

11th September 2018

Community, Health and Housing Committee

Parking Order Report

Report of: *Nicola Marsh, Housing Manager*

Wards Affected: *All Wards*

This report is: *Public*

1. Executive Summary

- 1.1** The inclusion of Housing owned car parks in the parking order will enable the Council to enforce parking measures to prevent non-residents parking in the limited number of bays available to residents of specific blocks.

2. Recommendation(s)

- 2.1** That the Committee approves the inclusion of the listed car parks to be included in a parking order (Appendix A), to enable enforcement and relieve pressure on parking for Council Tenants and Leaseholders.
- 2.2** That a consultation takes place with residents to outline the options with regards to enforcement and take into account any preferences or requirements for specific sites.

3. Introduction and Background

- 3.1** Housing Services are tackling numerous parking issues across various sites around the Borough, including non-residents taking up already limited parking spaces, inconsiderate parking by residents, blocked access to rented garages and access issues for refuse collections due to unauthorised parking.
- 3.2** Interim measures have been attempted to help mitigate these issues, by writing letters to residents asking them to park in authorised areas only and erecting locking posts to help with bin issues which have been physically removed from the ground on certain sites.

- 3.3 A parking order was introduced at three housing sites in early 2017 as a trial, which has proved very successful and resolved parking issues in this area which has encouraged us to roll this out in other problem sites.
- 3.4 Prior to the pilot scheme Housing were in receipt of circa 10 complaints per month from various residents in Gibraltar House regarding parking during working hours from local businesses.
- 3.5 Since the implementation there have been no complaints received in regards to the Business employees parking in the car parks.
- 3.6 The scheme has also allowed the Parking Enforcement Team, alongside Housing, to reduce the hours to which permit parking only is available. This was due to residents stating it was difficult to have visitors after 5pm.
- 3.7 As office hours are 9am to 5pm, the decision was taken to allow permit parking only during this period. This provided flexibility for residents and still allowed the Council to effectively manage the parking.
- 3.8 Since April 2016 the Council have issued 321 Parking Charge Notice's and there are currently 130 permit holders across the three sites.
- 3.9 Decisions for the proposals for the new car parks have been made based on the lessons learnt during the pilot scheme.

4. Issue, Options and Analysis of Options

- 4.1 Many of the proposed sites have experienced parking issues over many years, which has been exacerbated by the increase in the number of cars per household.
- 4.2 After taking into account the success of our first parking order on housing sites, it is obvious that implementing a similar scheme on other sites will help to alleviate parking pressures and reduce the amount of complaints from Residents.
- 4.3 Some sites experience more severe issues than others, however we have decided to include all housing parking sites within the order so that if issues developed at a later date, enforcement could be implemented straight away rather than having to complete the whole process of consultation, legal notifications etc.from the start.
- 4.4 Plans have been drawn up to outline the areas of each site that will be included in the parking order (Appendix B).

- 4.5 It is proposed that the sites will have resident only parking permits at a cost in line with the annual charges, with visitors permits available for residents to purchase also. As with the previous sites there will be a limit of two permits per household.
- 4.6 Due to the location of some of the car parks, residents may attempt to sell their permits for a substantial amount of money. Therefore, every resident would be required to provide documentation to demonstrate that their vehicle is registered to the Council property address.
- 4.7 Whilst a number of car parks have been highlighted to be included in the order, not all have immediate parking issues. Appendix A shows which car parks will be immediately included in the order.
- 4.8 The car parks highlighted for non-immediate implementation have been included in this report to allow future parking enforcement to be initiated without delay should an issue occur.

5. Reasons for Recommendation

- 5.1 The Committee is asked to consider the success of those parking restrictions already in place on housing sites and the reduction of resident complaints in relation to this.
- 5.2 The Committee is asked to consider the length of time that these parking issues have been ongoing, and the lack of control that Housing has at present to address the problems without formal enforcement.

6. Consultation

- 6.1 Where necessary, Essex County Council have been consulted in relation to any queries around land ownership.
- 6.2 Consultations will be carried out with all affected residents to ensure any site specific measures can be reviewed. Residents will also be kept up to date throughout the process after initial consultation.
- 6.3 Tenant Talkback have been consulted on the proposed sites and suggested measures for these sites. No amendments were noted.

