

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

DATE (2018/19)

March 2019

CLASSIFICATION:

Open

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

WARD(S) AFFECTED

Hackney Downs

1. SUMMARY

- 1.1 This report details the results of the consultation for the stage 4 review carried out between 29th October 2018 and 10th December 2018 in Parking Zone R. This public consultation is part of the one year review of new parking zones as outlined in the Parking Enforcement Plan (PEP) 2015 – 20.
- 1.2 This report recommends that the existing operational hours of parking controls remain as Monday to Friday 7am to 11am for all roads within Zone R.
- 1.3 The report also recommends that a boundary change is implemented to move Ickburgh Road into Zone S. This is detailed in Appendix 1 and on the final design map in Appendix 4.

2. RECOMMENDATION(S)

The Director of Neighbourhood and Housing Services is recommended to:

- 2.1 Approve the recommendation to retain the existing operational hours of Monday to Friday 7am to 11am in Zone R.
- 2.2 Approve the boundary amendment for Zone R and Zone S with the effect of relocating all of Ickburgh Road into Zone S and the current operational hours for Zone S of Monday to Saturday 8.30am to 6.30pm.
- 2.3 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 Zones R and S to give effect to the recommended changes in 2.1 and 2.2 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 consultation feedback received from the area and in-line with the Council's parking policies (PEP 2015 – 20).

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 other relevant factors into account when making changes to parking restrictions.

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

Feedback from the Public Consultation

3.5 A consultation questionnaire and booklet was sent to all residents and businesses in the Zone R area giving them the opportunity to have their say on their preferred hours of operation for the area.

3.6 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 2335 households and businesses in the Zone R area. A total of 451 responses were received from the consultation area which equates to a response rate of 19%. This is above the average response rate 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 Parking Zone R was implemented in 2017 and since then several minor amendments have been made to the parking bays in the zone. Overall however, there have not been any significant changes in the zone.

3.10 Based on the above, Parking Services have not proposed any design changes to the existing parking bays or waiting and loading restrictions within the zone.

3.11 However, as part of the consultation process, residents and businesses were invited to comment on the current restrictions in the area.

Hours of Operation

3.12 As part of the consultation process, residents and businesses were asked for their feedback on their preferred hours of operation for their zone.

3.13 Residents and businesses were given three options on the hours of operation which included:

- Option 1: Monday to Friday 7:00am – 11:00am (current hours of operation)
- Option 2: Monday to Friday 8:30am to 6:30pm
- Option 3: Monday to Saturday 8:30am to 6:30pm

3.14 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

- 3.15 Overall, 99% (445) of respondents provided feedback to the question regarding their preferred hours of operation.
- 3.16 Of those who responded, 79% (349) were in favour of retaining the current operational hours of Monday to Friday 7:00am to 11:00am (Option 1). For more information regarding the feedback received on the hours of operation see Appendix 1 table 4.

Boundary Change

- 3.17 During the implementation of Zone R, Parking Services received feedback from some roads regarding the hours of operation and requests for their roads to be relocated into zone S.
- 3.18 Based on the above, residents in some roads were consulted on a boundary change. Parking Services proposed to relocate Benthall Road (between Evering Road and Ottaway Street), Brooke Road (between Evering Road and Rendlesham Road), Dunnock Mews, Ickburgh Road, Maury Road (between Evering Road and Rendlesham Road), Ottaway Street, Rendlesham Road and Stelman Close into nearby zone S which has longer hours of operation.

Boundary Change Feedback

- 3.19 Parking Services received 79 responses to the boundary change question. The majority of respondents (63%) were opposed to the change.
- 3.20 When the responses were analysed on a street by street basis, whilst the majority of roads were firmly opposed to the boundary change, feedback received from Ickburgh Road showed support (59%) for the boundary change. For more information on the proposed boundary change please refer to Appendix 1 table 5.

Conclusion

- 3.21 Based on the feedback received, Parking Services recommends the following:
- 3.22 Retain the existing hours of operation of Monday to Friday 7:00am to 11:00am in zone R.

3.23 Relocate Ickburgh Road into zone S with the operational hours of Monday to Saturday 8.30am to 6.30pm

3.24 See appendix 3 for final design map and map detailing boundary changes to Zones R and S.

Additional Comments

3.25 192 respondents provided general comments and suggestions to the consultation. In total, 48% of respondents requested that the existing hours in zone R be retained, while 16% of comments requested to extend the hours in the area and 9% requested to keep the existing boundary of Zone R.

3.26 In addition to the comments above, respondents also requested for more infrastructure for cyclists. These comments have been sent to the Sustainable Transport team.

3.27 All additional comments provided by respondents have been individually assessed and where possible incorporated into the final design. See Appendix 1 Table 7 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 to not consult and not make the proposed changes 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 The area was consulted between October and December 2018 and consultation packs were sent to all addresses in the area. Copies of the consultation packs can be found in Appendix 3.
- 5.4 The review consultation offered residents and businesses the opportunity to provide their feedback on the three options for the hours of operation and proposed boundary change.

5.5 Policy Context

- 5.5.1 The PEP recommends for new parking zones to be reviewed one year after implementation to ensure that it is operating effectively and to assess the need for modification.
- 5.5.2 Operational reviews for existing parking zones (PZs) 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.
- 5.5.3 The review process involves an evaluation of the operation of the zone, a review of complaints, correspondence and consultation with residents and local businesses.

5.6 Equality Impact Assessment

- 5.6.1 The Council has carried out an Equality Impact Assessment to identify if any of the recommendations made have an adverse effect on the parking needs of specific groups including disabled drivers. Please see 6.4 within Appendix 4 for further information.

5.7 Sustainability

5.7.1 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.

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

5.8 Maintenance and Administrative Costs

5.8.1 The breakdown of costs involved in the consultation and implementation of the recommendations is as follows:

One off costs	£
Consultation costs	5,436
Implementation of new signs and P&D	450
Traffic Order changes	1,000
Total Expenditure	6,886

5.8.2 The consultation cost of £5,436 and the implementation cost (including traffic order costs) of £1,450 will be met from existing revenue expenditure.

