



Item A
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Date - 07/03/2008

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Planning » Application Summary

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UTT038503/FUL | Redevelopment to provide 88 dwellings, a pocket park & associated open space, car parking, landscaping and new access | Land To The East Of The Former Bell Language School Peaslands Road Saffron Walden CB11 3DP

Property 0100239145E9

Track Print

Details Constraints Documents Related Cases Map

Summary Further Information Contacts Important Dates

Reference	UTT038508/FUL
Alternative Reference	Blank Field
Application Received	Fri 07 Mar 2008
Application Validated	Thu 03 Apr 2008
Address	Land To The East Of The Former Bell Language School Peaslands Road Saffron Walden CB11 3DP
Proposal	Redevelopment to provide 88 dwellings, a pocket park & associated open space, car parking, landscaping and new access
Status	Refused
Decision	Refuse
Decision Issued Date	Tue 17 Jun 2008
Appeal Status	Dismissed
Appeal Decision	Appeal Dismissed

There are 82 documents associated with this application

There is 1 case associated with this application

There are 67 properties associated with this application

Item B

DATED 14th January

2009

THE BRITISH AND FOREIGN SCHOOL SOCIETY

and

DAVID WILSON HOMES LIMITED

TO

THE DISTRICT COUNCIL OF UTTLESFORD

and

ESSEX COUNTY COUNCIL

UNILATERAL UNDERTAKING

under Section 106 Town and Country Planning Act 1990 (as amended)
relating to former Bell Language School Site, Saffron Walden, Essex

Planning Application No UTT/0385/08/FUL

THIS DEED OF UNILATERAL UNDERTAKING is given on *14th January 2009*

BY:

- (1) **THE BRITISH AND FOREIGN SCHOOL SOCIETY** (Incorporated by Royal Charter, Registered Charity No. 314256) of Maybrook House, Godstone Road, Caterham, Surrey CR3 6RE ("the Owner");
- (2) **[DAVID WILSON HOMES LIMITED]** (Company Registration No 8302713) of Barratt House, Cartwright Way, Forest Business Park, Bardon Hill, Coalville, Leicestershire LE67 1UF ("the Applicant");

TO:

- (1) **THE DISTRICT COUNCIL FOR UTTLESFORD** of Council Offices London Road Saffron Walden Essex CB11 4ER ("the Council") and
- (2) **ESSEX COUNTY COUNCIL** of County Hall Chelmsford Essex CM1 1LX ("the County Council").

WHEREAS:

- (A) For the purposes of the 1990 Act, the Council and the County Council are the local planning authorities for the area within which the Site is located.
- (B) The County Council is the local highway authority for the purposes of the 1980 Act and the local education authority for the area within which the Site is located.
- (C) The Owner is the freehold owner of the Site with registered title number EX704045 at the Land Registry and the Applicant has the benefit of a conditional contract with the Owner to buy the Site.
- (D) The Planning Application was submitted to the Council by the Applicant for planning permission for the Development.
- (E) The Council has refused to grant permission pursuant to the Planning Application and the Applicant has lodged the Appeal in respect of such refusal and the Owner enters into this Undertaking to the intent that any objections by the Council to the grant of planning permission are overcome
- (F) The planning obligations created by this Deed are conditional upon the grant of the Planning Permission

- (G) The Council and the County Council consider it expedient that provision should be made for regulating or facilitating the development or use of the Site in the manner hereinafter appearing and the Council and the County Council considers that entering into this Undertaking will be of benefit to the public.
- (H) The Owner considers that certain planning obligations should be entered into as at the date of this Deed subject to the conditions set out herein in respect of the Site.
- (I) The Owner has agreed to enter into this Deed with the intention that the obligations contained in this Deed may be enforced by the Council or the County Council against the Owner and its successors in title

NOW THIS DEED WITNESSETH:

1. DEFINITIONS AND INTERPRETATION

1.1 In this Undertaking, the following words and expressions shall unless the context otherwise requires have the following meanings:

"1972 Act"	the Local Government Act 1972
"1980 Act"	the Highways Act 1980
"1990 Act"	the Town and Country Planning Act 1990 (as amended)
"Appeal"	appeal no. APP/C1570/A/08/2082685
"Arbitration"	determination under clause 11.7
"Commencement Date"	subject to Clause 3.2 the date on which the Development commences by the carrying out on the Site pursuant to the Planning Permission of a material operation as specified in Section 56(4) of the 1990 Act and "Commence" and "Commencement" shall mutatis mutandis be construed accordingly PROVIDED ALWAYS for the purposes of this Undertaking a material operation shall not include demolition site survey investigation preparation remediation the laying out of services or the erection of fences or hoardings

"Development" the development of the Site in accordance with the Planning Permission

"the Director for Environment Sustainability and Highways" shall mean the individual or body from time to time occupying the post of that name within the County Council or performing its function

"Education Contribution" means the sum of THREE HUNDRED AND SEVENTY THOUSAND AND TEN POUNDS (£370,010) at the point on the Education Index pertaining to April 2008 adjusted in accordance with the movement in the Education Index to the Education Index Point prevailing at the date of payment of the Education Contribution to the County Council provided always that in the event that the number or type of Unit constructed as part of the Development alters from that permitted by the Planning Permission then the County Council shall be entitled to revise the said sum accordingly

"Education Purposes" means the provision of facilities for the care of children between the ages of 0 and 5 (both inclusive) and the education of school children between the ages of 11 and 19 (both inclusive) in the District of Uttlesford

"Education Index" means the Department for Business Enterprise & Regulatory Reform Tender Price Index of Public Sector Building Non-housing (PUBSEC) with 1985 equalling 100

"Education Index Point" means a point on the most recently published edition of the Education Index at the time of use

"the Engineer" shall mean the Director for Environment Sustainability and Highways or such suitably qualified person as he may from time to time nominate

Highways Contribution means the sum of EIGHTY THOUSAND POUNDS (£80,000) increased or decreased in line with any

increase or decrease in the Index which has occurred between the date of this Deed and the date three months prior to the date on which payment made pursuant to Clause 3.1 below

"Index "

means the Department for Business Enterprise & Regulatory Reform's (BERR) Civil Engineering Formulae (1970 Based series or such other series as the Engineer shall determine) published online on the Building Cost Information Service (www.bcis.co.uk) subscription website weighted in accordance with Annexure A"

"Local Authority Seven Day Deposit Rate"

shall mean an assessment of the rate of interest the County Council can expect to earn on investments through the money market the rate used being the one for the Friday of each week applied for the preceding week and which is published on the Financial Times web site the following Monday

"Occupation"

means occupation of a building constructed as part of the Development for the purposes permitted by the Planning Permission and shall not include day time occupation by workmen involved in the construction of the Development or in so far as such uses are ancillary to the construction of the Development the use of finished buildings for sales purposes for use as temporary offices or for the storage of plant and materials and "Occupy" and "Occupied" shall *mutatis mutandis* be construed accordingly

"Planning Application"

the planning application submitted to the Council for the erection of 88 new Units on the Site and given application reference number UTT/0385/08/FUL requesting planning permission to develop the Site to form 22 Qualifying Housing Units built as flats and [57] Qualifying Housing Units Built as houses

"Planning Permission"	the planning permission granted by Council pursuant to the Planning Application
"Plan"	the site plan attached hereto
"Qualifying Housing Units"	means the Total Housing Units less those Units that shall have less than two rooms that may by design be used as bedrooms
"Site"	the land at the former Bell Language School Site, Peasland Road, Saffron Walden shown for the purposes of identification only edged red on the Plan
"Total Housing Units"	means the total number of Units to be constructed on the Site
"Unit"	means a residential dwelling to be constructed in accordance with the provisions of the Planning Permission and "Units" shall mutatis mutandis be construed accordingly

1.2 In this Undertaking:

1.2.1 the Clause headings do not affect its interpretation;

1.2.2 unless otherwise indicated, references to Clauses and Schedules are to Clauses of and Schedules to this Undertaking and references in a Schedule to a Part or paragraph are to a Part or paragraph of that Schedule;

1.2.3 references to any statute or statutory provision include references to:

1.2.3.1 all Acts of Parliament and all other legislation having legal effect in the United Kingdom as enacted at the date of this Undertaking; and

1.2.3.2 any orders, regulations, instruments or other subordinate legislation made under that statute or statutory provision;

1.2.4 references to the Site include any part of it;

1.2.5 references to any party in this Deed include the successors in title of that party and in the case of the Council include any successor local planning authority exercising planning powers under the 1990 Act and references to

the County Council include any successor local highway authority exercising powers under the 1980 Act;

1.2.6 "including" means "including, without limitation";

1.2.7 any covenant by the Owner not to do any act or thing includes a covenant not to permit or allow the doing of that act or thing;

1.2.8 where two or more people form a party to this Deed, the obligations they undertake may be enforced against them all jointly or against each of them individually; and

1.2.9 if any provision is held to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remainder of the Deed is to be unaffected.

1.3 The parties of this Deed do not intend that any of its terms will be enforceable by virtue of the Contracts (Rights of Third Parties) Act 1999 by any person not a party to it other than the Council and the County Council.

2. EFFECT OF THIS UNDERTAKING

2.1 This Deed is made pursuant to Section 106 of the 1990 Act Section 111 of the 1972 Act and Section 278 of the 1980 Act. To the extent that they fall within the terms of Section 106 of the 1990 Act, the obligations contained in this Deed are planning obligations for the purposes of Section 106 of the 1990 Act and are enforceable by the Council and the County Council.

2.2 The Council and the County Council are the local planning authorities having the power to enforce the planning obligations contained in this Deed.

2.3 This Deed is capable of and may be registered as a local land charge by the Council.

3. COMMENCEMENT DATE

3.1 The obligations contained in this Deed will come into effect on the Commencement Date save for the obligations in Clause 4.3 which shall take effect on the date Planning Permission is issued

3.2 The Commencement Date will not be triggered by any of the following operations:

3.2.1 site investigations or surveys;

3.2.2 site decontamination;

- 3.2.3 construction of access and service roads;
- 3.2.4 the demolition of any existing buildings or structures;
- 3.2.5 the clearance and re-grading of the Site;
- 3.2.6 works connected with in-filling; or
- 3.2.7 works for the provision of drainage or mains services to prepare the Site for development.

4. OBLIGATIONS OF THE PARTIES

- 4.1 The Owner hereby undertakes to comply with the obligations set out in the First Schedule to this Deed in relation to the Development
- 4.2 The Applicant has requested the Owner to enter into the obligations contained herein and acknowledges that the Site shall be bound by the obligations contained herein and that its interest in the Site shall take effect subject to these obligations
- 4.3 The Owner shall upon the date hereof:
 - (i) pay to the Council its reasonable and proper expenses in connection with the approval preparation registration and monitoring of this Undertaking (no VAT); and
 - (ii) pay to the County Council its reasonable and proper expenses in connection with the approval preparation and registration of this Undertaking (no VAT).
- 4.4 No party shall be liable for breach of covenant or obligation contained in this Undertaking after the party has parted with all the party's interest in the Site or the part in respect of which such breach occurs but without prejudice to liability for any subsisting breach of covenant or obligation arising prior to that party parting with such interest.
- 4.5 The Owner shall give to the Council and to the County Council two months' notice in writing of the intended Commencement Date and two months notice in writing of the intended first Occupation of the Site.

5. AGREEMENTS AND DECLARATIONS

Where a payment is not received by the Council or the County Council under this Undertaking on the date it falls due such payment shall attract interest at the Local

Authority Seven Day Deposit Rate from the date payment was due until the date payment is received by the County Council.

6. TERMINATION OF THIS DEED

This Deed will come to an end if:

- 6.1 the Planning Permission is quashed, revoked or otherwise withdrawn or modified at any time so as to render this Deed or any part of it irrelevant, impractical or unviable; or
- 6.2 the Planning Permission expires before the Commencement Date without having been implemented; or
- 6.3 the Appeal is unsuccessful.

8. ENFORCEMENT

- 8.1 This Deed is to be governed by and interpreted in accordance with the law of England and Wales.
- 8.2 The courts of England are to have jurisdiction in relation to any disputes between the parties arising out of or related to this Deed.

9. TRANSFER OF INTERESTS

- 9.1 The Owner shall upon parting with its interest in the Site be released from all obligations rights and duties (save for liability in respect of any antecedent breach) under the terms of this Deed.
- 9.2 The Owner shall give to the Council and the County Council within one month of the Owner disposing of any part of the land comprised in the Site written notice of the name and address of the person to whom the land has been transferred.

10. NOTICES

- 10.1 Any notice or other written communication to be served or given by the Owner to the Council or to the County Council under the terms of this Undertaking shall be deemed to have been validly served or given if received by facsimile delivered by hand or sent by recorded delivery post to the party upon whom it is to be served or to whom it is to be given or as otherwise notified for the purpose by notice in writing provided that the notice or other written communication is marked as follows for each recipient:-

10.1.1 for the County Council in relation to the Education Contribution for the attention of the Manager School Organisation and Planning Essex County Council Schools, Children & Families Directorate PO Box 4261 County Hall Chelmsford CM2 1GS;

10.1.2 for the County Council relating to a highways matter for the attention of the Director for Environment Sustainability and Highways;

10.1.3 for the Council for the attention of the Director of Planning and Economic Development or such other person as the Council shall have previously notified the other parties in writing and quoting reference EPF/[J08;

10.1.4 for the Owner for the attention of the Director at The British And Foreign School Society of Maybrook House, Godstone Road, Caterham, Surrey CR3 6RE; and

10.1.5 for the Applicant for the attention of the Managing Director at 7 Springfield Lyons Approach Chelmsford Essex CM2 5EY or at such other operating address it may notify to the Council and the County Council

11. GENERAL

- 11.1 Any covenant by the Owner not to do an act or thing shall be deemed to include an obligation to use reasonable endeavours not to permit or suffer such act or thing to be done by another person where knowledge of the actions of the other person is reasonably to be inferred.
- 11.2 The Owner acknowledges that nothing in this Deed shall prejudice or affect the rights powers duties and obligations of the Council or the County Council in the exercise of their functions in any capacity
- 11.3 The Owner declares that any obligation covenant or undertaking contained herein by the Owner which comprise more than one person or entity shall be joint and several and where any obligation covenant or undertaking is made with or undertaken towards more than one person it shall be construed as having been made with or undertaken towards each such person separately.
- 11.4 If any provision of this Deed is declared by any judicial or other competent authority to be void voidable illegal or otherwise unenforceable the remaining provisions of this

Deed shall continue in full force and effect and the parties shall amend that provision in such reasonable manner as achieves the intention of the Owner without illegality.

- 11.5 The Owner acknowledges that no variation to this Deed shall be effective unless made by Deed or pursuant to the determination of an application made under Section 106A of the 1990 Act.
- 11.6 The Owner acknowledges that the failure by the Council or the County Council to enforce at any time or for any period any one or more of the terms or conditions of this Deed shall not be a waiver of them or of the right at any time subsequently to enforce all terms and conditions of this Undertaking.
- 11.7 Wherever there is any dispute under the terms of this Deed which shall not be resolved within six months of any party having notified the others that such dispute exists any party shall have the right to refer the same to the decision of an Arbitrator to be appointed by the President for the time being of the Chartered Institute of Arbitrators in accordance with the provisions of the Arbitration Act 1996 from time to time subsisting.