7. References to Corporate Plan

- 7.1 Community, Health and Housing Committee: Providing the best outcomes for Brentwood Residents.

8. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts, Interim Chief Finance Officer

Tel & Email: 01277 312829 /

jacquelinevanmellaerts@brentwood.gov.uk

- 8.1 The Council will receive a small increase in Income from issuing the Resident/Visitor Permits and Penalty Charge Notices if required, but it is not yet possible to quantify at the present time, what this increase maybe. However, the main priority of the recommendations is to help alleviate parking pressures and reduce the amount of complaints from residents which are received and not financially driven.

Legal Implications

Name & Title: Assaf Chaudry, Governance Solicitor – Deputy Monitoring Officer

Tel & Email: 01277 3125703/ **assaf.chaudry@brentwood.gov.uk**

- 8.2 The purpose of this report is to include Housing owned car parks in the parking order to enable the Council to enforce parking measures and prevent non-residents parking in the number of bays available to tenants and leaseholders.
- 8.3 The Council requires a statutory publication and consultation process before it implements the parking order. Failure to adhere to the statutory processes could result in potential delays and costs.

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

- 8.4 None

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

- 9.1 None

10 Appendices to this report

Appendix A: List of sites to be included in the parking order.

Appendix B: Plans showing the areas within each site to be included in the parking order.

Report Author Contact Details:

Name: Nicola Marsh

Telephone: 01277 312 500

E-mail: Nicola.marsh@brentwood.gov.uk

❖ Only plans for those car parks to be immediately included in the parking order have been drawn up.

Site	Immediate Enforcement	Timing or Parking bay enforcement?	Suggested enforcement	Permits Required
Elizabeth House/Cocorans	Yes	Bays only, restrict garage sites	Penalty for not parking in bay or outside a garage	No
Tendring Court	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Thaxted Bold	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Theydon Bold	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Thorpe Bold	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Thorrington Bold	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Tillingham Bold	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Tollesbury Court	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors

Colet Road/Hawksmoor Green	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
	Yes			
Masefield Court/Oldfields/Victoria Court	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Greenshaw	No	Bays only	Penalty for not parking in a bay	No
Orchard Avenue	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Railway Square	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Britannia Road	No	Bays only, restrict garage area	Penalty for parking in front of garage	No
Heseltine House	No	Rented spaces?		
Pompadour Close	Yes	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors
Tyrell Rise	No	Query over ownership?		
Wilmot Green	Yes	Bays only, restrict garage area	Penalty for not parking in a bay	No
Dounsell Court	No	Timings and bay enforcement	Resident permits only Monday-Friday 9-5	Yes + Visitors

			Resident permits only Monday-Friday 9-5	Yes + Visitors
Lavenham Court	No	Timings and bay enforcement		
			Resident permits only Monday-Friday 9-5	Yes + Visitors
Farrow House	No	Timings and bay enforcement		
			Resident permits only Monday-Friday 9-5	Yes - no visitors, not enough space
Canterbury Court	No	Timings and bay enforcement		
Courage Court	Yes	Bays only- area in front of block	Penalty for not parking in a bay	No
			Penalty for parking in front of garages	No
Tower House	Yes	Restrict garage area		
			Resident permits only Monday-Friday 9-5	Yes + Visitors
Drake House	Yes	Timings and bay enforcement		
			Resident permits only Monday-Friday 9-5	Yes + Visitors
Sir Francis Way	Yes	Timings and bay enforcement		
			Resident permits only Monday-Friday 9-5	Yes + Visitors
Tower Court	Yes	Timings and bay enforcement		
			Resident permits only Monday-Friday 9-5	Yes + Visitors
Mountney Close	Yes	Timings and bay enforcement		
Greenfields	Yes	Bay enforcement only	Penalty for parking in front of a garage	No

142-148 High Street	Yes	Bay enforcement- residents only	Resident permits only Monday-Friday 9-5	Yes + Visitors
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142-148 High Street



Legend

Car Park

7th August 2018

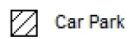
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Location: Brentwood

Canterbury Court



Legend



Car Park

7th August 2018


File Name:

Location: Pilgrims Hatch

Cocorans and Elizabeth House



Legend

 Car Park

7th August 2018


File Name:

