable feedback on the current parking design and operational hours as well as other general parking issues.
- 5.3 This public consultation is part of a rolling programme of parking zone reviews for new areas as outlined in the Parking and Enforcement Plan (PEP) 2015 – 20.
- 5.4 The review process began in May 2017 and the area was consulted between September and November 2017. Consultation packs were sent to all addresses in the area. Copies of the consultation packs can be found in Appendix 3.
- 5.5 The review consultation offered residents and businesses the opportunity to provide their feedback on the two options for the hours of operation and proposed design changes to the allocation of parking bays.

## **5.6 Policy Context**

5.6.1 The PEP (Parking Enforcement Plan) recommends a review of all new CPZs after the first 12 months of operation and when a need is identified.

5.6.2 Operational reviews for existing controlled parking zones (CPZs) are designed to ensure that they continue to meet the needs of the local communities they serve within the context of the Council's overall parking policy. Part of this process involves a comprehensive review of the current design and the use of available kerbside space. This is then subject to detailed occupancy analysis across the different types of service users.

5.6.3 In line with Council's Parking Enforcement Plan (PEP), factors that affect the price of a parking product include:

- the user's relative need to drive and the amount required to discourage unnecessary car use (the equivalent costs using public transport should be considered)
- supply, demand and the value of a parking space on the public highway
- a vehicle's impact on congestion, road safety, local air quality and climate change
- the level of a penalty charge notice
- benchmarking with other boroughs and off-street prices within Hackney
- The level of service provided (for example, organisations with sole use of a parking bay pay a greater amount for their permits than they would otherwise).

## **5.7 Equality Impact Assessment**

5.7.1 The Council has carried out an Equality Impact Assessment to ensure that the recommendations made do not have an adverse effect on the parking needs of specific groups including disabled drivers. Please see Appendix 4 for further information.

## 5.8 Sustainability

5.8.1 The current parking controls in the area provide safe and efficient on-street conditions, catering for servicing and loading, and utilising the available public space to maximum benefit.

5.8.2 They also encourage less car use in order to improve traffic and environmental conditions in an area and contribute to broader transport and sustainable development objectives.

## 5.9 Maintenance and Administrative Costs

5.9.1 The breakdown of costs involved in the consultation, implementation and ongoing management and maintenance of the recommendations is:-

One off costs	£
Consultation costs	8,250
Implementation of new signs and P&D	2,300
Traffic Order changes	1,000
<b>Total Expenditure</b>	<b>11,550</b>

5.9.2 The consultation cost of £8,250 and the implementation cost (including traffic order costs) of £3,300 will be met from capital expenditure.

5.9.3 As this is an existing parking zone, the enforcement and the ongoing maintenance costs are met through existing budgets.

## 5.10 Consultation

5.10.1 Residents and businesses in Zone A were consulted about the hours of control as well as some aspects of the parking design over a six week period between September and November 2017.

5.10.2 Consultation packs were sent via first class post to all addresses in the Zone A area and were also made available online. In addition notices were erected on each street and an advert was placed in the Hackney Today to inform the local residents and businesses of the consultation.

## **6. COMMENTS OF THE CORPORATE DIRECTOR OF FINANCE AND RESOURCES**

- 6.1 Parking Services consulted residents and businesses on the review of Parking Zone A (Wenlock) between September and November 2017 over a six week period. This report details the consultation process and results of the Stage 4 consultation.
- 6.2 The report puts forward recommendations in Section 2 for Zone A including converting all existing bays to general use, to retain existing hours and detailed layout of the parking bays in Appendix 1.
- 6.3 The consultation is part of a rolling programme of parking zone reviews. Parking Services has ensured that all aspect of its consultation strategy has been undertaken in accordance with the Parking Enforcement Plan (PEP) 2015-2020 and the Council's Consultation Strategy.
- 6.4 Paragraph 5.9.1 to 5.9.3 details the cost relating to these recommendations, a total of £11k which includes one off installation (£3k) and consultation (£8k), these costs will be funded from the parking revenue budget.

## **7. COMMENTS OF THE CORPORATE DIRECTOR OF LEGAL, HR AND REGULATORY SERVICES**

- 7 The Council may, under section 45 of the Road Traffic Regulation Act 1984 (the 1984 Act) designate parking places on highways, for various classes of vehicles. Under section 46 of the 1984 Act the Council can charge for vehicles left in such designated spaces.
- 8 Local Authorities are obliged to comply with the requirements as set out in Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996 when introducing or amending a traffic order.
- 7.3 In determining what parking places are to be designated under section 45 of the 1984 Act, the Council shall consider both the interests of traffic and those of the owners and occupiers of adjoining property, and in particular the Council shall have regard to
- 7.3.1 The need for maintaining the free movement of traffic
- 7.3.2 The need for maintaining reasonable access to the premises
- 7.3.3 The extent to which off-street parking is available in the neighbourhood