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

5.9 Consultation

5.9.1 Residents and businesses in Zone R were consulted about the hours of control as well as some aspects of the parking design over a six week period between October and December 2018.

5.9.2 Consultation packs were sent via first class post to all addresses in the Zone R 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

6.1.1 Parking Services consulted on the stage 4 review carried out between 29th October 2018 and 10th December 2018 in Parking Zone R.

6.1.2 The report puts forward recommendations in Section 2 Controlled Parking Zones (CPZ) in Zone R to retain existing hours and boundary changes in Ickburgh Road into Zone S. 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.

6.1.3 Any change in revenue received will be monitored over the next 12 months prior to consideration of any budgetary changes. All parking revenue income and surplus are utilised within the conditions specified in the s55 of the Road and Traffic Regulation Act (1984).

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

7.1 This stage 4 consultation is part of a one year review of the new parking zones as outlined in the Council's Parking Enforcement Plan (PEP) 2015 – 20. This stage 4 consultation for Parking Zone R is proposing to retain the existing operational hours as set out in 2.1 above along with a boundary amendment for Zone R and Zone S to relocate all of Ickburgh Road into Zone S from Zone R, as set out in 2.2 above and detailed in Appendix 1 and Appendix 4 below.

7.2 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. Section 46 of the Act allows the Council to charge for parking in places. Before a traffic order designating a parking place is made or varied the Council must consult and publish notification of the proposed Traffic

Management Orders in accordance with the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 (the "Procedure Regulations").

- 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 the need for maintaining the free movement of traffic, reasonable access to premises and the extent to which off-street parking is available in the neighbourhood. In addition to this the Council must 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.
- 7.4 The Secretary of State's Statutory Guidance to Local Authorities on the Civil Enforcement of Parking Contraventions, which the Council should have regard to when exercising its power to introduce designated parking places, recommends that enforcement authorities consult locally on their parking policies when they appraise them. They should seek the views of people and businesses with a range of different parking needs as well as taking into account the views of the police.
- 7.5 The non-statutory consultation has been carried out in accordance to the guidance produced by the Government's Cabinet Office Consultation Principles. These principles do not displace the general principles derived from case law as to how consultations should be conducted. These principles, are known as the "Gunning principles" and are as follows;
- Consultation should occur when proposals are at a formative stage;
 - Consultations should give sufficient reasons for any proposal to permit intelligent consideration;
 - Consultations should allow adequate time for consideration and response;

- 7.6 Following the consultation coming to an end the Local Authority should conscientiously consider the consultation responses, or a summary of them, before determining what, if any, action to take.
- 7.7 The exercise of powers contained in the 1984 Act relating to parking is an executive function.
- 7.8 Consulting on new parking controls to facilitate the discharge of the Council's parking functions under the 1984 Act and introducing controlled parking zones is a decision to be taken by the Mayor and Cabinet in accordance with the council's parking policies (PEP 2015-20) and the Mayor's Scheme of delegation. The Cabinet meeting in 2001 delegated the decision making for this proposed CPZ to the Group Director for Neighbourhoods and Housing in accordance with paragraph 3.5.1 of Part 3 of the Council's Constitution.

APPENDICES

- Appendix 1 – Zone R Review Feedback Analysis (Public)
 Appendix 2 – Zone R Review consultation documents (Public)
 Appendix 3 – Final Design Maps (Public)
 Appendix 4 – Equality Impact Assessment (Public).

EXEMPT

No

CONFIDENTIAL

No

BACKGROUND PAPERS

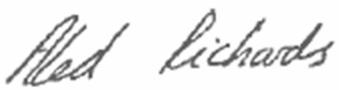
None

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Authorisation of Director Public Realm – Neighbourhood and Housing

Name: Aled Richards

Signature: 

Date: 15/03/2019

APPENDIX 1: Zone R Review Consultation

Feedback Analysis

1.1 Response

We consulted 2335 households and businesses in the Zone R area and received 451 completed responses making an overall response rate of 19%. The response rate received is higher than the average response rate of 6-7% for review consultations.

A breakdown of responses on a street by street basis can be found in [**Error! Reference source not found.**Table 1].

Majority (78%) of the responses were received via post whilst the remainder (22%) were received online. [Table 2].

Table 1: Response rate.

Road Name	Response Rate		
	Sent	Received	%
ALCONBURY ROAD	81	44	54%
BENTHAL ROAD	199	40	20%
BROOKE ROAD	188	54	29%
DUNNOCK MEWS	30	1	3%
EVERING ROAD	539	65	12%
GELDESTON ROAD	50	9	18%
GOLDCREST MEWS	39	3	8%
ICKBURGH ROAD	139	32	23%
LAUNDRESS LANE	10	0	0%
MAURY ROAD	150	32	21%
NARFORD ROAD	141	36	26%
NORCOTT ROAD	98	42	43%
NORTHWOLD ROAD	39	4	10%
OTTAWAY STREET	5	5	100%
RECTORY ROAD	21	1	5%
REIGHTON ROAD	185	33	18%
RENDLESHAM ROAD	106	29	27%
STELLMAN CLOSE	116	2	2%
STOKE NEWINGTON COMMON	60	14	23%
UPPER CLAPTON ROAD	113	2	2%
VINE CLOSE	26	3	12%
Grand Total	2335	451	19%

Table 2: Methods of response

Area	Feedback Method	
	Paper Q	Online Q
Zone R Review	353	98

*Excludes duplicate responses, those from outside the area and unknown address

1.2 OCCUPANCY TYPE.

The majority (97%) of respondents classified themselves as 'residents' whilst 1% of responses were from respondents who classified themselves as businesses. 2% of responses were from respondents who did not answer the question. A breakdown of responses can be found below in Table 3.