Location: Pilgrims Hatch

Courage Court and Tower House



Legend

 Car Park

7th August 2018


File Name:

Location: Hutton

Dounsell Court



Legend

 Car Park

7th August 2018

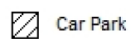
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Location: Hutton

Farrow House



Legend



7th August 2018

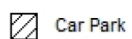
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Location: Brentwood

Greenfields Close



Legend



Car Park

7th August 2018

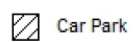
File Name:

Location: Warley

Greenshaw



Legend



Car Park

7th August 2018


File Name:

Location: Brentwood

Hawksmoor Green/Colet Road



Legend

 Car Park

7th August 2018


File Name:

Location: Hutton

Heseltine House



Legend

 Car Park

7th August 2018


File Name:

Location: Warley

Lavenham Court



Legend

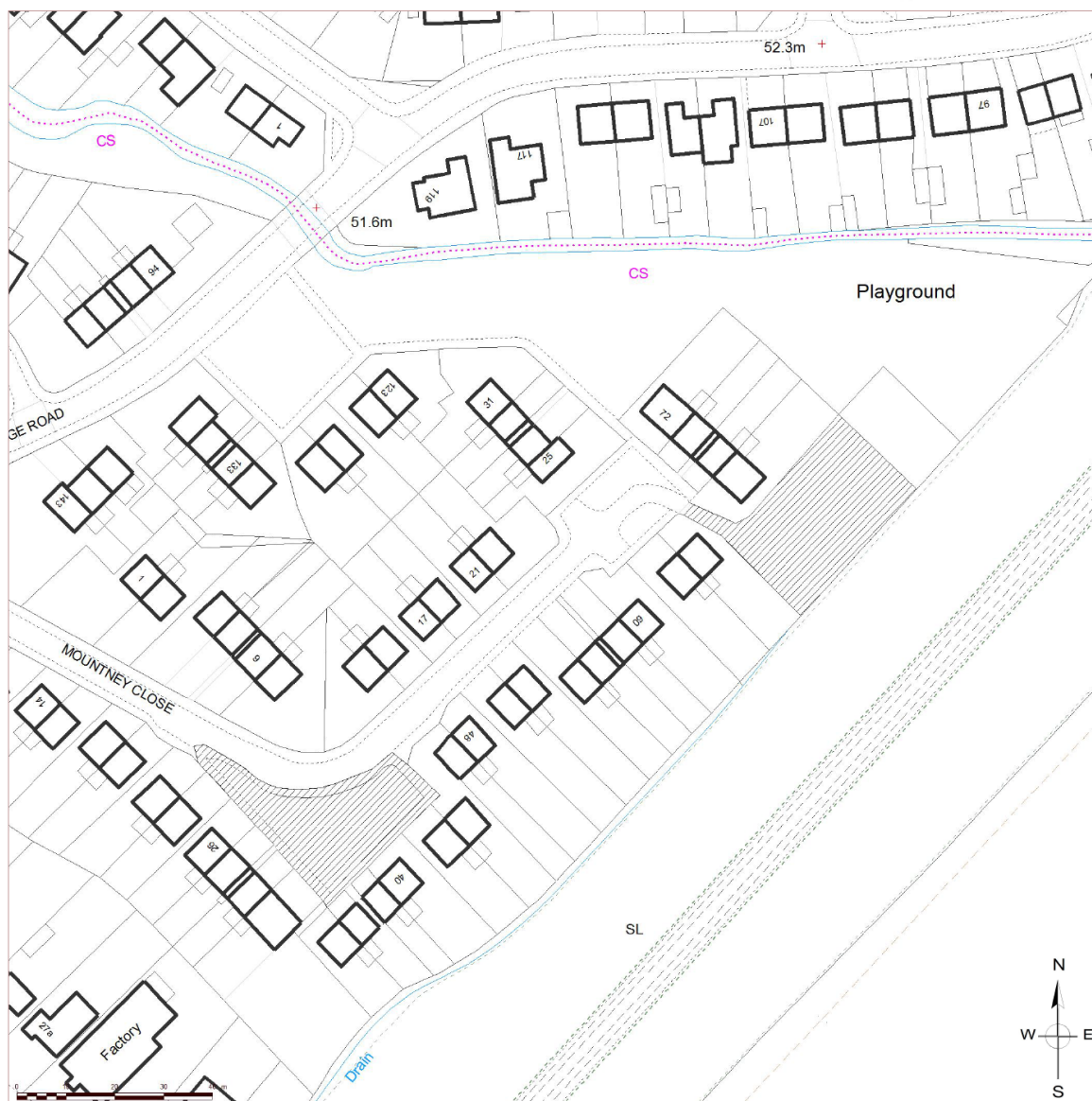
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7th August 2018