- 7.4 In determining what parking places are to be designated, and setting the amount of any charges payable for vehicles left in such places, secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway.
- 7.5 When designating parking spaces on the highway and setting any appropriate charges for these spaces the Council must exercise their powers in accordance with the factors set out in section 122 of the 1984 Act. This should not be for the purpose of raising revenue, although the setting of any charges that result in a surplus being made is not in itself unlawful. Any surplus revenue made should be applied for specified purposes set-out in section 55 of the 1984 Act.
- 7.6 Guidance issued by the Department of Transport on parking policy and enforcement, which the Council must have regard to when exercising its power to create a designated parking place, provides that it is important that motorists and other road users understand a Council's parking scheme and that there should be regular communication with motorists and road users when changes are being made.
- 7.7 The Guidance also provides that the Council ought to consider informing every household in the relevant area of any proposed parking restrictions or designation.
- 7.8 When carrying out a consultation on any proposed parking restriction or designation the case law provides that:
- 7.8.1 A consultation must be at a time when proposals are still at a formative stage;
- 7.8.2 Sufficient reasons must be given for any proposal to enable intelligent consideration and response;
- 7.8.3 Adequate time must be given for such consideration and response;
- 7.8.4 The product of the consultation must be conscientiously taken into account in finalising any proposals.
8. Should the recommendations within this report be approved, a statutory consultation will also be required due to the fact that some of the proposals require the introduction/amendment of traffic orders, which must be advertised for 21 days.
9. The power contained in section's 45 and 46 of the 1984 Act to either introduce or vary provisions in a traffic order is an executive function

which has not been reserved to the Mayor or Cabinet and so can be exercised by the Director of Public Realm in accordance with the Council's constitution.

## APPENDICES

Appendix 1 – Zone A Review Feedback Analysis (Public)

Appendix 2 – Proposed design for Zone A

Appendix 3 – Zone A Review consultation documents (Public)

Appendix 4 – Final Design Map

Appendix 5 – Equality Impact Assessment (Public)

## EXEMPT

No

## CONFIDENTIAL


No

## BACKGROUND PAPERS


None

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**Name:** Kim Wright  
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# APPENDIX 1: Zone A

## Stage 4 Review Consultation Feedback

### 1. FEEDBACK ANALYSIS

#### 1.1. Response

A total of 8178 consultation packs were delivered to households and businesses in the Zone A area. A total of 234 responses were received, this equates to a response rate of less than 3% which is below the average response rate for a standard review consultation. The majority of respondents chose to reply by post.

Table 1: Response to Stage 4 consultation.

Road Name	Sent	Response	
		No.	%
BACHES STREET	23	0	0%
BEVENDEN STREET	128	3	2%
BLETCHLEY STREET	3	0	0%
BLETSOE WALK	23	1	4%
BRITANNIA WALK	128	6	5%
BRUNSWICK PLACE	554	0	0%
BUTTESLAND STREET	25	4	16%
CAVENDISH STREET	100	4	4%
CHARLES SQUARE	62	1	2%
CHARLES SQUARE ESTATE	80	0	0%
CHART STREET	152	10	7%
CITY ROAD	319	5	2%
CORSHAM STREET	241	0	0%
CRANWOOD STREET	160	1	1%
CROPLEY STREET	312	11	4%
EAGLE WHARF ROAD	153	6	4%
EAST ROAD	339	3	1%
EBENEZER STREET	46	7	15%
EVELYN WALK	104	2	2%
FORSTON STREET	14	0	0%
FULLWOODS MEWS	10	0	0%
GODWIN CLOSE	23	2	9%
GREEN MEWS	6	0	0%
HABERDASHER STREET	214	17	8%
JASPER WALK	6	0	0%

Road Name	Sent	Response	
		No.	%
MICAWBER STREET	63	8	13%
MURRAY GROVE	453	17	4%
NAPIER GROVE	50	2	4%
NEW NORTH ROAD	360	4	1%
NIAGARA CLOSE	12	1	8%
NILE STREET	145	4	3%
OLD STREET	14	0	0%
PARR STREET	25	0	0%
PITFIELD STREET	1	0	0%
PRESTWOOD STREET	40	1	3%
PROVOST ESTATE	243	8	3%
PROVOST STREET	252	7	3%
SHAFTESBURY STREET	124	4	3%
SHEPHERDESS PLACE	53	3	6%
SHEPHERDESS WALK	388	19	5%
SILICON WAY	676	0	0%
STURT STREET	4	0	0%
TAPLOW STREET	31	0	0%
THORESBY STREET	81	1	1%
UNDERWOOD ROW	8	0	0%
UNDERWOOD STREET	82	2	2%
VESTRY STREET	23	0	0%
VINCE STREET	32	0	0%
WELLESLEY TERRACE	27	1	4%
WENLOCK ROAD	591	28	5%
WENLOCK STREET	286	19	7%
WESTLAND PLACE	75	2	3%
WHARF ROAD	515	16	3%
WIMBOURNE STREET	246	4	2%
WINDSOR TERRACE	53	0	0%
Grand Total	8178	234	3%