Table 3: Occupancy Type

Occupier Status	Response	
	Number	Percentage
Unknown	9	2%
Business	4	1%
Resident	438	97%
Grand Total	451	100%

1.3 OPERATIONAL TIMES

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

- **Option 1: Monday - Friday 7:00am – 11:00am (current hours of operation)**
- **Option 2: Monday – Friday 8.30am – 6.30pm**
- **Option 3: Monday – Saturday 8:30am – 6:30pm.**

Out of the 451 responses received, 99% (445) of respondents answered the question regarding their preferred hours of operation.

Majority (79%) of responses were in favour of Option 1 (Monday – Friday 7.00am – 11:00am)

A breakdown of responses by street can be found below in Table 4.

Table 4: Support for parking operational hours.

	Responses			(%)		
	Option 1	Option 2	Option 3	Option 1	Option 2	Option 3
Grand Total	349	32	63	79%	7%	14%

1.4 PROPOSED BOUNDARY CHANGES

As part of the consultation, Parking Services also consulted residents and businesses on the following roads: Benthall Road – section between Evering Road and Ottaway Street, Brooke Road – section between Evering Road and Rendlesham Road, Dunnock Mews, Ickburgh Road, Maury Road – between Evering Road and Rendlesham Road, Ottaway Street, Rendlesham Road and Stellan Close, on whether they would like to be relocated from Zone R to Zone S.

Overall, the majority (63%) of responses were not in favour of the proposed boundary change, with the exception of Ickburgh Road where there was a 59% support for relocating these roads from Zone R to Zone S.

Table 5 – Support for proposed boundary change.

Road Name	Response		Percentage	
	Yes	No	Yes	No
BENTHAL ROAD - Section between Evering Road and Ottaway Street	2	6	25%	75%
BROOKE ROAD - Section between Evering Road and Rendelsham Road	0	3	0%	100%
DUNNOCK MEWS	0	1	0%	100%
ICKBURGH ROAD	17	12	59%	41%
MAURY ROAD - Between Evering Road and Rendelsham Road	1	2	33%	67%
OTTAWAY STREET	2	3	40%	60%
RENDELSHAM ROAD	6	23	21%	79%
STELLMAN CLOSE	1	0	100%	0%
Grand Total	29	50	37%	63%

Parking Services requested feedback from the roads supporting the proposed boundary change, on whether they would support relocation of their road to Zone S if there was a majority support for extending the operational hours in Zone R.

The overall feedback received was very close, with 51% in support and 49% against. However, when looking at the response on a street by street basis, Ickburgh Road is the only road to overwhelmingly support (84%) relocating to Zone S if the operational hours of Zone R were to be extended.

Table 6 – Support for proposed boundary change, if there was a majority support for extending the operational hours in Zone R.

Road Name	Response		Percentage	
	Yes	No	Yes	No
BENTHAL ROAD - Section between Evering Road and Ottaway Street	2	3	40%	60%
BROOKE ROAD - Section between Evering Road and Rendelsham Road	0	1	0%	100%
ICKBURGH ROAD	16	3	84%	16%
MAURY ROAD - Between Evering Road and Rendelsham Road	0	3	0%	100%

Road Name	Response		Percentage	
	Yes	No	Yes	No
OTTAWAY STREET	1	1	50%	50%
RENDLESHAM ROAD	5	11	31%	69%
STELLMAN CLOSE	0	1	0%	100%
Grand Total	24	23	51%	49%

1.5 PARKING DESIGN

As part of the consultation, Parking Services asked residents and businesses in the area if they are happy with the current parking design (the layout and positioning of parking bays etc.) for their parking zone. No specific changes were proposed to the parking layout in the zone.

Overall, the majority (79%) of the feedback was in favour of the current parking design for the zone.

Table 7 – Support for proposed parking design

Road Name	Response Rate		Percentage	
	Yes	No	Yes	No
ALCONBURY ROAD	12	8	60%	40%
BENTHAL ROAD	24	6	80%	20%
BROOKE ROAD	27	4	87%	13%
DUNNOCK MEWS	1	0	100%	0%
EVERING ROAD	41	13	76%	24%
GELDESTON ROAD	8	1	89%	11%
GOLDCREST MEWS	1	2	33%	67%
ICKBURGH ROAD	22	9	71%	29%
MAURY ROAD	25	2	93%	7%
NARFORD ROAD	15	0	100%	0%
NORCOTT ROAD	22	7	76%	24%
NORTHWOLD ROAD	2	1	67%	33%
OTTAWAY STREET	3	0	100%	0%
RECTORY ROAD	1	0	100%	0%
REIGHTON ROAD	11	6	65%	35%
RENDLESHAM ROAD	19	7	73%	27%
STELLMAN CLOSE	2	0	100%	0%
STOKE NEWINGTON COMMON	12	2	86%	14%
UPPER CLAPTON ROAD	1	0	100%	0%
VINE CLOSE	3	0	100%	0%
Grand Total	252	68	79%	21%

1.6 General Comments and Suggestions

The public were also asked to provide any general comments or suggestions about the parking layout and proposals. These include comments received via email, letter, telephone call and completed questionnaires. Many respondents provided more than one type of comment in their feedback

We received comments from 192 respondents with the most frequent comments relating to the operational hours, 48% wanting to keep the existing hours in Zone R and 16% requesting to extend the hours of operation. In addition to this, 9% requested to keep the existing boundary of Zone R. A breakdown of the top 10 general comments received is provided in Table 7.

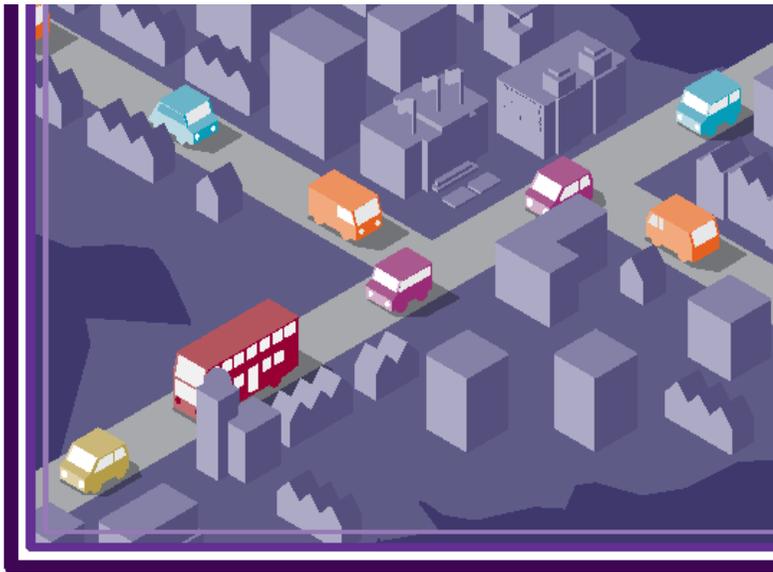
Table 7: Breakdown of general comments.