FIRST SCHEDULE

Obligations

1. **Residents' Travel Pack**
 - 1.1 The Owner will prepare a residents' travel pack (a "Travel Pack") and submit the same to the County Council for approval prior to implementation of the Development. The Travel Pack shall be deemed to be approved if no written response (supported in the case of a refusal by written reasons and confirmation that the County Council agrees to refer any dispute to Arbitration) is received within 20 working days after its submission for approval
 - 1.2 The Owner shall not permit any Occupation of any Unit comprised in the Development until the County Council has approved the Travel Pack or is deemed to have approved it provided that if any matter relating to the Travel Pack has been referred to Arbitration, the prohibition against occupation of any Unit comprised in the Development shall not apply
 - 1.3 The Travel Pack shall comprise measures to reduce the use of private motor cars by occupants of the Units and encourage the use of alternative modes of transport in accordance with the Council's Local Plan Policy TR/3. Such proposals shall include

the provision of a travel information and marketing pack given to the buyers of each Unit containing ancillary publicity material promoting the convenience of bus travel and the benefits of sustainable transport, and containing information about public transport (routes, timetable and fare information), walking and cycling routes to the application site, car sharing, community transport, taxi and minibus services and school transport

2. Education Contribution

- 2.1 Notice to the County Council of the Intended Commencement on the Site set out in Clause 4.5 above shall include information as to the number and type of Units to be constructed as part of the Development and furthermore such notice shall be sent on first Occupation of a Unit on the Site and on a six (6) monthly basis indicating the number and type of Units that are Occupied on the Site;
- 2.2 The Owner shall not Commence the Development prior to depositing 50% of the Education Contribution with the County Council and shall not permit more than 44 Units to be occupied before depositing the balance of the Education Contribution with the County Council;
- 2.3 The Owner shall pay 50% of the Education Contribution to the County Council before Commencement and the balance of the Education Contribution before the first occupation of the 45th Unit to be occupied
- 2.4 It is hereby agreed and declared that in the event that the Owner fails to serve any of the notices that he is required by the provisions of this Agreement to serve then the County Council shall be entitled to payment of the Educational Contribution at any time following it becoming aware that Development has been Commenced

3. Highways Contribution

The Owner shall pay the Highways Contribution to the County Council before first Occupation as a contribution towards the costs of highway improvement works along Peaslands Road/Mount Pleasant Road and/or at the junction of Peaslands Road and Thaxted Road and of Mount Pleasant Road with Debden Road/Borough Lane, Saffron Walden

IN WITNESS whereof the parties hereto have executed this Undertaking as a Deed the day and year first before written

EXECUTED AS A DEED)
by DAVID WILSON HOMES LIMITED)
acting by its attorneys [])
and [] in the presence of:)

Witness

Name Peter Biggs
Barratt Eastern Counties

Address Barratt House, 7 Springfield Lyons Approach
Springfield, Chelmsford, Essex CM2 5EY

Occupation Planning Manager

EXECUTED AS A DEED)
by THE BRITISH AND FOREIGN SCHOOL)
SOCIETY acting by:-)

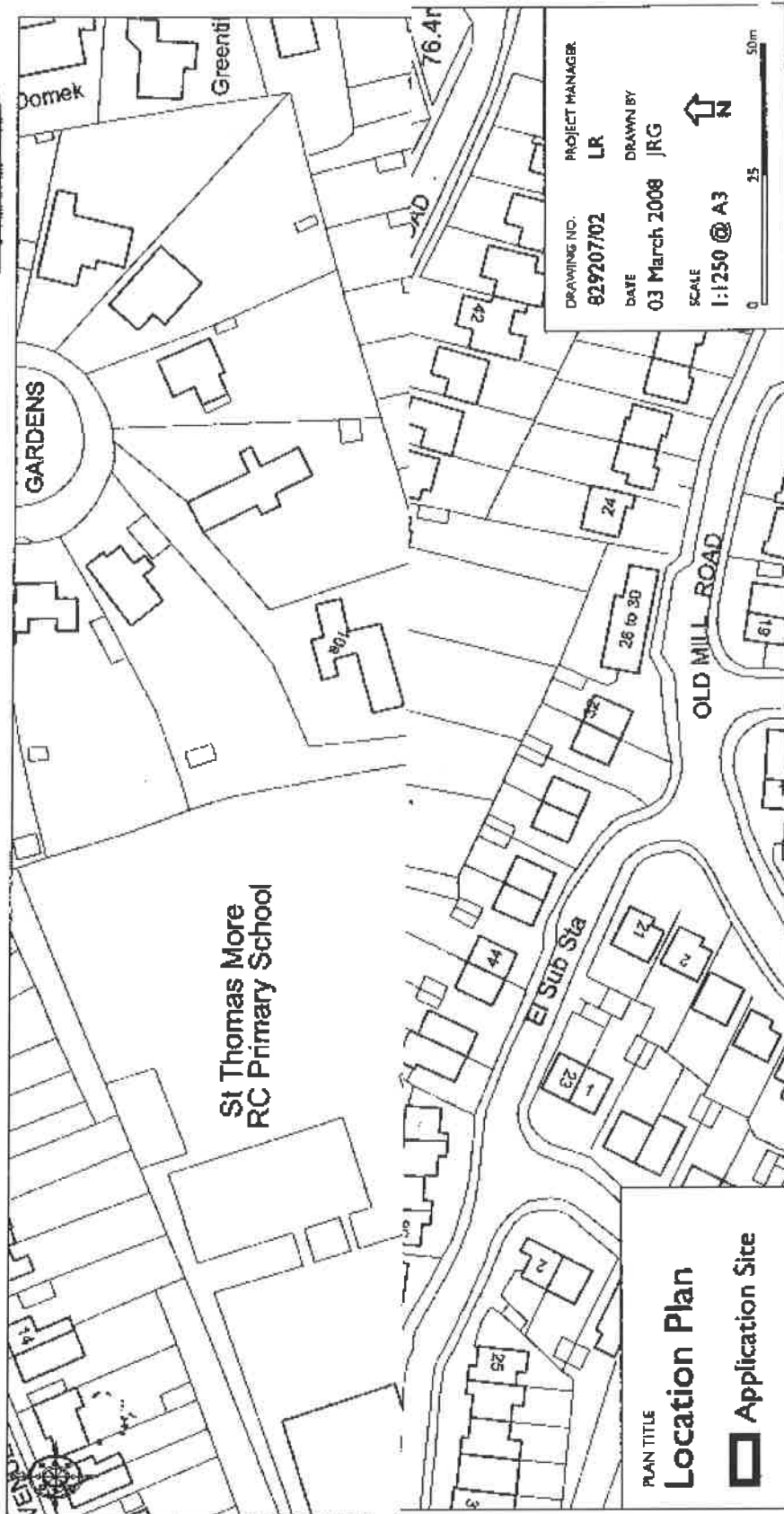
Director

Trustee

ANNEXURE A

<u>DESCRIPTION</u>	<u>COEFFICIENT</u>
Labour	0.300
Plant	0.290
Aggregates	0.050
Bricks and clay	0.001
Cement	0.030
Cast iron	0.003
Coated roadstone	0.220
Fuel derv	0.080
Gas oil	0.020
Timber	0.001
Reinforced steel	0.001
Metal sections	0.002
Structural steel	0.001
Erect steel	<u>0.001</u>
	1.000

David Wilson Homes Eastern
 Bell Language School, Peasland Road
 Saffron Walden



Paul H. L. ...
Robert ...

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[Handwritten signature]

Dated 14th August 2008

General Power of Attorney

By

David Wilson Homes Limited



We hereby certify
this to be a true copy
of the original

BY THIS POWER OF ATTORNEY made the 14th day of August two thousand and eight DAVID WILSON HOMES LIMITED (Company Registration Number 00830271) a Company registered in the United Kingdom having its registered office at Barratt House Cartwright Way Forest Business Park Bardon Hill Coalville Leicestershire LE67 1UF ("the Company") **HEREBY APPOINTS** the persons whose names and addresses are set out in the Schedule hereto ("the Attorneys") jointly and severally to be the true and lawful Attorneys of the Company to act in the name of and on behalf of the Company and so that any two of the Attorneys, or any one Attorney acting with any director for the time being of the Company, may do or execute all or any of the documents acts and things hereinafter mentioned on behalf of the Company that is to say:

1. TO TRANSACT manage carry on and do all matters concerned with effecting the business of the Company (subject to the restriction hereinafter contained in clause 3) including (without prejudice to the generality of this expression) the acquisition of land for development purposes and the sale of individual plots on the building estates of the Company and the purchase and subsequent resale of any property acquired by the Company by way of part exchange and generally to do all such actions or things not herein specifically authorised as the Attorneys may deem proper or expedient in relation to the carrying on of the said business.

2. TO EXECUTE sign seal and deliver all agreements deeds transfers contracts receipts acknowledgements notices instruments documents and letters necessary for effectively doing or causing to be done any or all of the acts and things which the Attorneys are empowered to do under clause 1 hereof.

3. PROVIDED ALWAYS that the above powers shall not entitle the Attorneys to do any act or sign or execute any document in relation to any contract agreement or deed where the monetary consideration exceeds £5,000,000.

AND IT IS HEREBY DECLARED that the Company hereby agrees to ratify whatsoever the Attorneys shall lawfully do or cause to be done by virtue of this Power of Attorney.

IN WITNESS whereof David Wilson Homes Limited has executed and delivered this It's Deed on the day and year first above written.

Executed as a Deed on)
behalf of DAVID WILSON HOMES LIMITED)
acting by:-)

DIRECTOR *[Signature]*

DIRECTOR/SECRETARY *[Signature]*

THE SCHEDULE

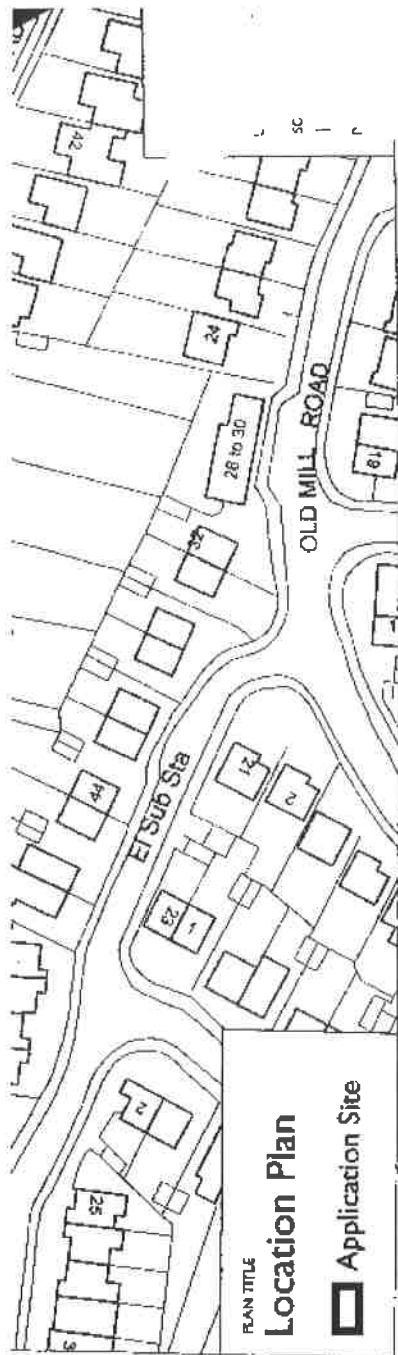
Mr Keith Parrett
7 The Warrant
Harpenden
Hertfordshire
AL5 2NM

Mr David Eardley
9 Staley's Acre
Borough Green
Sevenoaks
Kent
TN15 8GT

Mr James Barnes
24 Audley Road
Great Leighs
Chelmsford
Essex
CM3 1RS

Ms Sinead Condron
24 Wickham Crescent
Chelmsford
Essex
CM1 4WD

Rebecca Littler
Flat 7 The Galleries
Brunswick Court
Brentwood
Essex
CM14 6GH

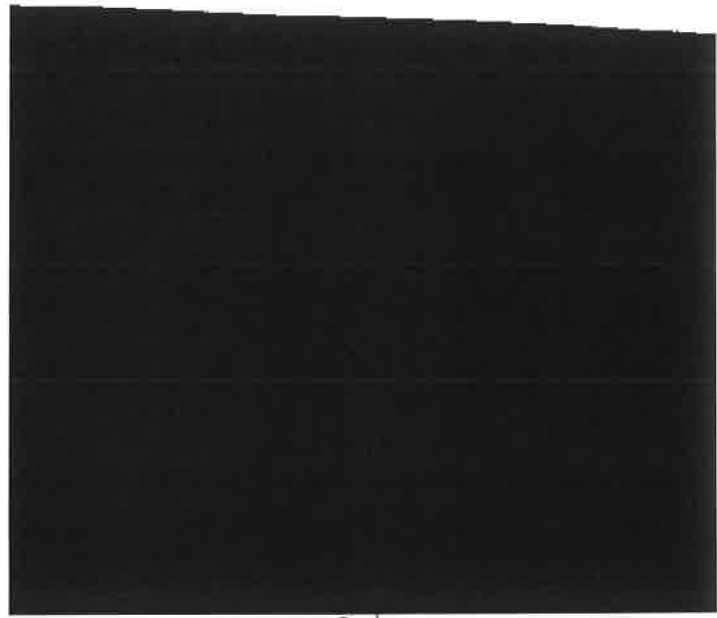


PLAN TITLE
Location Plan
 Application Site

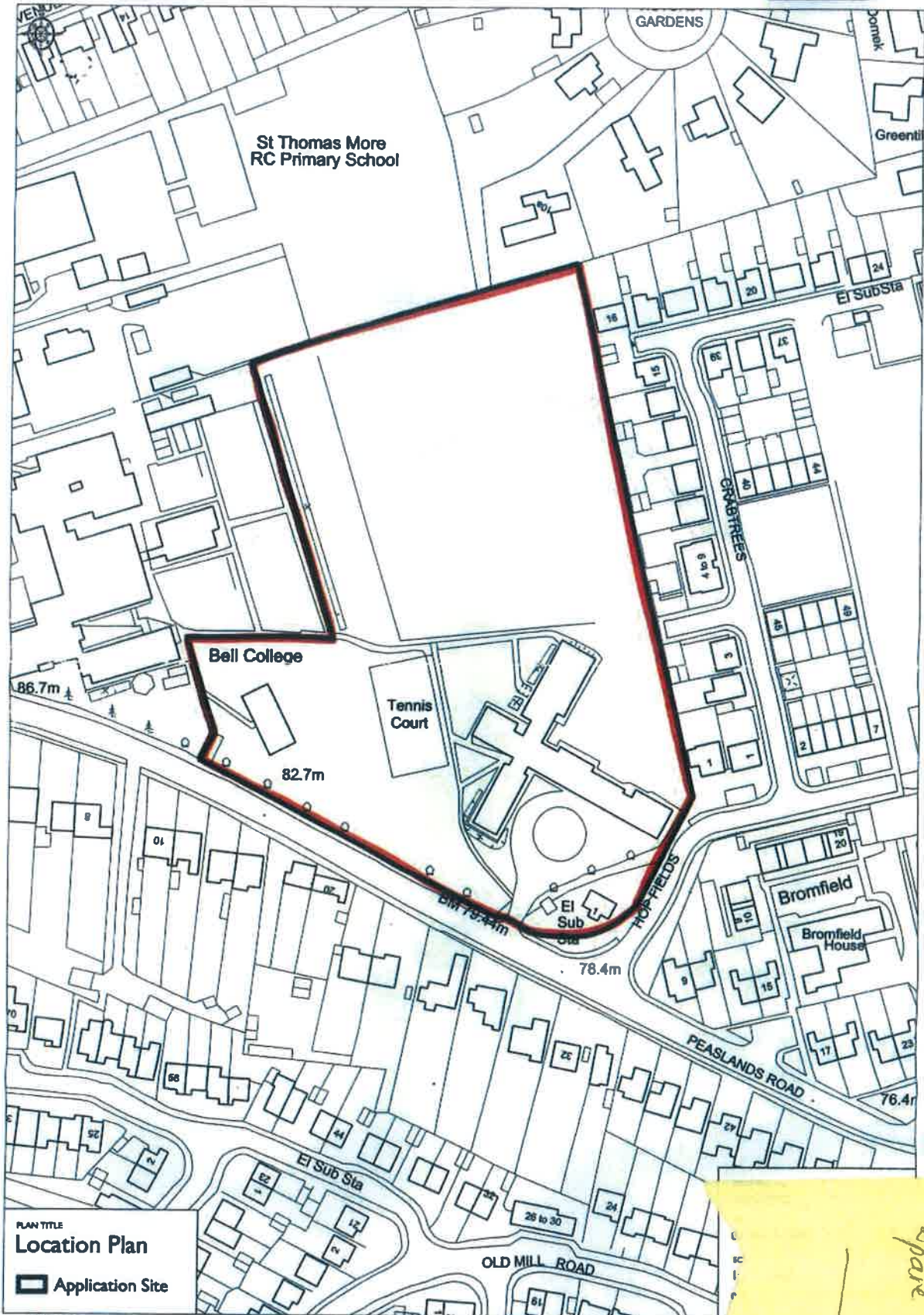


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Paul N.L. King
16 Bedford Row



David Wilson Homes Eastern
Bell Language School, Peasland Road
Saffron Walden



PLAN TITLE
Location Plan
Application Site

Handwritten notes:
Dale N.I. Day
A. Weston
Spare map.