Table 2: Method used to respond

Area	Feedback Method	
	Paper	Online
Zone A	208	26

## 1.2. Occupancy Type

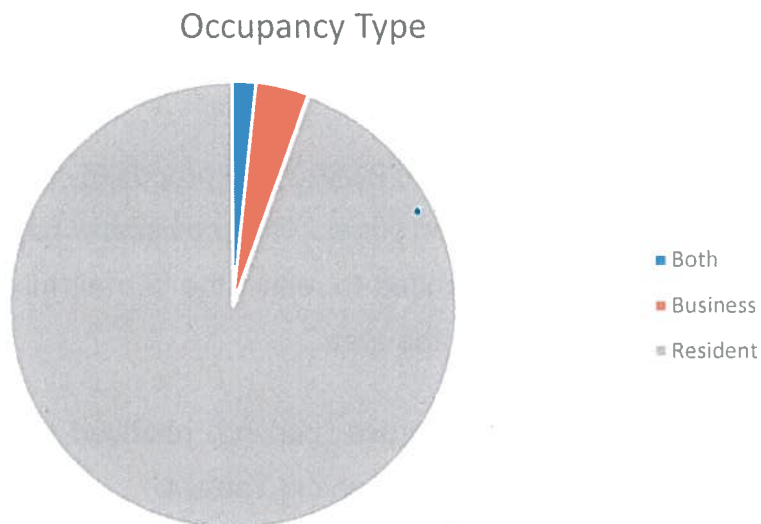
The majority (94%) of respondents classified themselves as 'residents' whilst the remaining 6% of respondents classified themselves as 'business' or 'both'. A breakdown of responses can be found below in Table 2.

**Table 2: Occupancy status of respondents**

Occupier Status	Response	
	Number	Percentage
Both	4	2%
Business	9	4%
Resident	221	94%
<b>Grand Total</b>	<b>234</b>	<b>100%</b>

\*Excludes blank responses

**Chart 1: Occupancy Type**



### 1.3. Operational Times

During the consultation, residents and businesses were asked for feedback on their preferred operational hours for the scheme. Residents and businesses were able to choose from two options provided in the consultation document (see below):

- **Option 1: Monday – Friday 8.30am – 6.30pm (current hours)**
- **Option 2: Monday – Saturday 8:30am – 6:30pm**

Of the 234 responses received; 218 (93%) responded to the query regarding the operational hours of the zone. Of those 77% are preferred the current operational hours (Option 1) and 23% preferred Option 2. A breakdown of responses can be found below in Table 3.

**Table 3: Preferred hours of operation.**

	Responses		(%)	
	Option 1	Option 2	Option 1	Option 2
<b>Grand Total</b>	<b>167</b>	<b>51</b>	<b>77%</b>	<b>23%</b>

### 1.4. Parking Design

This section of the questionnaire looks at the proposed changes to the parking layout and bay allocation per street. The provisional bay allocation on the proposed design map is intended to reflect the current mix of residential and commercial properties within the area.

This section of the questionnaire looks at the proposed changes to the parking layout and bay allocation per street. The provisional bay allocation on the proposed design map is intended to reflect the current mix of residential and commercial properties within the area.

All planned changes to improve parking received majority support. A breakdown of responses can be found in Table 4.

Table 4: Support for design changes

#	Road Name	Proposed Change	% Yes	% No
1	Britannia Walk	change permit bay to shared use outside Nos. 109 -111	57%	43%
2	Chart Street	change resident bay to shared use outside Nos. 18-23 Chart Street	51%	49%
3	Chart Street	change resident bay to shared use outside Nos. 9-20 Chart Street	50%	50%
4	Eagle Wharf Road	change permit bay to shared use outside No. 48 Eagle Wharf Road	59%	41%
5	Eagle Wharf Road	change resident bay to shared use outside Eagle House	57%	43%
6	Ebenezer Street	change permit bay to shared use opposite nos.11-13	55%	45%
7	Forston Street	change resident bay to shared use at side of No. 45 Croypley Street	54%	46%
8	Forston Street	Change to RingGo only Shared Use bays	56%	44%
9	Haberdasher Street	change resident bay to shared use outside No. 4 Haberdasher Street	49%	51%
10	Haberdasher Street	change resident bay to shared use outside Nos. 6-8 Haberdasher Street (Surgery)	50%	50%
11	Shepherdess Place	Change to RingGo only Shared Use bays	53%	47%
12	Shepherdess Walk	change permit bay to shared use outside Nos. 10 - 22 Shepherdess Walk	53%	47%
13	Wenlock Road	change resident bay to shared use outside Madison, Spenlow and Wilkins Apartments	47%	53%
14	Wenlock Road	change resident bay to shared use opposite Nos. 11 - 21 Wenlock Road	48%	52%
15	Westland Place	change resident bay to shared use outside Nos. 3-11 Westland Place	52%	48%
16	Westland Place	change double yellow lines to pay & display outside Nos. 35-41 Westland Place	69%	31%
17	Wharf Road	change permit bay to shared use outside Nos. 50 - 56 Wharf Road	55%	45%
18	Wharf Road	change resident bay to shared use outside 44 - 48 Waterside, Wharf Road	54%	46%
19	Wharf Road	change pay & display bay to shared use between junctions of City Road and Micawber Street	58%	42%
20	Sturt Street	change resident bay to shared use	52%	48%
21	Croypley Street	change resident bay to shared use Outside Sawmill Studios	50%	50%

## 1.5. General Comments

The public were also asked to provide any general comments or suggestions about the parking layout and proposals.

We received comments from 123 respondents with the most frequent comments related to the operational hours, with 17% wanting to keep the existing hours, 15% of comments requesting extended hours, 1% requested reduced hours and 1% requested the removal of all parking controls. 13% of comments request a general increase of parking bays and 2% requested a reduction in the number of parking bays. 9% of comments objected to an increase of visitor parking and 2% requested that all visitor parking be removed, while 2% asked for an increase to visitor parking. A breakdown of the top 10 general comments received is provided in Table 5.