Row Labels	Count	%
Mon - Fri 7am to 11am	89	48%
Extend the hours of operation	30	16%
Against boundary change	17	9%
More cycle infrastructure	13	7%
Increase enforcement	8	4%
Mon - Sat 7am to 11am	7	4%
Boundary change	6	3%
DYL taking up parking space	5	3%
Increase shared use bays	5	3%
Permits/Vouchers expensive	5	3%

Consultation Documents

Document Number: 21873535

Document Name: Zone_R_review_DELEGATED_REPORT



Zone R Parking Review (Rectory Road)

Parking Consultation



1. Why am I being consulted?

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

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

2. 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.

During the consultation, we are seeking your views;

- Current parking design for your zone
- Proposed boundary change for your zone
- The hours of operation for your zone

3. Review of design proposals

3.1 Parking design

As the parking zone was only recently implemented, Parking Services will not be proposing any changes to the existing parking restrictions in the zone. However, if you would like any changes to be made to the existing parking bays in your zone, please provide your feedback in the comments box within the attached questionnaire.

Please be aware that although all comments will be considered, any proposed changes which may impact on public safety will not be approved.

3.2 Proposed boundary change

During the implementation of Zone R Parking Services received feedback from some roads in the area regarding the hours of operation and requests for their roads to be relocated into zone S.

Parking Services responded to those complaints stating that while it was not possible to make these changes at the time, we would re-consult the residents and businesses within the zone on the hours of operation and a possible boundary change at the one year review stage.

Based on the above feedback, Parking Services are consulting residents and businesses in the roads below on whether they would like to be moved into the neighbouring zone S area or remain in parking zone R area.

- **Benthal Road – between Evering Road and Ottaway Street**
- **Brooke Road – between Evering Road and Rendlesham Road**
- **Dunnock Mews***
- **Ickburgh Road**
- **Maury Road – between Evering Road and Rendlesham Road**
- **Ottaway Street**
- **Rendlesham Road**
- **Stellman Close***

*This change will only apply to Zone R permits and public highway roads. Any estate parking bays or permit (Z5 or Z13) will not be affected.

Please ensure you provide your feedback on the proposed boundary change question if you live in any of the roads listed above.

The current hours of operation for Parking Zone R are

Monday to Friday 7:00am – 11:00am

The hours of operation for Zone S are

Monday to Saturday 8:30am – 6.30pm

Residents and businesses should be aware that any changes to the operational hours of a PZ will not in any way affect the price of permits or visitor vouchers.

The decision on any boundary change will be based on the responses from businesses and residents on those roads as well as the ability to create a logical boundary between the zones. If there is support for a boundary change this may cause displacement parking of non-permitted vehicles into other roads. Please consider this when completing the questionnaire.

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

3.3 Operational hours

As part of the review process, Parking Services will also be consulting residents and businesses on the hours of operation in zone R to ensure that they continue to meet their needs.

Zone R is currently surrounded by a number of Parking Zones with longer hours of operation (Zones S, T and U) which apply between Monday to Saturday 8.30 to 6.30pm.

As zone R is the only parking zone in the area with significantly shorter hours of operation, roads close to the boundary of the zone may suffer increased parking stress caused by displacement parking from those zones with longer hours of operation.

Residents and businesses have been provided with a choice of standardised hours of operation which we currently have in other areas with similar characteristics across the borough.

The decision on the preferred hours of operation will be based on the majority feedback received from the area. Please note that if the majority feedback is in favour of a change to the hours of operation, this will result in a change to the current maximum stay periods for all Shared Use and Pay and Display bays in the area.

3.4 Disabled bays

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

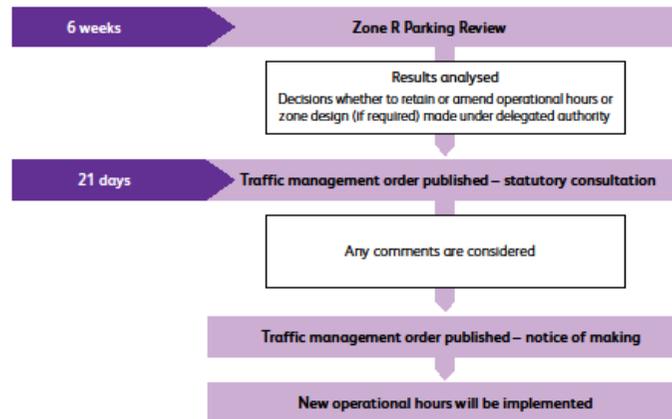
4. Review consultation process

4.1 Informal consultation

As stated above, PZs are reviewed to ensure that they 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 as well as the people who visit you.

Stage 4 Parking Review



4.2 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 Hackney Today for a period of 21 days. This process allows anyone to formally declare their representations on the changes proposed. All representations received will be considered where the Council is 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 Director of Public Realm prior to the measures being implemented.

5. How can I have my say?

Please complete the enclosed questionnaire and return it to us using the freepost envelope provided by: **10 December 2018.**

Alternatively you can complete your questionnaire online by visiting:

www.hackney.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 R 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@hackney.gov.uk

Telephone: 020 8356 8877

6. What happens next?

6.1 Closing Date – 10 December 2018

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

6.2 Consultation Results – March 2019

Consultation results will be made available to the 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 Hackney website. If you have any questions regarding the consultation please contact us through the Hackney Service Centre on **020 8356 8877** or email: consultparking@hackney.gov.uk.