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Location: Brentwood

Mountney Close



Legend

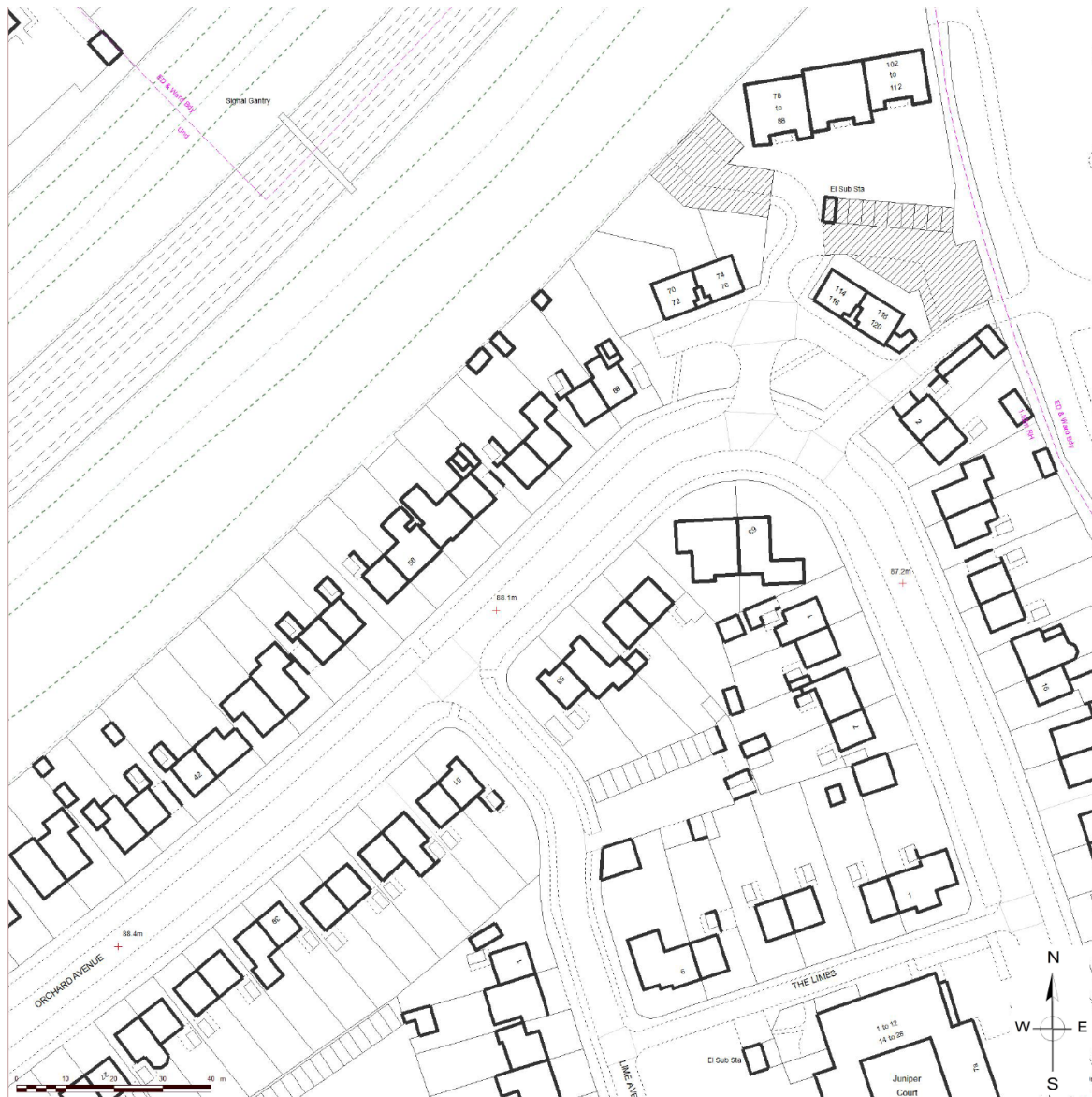
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Orchard Avenue