**Table 5: Breakdown of general comments.**

Zone A	No. Responses	Percentage %
Extend operational hours	19	15%
Keep existing bays and hours	19	15%
Increase parking bays	16	13%
No increase to visitor parking	11	9%
Keep existing bay types	9	7%
Estate permit/parking issues	7	6%
no provision for "car free" residents	6	5%
Environmental enforcement issues	5	4%
More disabled bays	5	4%
Objections to Highways schemes	5	4%

## APPENDIX 2: Zone A Review Consultation Proposed Design.



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**Hackney**

## APPENDIX 3: Zone A Review Consultation Consultation Documents



# Review of Parking Zone A Wenlock

Parking consultation



### Why I am being consulted?

As part of our Parking and Enforcement Plan (PEP) we have made a commitment to review Parking Zones (PZ) where there is genuine need to ensure that the parking controls in the area continue to meet the needs of residents and businesses.

Parking Services are aware that there have been a number of changes to roads within Parking Zone A since the last review of parking controls in 2009, and as a result are proposing to make some changes to the bay type allocation throughout the zone and to introduce additional visitor (shared use) bays to balance the needs of all road users.

The review process is a great opportunity for us to hear about your parking experience within your Parking Zone and to find out whether it's currently meeting your parking needs.

### Who is included in this consultation?

Every resident and business located within the parking zone has the opportunity to have their say during this consultation.

### Review design proposals

#### Parking design

This booklet contains a detailed explanation of the proposed design for your zone that we believe will improve parking opportunities for local residents, businesses and visitors. During the consultation, we are also seeking your views on the operational hours of your zone.

If you would like additional changes to be made to the parking restrictions in your zone, please provide your feedback in the comments box within the attached questionnaire. Please be aware that although all comments will be reviewed, any proposed changes which may impact on safety will not be considered.

#### Parking bay type review

Parking Services are proposing to change the existing separate resident and business permit bays throughout the zone to dual use permit bays in order to standardise the bay types and signage in the area. Both residents as well as business permit holders would be able to park in permit bays, therefore removing the need for separate resident and business bays.

The standardisation of signage will reduce the cost of implementation and maintenance of the parking bays throughout the zone as there will be less variations in terms of types of signs needed on each street. This change would not impact residents' parking needs.

#### Pay and display

A number of areas have been identified within Parking Zone A where additional visitor parking bays (shared use bays) could be introduced in order to improve parking opportunities for visitors and to assist local businesses – please refer to the enclosed questionnaire and map for more information on the proposed changes.

In addition to the above, as part of our drive to be more efficient and reduce costs, the Council will be implementing mobile phone only (cashless) visitor bays in the proposed shared use bays on Farnston Street and Shepherdess Walk. Visitors wishing to pay and display at these locations will only be able to do so via our RingGo mobile parking system.

### Operational hours

We would like to know your views on whether the current operational hours are meeting your needs. The current hours for your Parking Zone are:

Monday to Friday 8:30am – 6:30pm

Residents and businesses can provide their feedback on the current hours of operation as well as any comments on the questionnaire provided.

### Disabled bays

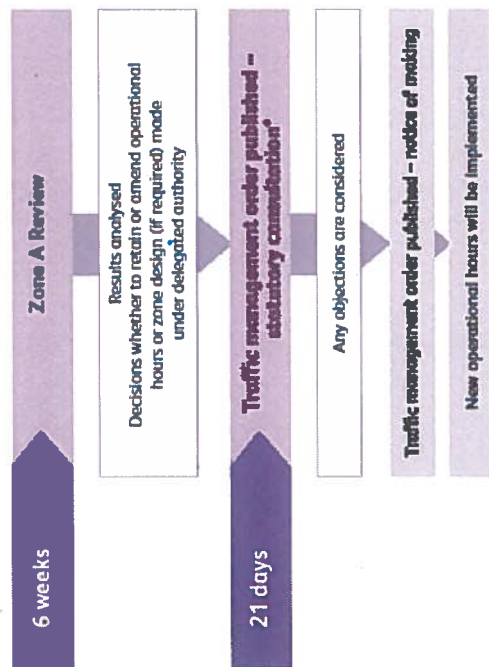
As part of the review process, all existing disabled parking bays are audited to ensure that they are still required by the registered user. In addition we also assess the level of general use of disabled bays in the zone and will consider installing additional bays close to shops and other amenities in the area where necessary.

## Review consultation process

### Informal consultation

As stated above, PZs are reviewed to ensure that they still continue to meet the needs of the community. A consultation pack including a questionnaire is delivered to all affected residents and businesses in the area. We would like to hear from you, even if you do not drive or own a vehicle, as parking may affect you as a pedestrian or cyclist and the people who visit you.

### Stage 4 Parking Review



Review of Parking Zone A (Westock)

3

### Statutory consultation

Once the public consultation has been completed and any recommendations approved, the Council is then required to carry out a statutory consultation. This requires for a Traffic Management Order notice to be advertised in the Hodkney Today for a period of 21 days. This process allows anyone to formally declare their representation on the changes proposed. All representations received will be considered. The Council is then required to draft a decision audit report detailing the objections and its recommendation on whether these objections will be upheld or not. The report is then approved by the Assistant Director of Public Realm prior to the measures being implemented.