Item C

Traffic & Transport
Assessment

date Feb -08

Source - UDC website

DAVID WILSON HOMES LTD

**LAND EAST OF FORMER BELL LANGUAGE COLLEGE,
PEASLANDS ROAD, SAFFRON WALDEN
PROPOSED RESIDENTIAL DEVELOPMENT**

Transport Assessment

Volume 2: Appendices

REPORT REFERENCE NO D130-01

PROJECT NO. D130

FEBRUARY 2008

**LAND EAST OF FORMER BELL LANGUAGE COLLEGE,
PEASLANDS ROAD, SAFFRON WALDEN
PROPOSED RESIDENTIAL DEVELOPMENT**

Transport Assessment
Volume 2: Appendices

**Ardent Consulting Engineers
4A Diamond House
36/38 Hatton Garden
LONDON
EC1N 8EB
Tel: 020 7430 1209
Fax: 020 7430 0318
enquiries@ardent-ce.co.uk**

**REPORT REFERENCE NO D130-01
PROJECT NO. D130
FEBRUARY 2008**

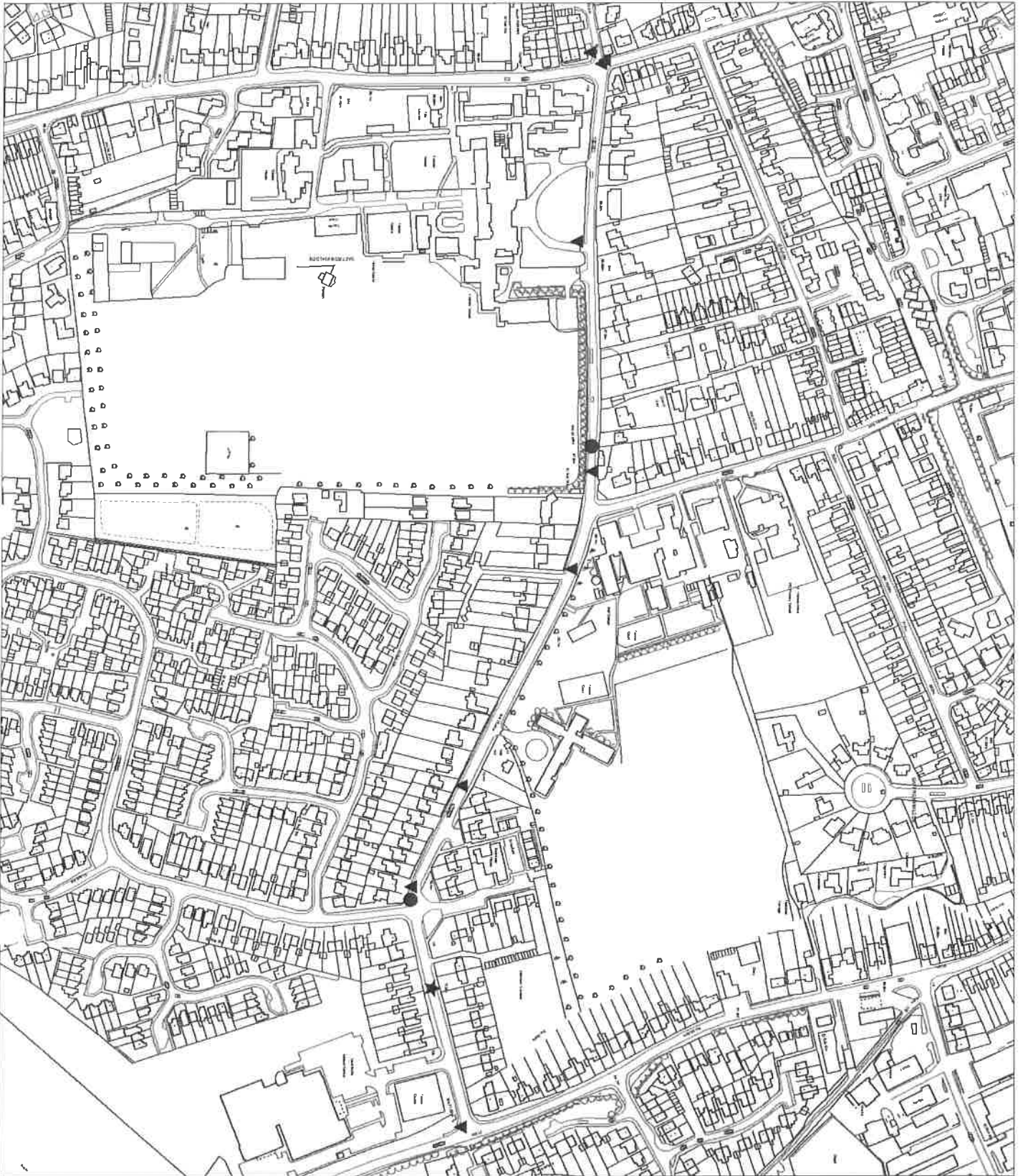
APPENDICES

- A. Accident data**
- B. AutoTRACK vehicle swept path plots**
- C. Data from 2001 Census**
- D. TRICS trip rate data output**
- E. Results of ARCADY capacity assessment: Peaslands Road/Hop Fields mini roundabout**
- F. Results of PICADY capacity assessment: Peaslands Road/Winstanley Road crossroads**
- G. Results of ARCADY capacity assessment: Thaxted Road/Peaslands Road mini roundabout**
- H. Results of PICADY capacity assessment: Peaslands Road/South Road junction**
- I. Results of PICADY capacity assessment: Debden Road/Peaslands Road/Mount Pleasant Road crossroads**

DOCUMENT CONTROL SHEET

REV	ISSUE PURPOSE	AUTHOR	CHECKED	REVIEWED	APPROVED	DATE
	1 st Draft for Client / Project Team review	ML	SAF	CBP	CBP	11/12/07
	Final with submission with planning application	ML	SAF	CBP	CBP	26/02/08

Appendix A
Accident data



Colour coding by SEVERI

- ★ Field (1)
- Serious (2)
- ▲ Slight (10)
- ▲ Minor (10)

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Approved for publication
 16/07/2007



16/07/2007
 16/07/2007
 16/07/2007
 16/07/2007

Peaslands Road, Saffron Walden

SCALE 1 : 2860

DATE 16/07/2007

DRAWING NO.

DRAWN BY

Accidents between dates 01/07/2002 and 30/06/2007 (60) months
 Selection: Notes:
 Selected using Build Query: Peaslands Road, Saffron Walden

A08611202 11/12/2002 Time 1520 Vehicles 1 Casualties 1 Slight
 E: 554,00 N: 237,75 First Road: U Road Type Single carriageway
 Speed limit: 30 Junction Detail: Not within 20m of junction
 Crossing: Control None Facilities: None within 50m Road surface Wet/Damp
 Daylight: street lights present Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: Elsewhere DfT Special Projects:

Causation
 Factor: Participant: Confidence:
 1st: OTHER (please supply details) Very Likely
 2nd: Inattention Possible
 3rd:
 4th:
 5th:
 6th:
 Other Cause: Precipitating Factor: Failed to avoid Pedestrian (Pedestrian not to blame)

AS CAS 1 WAS WALKING HIS DAUGHTER HOME FROM SCHOOL VEH 1 DROVE PAST HIM STRIKING HIM ON THE RIGHT ARM WITH THE VEH'S WING MIRROR NOT STOPPING AND DRIVING OFF IN THE DIRECTION OF DEBDEN ROAD.

Occurred on MOUNTPLEASANT ROAD APP 150YDS EAST J/W DEBDEN RD AND 250YDS WEST J/WSOUTH ROA

Vehicle Reference 1 Minibus Going ahead other
 Vehicle movement from E to W No tow / articulation On the main road
 Location at impact On main carriageway No skidding, jack-knifing or
 overturning Nearside Hit vehicle:
 Hit object in road None Not at, or within 20M of Jct First impact Off road: None
 Did not leave carr Age of Driver
 Hit and run Breath test Driver not contacted
 Driver Postcode: VRM:
 Casualty Reference: 1 Vehicle: 1 Age: 41 Male Pedestrian Severity: Slight
 Not a pupil Postcode Seatbelt
 On footpath / verge Direction Unknown
 Movement U/K

A02470403 07/04/2003 Time 0900 Vehicles 2 Casualties 1 Slight
 E: 553,85 N: 237,76 First Road: U Road Type Single carriageway
 Speed limit: 30 Junction Detail: Crossroads Give way or controlled Unclassified
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Daylight: street lighting unknown Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: At scene DfT Special Projects:

Causation
 Factor: Participant: Confidence:
 1st: Looked but did not see Possible
 2nd:
 3rd:
 4th:

Accidents between dates 01/07/2002 and 30/06/2007 (60) months
 Selection: Notes:
 Selected using Build Query: Peaslands Road, Saffron Walden

5th:
 6th:
 Other Cause: Precipitating Factor: Failed to Give Way

VEH 1 (CAR) PULLED OUT FROM BOROUGH LANE CROSSING DEBDEN ROAD TO ENTER MOUNT PLEASANT ROAD. DURING THIS MANOEUVRE VEH 1 CROSSED THE PATH OF VEH 2 WHICH WAS TRAVELLING SOUTH ALONG DEBDEN ROAD TW DEBDEN. VEH 1 COLLIDED WITH VEH 2.

Occurred on DEBDEN ROAD AT THE JCN OF BOROUGH LANE AND MOUNT PLEASANT ROAD

Vehicle Reference	1	Car		Going ahead other	
Vehicle movement from	W	to E	No tow / articulation	Entering the main road	
Location at impact			On main carriageway		No skidding, jack-knifing or
overturning			Nearside	Hit vehicle:	
Hit object in road	None		Jct Approach	First impact	Off road: None
Did not leave carr				Age of Driver	81 Female
Not hit and run		Breath test	Negative		
Driver Postcode:		VRM:			
Vehicle Reference	2	Car		Going ahead other	
Vehicle movement from	N	to S	No tow / articulation	On the main road	
Location at impact			On main carriageway		No skidding, jack-knifing or
overturning			Front	Hit vehicle:	
Hit object in road	None		Jct Approach	First impact	Off road: None
Did not leave carr				Age of Driver	49 Female
Not hit and run		Breath test	Negative		
Driver Postcode:		VRM:			
Casualty Reference:	1	Vehicle:	2	Age: 49	Female
Not a pupil				Postcode	Driver/rider
					Seatbelt
					Severity: Slight

A03100403 29/04/2003 Time 1738 Vehicles 2 Casualties 2 Serious
 E: 554,52 N: 237,62 First Road: U Road Type Single carriageway
 Speed limit: 30 Junction Detail: Crossroads Give way or controlled Unclassified
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Daylight: street lights present Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: At scene DfT Special Projects:

	Causation	Participant:	Confidence:
Factor:			
1st: Failure to judge other person's path or speed			Possible
2nd: Behaviour - in a hurry			Possible
3rd: Site Details - steep hill			
4th:			
5th:			
6th:			
Other Cause:	Precipitating Factor: Loss of Control of Vehicle		

Accidents between dates 01/07/2002 and 30/06/2007 (60) months
 Selection: Notes:
 Selected using Build Query : Peaslands Road, Saffron Walden

VEH 2 (CAR) BEING DRIVEN BY LEARNER DRIVER ALONG PEASLANDS ROAD IN GENERAL DIRECTION OF DEBDEN ROAD WITH WINSTANLEY ROAD ON LEFT. VEH 1 (PEDAL CYCLE) BEING RIDDEN ALONG FOOTPATH AT WINSTANLEY ROAD TWDS PEASLANDS ROAD. VEH 1 FAILS TO STOP AT BOTTOM OF HIL

L/JUNCTION AND COLLIDES WITH FRONT OFFSIDE VEH 2.
 Occurred on PEASLANDS ROAD J/W WINSTANLEY ROAD

Vehicle Reference	1	Pedal Cycle		Going ahead other	
Vehicle movement from	S	to N	No tow / articulation	Entering the main road	
Location at impact			On main carriageway		No skidding, jack-knifing or
overturning			Front	Hit vehicle:	2
Hit object in road	None		Mid Junction - on roundabout or	First impact	Off road:
None					
Did not leave carr				Age of Driver	10 Male
Not hit and run		Breath test	Not applicable		
Driver Postcode:		VRM:			
Casualty Reference:	1	Vehicle:	1	Age:	10 Male
Not a pupil				Postcode	Driver/rider
					Seatbelt
					Severity: Serious

Vehicle Reference	2	Car		Going ahead other	
Vehicle movement from	E	to W	No tow / articulation	On the main road	
Location at impact			On main carriageway		No skidding, jack-knifing or
overturning			Nearside	Hit vehicle:	1
Hit object in road	None		Mid Junction - on roundabout or	First impact	Off road:
None					
Did not leave carr				Age of Driver	17 Female
Not hit and run		Breath test	Negative		
Driver Postcode:		VRM:			
Casualty Reference:	2	Vehicle:	2	Age:	45 Female
Not a pupil				Postcode	Passenger
					Seatbelt
					Severity: Slight

Front seat

A07231003 21/10/2003 Time 1645 Vehicles 2 Casualties 1 Slight
 E: 554,70 N: 237,66 First Road: B 184 Road Type 1
 Speed limit: 30 Junction Detail: Roundabout Give way or controlled Unclassified
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Darkness: street lighting unknown Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: At scene DfT Special Projects:

	Causation	Participant:	Confidence:
Factor:			
1st: Behaviour - careless/thoughtless/reckless			Possible
2nd: Failed to look			Possible
3rd: Inexperience of driving			Possible
4th: Aggressive driving			Possible
5th:			
6th:			

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Accidents between dates 01/07/2002 and 30/06/2007 (60) months
 Selection: Notes:
 Selected using Build Query : Peaslands Road, Saffron Walden

Other Cause: Precipitating Factor: Failed to Give Way

VEH 2 (CAR) HAD STOPPED AT PEASLANDS ROAD MINI ROUNDABOUT CHECKED AND ENTERED ROUNDABOUT TURNING RIGHT TOWARDS THAXTED AT WHICH TIME VEH 1 (CAR) EMERGED FROM LHS FROM SAFFRON WALDEN (THAXTED ROAD) COLLIDING WITH VEH 2 STRIKING LHS BUMPER OF VEH 2 WHICH W

AS RIPPED OFF ON IMPACT. VEH 1 CARRIED ON ALONG THAXTED ROAD (B184) STOPPING ADJACENT TO SOUTHGATE HOUSE. VEH 1 RETURNED TO THE SCENE GIVING VEH 2 HIS MOBILE PHONE NO.
 Occurred on PEASLANDS ROAD MINI ROUNDABOUT WITH THAXTED ROAD B184.

Vehicle Reference	1	Car		Turning right	
Vehicle movement from	N	to SE	No tow / articulation		Entering the main road
Location at impact			On main carriageway		No skidding, jack-knifing or
overturning			Nearside	Hit vehicle:	
Hit object in road	None		Mid Junction - on roundabout or	First impact	Off road:
None					
Did not leave carr				Age of Driver	24 Male
Hit and run		Breath test	Driver not contacted		
Driver Postcode:		VRM:			

Vehicle Reference	2	Car		Going ahead other	
Vehicle movement from	W	to SE	No tow / articulation		On the main road
Location at impact			On main carriageway		No skidding, jack-knifing or
overturning			Front	Hit vehicle:	
Hit object in road	None		Jct Approach	First impact	Off road: None
Did not leave carr				Age of Driver	17 Female
Not hit and run		Breath test	Driver not contacted		
Driver Postcode:		VRM:			

Casualty Reference:	1	Vehicle:	2	Age:	17	Female	Driver/rider	Severity:	Slight
Not a pupil				Postcode			Seatbelt		

A08411103	30/11/2003	Time	0025	Vehicles	2	Casualties	3	Slight
E: 553,85	N: 237,76	First Road:	U	Road Type		Single carriageway		
Speed limit: 30	Junction Detail:	Crossroads				Give way or controlled		Unclassified
Crossing: Control	None	Facilities:	None within 50m			Road surface		Wet/Damp
Darkness: street lights present and lit						Fine without high winds		
Special Conditions at Site	None					Carriageway Hazards:	None	
Place accident reported:	At scene			DfT Special Projects:				

	Factor:	Causation	Participant:	Confidence:
1st:	Failure to judge other person's path or speed			Very Likely
2nd:				
3rd:				
4th:				
5th:				
6th:				

Accidents between dates 01/07/2002 and 30/06/2007 (60) months
 Selection: Notes:
 Selected using Build Query : Peaslands Road, Saffron Walden

Other Cause: Precipitating Factor: Failed to Give Way

VEH 1 (CAR) TRAVELLING PEASLANDS ROAD MOUNT PLEASANT ROAD FAILED TO GOVE WAY AT CROSSROADS J/W DEBDEN ROAD AND COLLIDED WITH VEH 2 (CAR) TRAVELLING IN DEBDEN ROAD FROM DIRECTION OF HIGH ST TWDS DEBDEN.