7. Frequently Asked Questions

7.1 Are parking zones 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

7.2 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.

7.3 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.

7.4 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.

7.5 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 and all 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. Dedicated motorcycle bays should be used if available, rather than resident permit bays.

7.6 Where can I load and 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 and also in 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 at www.hackney.gov.uk/parking.

7.7 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 for an unlimited amount of time and for a maximum of three hours on single and double yellow lines. Blue Badge holders can also use 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 resident and permit parking bays within their home parking zone.

7.8 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.

7.9 What if I live on a Car Free Property?

A Car Free Property will be designated 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, however you will still be entitled to purchase visitor vouchers.

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**.

7.10 How will you use my personal information?

Hackney Council is a Data Controller under the General Data Protection Regulation (GDPR). We hold the information given to us for the specific purpose of processing and managing parking consultations only. Under the GDPR any information you provide may be disclosed to other organisations in order for this local authority to perform its duty to protect public funds it administers, and to this end may use the information you have provided for prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes

You can read more information about this, and also about your Data Protection rights in line with the provisions of the General Data Protection Regulation and Data Protection Act 2018 by going to <https://www.hackney.gov.uk/privacy>. This includes how to contact the Data Protection Officer, how long your information is held, and how we process your personal information. Printed copies of the Council's Privacy Notices can be provided on request.

8. More information

 For more information about the cost of permits and visitor vouchers please refer to our website 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 a resident or business permit holders, pay and display bays, and shared use bays for permit holders r pay and display customers.

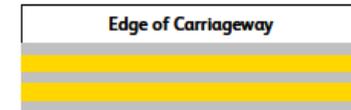
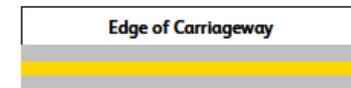
A sign placed in the bay will tell you what type(s) of parking is permitted. Restrictions on these bays are only enforced during the CPZ hours. Motorcycles can park for free in any of these bays, as long as it is at a right angle to the kerb. Disabled bays are only for the use of blue or companion badge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

Operation hours

A CPZ is enforceable during the hours of operation. These are shown on the Zone Entry signs found at the boundary of the CPZ. 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).

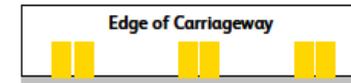
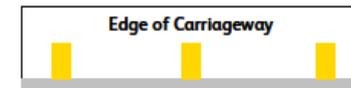
Waiting restrictions

Waiting restrictions are indicated by yellow lines. Single yellow lines are used where waiting is not permitted during the CPZ hours or other hours as indicated by a sign. A double yellow lines 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.



If you would like to find out what this document says please tick the appropriate box, put your name, address and phone number at the bottom of this page and return it to the address below.

Bengali
 এই নথিতে কি কোনও অর্থে সে সম্পর্কে যদি আপনি জানতে চান অথবা অন্যভাবে কয়েকটি প্রশ্নের উত্তর চাইতে চান, এই পত্রের নীচে আপনার নাম, ঠিকানা ও কোন নম্বর লিখুন এবং এটি নিচের ঠিকানাতে ফেরত পাঠান।

French
 Si vous désirez connaître le contenu de ce document, veuillez cocher la case appropriée et indiquer votre nom, adresse et numéro de téléphone au bas de cette page et la renvoyer à l'adresse indiquée ci-dessous.

Kurdish
 Ger hun dixwazin bizaribin ku ev dokumant çî dibêje, ji kerema xwe qutika minasib îşaret bikin, nav, navnîşan û hejmara telefona xwe li jêrê rûpelê binivîsîn û wê ji navnîşana jêrî re bişînin.

Polish
 Jeśli chcesz dowiedzieć się, jaka jest treść tego dokumentu, zaznacz odpowiednie pole, wpisz swoje nazwisko, adres i nr telefonu w dolnej części niniejszej strony i przeslij na poniższy adres.

Urdu
 اگر آپ یہ جاننا چاہتے ہیں کہ دستاویز میں کیا لکھا ہے تو براہ کرم مناسب جگہ میں صحیح ٹیکہ لگائیے اور اپنا نام، پتہ اور فون نمبر درج کر کے اسے کھلیے اور اسے نیچے دیے گئے پتے پر بھیج دیجیے۔

Somali
 Haddii aad jecdaan lahayd in aad ogaato waxa dokumeentigan sheegayo faclan calaamadi godka ku haboon. ku qor magacaaga, cinwaanka iyo telefoon lambarkaaga boggan dhankisa hoose ka dibna ku celi cinwaanka hoose.

Spanish
 Si desea saber de lo que trata este documento, marque la casilla correspondiente, escriba su nombre, dirección y número de teléfono al final de esta página y envíela a la siguiente dirección.

Turkish
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Vietnamese
 Nếu bạn muốn biết tài liệu này nói gì hãy đánh dấu vào hộp thích hợp. Điền tên, địa chỉ và số điện thoại của bạn vào cuối trang này và gửi lại theo địa chỉ dưới đây.

Chinese
 如果你想知道這份文件的詳細內容，請在表格內打勾，在本頁下面寫下你的名字、地址和電話號碼並寄到下面的地址。

If you would like this document in any of the following formats or in another language not listed above, please complete and send the form to the address below.

In large print **In Braille**
On Disk **On audio tape**

In another language, please state:

Name:
 Address:
 Tel:

Return to: Please use the envelope provided



Have your say on Parking Zone R Review (Rectory Road)

Please use **BLOCK** capitals when completing the questionnaire and tick the boxes that apply to you. Please return this questionnaire by 10 December 2018 using the freepost envelope provided.

Section 1: About you

Your name (optional):

Your address (required):

Street Number: _____

Street Name: _____

Postcode: _____

Email address (optional):

Are you a...