## How can I have my say?

Please complete the enclosed questionnaire and return it to us using the freepost envelope provided by Monday 13 November 2017.

Alternatively you can complete your questionnaire online by visiting:

[www.hodkney.gov.uk/parking-hys](http://www.hodkney.gov.uk/parking-hys)

Or print a copy from our website and return it to us using the freepost address below:

Have your Say on Parking Zone A Review

Parking Services

Freepost RTES-SACS-HLRA

PO Box 39055

London

E8 1WT

If you have any further questions on this consultation, please contact us using the details provided below:

Email: [consultparking@hodkney.gov.uk](mailto:consultparking@hodkney.gov.uk)

Telephone: 020 8356 8877

## What happens next?

### Consultation closes

Date: Monday 13 November 2017

Closing date of consultation and last day to return your questionnaire.

### Consultation results

Date: \*\*\*\*\* 2017

Consultation results will be made available to residents and businesses. A summary consultation pack detailing the results will be sent to all residents and businesses in the area by post and will be available on the Hodkney website.

If you have any questions regarding the consultation please contact us through the Hodkney Service Centre on 020 8356 8877 or email: [consultparking@hodkney.gov.uk](mailto:consultparking@hodkney.gov.uk).

Review of Parking Zone A (Westock)

4

## Frequently asked questions

### Are PZs just a money making scheme for the Council?

No. By law revenue generated from PZs must be invested back into transport related improvements such as concessionary fares meeting costs relating to the provision or operation of, or of facilities for, public passenger transport services. The London Borough of Hackney uses any surplus from its Parking account to contribute towards its charge for the London-wide Freedom Pass scheme.

### How do you decide upon the design changes to the zone?

Prior to the start of consultation, we analyse the permit occupancy, Penalty Charge Notice (PCN) issue rates, pay and display revenue data and parking stress survey data on a street by street basis.

Throughout the six week consultation we receive feedback in the form of questionnaires, telephone queries and letters, door knocking interviews and drop-in sessions. All feedback is taken into consideration in the formulation of final design changes. Every attempt is made to balance the needs of all service users.

### Can I submit more than one consultation response?

Only one consultation response will be accepted per person. If you would like to submit more than one questionnaire from the same household, please ensure that you provide your name as the Council will only accept more than one questionnaire from the same address if a name has been provided. This is to ensure that there are no duplications.

### What if I live on an estate?

There are a number of Council housing estates in the area which have their own parking regulations; these are independent of parking zones and would not be affected. However, as an estate resident, you would still be entitled to have your say on the existing design and hours of your zone.

### What if I own a motorcycle?

Motorcycles can be parked free of charge in all bays within a PZ where residents and businesses can park (this excludes Zone B where parking for motorcycles are restricted to motorcycle bays only), except for in pay and display bays. Motorcycles should be parked at a right angle to the kerb and if possible, at the end of the parking bay. You should use dedicated motorcycle bays if available, rather than resident permit bays.

### Where can I load/unload if I receive deliveries?

Active loading and unloading can take place on all single and double yellow lines where there are no loading restrictions as well as within parking bays. For any specific requests, such as removals, you can request a dispensation or a bay suspension. Please visit our website for more information [www.hackney.gov.uk/parking](http://www.hackney.gov.uk/parking).

### What if I have a Blue Badge or a Companion Badge?

Blue badge holders are eligible to park in all shared use bays (pay and display and permit), pay and display only bays, single and double yellow lines (for a maximum of three hours). They can also park in any disabled bay. Companion badge holders can park in the same bays as blue badge holders, but have the added advantage of being able to park in residents and permit bays within their home parking zone.

### What if I live on a private road?

If you live on a private road which falls within the consultation area, your road will still be included in the

consultation. Although your road will remain free of controls, you will still be entitled to have your say. If you would like your road to form part of the existing zone please let us know in the comments box of the enclosed questionnaire.

### Do you consider road safety?

When reviewing parking restrictions, we have taken into account the safety of both pedestrians and motorists. We install either single or double yellow lines (no waiting at any time) to help prevent unsafe parking.

Any design changes are made in consultation with the Emergency Services (Ambulance, Fire Service and the Police) to ensure that there is sufficient road width to allow for the safe passage of emergency vehicles.

All design changes will conform to the design standards recommended by the Department for Transport (DfT). Most existing yellow lines in existing design have been placed for safety or access reasons and would be unlikely to change. Examples of these are:

- Junction protection - double yellow lines placed around the edges of road junctions to ensure visibility for drivers, cyclists, and pedestrians, and to allow space for wheelchair and pram users to safely cross.
- Double yellow lines painted across access points to private property and housing estates, so that we can remove any obstructing vehicles.
- Yellow lines painted along narrow roads to improve access or provide a passing point for vehicles

### What if I live on a Car Free property?

A Car Free property will be under a Section 106 agreement and will be included in your lease or deeds. If you live on a Car Free property you can still have your say on the design and hours of your parking zone but would not be eligible to purchase a parking permit.

If you want to apply for a permit and are not sure if you live in one of these areas please call us on 020 8356 8877.