Occurred on DEBDEN ROAD J/W MOUNT PLEASANT ROAD

Vehicle Reference 1 Car Stopping
 Vehicle movement from E to W No tow / articulation On the minor road
 Location at impact On main carriageway Skidded Front Hit
 vehicle: Hit object in road None Jct Approach First impact Off road: None
 Did not leave carr Age of Driver 28 Male
 Not hit and run Breath test Negative
 Driver Postcode: VRM:

Vehicle Reference 2 Car Going ahead other
 Vehicle movement from N to S No tow / articulation On the main road
 Location at impact On main carriageway No skidding, jack-knifing or
 overturning Front Hit vehicle:
 Hit object in road None Jct Approach First impact Off road: None
 Did not leave carr Age of Driver 48 Male
 Not hit and run Breath test Negative
 Driver Postcode: VRM:

Casualty Reference: 1 Vehicle: 2 Age: 48 Male Driver/rider Severity: Slight
 Not a pupil Postcode Seatbelt

Casualty Reference: 2 Vehicle: 2 Age: 47 Female Passenger Severity: Slight
 Not a pupil Postcode Seatbelt

Front seat

Casualty Reference: 3 Vehicle: 2 Age: 18 Female Passenger Severity: Slight
 Not a pupil Postcode Seatbelt

Back seat

A03660604 14/06/2004 Time 1915 Vehicles 2 Casualties 1 Slight
 E: 554,51 N: 237,62 First Road: U Road Type Single carriageway
 Speed limit: 30 Junction Detail: T & Stag Jct 5 Unclassified
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Daylight:street lights present Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: At scene DfT Special Projects:

Causation

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Accidents between dates 01/07/2002 and 30/06/2007 (60) months
 Selection: Notes:
 Selected using Build Query: Peaslands Road, Saffron Walden

Factor: Participant: Confidence:
 1st: View - glare from sun Very Likely
 2nd:
 3rd:
 4th:
 5th:
 6th:
 Other Cause: Precipitating Factor: Failed to avoid Vehicle or Object in carriageway

VEH 1 TURNED LEFT FROM WINSTANLEY RD INTO PEASLAND RD.ON ACCELERATING AWAY FROM JUNCTION, LOW SUN CAME INTO VIEW OF DRIVER 1 AND DRIVER WAS UNABLE TO SEE AHEAD DUE TO GLARE OF SUN.VEH 1 THEN COLLIDED WITH VEH2 WHICH WAS UNATTENDED AT ROADSIDE FACING AW

AY FROM WINSTANLEY RD.
 Occurred on PEASLAND RD 12 METRES WEST OF J/W WINSTANLEY RD

Vehicle Reference	1	Car	Going ahead other
Vehicle movement from	S to W	No tow / articulation	On the main road
Location at impact		On main carriageway	No skidding, jack-knifing or
overturning		Front Hit vehicle:	2
Hit object in road	None	Leaving roundabout First impact	Off road: None
Did not leave carr		Breath test	Age of Driver 28 Female
Not hit and run		VRM:	Negative
Driver Postcode:			
Casualty Reference:	1	Vehicle: 1	Age: 28 Female Driver/rider Severity: Slight
Not a pupil		Postcode	Seatbelt
Vehicle Reference	2	Agricultural vehicle	Parked
Vehicle movement from	Park to Parked	No tow / articulation	On the main road
Location at impact		On main carriageway	No skidding, jack-knifing or
overturning		Back Hit vehicle:	
Hit object in road	None	Jct Approach First impact	Off road: None
Did not leave carr		Breath test	Age of Driver
Not hit and run		VRM:	Driver not contacted
Driver Postcode:			

A07621104 25/11/2004 Time 1815 Vehicles 1 Casualties 1 Slight
 E: 554,43 N: 237,66 First Road: U Road Type Single carriageway
 Speed limit: 30 Junction Detail: Not within 20m of junction
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Darkness: street lights present and lit Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: At scene DfT Special Projects:

Causation Participant: Confidence:
 1st: OTHER (please supply details) Very Likely
 2nd: OTHER (please supply details) Very Likely

Accidents between dates 01/07/2002 and 30/06/2007 (60) months
 Selection: Notes:
 Selected using Build Query : Peaslands Road, Saffron Walden

3rd: View - glare from headlights
 4th:
 5th:
 6th:

Other Cause: Precipitating Factor: Loss of Control of Vehicle

VEH 1 WAS TRAVELLING ALONG PEASLAND RD TOWARDS DEBDEN RD WHEN HE WAS DAZZLED BY THE HEADLIGHTS OF A ONCOMING VEH AND LOST CONTROL OF HIS BIKE AND FELL OFF CUTTING HIS FOOT NO OTHER VEHS INVOLVED.

Occurred on PEASLAND RD 100 YRDS STH OF BELL LANE

Vehicle Reference 1 Motor Cycle over 50 cc and up to 125cc Going ahead other
 Vehicle movement from SW to NE No tow / articulation On the main road

Location at impact On main carriageway Skidded Front Hit
 vehicle: Hit object in road None Not at, or within 20M of Jct First impact Off road: None

Did not leave carr Age of Driver 15 Male
 Not hit and run Breath test Negative
 Driver Postcode: VRM:

Casualty Reference: 1 Vehicle: 1 Age: 15 Male Driver/rider Severity: Slight
 Not a pupil Postcode Seatbelt

A00180105 13/01/2005 Time 1715 Vehicles 1 Casualties 1 Slight
 E: 554,18 N: 237,76 First Road: U Road Type Single carriageway
 Speed limit: 30 Junction Detail: Not within 20m of junction
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Darkness: street lights present and lit Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: Elsewhere DfT Special Projects:

Causation Participant: Confidence:
 Factor: Vehicle 1 Possible
 1st: Failed to look properly Vehicle 1 Possible
 2nd: Distraction in vehicle Casualty 1 Possible
 3rd: Failed to look properly Vehicle 1 Possible
 4th: Failed to judge other persons path or speed
 5th:
 6th:
 Other Cause: 1 Precipitating Factor:

CAS 1 WAS WALKING HOME AND WENT TO CROSS PEASLAND RD WHEN SHE BECAME AWARE THAT VEH 1 TRAVELLING TOWARDS HER FROM THE DIRECTION OF MOUNT PLEASANT ALONG PEASLAND RD. IT APPEARS THAT VEH 1 SAW THE FEMALE CROSSING

AND IN DOING SO BRAKED AND VEERED CAR TO THE RIGHT HAND LANE TO AVOID COLLISION AND ON DOING SO MISSED AN IMPACT BUT CLIPPED THE PEDS RIGHT ELBOW CAUSING HER TO FALL TO THE GROUND.

Occurred on PEASLAND RD 30 METRES WEST OF SOUTH RD, SAFFRON WALDEN.

Vehicle Reference 1 Car Going ahead other

Accidents between dates **01/07/2002 and 30/06/2007** (60) months
 Selection: Notes:
 Selected using Build Query : Peaslands Road, Saffron Walden

Vehicle movement from W to E No tow / articulation

Location at impact On main carriageway No skidding, jack-knifing or
 overturning Nearside Hit vehicle:
 Hit object in road None Not at, or within 20M of Jct First impact Off road: None

Did not leave carr Age of Driver 21 Male
 Not hit and run Breath test Driver not contacted
 Driver Postcode: VRM:

Casualty Reference: 1 Vehicle: 1 Age: 59 Female Pedestrian Severity: Slight
 Not a pupil Postcode Seatbelt

In carr elsewhere S bound
 Driver's nearside

A00780205 14/02/2005 Time 1150 Vehicles 1 Casualties 1 Serious
 E: 554,16 N: 237,76 First Road: U Road Type Single carriageway
 Speed limit: 30 Junction Detail: Not within 20m of junction
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Daylight:street lights present Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: At scene DfT Special Projects:

Causation

Factor:	Participant:	Confidence:
1st: Failed to look properly	Casualty 1	Very Likely
2nd: Careless/Reckless/In a hurry	Casualty 1	Very Likely
3rd:		
4th:		
5th:		
6th:		
Other Cause: 1	Precipitating Factor:	

VEH 1 TRAVELLING ALONG MOUNT PLEASANT ROAD IN DIRECTION OF THAXTED ROAD, INJURED GIRL WALKING SAME DIRECTION WITH HER FRIEND, BOTH GIRLS STEPPED OUT INTO THE ROAD WITH THE INTENTION TO CROSS THE ROAD,

VEH 1 SWERVED TO AVOID THEM.INJURED GIRL WAS STRUCK BY THE SIDE OF THE CAR.
 Occurred on MOUNT PLEASANT 50 YARDS J/W SOUTH ROAD

Vehicle Reference 1 Car Going ahead other
 Vehicle movement from W to E No tow / articulation

Location at impact On main carriageway No skidding, jack-knifing or
 overturning Offside Hit vehicle:
 Hit object in road None Not at, or within 20M of Jct First impact Off road: None

Did not leave carr Age of Driver 43 Male
 Not hit and run Breath test Negative
 Driver Postcode: VRM:

Casualty Reference: 1 Vehicle: 1 Age: 13 Female Pedestrian Severity: Serious
 Not a pupil Postcode Seatbelt

In carr elsewhere S bound

Accidents between dates 01/07/2002 and 30/06/2007 (60) months
 Selection: Notes:
 Selected using Build Query : Peaslands Road, Saffron Walden

Driver's offside

A04870905 07/09/2005 Time 0830 Vehicles 2 Casualties 1 Slight
 E: 553,85 N: 237,77 First Road: U Road Type Single carriageway
 Speed limit: 30 Junction Detail: Crossroads Give way or controlled Unclassified
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Daylight:street lights present Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: At scene DfT Special Projects:

Causation

Factor:	Participant:	Confidence:
1st: Junction restart	Vehicle 1	Very Likely
2nd: Failed to look properly	Vehicle 1	Very Likely
3rd: Distraction outside vehicle	Vehicle 1	
4th:		
5th:		
6th:		
Other Cause:	Precipitating Factor:	

V

EH 2 WAS TRAVELLING WESTBOUND ALONG WESTBOUND CARRIAGEWAY IN DEBDEN ROAD.VEH 1 WAS STATIONARY IN BOROUGH LANE ATTEMPTING TO TRAVEL SOUTH ACROSS DEBDEN ROAD AT THE GIVEWAY LINE.AS VEH 2 APPROACHED THE JUNCTION WITH BOROUGH LANE

V

EH 1 PULLED OUT IN FRONT OF HIM FAILING TO GIVE WAY & COLLIDED WITH FRONT OFFSIDE OF VEH 2
 Occurred on DEBDEN ROAD J/W BOROUGH LANE,SAFFRON WALDEN

Vehicle Reference 1 Taxi/Private hire car Starting
 Vehicle movement from W to E No tow / articulation

Location at impact On main carriageway No skidding, jack-knifing or
 overturning Front Hit vehicle: 2
 Hit object in road None Entering main road First impact Off road: None

Did not leave carr Age of Driver 59 Female
 Not hit and run Breath test Negative
 Driver Postcode: VRM:

Vehicle Reference 2 Car Going ahead other
 Vehicle movement from N to S No tow / articulation

Location at impact On main carriageway No skidding, jack-knifing or
 overturning Front Hit vehicle:
 Hit object in road None Entering from slip road First impact Off road: None

Did not leave carr Age of Driver 36 Male
 Not hit and run Breath test Negative
 Driver Postcode: VRM:

Casualty Reference: 1 Vehicle: 2 Age: 36 Male Driver/rider Severity: Slight
 Not a pupil Postcode Seatbelt

Accidents between dates **01/07/2002 and 30/06/2007** (60) months
Selection: Notes:
 Selected using Build Query: Peaslands Road, Saffron Walden

A01190106 09/01/2006 Time 1725 Vehicles 2 Casualties 1 Slight
 E: 554,25 N: 237,74 First Road: U Road Type Single carriageway
 Speed limit: 30 Junction Detail: Not within 20m of junction Not applicable
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Darkness: street lights present and lit Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: Elsewhere DfT Special Projects:

Causation

Factor:	Participant:	Confidence:
1st: Following too close	Vehicle 1	Possible
2nd: Travelling too fast for conditions	Vehicle 1	Possible
3rd: Failed to look properly	Vehicle 1	Possible
4th: Failed to judge other persons path or speed	Vehicle 1	Possible
5th:		
6th:		
Other Cause:	Precipitating Factor:	

VEH 2 WAS STATIONARY WAITING TO OVERTAKE PARKED VAN WHEN VEH 1 STRUCK REAR OF VEH 2. VEH 2'S DRIVER GOT OUT OF VEH AND VEH 1 DROVE OFF.

Occurred on PEASLANDS ROAD APP 50 YARDS EAST OF J/W SOUTH ROAD

Vehicle Reference 1 Car Going ahead other
 Vehicle movement from E to W No tow / articulation

Location at impact On main carriageway No skidding, jack-knifing or
 overturning Front Hit vehicle: 2
 Hit object in road None Not at, or within 20M of Jct First impact Off road: None

Did not leave carr Age of Driver Male
 Hit and run Breath test Driver not contacted
 Driver Postcode: VRM:

Vehicle Reference 2 Car Going ahead but held up
 Vehicle movement from E to W No tow / articulation

Location at impact On main carriageway No skidding, jack-knifing or
 overturning Back Hit vehicle: 1
 Hit object in road None Not at, or within 20M of Jct First impact Off road: None

Did not leave carr Age of Driver 39 Female
 Not hit and run Breath test Driver not contacted
 Driver Postcode: VRM:

Casualty Reference: 1 Vehicle: 2 Age: 39 Female Driver/rider Severity: Slight
 Not a pupil Postcode Seatbelt

A02930606 10/06/2006 Time 1625 Vehicles 2 Casualties 1 Fatal
 E: 554,59 N: 237,63 First Road: U Road Type Single carriageway

Accidents between dates 01/07/2002 and 30/06/2007 (60) months
 Selection: Notes:
 Selected using Build Query: Peaslands Road, Saffron Walden

Speed limit: 30 Junction Detail: Not within 20m of junction Not applicable
 Crossing: Control None Facilities: None within 50m Road surface Dry
 Daylight:street lights present Fine without high winds
 Special Conditions at Site None Carriageway Hazards: None
 Place accident reported: At scene DfT Special Projects:

Causation
 Factor: Participant: Confidence:
 1st: Failed to look properly Vehicle 1 Very Likely
 2nd: Failed to judge other persons path or speed Vehicle 1 Very Likely
 3rd:
 4th:
 5th:
 6th:
 Other Cause: Precipitating Factor:

RIDER OF VEH 1 (PEDAL CYCLE) WAS RIDING OFF THE DRIVEWAY OF NO 43 INTO THE ROAD. VEH 2 WAS TRAVELLING ALONG PEASLAND ROAD IN AN EASTERLY DIRECTION TWDS THE B184. THE CYCLIST PULLED OUT DIRECTLY INTO THE PATH OF VEH 2 AND WAS KNOCKED OFF HIS BIKE.