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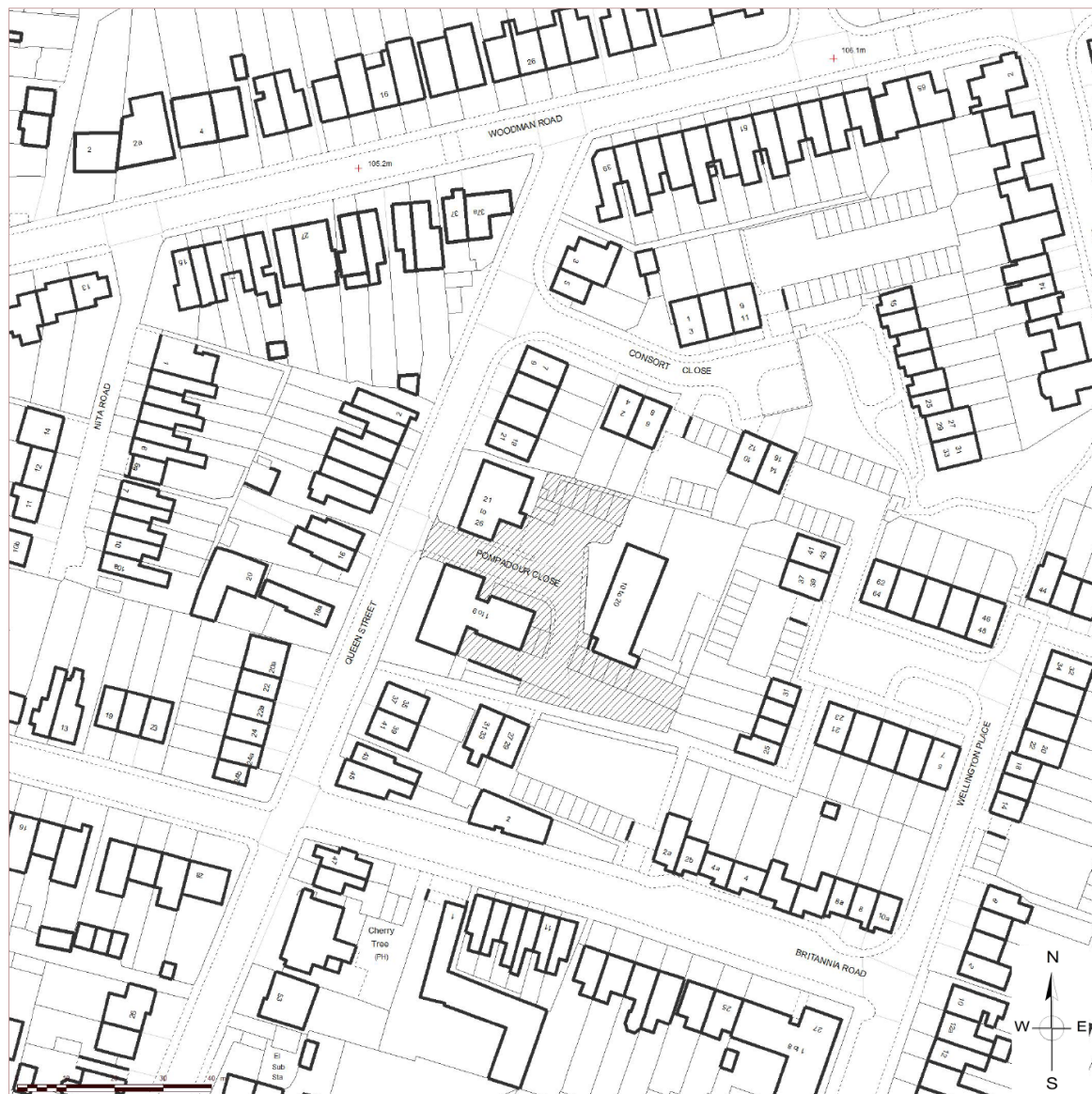
 Car Park

7th August 2018


File Name:

Location: Brentwood

Pompadour Close



Legend

 Car Park

7th August 2018


File Name:

Location: Warley

Railway Square



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 Car Park

7th August 2018

File Name:

Location: Brentwood

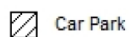
Sir Francis Way



Victoria Court/Masefield Court/Oldfields



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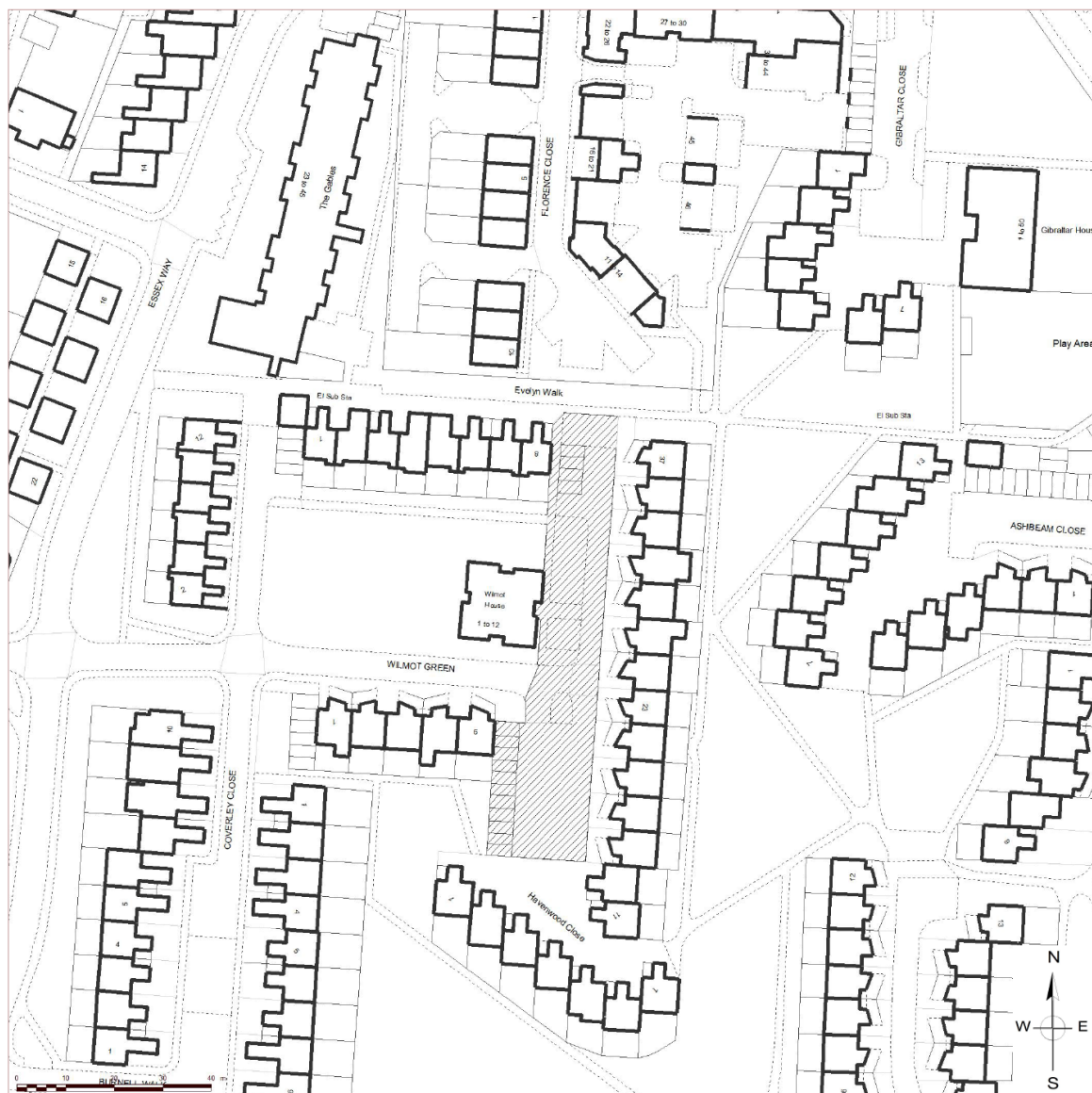
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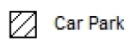
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Wilmot Green



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Car Park

7th August 2018

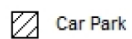
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Woodland Avenue