### How will you use my personal information?

Hackney Council will use the information you have provided for the purpose of identifying support for parking controls in the area.

No personal information you have given us will be passed on to third parties for commercial purposes.

Our policy is that all information will be shared among officers and other agencies where the legal framework allows it, if this will help to improve the service you receive and to develop other services.

If you do not wish certain information about you to be exchanged within the Council, you can request that this does not happen.

All information provided will be handled under the Data Protection Act, 1998 strict controls.

## More information

For more information about the cost of permits and visitor vouchers please refer to our website [www.hackney.gov.uk/parking](http://www.hackney.gov.uk/parking) or call Hackney Parking Services on 020 8356 8877.

## Understanding the restrictions

### Parking bays

There are different types of parking bays, such as resident or business permit holders, pay and display bays, and shared use bays for permit holders or pay and display customers. A sign placed in the bay will tell you what type(s) of parking is permitted. Restrictions on these bays are only enforced during the PZ hours. Motorcycles can park for free in any of these bays, as long as it is at a right angle to the kerb. Disabled bays are only for the use of blue or companion badge holders and are enforceable at all times.

### Operational hours

ACPZ is enforceable during the hours of operation. These are shown on the zone entry signs found at the boundary of the PZ. Outside the hours of operation you do not need to display a permit. However, double yellow lines or other loading restrictions (as shown below) are enforceable 24 hours a day.

### Waiting restrictions

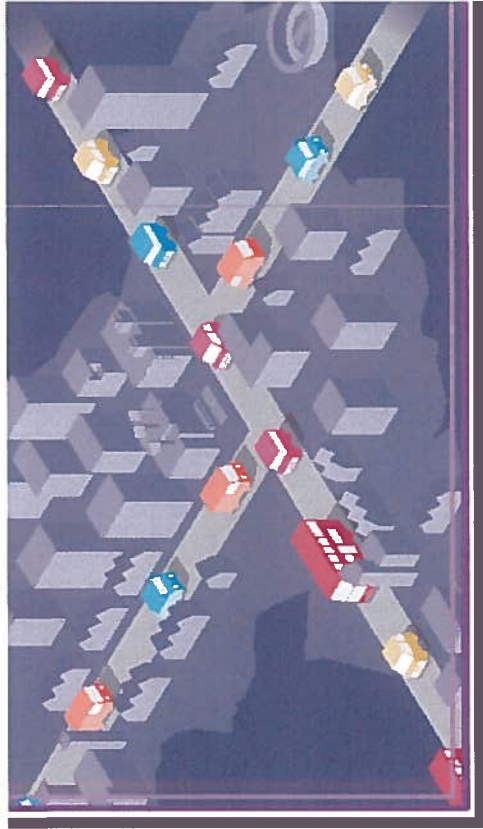
Waiting restrictions are indicated by yellow lines. Single yellow lines are used where waiting is not permitted during the PZ hours or other hours as indicated by a sign. A double yellow line is used where waiting is not permitted at any time, such as on a junction or in front of access to property. You can load or unload on a single or double yellow line except when there are loading restrictions in place.



### Loading restrictions

Loading restrictions are indicated by yellow kerb marks. Single yellow kerb marks mean that loading is not permitted during the times shown, which may be during peak times. Double yellow kerb marks mean that loading is not permitted at any time.





## Have your say on Parking Zone A (Wenlock) Review

Please use BLOCK capitals when completing the questionnaire and tick the boxes ☐ that apply to you. Please return this questionnaire by 13 November 2017 in the freepost envelope provided.

### Section 1: About you

Your name (optional):

Your address (required):

Postcode:

Email address (optional):

Are you a...

Resident ☐

Business ☐

Both ☐



### Section 2: Operational hours

Q1. Please choose the operational days and hours you prefer for your zone

Monday – Friday 8:30am – 6:30pm (existing hours of operation) ☐

Monday – Saturday 8:30am – 6:30pm ☐

If you said no to the above question, please let us know your preferred operational hours in the box below.

### Section 3: Proposed design changes

Q2. This section provides a list of the design proposals for your Parking Zone (PZ). Please refer to the proposed map which shows the location of the changes.

ID	Street	Location	Proposal	Yes/No? (please circle)
1	Britannia Walk	outside Nos. 109-111	change permit bay to shared use	Yes No
2	Chart Street	outside Nos. 18-23 Chart Street	change resident bay to shared use	Yes No
3	Chart Street	outside Nos. 9-20 Chart Street	change resident bay to shared use	Yes No
4	Eagle Wharf Road	outside No. 48 Eagle Wharf Road	change permit bay to shared use	Yes No
5	Eagle Wharf Road	outside Eagle House	change resident bay to shared use	Yes No
6	Ebenezer Street	Opposite nos. 11-13	change permit bay to shared use	Yes No
7	Forston Street	at side of No. 4/5 Cropley Street	change resident bay to shared use	Yes No

## Comments

Q3. Please provide any other comments or suggestions you may have about the parking design and proposals in your PZ.


## Section 4: How was it for you?

Q4. Please tell us your opinion of the consultation pack. Choose one option in each line.