Resident

Business

Both



Section 2: Hours of Operation

Q1. Please tick the box to indicate the operational days and hours you prefer for your zone

Monday – Friday 7:00am – 11:00am (current hours of operation)

Monday – Friday 8:30am – 6:30pm

Monday – Saturday 8:30am – 6:30pm

Section 3: Proposed boundary changes

Only complete this section if you live in the following roads:

- Benthal Road – section between Evering Road and Ottaway Street
- Brooke Road – section between Evering Road and Rendelsham Road
- Dunnock Mews
- Ickburgh Road
- Maury Road – between Evering Road and Rendelsham Road
- Ottaway Street
- Rendelsham Road
- Stelman Close

Q2. If you live in any of the streets above, do you support the relocation of your road from Zone R into Zone S? (Please see the consultation leaflet and the enclosed maps for more information regarding the proposed boundary change).

Yes No

Q3. If you answered YES to question above, would you still support the relocation of your road to Zone S if there was majority support for extending the operational hours in Zone R?

Yes No

Section 4: Parking Design

Q4. Are you happy with the current parking design (the layout and positioning of parking bays etc.) for your area?

Yes No

Q5. Please provide any other comments or suggestions you may have about the parking design and proposals in your parking zone.

Section 5: How was it for you?

Q6. Please tell us your opinion of the consultation pack. Choose one option in each line.

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

Thank you for completing the questionnaire.

Data Protection

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French
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Urdu
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Somali
 Haddii aad jeclaan lahayd in aad ogaato waxa dokumeentigani sheegayo fadlan calaamadi godka ku haboon, ku qor magacaaga, cinwaanka iyo telefoon lambarkaaga boggan dhankiisa hoose ka dibna ku celi cinwaanka hoose.

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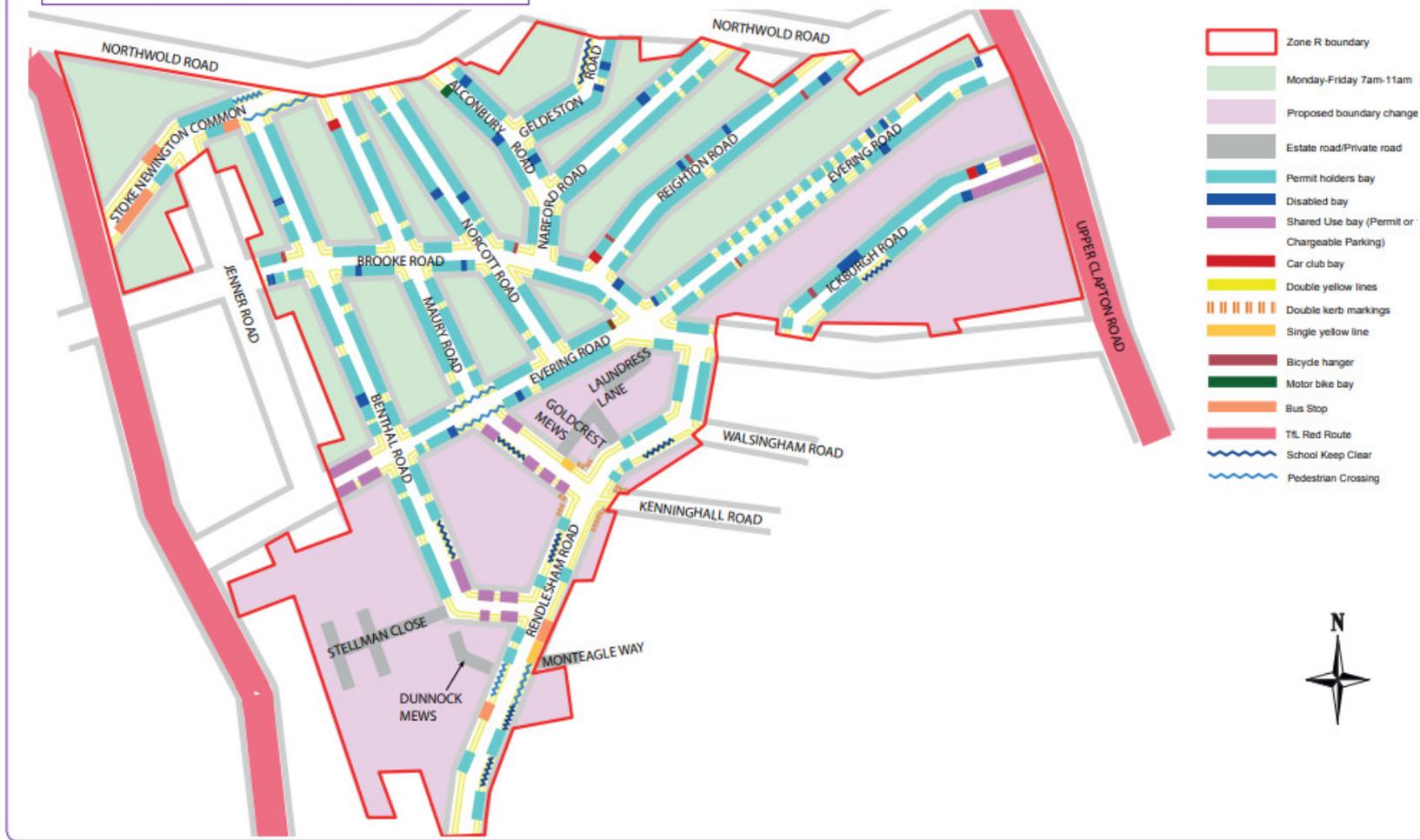
- In large print
- In Braille
- On Disk
- On audio tape

In another language, please state: _____

Name: _____
 Address: _____
 Tel: _____

Return to:

Zone R parking review (Rectory Road)