Occurred on PEASLAND ROAD O/S NO 43, APPROX 150 METRES WEST J/W B184 THAXTED ROAD

Vehicle Reference	1	Pedal Cycle	Starting				
Vehicle movement from	N	to S	No tow / articulation				
Location at impact			On main carriageway	Skidded	Offside	Hit	
vehicle: 2			Not at, or within 20M of Jct	First impact	Off road: None		
Hit object in road	None						
Did not leave carr				Age of Driver	35	Male	
Not hit and run		Breath test	Not applicable				
Driver Postcode:		VRM:					
Casualty Reference:	1	Vehicle: 1	Age: 35	Male	Driver/rider	Severity: Fatal	
Not a pupil			Postcode		Seatbelt		
Vehicle Reference	2	Goods 7.5 tonnes mgw and over	Going ahead other				
Vehicle movement from	W	to E	No tow / articulation				
Location at impact			On main carriageway	No skidding, jack-knifing or			
overturning			Front	Hit vehicle:	1		
Hit object in road	None		Not at, or within 20M of Jct	First impact	Off road: None		
Did not leave carr				Age of Driver	60	Male	
Not hit and run		Breath test	Negative				
Driver Postcode:		VRM:					
I18960507	18/05/2007	Time 0655	Vehicles 2	Casualties 1		Slight	
E: 553,85	N: 237,76	First Road: U	Road Type	Single carriageway			
Speed limit: 30	Junction Detail: Crossroads			Give way or controlled		Unclassified	
Crossing: Control None	Facilities: None within 50m			Road surface	Dry		
Daylight:street lights present				Fine without high winds			
Special Conditions at Site None				Carriageway Hazards: None			

Accidents between dates **01/07/2002 and 30/06/2007** (60) months
 Selection: Notes:
 Selected using Build Query: Peaslands Road, Saffron Walden

Place accident reported: At scene DfT Special Projects:

	Factor:	Causation	Participant:	Confidence:
1st:	Failed to judge other persons path or speed		Vehicle 1	Very Likely
2nd:	Failed to look properly		Vehicle 1	Possible
3rd:				
4th:				
5th:				
6th:				
	Other Cause:	Precipitating Factor:		

VEH 2 WAS TRVELLING NORTH ALONG DEBDEN ROAD TWDS THE TOWN CENTRE WHEN VEH 1 ENTERED THE CARRIAGEWAY FROM MOUNT PLEASANT ROAD CROSSING IN FRONT OF VEH 2. VEH 2 COLLIDED WITH THE NEARSIDE REAR OF VEH 1 AS IT TRIED TO ENTER BOROUGH LANE.

Occurred on DEBDEN ROAD J/W MOUNT PLEASANT AND BOROUGH LANE

	Vehicle Reference	1	Car		Going ahead other			
	Vehicle movement from	E	to W	No tow / articulation				
	Location at impact			On main carriageway			No skidding, jack-knifing or	
overturning	Hit object in road	None		Nearside	Hit vehicle:		Off road: None	
				Entering main road	First impact			
	Did not leave carr				Age of Driver	30	Female	
	Not hit and run		Breath test	Negative				
	Driver Postcode:		VRM:					
	Casualty Reference:	1	Vehicle: 1	Age: 30	Female	Driver/rider	Severity: Slight	
	Not a pupil			Postcode		Seatbelt		
	Vehicle Reference	2	Car		Going ahead other			
	Vehicle movement from	S	to N	No tow / articulation				
	Location at impact			On main carriageway			Skidded	Front Hit
vehicle:	Hit object in road	None		Mid Junction - on roundabout or			First impact	Off road:
	None							
	Did not leave carr				Age of Driver	32	Male	
	Not hit and run		Breath test	Negative				
	Driver Postcode:		VRM:					

Accidents involving:					Casualties:				
	Fatal	Serious	Slight	Total		Fatal	Serious	Slight	Total
Motor vehicles only (excluding 2-wheels)	0	1	9	10	Vehicle driver	0	0	7	7
					Passenger	0	0	3	3

Accidents between dates		01/07/2002 and 30/06/2007				(60) months			
Selection:									
Selected using Build Query :						Notes:		Peaslands Road, Saffron Walden	
2-wheeled motor vehicles	0	0	1	1					
					Motorcycle rider	0	0	1	1
					Cyclist	1	1	0	2
Pedal cycles	1	1	0	2	Pedestrian	0	1	2	3
					Other	0	0	0	0
Horses & other	0	0	0	0					
Total	1	2	10	13	Total	1	2	13	16

Item 8. C1

Source - UOC website

Date - 17/06/2008 17/06/2008

UTT/0385/08/FUL - SAFFRON WALDEN

Redevelopment to provide 88 dwellings, a pocket park & associated open space, car parking, landscaping and new access

Location: Land to the East of the former Bell Language School Peaslands Road, GR/TL 543-376.

Applicant: British & Foreign School Society

Agent: Mr G Armstrong

Case Officer: Mr T Morton 01799 510654

Expiry Date: 03/07/2008

Classification: MAJOR

NOTATION: Inside Development Limit.

DESCRIPTION OF SITE: Approximately half of the site is open land laid to grass and with substantial hedgerows and trees, formerly used as a playing pitch and open space to serve Bell College. On the remainder of the site there is an accommodation block, caretaker's house, demountable classroom and tennis court.

DESCRIPTION OF PROPOSAL: Redevelopment to provide 88 dwellings, a pocket park and associated open space, car parking, landscaping and new access.

In more detail there would be 35 Affordable housing units: 9 no 1 bed flats, 10 no 2 bed flats, 7 no 2 bed houses 5 no 3 bed houses, 4 no 4 bed houses.

There would be 53 market housing units: 12 no 2 bed flat, 1 no 2 bed house, 15 no 3 bed houses, 20 no 4 bed house, 5 no 5 bed houses.

156 parking spaces would be provided.

The form of the buildings is a mix of houses (2 and 3 storey) and flats (2, 3 and 4 stories). All vehicular access to the site would be via the recent Countryside development to the east and its roundabout on Peaslands Road.

APPLICANT'S CASE including Design & Access statement: The Design and Access Statement is available in full on file. The application is accompanied by a huge volume of supporting documents comprising; a Planning Statement, the D&A Statement, an Arboricultural Statement in three volumes, A report on existing open space and play provision, an Ecological Appraisal, a Playing Pitch Assessment, a Transport Assessment (2 volumes), a Statement of Community Involvement, and a Flood Risk and drainage Assessment.

Some of the points raised are discussed in the appraisal in this report. The Applicants Planning Statement concludes that the proposal:

- Provides a high quality scheme that would make maximum use of a valuable source of previously developed land.
- An innovative and flexible layout that not only allows efficient use to be made of a sustainable site, but also allows the opportunity to fully integrate with the adjacent development.
- The provision of 20% of the site as usable public open space, comprising a 'pocket park' and two Local Areas of Play, together with a comprehensive landscaping scheme which seeks to retain and enhance valuable flora and fauna whilst also offering additional complementary planting.
- Enhance the appearance of the street scene by creating an attractive and usable urban space that optimises the landscape and topographical benefits of the location without detriment to the surrounding area.

- Provision of a comprehensive highway scheme that places the emphasis on pedestrian safety and ease of movement without detriment to the free flow of traffic in the surrounding area.
- Provides a scheme that can create a diverse community by offering a range of unit types and sizes to meet the requirements of a wide demographic.
- Provides 35 No. much needed affordable homes, to be dispersed across the site.
- Provides sufficient car parking spaces to meet the needs of future residents, without compromising wider objectives which seek to reduce car use.
- Provides sufficient, secure cycle parking facilities to meet the needs of future residents.
- Ensures a high standard of build quality and materials across all units, which would satisfy and in some cases exceed the energy performance requirements of Part L of the building regulations.
- Provides all units to 'Lifetime Homes' standards in order to accommodate the long term needs of future residents and to meet the specific requirements of a wide range of occupants.

RELEVANT HISTORY: No previous applications on this site. Land to the east also formerly part of the grounds of Bell College has been developed as a housing estate with the provision of a hard surfaced multi use games court and a football pitch. The Bell College Buildings (to the west) are currently vacant and proposals for that site are expected.

Planning advice was given to the applicant by letter dated 2 October 2007 which set out the case for about half of this plot to be set aside as a public park to address the shortage of open space in the eastern part of Saffron Walden. Despite this advice the two un-redeveloped parts of the Bell College site (this and the group of buildings to the west) have been sold in two parts to the developed separately.

CONSULTATIONS: Housing Policy Officer: The size mix of the affordable units on the scheme is generally acceptable, however, please can the following be considered:

- 1) Reduce the number of 2 bed flats from 10 to 6 and increase the number of 2 bed houses. This size of property would be allocated to small families, so more space and a garden would be required to make the lettings sustainable.
- 2) It is not clear which properties will be for affordable housing, however, properties should be pepper-potted around the site to aid integration.
- 3) A request for further information on the disabled units is needed to determine the housing need for these units.

Environment Agency: We received a Flood Risk Assessment (FRA) dated February 2008 (reference D130-02) for the former Bell Language College site. Following review of the FRA we must object until further details are supplied detailing the surface water disposal system, as detailed below.

Surface Water Drainage

From the Local Planning Authority reference we understand that the application is for full planning permission. We would expect the surface water disposal options to be discussed in the FRA and an agreed solution to be put forward.

The adjacent site was required to do specific soakaway trial tests in the locations where they wished to place them due to the vast changes in permeability of the site. We would expect any FRA to give full details of a proposed surface water disposal system which would work for the proposed impermeable area.

The adjacent site Highway drainage was shut down to a limited runoff rate and it should not be assumed that this rate is acceptable for this site. If the runoff from this site does not naturally drain towards The Slade then this site will have no right to discharge to the existing Highway system which in turn discharges to The Slade. We recommend that the surface water proposal, similar to those required for the adjacent site, are explored and at least one appropriate solution detailed within the FRA.

Standing advice relating to foul and surface water management is also given.

Three Valleys Water: You should be aware that the proposed development site is located within an Environment Agency defined groundwater Source Protection Zone (SPZ) corresponding to Debden Road pumping station. This is a public water supply comprising a number of Chalk abstraction boreholes, operated by Three Valleys Water.

The construction works and operation of the proposed development site should be done in accordance with the relevant British Standards and Best Management Practices, thereby significantly reducing the groundwater pollution risk.

Anglian Water: Foul sewer network has capacity to accommodate the proposed development.

Council Engineer: Conditions C.8.27.A and C29.1 should be applied to any consent.

Natural England: Based on the information provided, Natural England objects to the proposed development. We recommend that the local planning authority refuse planning permission on the grounds that the application contains insufficient survey information to demonstrate whether or not the development would have an adverse effect on legally protected species.

Our concerns relate specifically to the potential impact upon populations of great crested newts, native reptiles and bats.

The presence of protected species is a material consideration in a planning application (NB PPS9 Paragraphs 15-16). If protected species are suspected or present on a proposed development site then the following information should be provided by the applicant, usually in the form of an ecological survey by an appropriately qualified consultant, prior to the planning application being determined.

- a. What is the species concerned?
- b. What is the population level at the site, or affected by the proposal?
- c. What impact is the proposal likely to have upon the species present?
- d. What can be done to mitigate against this impact?
- e. Is the impact necessary or acceptable?
- f. Is a licence required from Natural England/Defra?

This information should be submitted to and considered by Uttlesford District Council prior to determining the planning application. If the submitted information leads you to conclude that you need further advice then please do not hesitate to contact us. Once Natural England has received this information we will be able to comment further.

Please note that if planning permission is granted, the applicants should be informed that this does not absolve them from complying with the relevant law protecting species, including obtaining and complying with the terms and conditions of any licences required, as described in Part IV B of Circular 06/2005.

Essex County Council Schools Children and Families: Will be seeking an education contribution under section 106 of the Planning Act. There will be a need for 7 early years and childcare places, 24 primary school and 16 secondary school places and thus request a developer contribution of £636,986 index linked from April 2008. If the Council is minded to refuse the application, the lack of education provision in the area can also be noted as an additional reason for refusal.

Essex Police: Request that some youth provision is made by for example a youth shelter, games area or basketball hoops within a reasonable distance of the development. With the larger homes to be provided and the anti social behaviour problems that many areas now suffer by youths could be reduced by providing equipment that will aid diversion away from this type of behaviour. We would request the development attain Secure by Design certification as a condition.

TOWN COUNCIL COMMENTS: No objection to make.

REPRESENTATIONS: This application has been advertised and 32 representations have been received opposing the development. Period expired 6 May 2008.
The issues raised cover:

Overdevelopment - This is an overdevelopment, only 50 houses should be provided insufficient schoolplaces exist. This would overload existing schools and doctors

Housing Type - The flats in the Countryside development are not all occupied, but the houses are, so there is no need for so many flats.

Traffic and Access – existing levels and congestion, additional traffic from the development will increase this. More traffic will increase the level of car fumes. The access through the adjacent new estate is insufficient to carry extra traffic. There is a need for a pedestrian access to the town

A footpath should be provided between the three developments (Countryside estate, this site and the former school buildings through to South Road).

The road through Crabtrees is already poorly designed and congested. It would be very dangerous to have all construction traffic coming through Hopfields.

There is insufficient parking provision/

 Increased danger to pedestrians and schoolchildren.

The existing gateway should be the access to the new development.

Trees – Should all be protected. Are too close to the proposed flats and would mean insufficient light to their windows leading to pressure for removal.

Open Space – The existing semi wild open nature of the site should be retained.

Insufficient open space is being proposed.

A better equipped and larger play area is needed.

There is insufficient open space in the area.

Loss of Playing Fields – There is a restrictive covenant that the whole site be used for education, which would have to be lifted.

Design - The flats are too high, the apartments are not sited on the lowest part of the site and would have great visual impact out of keeping with any other building facing onto Peaslands Road, a building of character is needed on the south east corner.

No comprehensive design approach together with adjacent sites

The flats in the north east corner have north facing windows and the building should be rotated by 180 degrees to provide better lighting and to avoid overlooking Victoria Gardens.

Amenity - Overlooking/ overshadowing / loss of privacy to nearby houses in Peaslands Road, Crabtrees, Victoria Gardens. Disturbance from vehicle movements in car parking areas

Other - Comparison with the refused Friends School development.

A shop should be provided in the development.

Cumulative impact of this with other developments in the area.

No information on where the construction site office would be located. It could overlook nearby houses.

Public consultation has been inadequate, residents comments in the Statement of Community Involvement are ignored in the applicants summary of the event.

COMMENTS ON REPRESENTATIONS: The material planning issues are discussed in the evaluation below. Restrictive Covenants are not material issues for the Local Planning Authority, as they are private contractual arrangements between other parties.

PLANNING CONSIDERATIONS including Design & Access statement. The main issues are:

- 1) **Principle of Development (ULP Policy S1);**
- 2) **Affordable Housing (ULP Policy H9);**
- 3) **Housing Mix (ULP Policy H10);**
- 4) **Design (ULP Policy GEN2);**
- 5) **Amenity (ULP Policy GEN2);**
- 6) **Public Open Space (ULP Policy GEN6, LC1 and LDF Open Space Study);**
- 7) **Protected Species (ULP Policy GEN7);**
- 8) **Highway issues, access parking footpaths (ULP Policies GEN1, GEN8) and**

9) Education provision (ULP Policy GEN6)
10) Other material planning considerations.

1) The site is inside the Development Limit of Saffron Walden where development can be considered subject other policy and design requirements of the Uttlesford Local Plan.

2) Policy H9 calls for 40% provision of affordable housing, and the total proposal of 88 units therefore generates a requirement for 35 units, as proposed. However the comments of the Housing Policy Officer are that the proposal should reduce the number of 2 bed flats from 10 to 6 and increase the number of 2 bed houses with a garden for small family occupation.

3) Policy H10 calls for all developments on sites of 0.1 hectares and above or of 3 or more dwellings to include a significant proportion of market housing comprising small properties. This would normally be interpreted as providing at least a 50% mix of 2 and 3 bedroom dwellings in the market housing element of a development. This scheme provides 53 market units, 28 of which are such small dwellings, a percentage of 52.8%.

