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Dear Councillor

ECONOMIC DEVELOPMENT COMMITTEE - WEDNESDAY, 1ST JULY, 2015

I am now able to enclose, for consideration at next Wednesday, 1st July, 2015 meeting of the Economic Development Committee, the following reports that were unavailable when the agenda was printed.

Agenda No	Item
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8.	<u>Urgent Business</u> (Pages 3 - 8)
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Temporary Season Ticket Parking to the Old Fire and Rescue Authority Headquarters, Rayleigh Road, Hutton.

Yours sincerely

Head of Paid Service

Encs

1 July 2015

Economic Development Committee

Urgent Business: Temporary Season Ticket Parking to the Old Fire and Rescue Authority Headquarters, Rayleigh Road, Hutton

Report of: Greg Campbell

Wards Affected: All

This report is: Public

1. Executive Summary

- 1.1 The purpose of this report is to obtain the approval of the Committee in order to urgently progress terms which have provisionally been agreed by officers to pursue an opportunity that has arisen to relieve or prevent congestion of traffic by adapting land at the former headquarters of the Fire and Rescue Authority on Rayleigh Road, Hutton for use as a temporary off-street parking place. This assists to resolve Cross-rail issues arising from displacement.
- 1.2 This project proposes temporary additional car parking for season ticket holders that have been displaced by the Crossrail works at Shenfield Station, with associated works including security measures.
- 1.3 There are very few suitable alternative sites available.
- 1.4 The financial cost to deliver this temporary off-street parking place will be in the region of c.£15,000.
- 1.5 It is intended to fast track this project in order to open the off-street parking place as soon as possible by requesting planning permission at the 1st September Committee.
- 1.6 Initial discussions with the Fire and Rescue Authority have indicated that the site will be given over to the control of the Council without charge, and that the site would be immediately available without any payments being required.

2. Recommendation(s)

- 2.1 That the Head of Paid Service be granted delegated authority to negotiate and enter into an agreement with Essex Fire and Rescue Authority to use land at the former headquarters, Rayleigh Road, Brentwood to provide temporary additional off-street parking facilities which will address the displacement of permit holders by Crossrail.**
- 2.2 That the Head of Paid Service be granted delegated authority to undertake all statutory steps to amend the Off-Street Parking Order by including such reasonable provisions in consultation with the Chair of the Economic Development Committee.**
- 2.3 That it be noted that the costs of these works is estimated to be no more than £15,000 and the majority can be taken from the existing capital budgets allocated to the matter of Cross-rail.**

3. Introduction and Background

- 3.1 Pressure on parking within the Shenfield area has increased and will continue to do so while the Crossrail development continues over the next year. The proposal will identify space for season ticket holders displaced by the development within a reasonable distance to Shenfield Station. This will provide additional support to that already in place and relieving some of the pressure on Hutton Poplars site
- 3.2 Initial discussions with the Fire and Rescue Authority have indicated that the car park at the Fire Authority's former headquarters can be put under the control of the Council for free and that in principle Essex County Fire Authority have agreed that it can be used for temporary off-street parking.
- 3.3 The Council will however be responsible for that land whilst it is under the Council's control, including ensuring that the appropriate health and safety measures are undertaken.
- 3.4 The proposed provisions with the Fire and Rescue Authority are set out in Appendix A (Exempt).
- 3.5 The Council will administer the scheme and undertake associated works.

- 3.6 The off-street parking place will be limited in its operation and therefore will not be in use overnight.

4. Issue, Options and Analysis of Options

- 4.1 Traffic congestion is an existing issue and is increasing. The cross-rail development has added to the issue due to their use of the Friars Avenue and Hunters Avenue car parks
- 4.2 There are very few alternative sites available and this opportunity that has arisen represents a solution which can be delivered quickly, even if a phased approach might be needed in some aspects.
- 4.3 Temporary planning permission for the use as a temporary car park will be required as it is an ancillary to the use of the fire station.
- 4.4 No additional funding will be required to enforce on the site as this will be adopted into the enforcement rounds of the officers already monitoring off-street parking places.
- 4.5 The use of surplus available CCTV cameras will be used with an ongoing cost of £500 per annum for connections. Fencing, will be required as will re-lining, further additional lighting or surface maintenance may be required which will be undertaken. However, it is thought that on initial inspection the surface appears in good condition. Notwithstanding this, the provisional budget for this project should be set at £10,000 in case of further works being required, with an annual maintenance and servicing cost of £2,000
- 4.6 Off-street parking places are controlled through orders under the Road Traffic Regulation Act 1984. There is a statutory process laid down to amend such orders.
- 4.7 Looking at the present situation, there is increasing traffic congestion and the Council can relieve or prevent congestion by seizing this unexpected opportunity to take decisive action through creating and running a temporary off-street parking place.

5. Reasons for Recommendation

- 5.1 To relieve or prevent congestion of traffic

6. Consultation

6.1 None

7. References to Corporate Plan

Economic Development is a key priority to support the delivery of the Corporate Plan priorities of sustainable economic development. As the Council increasingly is seen as an area in which to do business and reside, traffic congestion naturally arises and the need for further off-street parking is a sign of a buoyant economic area. Further pressures have arisen due to Cross-rail works commencing.

8. Implications Financial Implications

Name & Title: Chris Leslie, Finance Director

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8.1 There is an existing capital budget to fund the capital works. Revenue costs will also be incurred for which there is no specific budget and these will need to be met from existing resources.

The car park will also provide a potential source of revenue income.

Legal Implications

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8.2 The Council has under section 32 of the Road Traffic Regulation Act 1984 statutory powers as regards off-street parking places 'where for the purpose of relieving or preventing congestion of traffic it appears to a local authority to be necessary to provide within their area suitable parking places for vehicles...'

8.3 More specifically, under section 33(2) of that Act the Council may adapt for use as a temporary off-street parking place any land under their control.

8.4 Under section 35 of that Act the Council may by order make provision as to the use of the off-street parking place, the conditions on which it may be used, the charges to be paid in connection with its use, and the removal from it of a vehicle left there in contravention of the order and the safe custody of the vehicle. The statutory procedure to make such an order is laid down in the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996.

Other Implications (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

8.5 None

9. Background Papers (include their location and identify whether any are exempt or protected by copyright)

9.2 None

10. Appendices to this report

- Appendix A (Exempt)

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