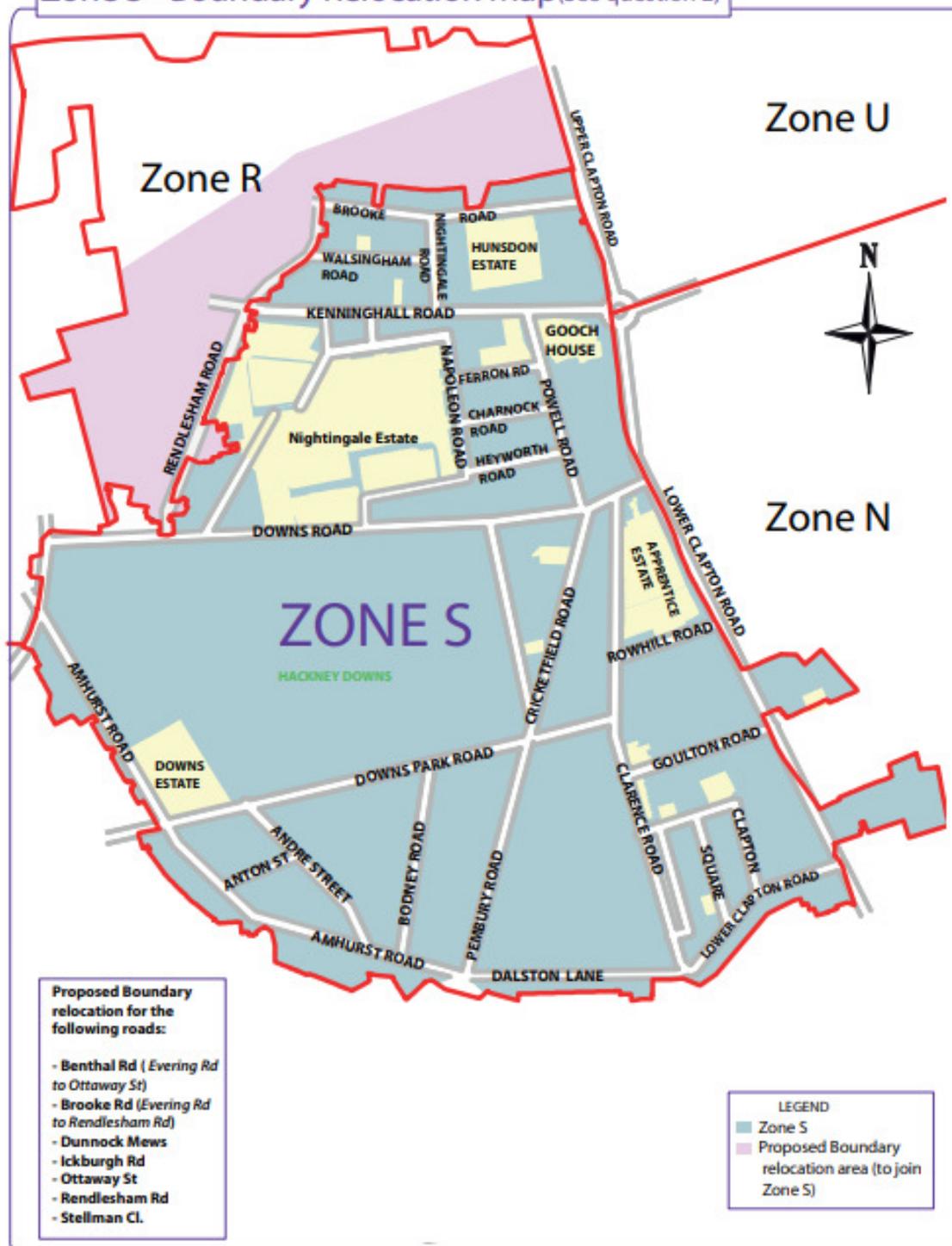


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Zone S - Boundary Relocation Map (See question 2)