4) Policy GEN2 calls for design to be well related to its surroundings and has regard to guidance on layout and design – this refers to the Essex Design Guide and its Urban Place Supplement. The overall design of the proposed development includes a mix of two storey and three storey houses and two, three and four storey flats. Although the existing accommodation block for the former Bell School is a multi storey building, it is very much the odd man out in an area otherwise typified by two storey housing, especially on the frontage to Peaslands Road. The proposed three and four storey blocks of flats are would also be out of character with this setting, especially the block containing units 17-37, sited on the frontage to Peaslands Road and close to the corner with Hop Fields where it would appear unduly dominant particularly when approaching uphill from the east.

Within the development, the rows of housing consist of a mix of two and three storey house types, apparently arranged at random with no overall sense of coherence, with many gaps between them and with some two and three storey houses attached to each other in a way that does not relate them in appearance. The overall character that results is visually weak with a poor sense of streetscape or of place, and does not meet the design aspirations that either the Essex Design Guide or CABA (Commission for Architecture and the Built Environment – Government Advisor on Designing Issues) would wish to see for new places. With regard to energy efficiency the applicant only claims to satisfy and in some cases exceed the energy performance requirements of part of the Building Regulations. In other words the proposal meets the mandatory minimum standards of the Building Regulations, exceeding them in 'some cases' although this is unspecified.

5) The points raised in objection by nearby occupiers are noted. Flat Block 56-61, in the north east corner, does not accord with the design guide criterion to set any new building adjacent to the boundary of an existing property a minimum of 15 metres from that boundary. (It is set only 13 metres from the boundary).

Other concerns about overlooking and privacy, whilst understandable, are not considered to be in breach of planning standards.

6) Policy LC1 says that permission will not be given for development that involves the loss of sports fields or other open space for recreation, unless better facilities are provided to meet local needs or the need for the facility no longer exists.

Work on the LDF has looked at open space provision in Saffron Walden and concludes the town is short of total provision of playing space by 23.2 Hectares, and maps will be displayed

at Committee to show the uneven access to open space across the town, with the area around Peaslands Road, South Road and Victoria Avenue being deficient in open space access. The maps will also demonstrate the significant contribution to meeting this deficiency that this site could make, if a large part of it was retained for open space purposes. It should be noted that the whole site offers a potential of 2 hectares site area. The development proposal includes a small "pocket park" that fronts onto Peaslands Road, but also fronts onto the windows of proposed flats. It is not reasonable to expect occupiers of those flats to have the public immediately in front of their windows, and so a strip of 5 metres width has been removed from the calculations of the area provided by officers in assessing this element of the proposals. This leaves an area of 4375 sq.m available.

Council Officers had previously advised the applicant that a park area of 1.175 Hectares (11,075 sq metres – broadly the half of the site closest to Peaslands Road), should be provided to meet the amenity open space needs of the area around the site to meet the existing deficiency identified by the Local Planning Authority for houses in the Peaslands Road, South Road, Victoria Avenue area).

The application site represents the only opportunity for the creation of public open space in the otherwise densely built up inner south eastern part of Saffron Walden to create such informal amenity space. The playing pitches that have been created in the housing development to the east do not address the need for informal open space for the benefit of the existing, and proposed, occupiers in the area.

The application has a study of playing pitch provision in the area that concludes that no additional provision is necessary, but it misses the point; the need is for informal amenity open space, where for example people can go to sit outdoors or where families with young children can go to play.

Natural England recommends that Local Authorities adopt its Access to Natural Green-space Standards (ANGST). These state that local communities should have access to an appropriate mix of green-spaces providing for a range of recreational needs, of at least 2 hectares of accessible natural green-space per 1,000 population. This can be broken down by the following system:

- No person should live more than 300 metres from their nearest area of natural green-space;
- There should be at least one accessible 20 hectare site within 2 kilometres;
- There should be one accessible 100 hectares site within 5 kilometres; and
- There should be one accessible 500 hectares site within 10 kilometres.

It should be noted that Saffron Walden as a whole fails to achieve these standards. Access to countryside footpaths would not count towards meeting these standards. The town is critically short of public open space in general. To meet this standard the whole of this site would need to be retained as open space.

The proposals do not address this identified shortfall in amenity open space, and it is considered that too much of the site would be developed for housing.

7) The bat survey submitted with the application concludes that bats would not be affected by the proposals.

8) Representations have been made calling for footpath links between adjacent sites in this vicinity. The Council cannot impose a condition on one landowner requiring them to do something on land over which they have no control. So the Council cannot insist that this

development make footpath connections with adjacent sites. There would of course be a road and footway connection to the Countryside Homes development as part of this proposal. There appears to be a general under provision of car parking places, with in some cases the parking space for a dwelling being remote from the property that it would supposedly serve. This makes such spaces less likely to be used, resulting in kerbside parking, or if they are used then they disturb other residents.

9) The County Council has pointed out the under provision of educational places at all levels in the area to serve the development, and have asked for a financial contribution, or otherwise refusal of consent.

10) No other issues are considered to arise.

CONCLUSIONS: The proposal is considered unacceptable.

RECOMMENDATION: REFUSAL REASONS

1. Uttlesford Local Plan Policy, LC1 and the LDF Open Space Study calls for retention of open space for recreation, unless the proposed development includes better replacement facilities or the need no longer exists, however the surrounding area is deficient in access to open space and the provision for open space made in these proposal does not address the needs of the area, and Policy GEN6 calls for the provision of infrastructure including public open space as part of development proposals. The application site represents the only opportunity for the creation of public open space in the otherwise densely built up inner southern part of Saffron Walden to create such general informal amenity space, and Council Officers had previously advised the applicant that a park area of 1.175 Hectares (11.075 sq metres) should be provided to meet the amenity open space needs of the area. The proposed area of 4375 sq.m of amenity open space is inadequate in size to make proper provision for public amenity open space, and would be seriously restricted in use by the proximity of the dwellings and flats that would be adjacent to it. Conversely those houses and flats would suffer a serious loss of amenity due to the proximity of the public open space to them, contrary to the aims of Policy GEN2 of the Uttlesford Local Plan.
2. The provision of affordable housing to meet the requirements of Policy H9 of the Uttlesford Local Plan is considered to provide too many flats and not enough houses, to match the identified needs for family accommodation in the area. Specifically the proposal should reduce the number of 2 bed flats from 10 to 6 and increase the number of 2 bed houses with gardens for small family occupation.
3. Uttlesford Local Plan Policy GEN2 calls for design to be well related to its surroundings and has regard to guidance on layout and design - this refers to the Essex Design Guide and its Urban Place Supplement. The overall design of the proposed development includes three and four storey blocks of flat which would be out of character with their setting typified by two storey housing, especially the block containing units 17-37, sited on the frontage to Peaslands Road and close to the corner with Hop Fields where it would appear unduly dominant particularly when approaching uphill from the east. Within the development, the rows of housing consist of a mix of two and three storey house types, are apparently arranged at random with no overall sense of coherence, with many gaps between them and with some two and three storey houses attached to each other in a way that does not relate them in appearance. The overall character that results is visually weak with a poor sense of streetscape or of place, and does not meet the design aspirations that either the Essex Design Guide or CABE would wish to see for new places.
4. Essex County Council estimate that there is a shortfall of 7 early years and childcare places, 24 primary school and 16 secondary school places in the area to serve this

development, and the development would exacerbate the lack of education provision in the area, contrary to the aims of Policy GEN6 of the Uttlesford Local Plan.

Background papers: see application file.

Item D.
Source NEPP
date - 05/10/2011

Shane Taylor

(*) Site Inspection - Low

Priority (*)

From: Trevor Degville
Sent: 05 October 2011 12:33
To: Shane Taylor
Subject: FW: Mt Pleasant Road Saffron Walden CB11 3EB
Importance: High

Shane

For info

Trevor

From: Trevor Degville
Sent: 05 October 2011 12:33
To: 'paulina@ashtrees.plus.com'
Subject: Mt Pleasant Road Saffron Walden CB11 3EB
Importance: High

Dear Ms Tulloch

I am writing following receipt of your e-mail below. I am sorry for the delay in replying to you.

The North Essex Parking Partnership is responsible for the introduction of parking and waiting restrictions. However, the introduction of speed restrictions and traffic lights is the responsibility of Essex County Council.

I understand that there are already school entrance markings outside of The Friends School in Saffron Walden and I am not aware of any other requests or concerns regarding the area been received by the North Essex Parking Partnership. Nonetheless, we will have a look at the area to see if it would be appropriate to extend the parking and waiting restrictions. However, there is a time consuming and costly legal process that must be followed before waiting restrictions can be put in place. This includes periods of consultation when the plans can be objected to. In this case any additional restrictions may be objected to by motorists or residents in the area. Unfortunately, it is not unusual for this process to take over a year before the traffic regulation order is sealed and the area being patrolled by Civil Enforcement Officers.

Yours sincerely

Trevor Degville
Parking Services Team Leader
North Essex Parking Partnership
Colchester Borough Council
Colchester is the lead authority for the North Essex Parking Partnership *bringing together the parking operations for Essex*
www.parkingpartnership.org

From: Beena [mailto:paulina@ashtrees.plus.com]
Sent: 27 September 2011 11:10

06/10/2011

To: uconnect

Subject: Fw: Mt Pleasent Road Saffron Walden CB11 3EB

I am resending my original message and am still waiting for answers to these problems. The auto response suggested 10 working days am I to now wait another 10 Working days.

Please add traffic lights to my original suggestion. It is more luck then good management that no child has been killed on the streets of Saffron Walden.

Yours Sincerly

Paulina Tulloch

----- Original Message -----

From: Beena

To: Uconnect@uttlesford.gov.uk

Sent: Monday, September 12, 2011 2:59 PM

Subject: Fw: Mt Pleasent Road Saffron Walden CB11 3EB

I hope I am now sending this to the correct place. I look forwaed to hearing from you.

Kind regards

Paulina Tulloch

----- Original Message -----

From: Beena

To: ha_info@highways.gsi.gov.uk

Sent: Thursday, September 08, 2011 11:18 AM

Subject: Mt Pleasent Road Saffron Walden CB11 3EB

To Whom it may concern,

My children have just started at the Friends School in Saffron Walden. I experienced my first school run yesterday 07-09-11. I cannot believe that chaos that I was met with at the junction of

Mt Pleasent Road Borough Lane Debden Road.

I suggest Parking restriction on Mt Pleasent Road on both sides for 200 metres between the hours of

0745-0900hrs and 1515-1615 Monday to Friday term time only.

Easy cheap safe traffic control.

I am from New Zealand we have many school zones in both New Zealand and Australia also reduced speed limits during school drop off and pick up times, why such easy and safe measures do not appeared to be used in the UK is beyond me.

I look forward to hearing from you.

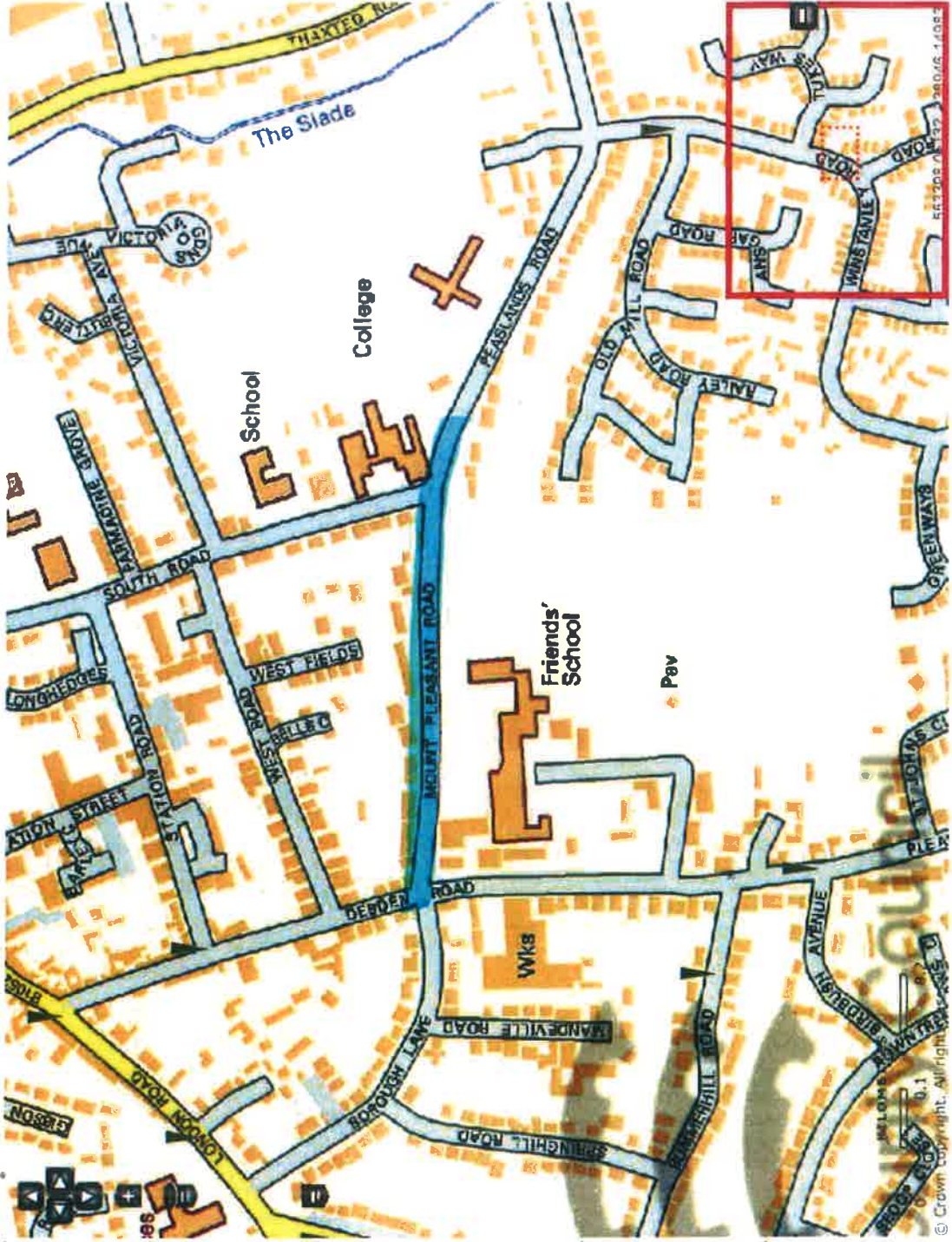
Thank you Paulina Tulloch

Area referred to



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- Features
<input type="checkbox"/> Motorway (PR1)
<input type="checkbox"/> Trunk Road (PR1)
<input type="checkbox"/> Strategic Route (PR1)
<input type="checkbox"/> Main Distributor (PR1)
<input type="checkbox"/> DBFO (PR1)
<input type="checkbox"/> Radial Feeder (PR1)
<input type="checkbox"/> Secondary Distributor (PR2)
<input type="checkbox"/> Link Road (PR2)
<input type="checkbox"/> Fixed Site
<input type="checkbox"/> Red Light Site
<input type="checkbox"/> Speed Camera
<input checked="" type="checkbox"/> Slight Accidents
<input checked="" type="checkbox"/> Serious Accidents
<input checked="" type="checkbox"/> Fatal Accidents
<input type="checkbox"/> Accidents
- Find Street
Find street
mount pleasant road, saffron
Clear Find
+ Date Range



Item E
email to NEAPP ref. School: Newspaper.
17/11/2011

Shane Taylor

From: Trevor Degville
Sent: 24 November 2011 11:28
To: Shane Taylor
Subject: FW: Mount Pleasant Road, S Walden
Attachments: 039.JPG

Shane

In case you have not seen the below

Thanks

Trevor

From: Peter Gray On Behalf Of Parking
Sent: 17 November 2011 11:27
To: Trevor Degville
Subject: FW: Mount Pleasant Road, S Walden

FYI

I cant make out if this really has anything to do with us but have a look please.

Peter

From: [REDACTED]
Sent: 17 November 2011 10:37
To: Parking
Subject: Fw: Mount Pleasant Road, S Walden

I attach a copy of a letter I have today sent to the *Walden Local* newspaper in response to their front page article on November 16th 2011 based substantially on a lot of assertions by the head teacher of the Friends' School that have no basis in evidence or facts.

I share the concerns of many about the traffic situation on this road during the morning peak rush hour and have myself contacted local councillors about the conflict between pedestrians and vehicles driving along the pavement. However, I strongly believe that the problem is restricted to a very short part of the day and is largely due to driver behaviour.