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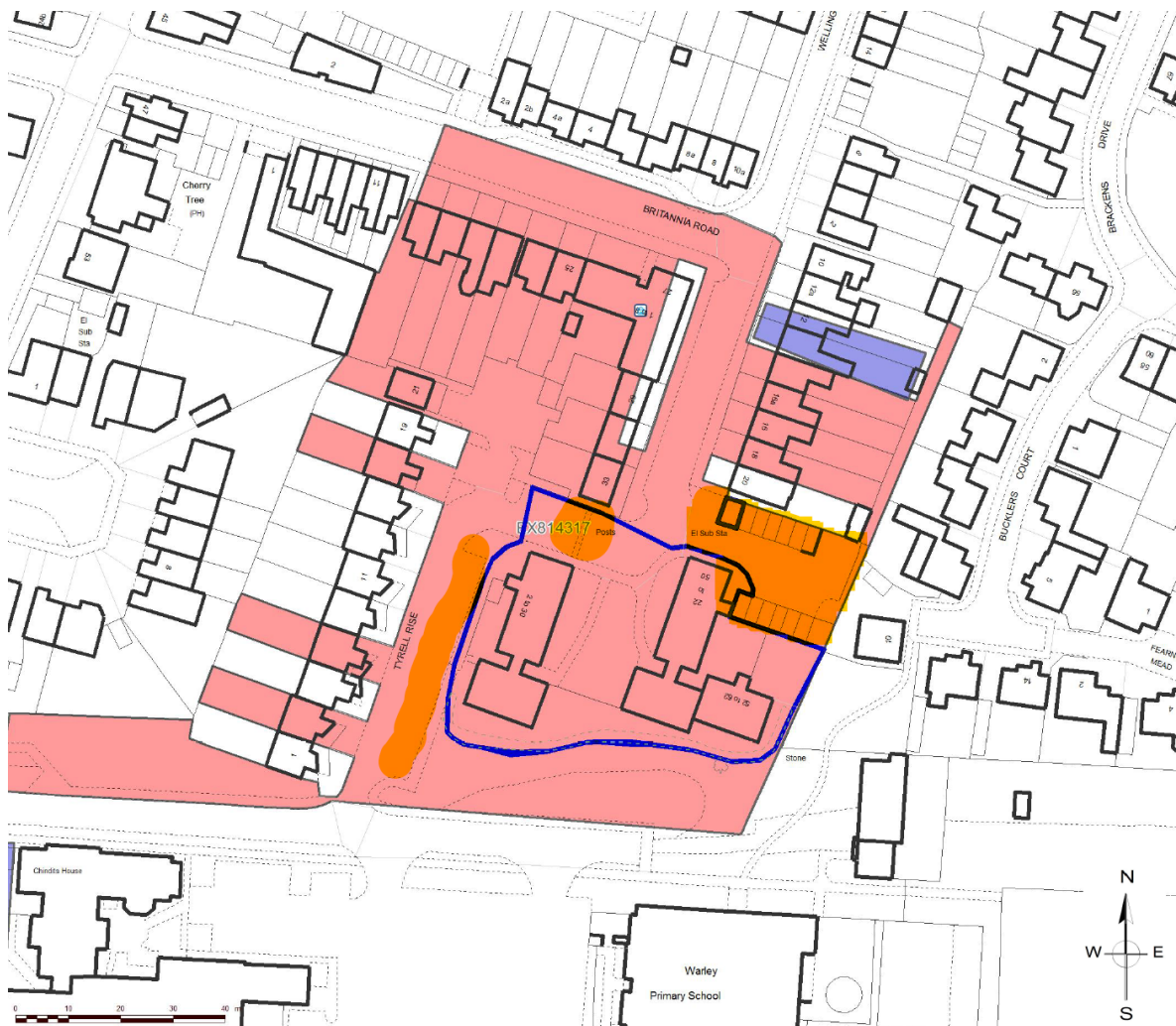


Car Park

7th August 2018

File Name:

Location: Hutton



Britannia Road



Drawing No. :

Scale at A4 : 1:1250

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Service :

Date : 4th June 2018

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Philip Ruck
Chief Executive
Brentwood Borough Council
Town Hall, Ingrave Road
Brentwood, CM15 8AY
Tel.: (01277) 312500