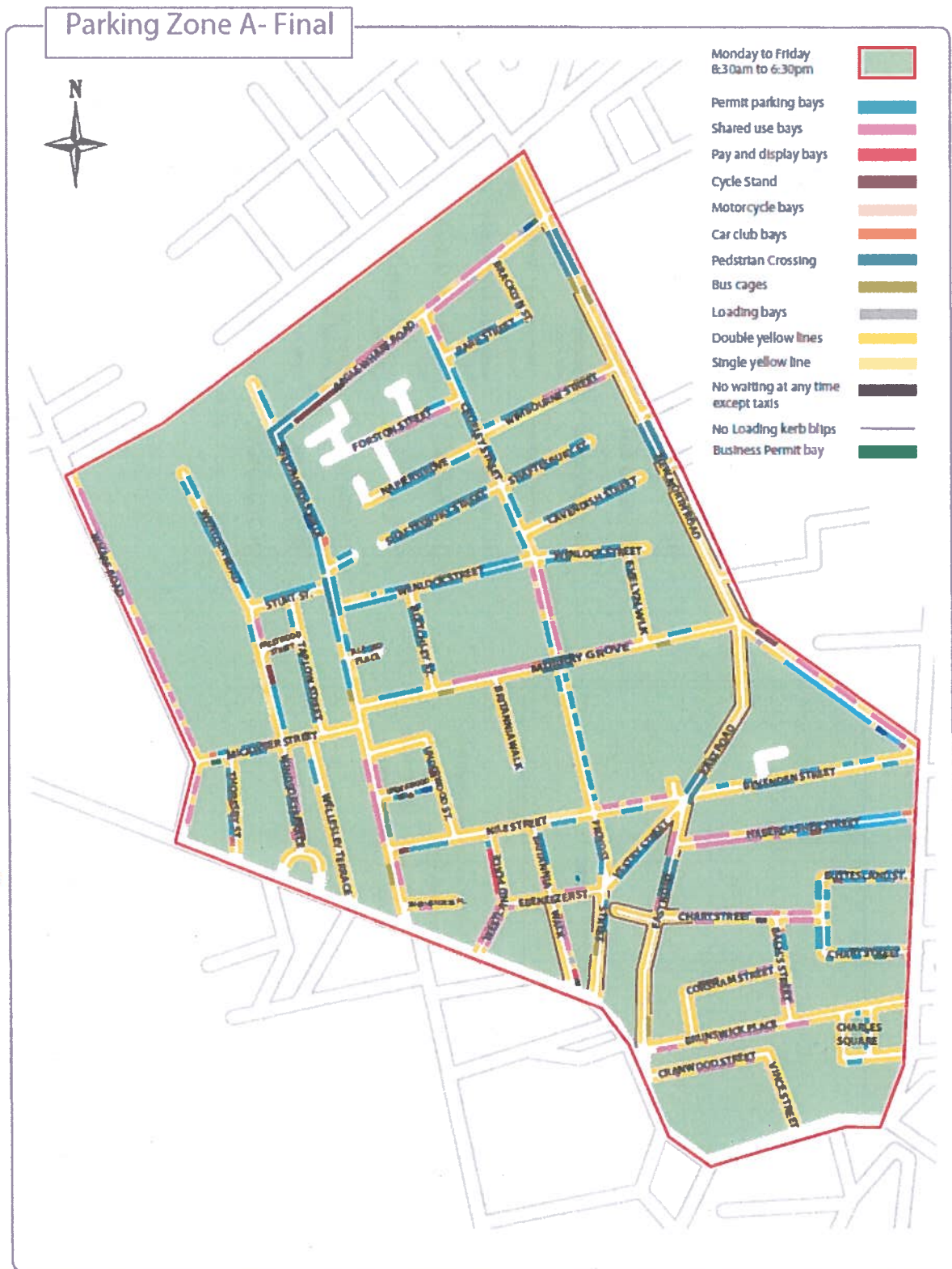
- a) Consultation pack    Useful ☐    Not useful ☐    Not enough ☐
- b) Information in the leaflet:    Just right ☐    Too much ☐    Too short ☐
- c) Questionnaire length:    Just right ☐    Too long ☐    Too short ☐

Thank you for completing the questionnaire.

ID	Street	Location	Proposal	Yes / no? (please circle)
8	Forston Street	Entire road	Change to RingGo only Shared Use bays	Yes No
9	Haberdasher Street	outside No. 4 Haberdasher Street	change resident bay to shared use	Yes No
10	Haberdasher Street	outside Nos. 6-8 Haberdasher Street (Surgery)	change resident bay to shared use	Yes No
11	Shepherdess Place	Entire road	Change to RingGo only Shared Use bays	Yes No
12	Shepherdess Walk	outside Nos. 10 - 22 Shepherdess Walk	change permit bay to shared use	Yes No
13	Wenlock Road	outside Madison, Spenslow and Wilkins Apartments	change resident bay to shared use	Yes No
14	Wenlock Road	opposite Nos. 11 - 21 Wenlock Road	change resident bay to shared use	Yes No
15	Westland Place	outside Nos. 3-11 Westland Place	change resident bay to shared use	Yes No
16	Westland Place	outside Nos. 35-41 Westland Place	change double yellow lines to pay & display	Yes No
17	Wharf Road	outside Nos. 50 - 56 Wharf Road	change permit bay to shared use	Yes No
18	Wharf Road	outside 44 - 48 Waterside, Wharf Road	change resident bay to shared use	Yes No
19	Wharf Road	between junctions of City Road and Mincowber Street	change pay & display bay to shared use	Yes No
20	Sturt Street	Entire road	change resident bay to shared use	Yes No
21	Cropley Street	Outside Sawmill Studios	change resident bay to shared use	Yes No

Please turnover

## APPENDIX 4: Zone A Review Consultation Final Design Map.





## APPENDIX 5: Zone A Review Consultation Equalities Impact Assessment.



### London Borough of Hackney Equality Impact Assessment Form

The Equality Impact Assessment Form is a public document which the Council uses to demonstrate that it has complied with Equalities Duty when making and implementing decisions which affect the way the Council works.