I would hope and expect that changes in the parking regime in the street will only be made on the basis of properly collected evidence and done after consultation with the many parties involved and not just one self-interested occupant of the road who themselves are a significant cause of the problem.

[REDACTED]

----- Original Message -----

From: [REDACTED]
To: [REDACTED]
Sent: Thursday, November 17, 2011 9:05 AM
Subject: Mount Pleasant Road

I have given my name and postal address but would prefer these not to be published.

Mount Pleasant Road

[REDACTED], really needs to do more homework (article on front page November 16th). [REDACTED]

1. Only one of the houses in the Mount Pleasant Road has been converted into (four) flats. The rest are occupied by ordinary families. We all have and use our off-street parking but, as most people do, have occasional visitors or deliveries from the street.
2. There is almost no parking in the street outside working weekdays and weekends when the Friends' School sports pitches are in use. I have included a photograph of the road opposite the school this morning (Thursday) at 8am to show this. The problems referred to in your article are really restricted to about 20 minutes in the morning rush hour when a combination of heavy traffic and the build-up of parking can cause bottlenecks. The rest of the time the road actually is 'pleasant'.
3. Most of the day time parking on the street is generated by the Friends' School, St. Thomas More around the corner in South Road and other workplaces such as the building sites in the surrounding area. I have even seen Waitrose staff park here for free and then walk down into town.
4. There is a big difference between having car parks and the staff, parents and visitors actually **using** them. There are usually several cars in the road that belong to [REDACTED] – easy to spot as they are sporting FSSW parking permits in the windscreens! The other day a catering supply delivery lorry for the school parked in the road rather than on school premises during the peak morning rush. The driver spent about half an hour unloading apparently oblivious to the chaos he was causing. And coaches for school trips are rarely parked on school premises, but again in the road (with the engine running). Other vehicles are, despite his claims, those of Friends' pupils' parents.

Mount Pleasant and Debden Roads do not belong to the Friends' School. We all have to share road space in this increasingly crowded town and [REDACTED] should perhaps look a little more at how the school can be a good neighbour rather than, without any basis in facts, lash out at us for the quite reasonable things we do in our own homes.

Item F
email to NEPP (inc photo.)
17/11/2011

From: Trevor Degville
Sent: 24 November 2011 11:28
To: Shane Taylor
Subject: FW: Mount Pleasant Road, S Walden
Attachments: 039.JPG

Shane

In case you have not seen the below

Thanks

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Sent: 17 November 2011 11:27
To: Trevor Degville
Subject: FW: Mount Pleasant Road, S Walden

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To: Parking
Subject: Fw: Mount Pleasant Road, S Walden

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I would hope and expect that changes in the parking regime in the street will only be made on the basis of properly collected evidence and done after consultation with the many parties involved and not just one self-interested occupant of the road who themselves are a significant cause of the problem.

----- Original Message -----

From: [redacted]
To: editor@waldenlocal.co.uk
Sent: Thursday, November 17, 2011 9:05 AM
Subject: Mount Pleasant Road

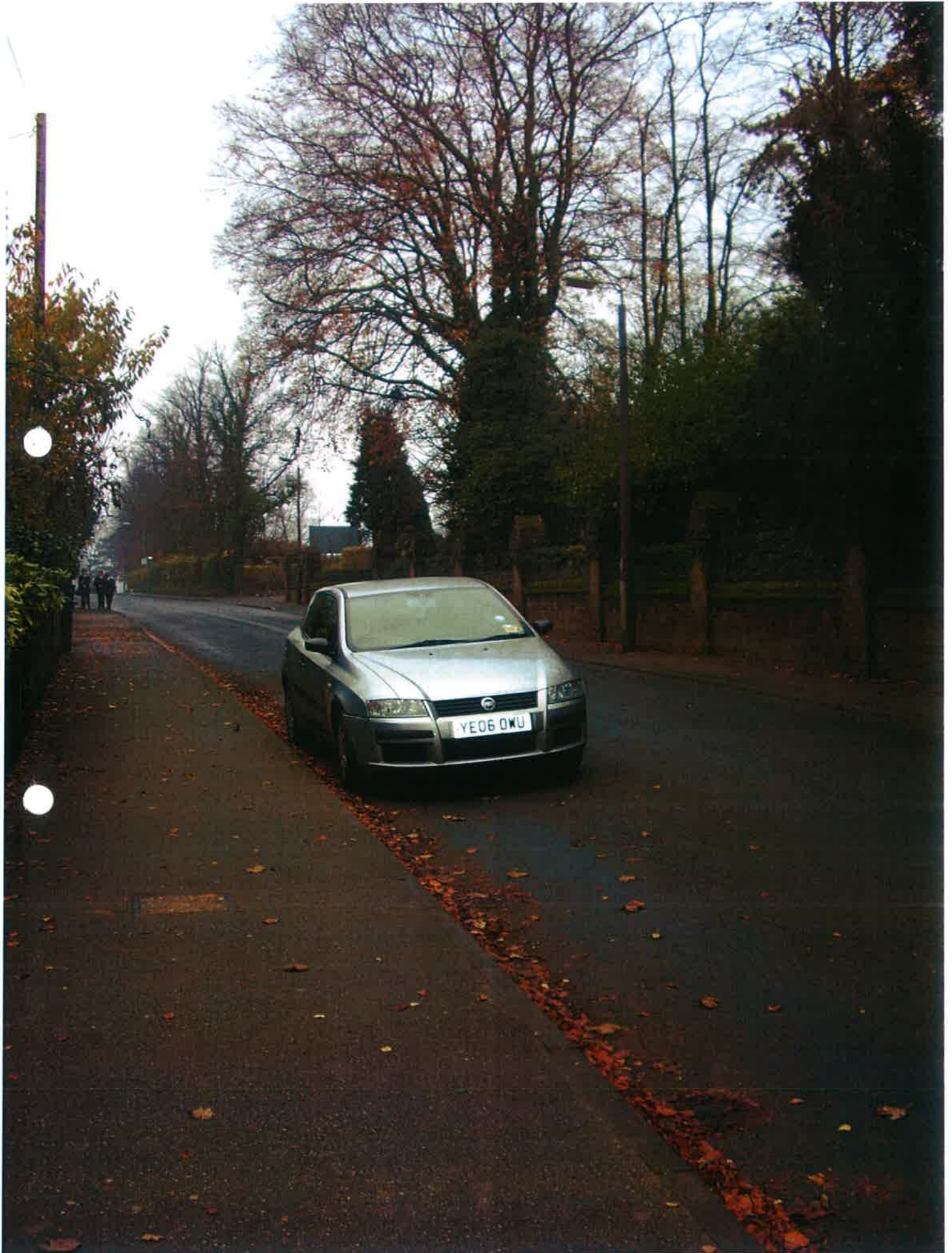
I have given my name and postal address but would prefer these not to be published.

Mount Pleasant Road

Graham Wigley, the head teacher of the Friends' School, really needs to do more homework (article on front page November 16th). I live opposite the school on Mount Pleasant Road and work from home in an office with a bird's eye view of the street, so I am in a position to give him a short lesson:

1. Only one of the houses in the Mount Pleasant Road has been converted into (four) flats. The rest are occupied by ordinary families. We all have and use our off-street parking but, as most people do, have occasional visitors or deliveries from the street.
2. There is almost no parking in the street outside working weekdays and weekends when the Friends' School sports pitches are in use. I have included a photograph of the road opposite the school this morning (Thursday) at 8am to show this. The problems referred to in your article are really restricted to about 20 minutes in the morning rush hour when a combination of heavy traffic and the build-up of parking can cause bottlenecks. The rest of the time the road actually is 'pleasant'.
3. Most of the day time parking on the street is generated by the Friends' School, St. Thomas More around the corner in South Road and other workplaces such as the building sites in the surrounding area. I have even seen Waitrose staff park here for free and then walk down into town.
4. There is a big difference between having car parks and the staff, parents and visitors actually **using** them. There are usually several cars in the road that belong to Mr. Wigley's own staff – easy to spot as they are sporting FSSW parking permits in the windcreens! The other day a catering supply delivery lorry for the school parked in the road rather than on school premises during the peak morning rush. The driver spent about half an hour unloading apparently oblivious to the chaos he was causing. And coaches for school trips are rarely parked on school premises, but again in the road (with the engine running). Other vehicles are, despite his claims, those of Friends' pupils' parents.

Mount Pleasant and Debden Roads do not belong to the Friends' School. We all have to share road space in this increasingly crowded town and Mr. Wigley should perhaps look a little more at how the school can be a good neighbour rather than, without any basis in facts, lash out at us for the quite reasonable way we live in our own homes.



Item G
email to NEPP
date 24/11/2011

Page 1 of 1

Peter Gray

From:
Sent: 24 November 2011 10:17
To: Parking
Subject: Problem Parking in Saffron Walden

Dear Sirs,

We are a [redacted] that uses Mount Pleasant Road in Saffron Walden on a regular basis to get access to "The Lord Butler Leisure Centre" but are constantly getting held up because of the cars parked from the start to end of Mount Pleasant with no breaks for us to pull in.

Two big vehicles can not pass safely on this road and as the road bends you can not see what is approaching till you have made the move. This has got worse since the new development site that is currently underway.

Most of the residents seem to have their own drives so I can only guess this must be workers parking here to avoid parking and paying in the town.

This is a busy road and I feel needs to be kept as clear as possible so am emailing in the hope that something can be done about it with either some double yellow lines on both side or if some parking has to be on this road then a designated area only so that large vehicles can pass.

It would be much appreciated if you could look into this for me.

Look forward to hearing from you in due course.

Regards

24/11/2011

63

Item H
email to NEPP
date - 08/03/2011

Shane Taylor

From: Shane Taylor
Sent: 08 March 2012 16:35
To:
Subject: RE: Re parking in Peaslands Road, Saffron Walden

Dear

Thank you for your email.

Site visits have been conducted by officers based at Colchester and we have liaised with local officers who have made this decision.

Your points however will be noted.

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel: 01206 507860
Colchester Borough Council

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bringing together the parking operations for Essex

Think  before you print this email!

From: [redacted]
Sent: 08 March 2012 16:09
To: Shane Taylor
Subject: Re: Re parking in Peaslands Road, Saffron Walden

Hi mr taylor

(Hanks for your prompt reply. The problem is here + now, deferring/burying one's head in the sand will not make it go away. In fact the problem will only get worse as the houses become occupied.

In my opinion it is only a matter of time until an accident/serious road rage incident occurs there as a result of this situation. By doing nothing you are forcing traffic to deviate through a densely populated housing estate, which is the only other option. (Of course you wouldn't be aware of that in Colchester + because the issue is not directly affecting you there is no doubt much less of a priority).

When I read about an otherwise avoidable accident/road rage incident in the local paper, I will forward them this email.

A disappointed,

who was trying to do his civic duty.
Sent from my BlackBerry smartphone from Virgin Media

From: "Shane Taylor" <Shane.Taylor@colchester.gov.uk>
Date: Thu, 8 Mar 2012 15:34:09 -0000
To: <[redacted]>

Subject: FW: Re parking in Peaslands Road, Saffron Walden

Dear

Thank you for your email to the North Essex Parking Partnership and the views contained within it.

We have had a previous complaint relating to the area and general parking habits at varying times of the day.


A report was written recently and submitted to Uttlesford District Council for their consideration against a number of requested Traffic Regulation Order requests.

Unfortunately the matter has been deferred for 12 months whilst nearby building works are completed and this will provide us with a clearer idea of the requirement of parking restrictions in the future, if deemed necessary and appropriate.

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel: 01206 507860
Colchester Borough Council

Colchester is the lead authority for the North Essex Parking Partnership....
bringing together the parking operations for Essex

Think  before you print this email!

From: [redacted]
Sent: 08 March 2012 13:02
To: Parking
Subject: Re parking in Peaslands Road, Saffron Walden

Dear Sir/Madam

I would like to complain about the on street parking on Peaslands Road, Saffron Walden. As you may be aware, Peaslands Road is a busy cross town road in Saffron Walden & has become very congested due to the parked cars which only allow one way traffic.

This problem has been compounded by the parking of vehicles outside the Friends School, (which is surprising given that the Friends have two car parks) & also all of the houses on the opposite side have driveways, yet they never seem to be used fully by the local residents.

Towards the middle of Peaslands Road there is a new housing development, which has attracted the inevitable vans, lorries, cars etc which are parked on the road all day long. The progress on traffic is hampered by the fact that there is a bend midway, so motorists can't see what is coming, thus causing lots of issues, stress & wasted time.

Given that it took me 10 minutes this morning at 11 O'clock to travel from one end to the other, I feel that it is time the Council acted accordingly, by either restricting the on street parking with permits for locals, yellow lines & ensuring that the building contractors park in the road leading to the development that is being built.

Item # J1
email to NEPP - large vehicles/coaches
date ~~20/03/2012~~ 20/03/2012

Shane Taylor

From: Shane Taylor
Sent: 20 March 2012 10:32
To:
Subject: FW: Parking South Road Saffron Walden

Dear

Thank you for your email to the North Essex Parking Partnership and the views contained within it.

We have had a previous complaint relating to the area and general parking habits at varying times of the day.

A report was written recently and submitted to Uttlesford District Council for their consideration against a number of requested Traffic Regulation Order requests.

Unfortunately the matter has been deferred for 12 months whilst nearby building works are completed and this will provide us and Uttlesford District Council with a clearer idea of the requirement of parking restrictions in the future, if deemed necessary and appropriate.

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel: 01206 507860
Colchester Borough Council

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bringing together the parking operations for Essex Think Pbefore you print this email!

-----Original Message-----

From: [redacted]
Sent: 19 March 2012 08:39
To: Parking
Cc: [redacted]
Subject: Parking South Road Saffron Walden

There are significant housing developments currently underway in Saffron Walden particularly in the north of the town.

Two main developments utilise access roads off South Road, one directly opposite our property. Although the increase in traffic and disturbance has not been great it is only recently that the weight of traffic, particularly large lorries, has become a concern.

The double yellow lines stop at the top of South Road (just before our property) and then continue as single yellow lines a few houses down.

As a result of this the contractors often park either side of our drive making exit / entry to our property difficult.

With two schools in South Road the weight of additional traffic is causing problems particularly during the morning and afternoon school run. It often difficult for parents and their children to use the pavement due to parking on the pavement by many of the contractors larger vehicles.

Last month our wall was knocked down by a lorry trying to enter the site opposite our property as it is difficult for these vehicles to manoeuvre without using our driveway.

We have two young children and it is a worry that the traffic and larger vehicles cause a danger whilst the parking on South Road remains as is.

With two schools in South Road I would have thought that addressing the parking controls would be a priority by a combination of extending the double yellow lines, only allowing parking during the school run or resident parking only.

I look forward to hearing from you before a more serious incident that a demolished wall takes place.

Thank you.



Saffron Walden, Essex'

Item J2

email to NEPP re parking
- scheme to be considered later.

Shane Taylor

From: Shane Taylor
Sent: 18 September 2012 21:11
To:
Subject: Re: Technical Team

Date - 18/9/2012

I do not believe that there is any further comment i can make in regards to this request and it will be dealt with in the prescribed and agreed manner as suggested in earlier correspondence.

If you feel that local residents are parking contrary to guidance in the highway code then you should contact Essex Police who will be able to assist you further in this matter if they feel that this is appropriate.

We will contact all interested parties when further information is available which relates to this particular request.

Local officers are more than aware of the site and reported issues.

Regards Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Colchester Borough Council

On 18 Sep 2012, at 16:41,

wrote:

Dear Shane Taylor,

Our neighbours are prone to exaggeration where as I can point to actual proof that despite having off street parking they deliberately park directly opposite our entrance. This is after I have pointed out to them with the aid of the Highway Code that the first place that a motorist should not park is 'near a school entrance'. Please look it up for yourself. They tell me, and I quote, " you can't enforce it so I'll park where I like!" They even park there although they have all suffered damage to their cars. How puerile is that?

You seem to be making assumptions about schools in general and then applying them to Friends' School which is a good trick as you have never visited our site which is all I am asking.