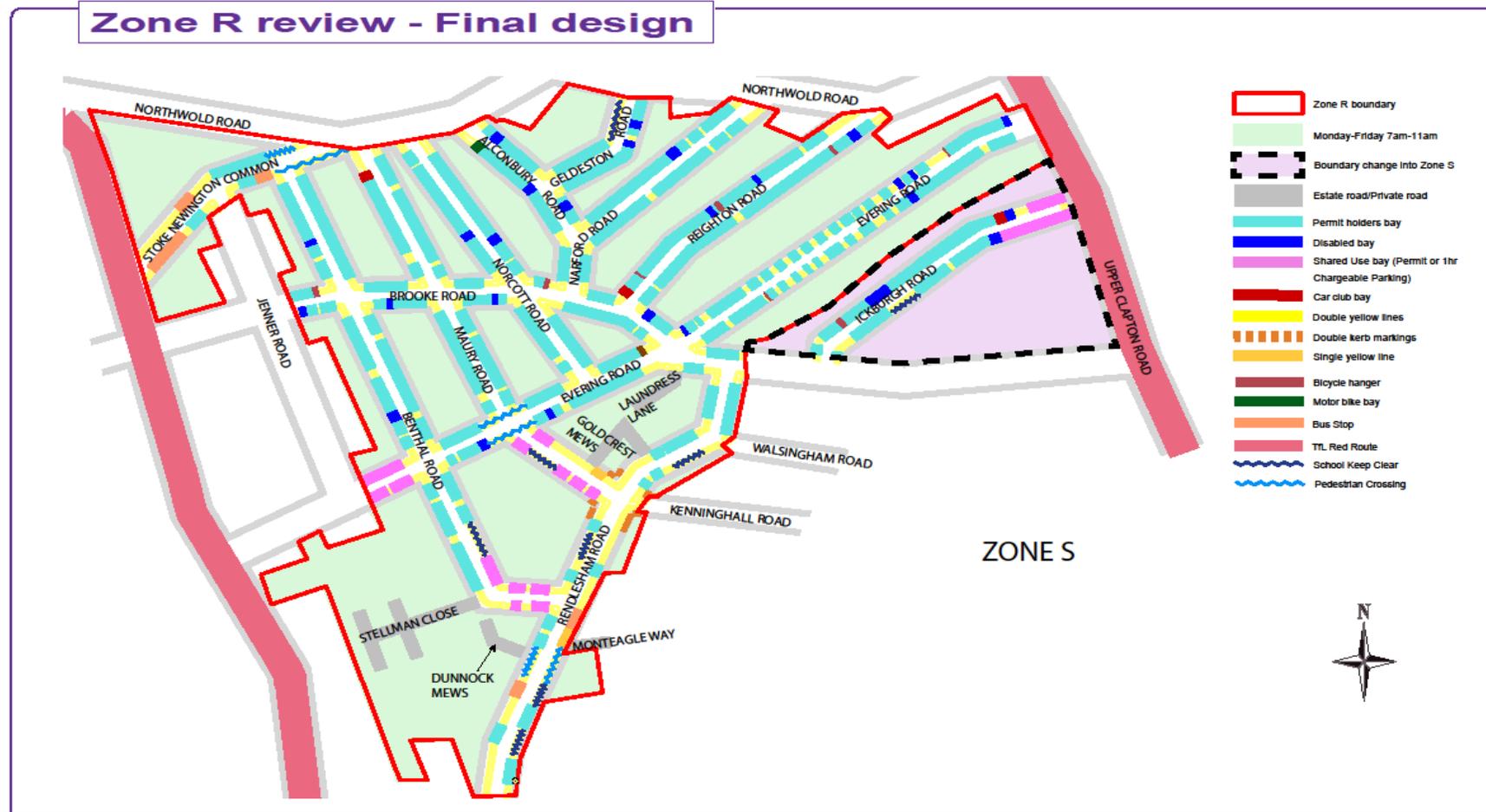
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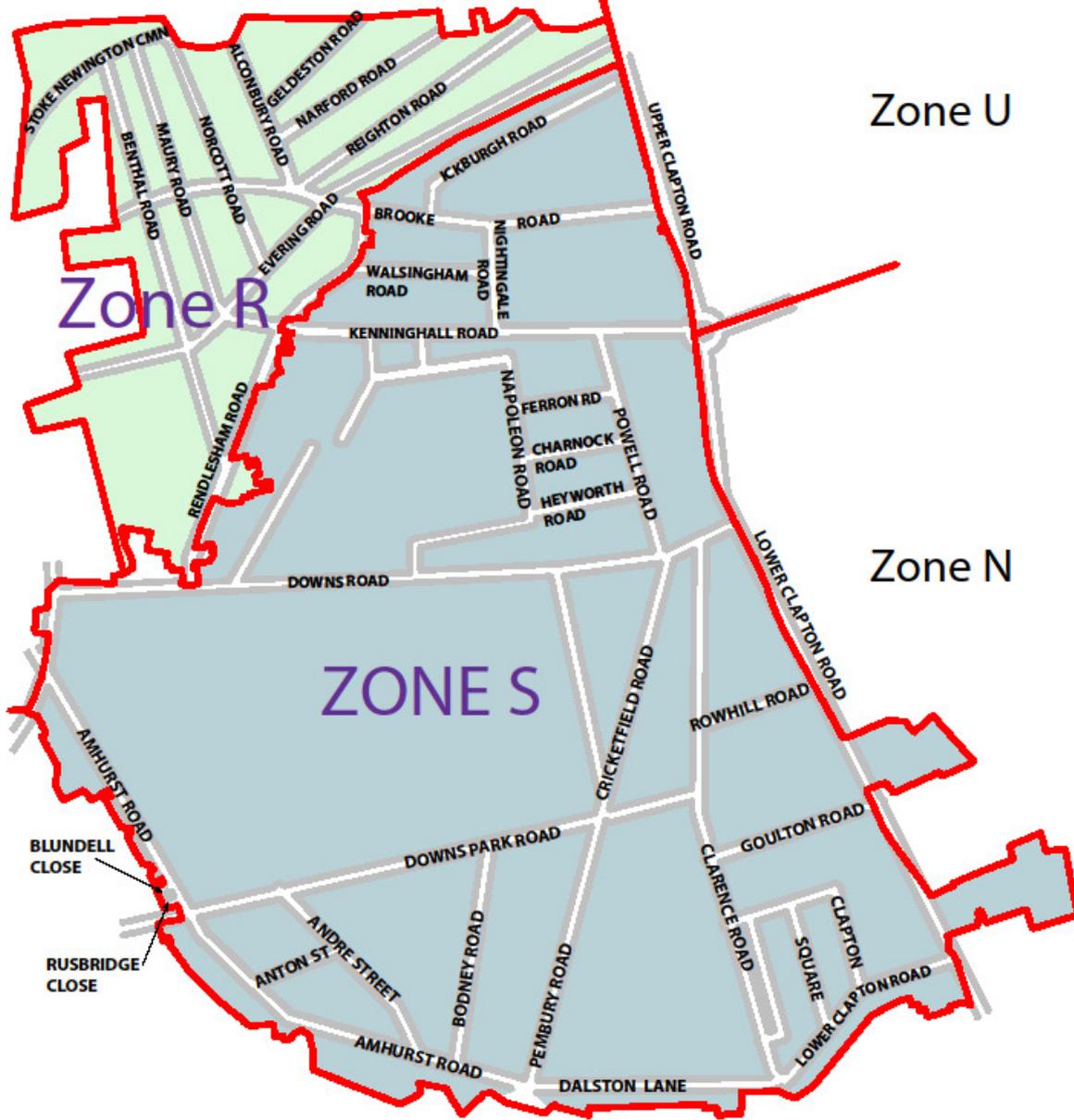
Hackney

APPENDIX 3: Zone R Review Consultation

FINAL DESIGN & BOUNDARY CHANGE MAP.



Zone R & S Boundary change



- PZ Boundaries
- Monday to Friday 7am-11am
- Monday to Saturday 8.30am-6.30pm

Zone D

APPENDIX 4: Zone R Review Consultation

Equality 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 R Review.

Purpose of this Equality Impact Assessment:

Project/Scheme/Initiative Review

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

Name: Olaseni Koya	Ext: 8251
Directorate: Neighbourhood and Housing	Department/Division: Parking Services

Corporate 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 R, in accordance with the Council's Parking and Enforcement Plan (2015-2020).

- 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)

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.