The form collates and summarises information which has been used to inform the planning and decision making process.

**All the information needed in this form should have already been considered and should be included in the documentation supporting the decision or initiative, e.g. the delegate powers report, saving template, business case etc.**

Equality Impact Assessments are public documents: remember to use at least 12 point Arial font and plain English.

The form must be reviewed and agreed by the relevant Assistant Director, who is responsible for ensuring it is made publicly available and is in line with guidance. Guidance on completing this form is available on the intranet.

<http://staffroom.hackney.gov.uk/equalities-based-planning-and-decision-making>

**Title and purpose of this Equality Impact Assessment:**

Parking Zone A Review

**Purpose of this Equality Impact Assessment:**

Project/Scheme/Initiative Review

**Officer Responsible: (to be completed by the report author)**

<b>Name:</b> Olaseni Koya	<b>Ext:</b> 8251
<b>Directorate:</b> Health and Community Services	<b>Department/Division:</b> Parking Services

**Assistant Director:** Aled Richards **Date:**

**Comment :**

**PLEASE ANSWER THE FOLLOWING QUESTIONS:**

- 1. Please summarise the service, function, policy, initiative or saving.** Describe the key objectives and outcomes you expect. Make sure you highlight any proposed changes.

- The aim of the project is to review Parking Zone A, in accordance with the Council's Parking and Enforcement Plan (2015-2020).

Document Number: 19274091

Document Name: Equalities Impact Assessment - Zone A Review

- Through localised consultations, residents and businesses are given the opportunity to have their say on the design of the parking controls, including the location and type of parking bays and operational hours to ensure the PZ meets the needs of local users.

The review also aims to ensure that the parking restrictions comply with current safety standards outlined by the Department for Transport.

**2. Who are the main people that will be affected?** Consider staff, residents, and other external stakeholders.

Local residents, business owners, disabled motorists and the Emergency Services (Ambulance, Fire and Police) are the main people affected and consulted as part of the the operational reviews.

**3. What research or consultation(s) have been carried out?** Please provide more details, together with a summary of what you learned.

The project includes a consultation with all stakeholders on the current and proposed design of parking restrictions.

Internal consultation will take place with internal teams (Streetscene, Waste Services and Planning) to ensure their views are taken into account in the design stage. External consultation also takes place with the Emergency Services. As part of the public consultation all local residents and businesses in the parking zone will be consulted and will be sent consultation leaflets and questionnaires outlining the proposed design changes.

**4. Equality Impacts**

This section requires you to set out the positive and negative impacts that this decision or initiative will have on equalities.

Detailed information on how to consider the impacts on equalities is included in 'Guidance on equalities based planning and decision making' which can be downloaded from the intranet [here](#).

**4 (a) What positive impact could there be overall, on different equality groups, and on cohesion and good relations?**

The public consultation provides an open forum for all local users to have their say on the design of local parking controls. The reviews have a positive impact on all road users (motorists, pedestrians and cyclists) by creating a safer road environment and by creating parking restrictions which meet the needs of users.

**4 (b) What negative impact could there be overall, on different equality groups, and on cohesion and good relations?**

Where you identify potential negative impacts, you must explain how these are justified and/or what actions will be taken to eliminate or mitigate them. These actions should be included in the action plan.

Opposition to parking related changes may affect all groups in some way. However, an open and transparent consultation process will help to ensure maximum response and allow all groups and stakeholders to address their concerns.

## 5. Equality and Cohesion Action Planning

Please list specific actions which set out how you will address equality and cohesion issues identified by this assessment. For example,

- Steps/ actions you will take to enhance positive impacts identified in section 4 (a)
- Steps/ actions you will take to mitigate against the negative impacts identified in section 4 (b)
- Steps/ actions you will take to improve information and evidence about a specific client group, e.g. at a service level and/or at a Council level by informing the policy team

([equality.diversity@hackney.gov.uk](mailto:equality.diversity@hackney.gov.uk))

All actions should have been identified already and should be included in any action plan connected to the supporting documentation, such as the delegate powers report, saving template or business case. You need to identify how they will be monitored. The Assistant Director is responsible for their implementation.

No	Objective	Actions	Outcomes highlighting how these will be monitored	Timescales / Milestones	Lead Officer
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

### Remember

- Assistant Directors are responsible for ensuring agreed Equality Impact Assessments are published and for ensuring the actions are implemented.
- Equality Impact Assessments are public documents: remember to use at least 12 point Arial font and plain English.
- Make sure that no individuals (staff or residents) can be identified from the data used.