The staff, parents and visitors to the school are all accommodated on site. They do not have to park on the road. The contractors who built our new junior school were all accommodated on the school site. No contractor has had to park on the road unlike the development taking place on the corner of South Road. In fact we have bent over backwards to make life as comfortable as possible for all our neighbours. With parking restrictions for the protection and safety of all site users we would not be inconveniencing our neighbours in the slightest. The reason they complain is because it has Friends' School attached to it and they object on principal. Incidentally I would be interested to see the complaints that have been made against the school as you seem to be putting a good deal of faith in them but not making yourself conversant with the real situation here.

I would urge you to reconsider your decision to delay visiting our site.

On 18 September 2012 15:55, Shane Taylor <Shane.Taylor@colchester.gov.uk> wrote:

I can appreciate your comments however there are a number of schools in the Partnership area without restrictions and many more where restrictions are in place but are unenforceable due to a number of reasons.

Prior to the creation of the Parking Partnership school based restrictions were put in place on an advisory only basis and in fact there is one site in Saffron Walden itself where this is the case.

Unfortunately we do need to consider local residents in any proposals made and utilise accident statistics to install restrictions on the basis of the evidence available and not due to a perceived danger.

In a majority of cases school based parking issues appear to be caused by activities of the parents at the relevant times and in fact we have received residential complaints to reinforce this.

Restrictions will be considered at the appropriate time and instigated if deemed necessary as is the case with all requests received.

Kind regards

Shane Taylor

Technical Team Leader

North Essex Parking Partnership

Tel- 01206 282838


Fax- 01206 282716

Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

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bringing together the parking operations for Essex

Think  before you print this email!

From:
Sent: 18 September 2012 15:37
To: Shane Taylor
Subject: Re: FW: Technical Team

Dear Shane,

Thank you for your reply.

With the greatest respect I am not altogether concerned about what objections our neighbours have!

However, I am very

concerned that the site that contains getting on for 600 people at any one time, 400 of which are children, an emergency vehicle cannot enter the site from its front entrance because there are absolutely no parking restrictions whatsoever in front of the school. Would you not think that very unusual. If you can find another school in Essex without parking restrictions at its entrance then I will be mightily impressed.

In all the circumstances I would ask you to reconsider your stance and come to our site at the earliest opportunity to see if you feel it is worth the risk of waiting for an accident to happen when just standard no parking hatched lines out side our entrances would solve the problem.

On 18 September 2012 12:23, Shane Taylor <Shane.Taylor@colchester.gov.uk> wrote:

Dear

Thank you for your email.

We have received a request to investigate parking near to the school however it also appears that local residents would not be supportive of further restrictions.

In agreement with Uttlesford District Council, any pending work in this area has been deferred until nearby building works are completed as this will provide us with an opportunity to ascertain future parking provision in the area and any changes or additions which are deemed necessary and appropriate will be instigated at this time.

We will endeavour to contact all interested parties as soon as there is any further information available.

Kind regards

Shane Taylor

Technical Team Leader

North Essex Parking Partnership

Tel- 01206 282838

Fax- 01206 282716

Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

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Think  before you print this email!

From:
Sent: 10 September 2012 15:48
To: Parking
Subject: Technical Team

Dear Sir/Madam

For some time now we have had to endure people parking directly opposite the school entrances on Mount Pleasant Road. our Post code is

The people who park in this way are mostly our neighbours opposite despite me showing them the section in the highway code which says that you mustn't park near a school entrance!

We have had instances recently where delivery vehicles have not been able to turn into our driveway because of insufficient turning caused by the cars parked opposite the entrance. This vehicle could very well have been an emergency vehicle and as

at the school I would like to investigate the provision of hatched yellow lines like the ones that exist outside every other school in Saffron Walden, in particular Dame Bradbury's who suffered badly from parking related issues in the past along Ashdon Road.

Please give this matter your consideration. I am happy to meet you on site so that you can observe the issues with which I am dealing.

Thank you

item 32
email to NEAP
date - 18/9/2012

Richard Walker

From: Shane Taylor
Sent: 18 September 2012 21:11
To: David Wood
Subject: Re: Technical Team

Dear Mr Wood

I do not believe that there is any further comment i can make in regards to this request and it will be dealt with in the prescribed and agreed manner as suggested in earlier correspondence.

If you feel that local residents are parking contrary to guidance in the highway code then you should contact Essex Police who will be able to assist you further in this matter if they feel that this is appropriate.

We will contact all interested parties when further information is available which relates to this particular request.

Local officers are more than aware of the site and reported issues.

Regards Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Colchester Borough Council

On 18 Sep 2012, at 16:41, "David Wood" <bursar@friends.org.uk> wrote:

Dear Shane Taylor,

Our neighbours are prone to exaggeration where as I can point to actual proof that despite having off street parking they deliberately park directly opposite our entrance. This is after I have pointed out to them with the aid of the Highway Code that the first place that a motorist should not park is '*near a school entrance*'. Please look it up for yourself. They tell me, and I quote, " you can't enforce it so I'll park where I like!" They even park there although they have all suffered damage to their cars. How puerile is that?

You seem to be making assumptions about schools in general and then applying them to Friends' School which is a good trick as you have never visited our site which is all I am asking.

The staff, parents and visitors to the school are all accommodated on site. They do not have to park on the road. The contractors who built our new junior school were all accommodated on the school site. No contractor has had to park on the road unlike the development taking place on the corner of South Road. In fact we have bent over backwards to make life as comfortable as possible for all our neighbours. With parking restrictions for the protection and safety of all site users we would not be inconveniencing our neighbours in the slightest. The reason they complain is because it has Friends' School attached to it and they object on principal. Incidentally I would be interested to see the complaints that have been made against the school as you seem to be putting a good deal of faith in them but not making yourself conversant with the real situation here.

I would urge you to reconsider your decision to delay visiting our site.

David Wood
Bursar

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Dear Mr Wood

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Prior to the creation of the Parking Partnership school based restrictions were put in place on an advisory only basis and in fact there is one site in Saffron Walden itself where this is the case.

Unfortunately we do need to consider local residents in any proposals made and utilise accident statistics to install restrictions on the basis of the evidence available and not due to a perceived danger.

In a majority of cases school based parking issues appear to be caused by activities of the parents at the relevant times and in fact we have received residential complaints to reinforce this.

Restrictions will be considered at the appropriate time and instigated if deemed necessary as is the case with all requests received.

Kind regards

Shane Taylor

Technical Team Leader

North Essex Parking Partnership

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Fax- 01206 282716

Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

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bringing together the parking operations for Essex



From: David Wood [mailto:bursar@friends.org.uk]
Sent: 18 September 2012 15:37
To: Shane Taylor
Subject: Re: FW: Technical Team

Dear Shane,

Thank you for your reply.

With the greatest respect I am not altogether concerned about what objections our neighbours have!

However, I am very concerned that as the designated person responsible for Health and Safety for a site that contains getting on for 600 people at any one time, 400 of which are children, an emergency vehicle cannot enter the site from it's front entrance because there are absolutely no parking restrictions whatsoever in front of the school. Would you not think that very unusual. If you can find another school in Essex without parking restrictions at it's entrance then I will be mightily impressed.

In all the circumstances I would ask you to reconsider your stance and come to our site at the earliest opportunity to see if you feel it is worth the risk of waiting for an accident to happen when just standard no parking hatched lines out side our entrances would solve the problem.

David Wood

Bursar

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We will endeavour to contact all interested parties as soon as there is any further information available.

Kind regards

Shane Taylor

Technical Team Leader

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Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

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bringing together the parking operations for Essex

Think  before you print this email!

From: David Wood [mailto:bursar@friends.org.uk]
Sent: 10 September 2012 15:48
To: Parking
Subject: Technical Team

Dear Sir/Madam

I am writing on behalf of Friends' School Saffron Walden. My name is David Wood and I am the Bursar. My contact number is: 07788744549.

For some time now we have had to endure people parking directly opposite the school entrances on Mount Pleasant Road. our Post code is CB11 3EB.

The people who park in this way are mostly our neighbours opposite despite me showing them the section in the highway code which says that you mustn't park near a school entrance!

We have had instances recently where delivery vehicles have not been able to turn into our driveway because of insufficient turning caused by the cars parked opposite the entrance. This vehicle could very well have been an emergency vehicle and as I am the responsible person for Health & Safety at the school I would like to investigate the provision of hatched yellow lines like the ones that exist outside every other school in Saffron Walden, in particular Dame Bradbury's who suffered badly from parking related issues in the past along Ashdon Road.

Please give this matter your consideration. I am happy to meet you on site so that you can observe the issues with which I am dealing.

Thank you

David Wood

Bursar

--

David Wood

Bursar

Friends' School Saffron Walden

Phone: +44 (0)1799 525351, Fax: +44 (0)1799 523808, Website: www.friends.org.uk

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--

David Wood

Bursar

Friends' School Saffron Walden

Phone: [+44 \(0\)1799 525351](tel:+44(0)1799525351), Fax: [+44 \(0\)1799 523808](tel:+44(0)1799523808), Website: www.friends.org.uk

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--

David Wood

Bursar

Friends' School Saffron Walden

Phone: +44 (0)1799 525351, Fax: +44 (0)1799 523808, Website: www.friends.org.uk

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Item k
email from UDC to NEPA.

Shane Taylor

From: Andrew Taylor <ataylor@uttlesford.gov.uk>
Sent: 06 June 2013 21:15
To: Shane Taylor; Chris.Stoneham@essex.gov.uk; Rissa Long Highway Liaison Officer
Cc: Andrew Taylor
Subject: Saffron Walden

Thanks very much for meeting earlier in the week. I found it very helpful and I hope you did as well.

I think the outcome is as follows:

Debden Road – Peaselands Road. To be led by Parking Partnership. Shane to prepare scheme and UDC will submit to Partnership as one of its schemes in the next round. Hoped likely installation spring/summer 2014. This would entail double yellow lines for much of the Borough Land to Friends School junction although M – F 8 – 6 limit where cars currently park close to Doctors. On Mount Pleasant/Peaselands generally M-F 8-6 restriction although in some places (opposite nursery and close to crossing points) double yellows will be required.

High Street. To be led by Parking Partnership in partnership with ECC. Shane to prepare scheme to remove parking bay for 4 cars and install double yellows. ECC to paint centre line to create 2 north bound traffic ques. ECC to also move back right turn stop line a car length to ease south bound travel – no change to traffic light wires required.

Ashdon Road. Parking Partnership to lead. Shane to prepare scheme to remove first parking bays on northern side as already parking to rear of properties. Create larger refuge points along the road.

Andrew Taylor MRTPI
Assistant Director Planning and Building Control

Council Offices
London Road
Saffron Walden
Essex
CB11 4ER
T 01799 510601
F 01799 510550
E ataylor@uttlesford.gov.uk

Item L
NEPP Scheme
Source - NEPP
Date - 08/08/2013.

Summary sheet

Mount Pleasant Road-Saffron Walden

A site visit has been conducted to witness at first hand the alleged issues.

A map has been included to highlight the area photographed and visited. The map also highlights the fact that there have been no recorded accidents via Essex County Councils Traffweb site.

Photographs taken during the site visit are included to highlight any issues encountered or witnessed.

Correspondence is also included which has led to our investigation and site visit.

Officer Recommendation

Photograph A depicts Mount Pleasant Road during a typical weekday and indicate a section of road which is used by local residents, "commuters" and local workers at the nearby new residential development currently under construction.

The complainant has suggested that access to this particular road is restricted, leading to issues with larger vehicles, due to the parking which occurs at the location in photograph A.

There are schools in the area which are serviced by this road and connecting highway and peak drop off and collection times sees an increase in parked vehicles at specific times of the day although freedom of movement, albeit restricted is still possible if driver courtesy is displayed.

Residential views regarding the implementation of restrictions appear to suggest that this would not be welcomed and that the periodic "inconveniences" focused around school drop off/collection times is generally tolerated.

Other enclosed photographic images serve to illustrate that despite the presence of a major development in the area there appears to be ample space available to cater for parked vehicles and access, as mentioned is still possible if driver courtesy is displayed.

The introduction of a restriction in this area may not be necessary on the basis of the evidence gathered during the site visit.

South Road, Mount Pleasant Road and Peaslands Road all appear to be "self Policing" in terms of parking and access and consideration should also be given to the near future when there may ultimately be a certain "spillage" from the new build in the area and the absorption of associated traffic needs to be accounted for.

With the completion of the new build, parking workers will also disappear, freeing up additional space.

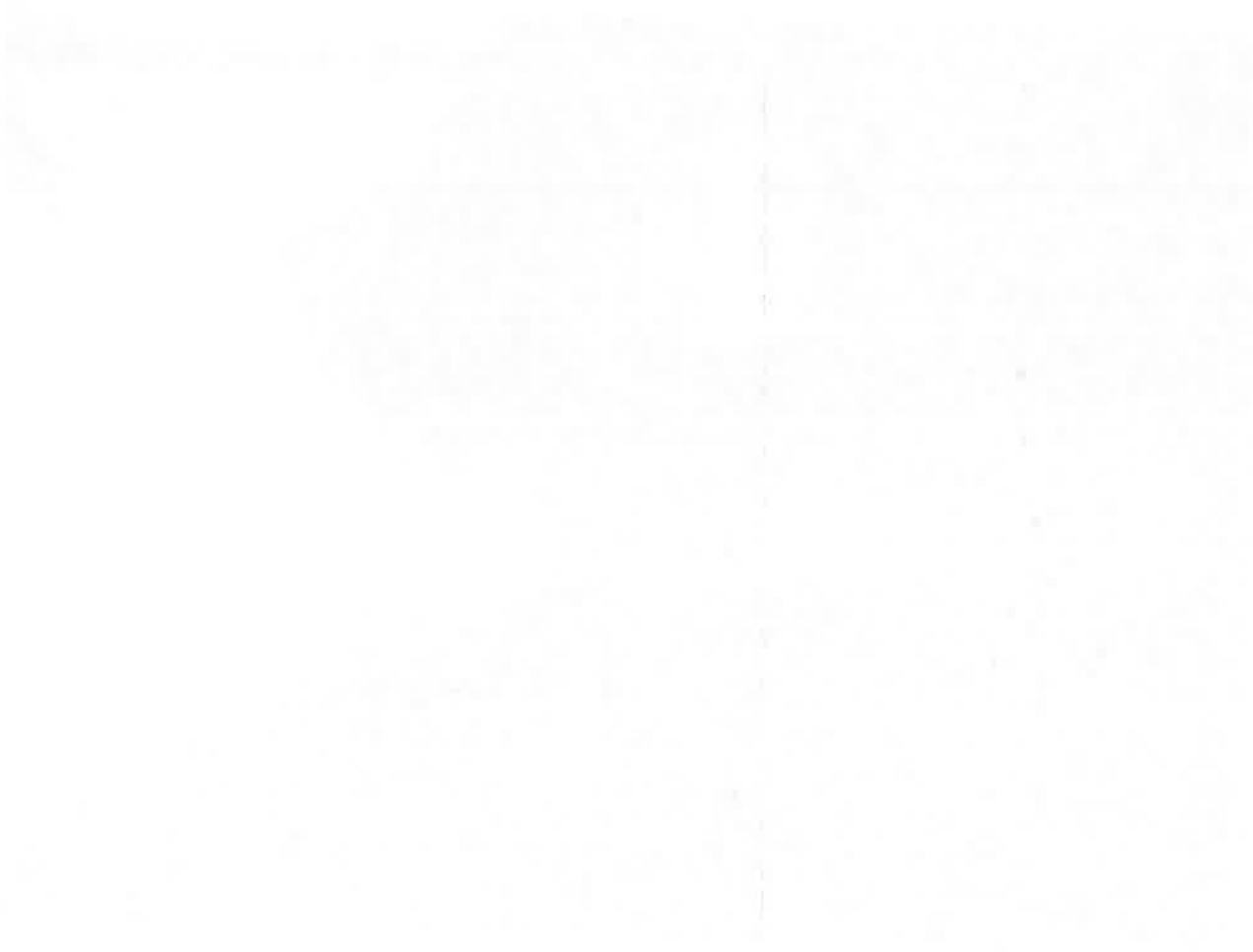
Any potential restriction introduced would have to be endorsed by the residents who may be affected, along with the nominal displacement of vehicles in place at this moment in time.



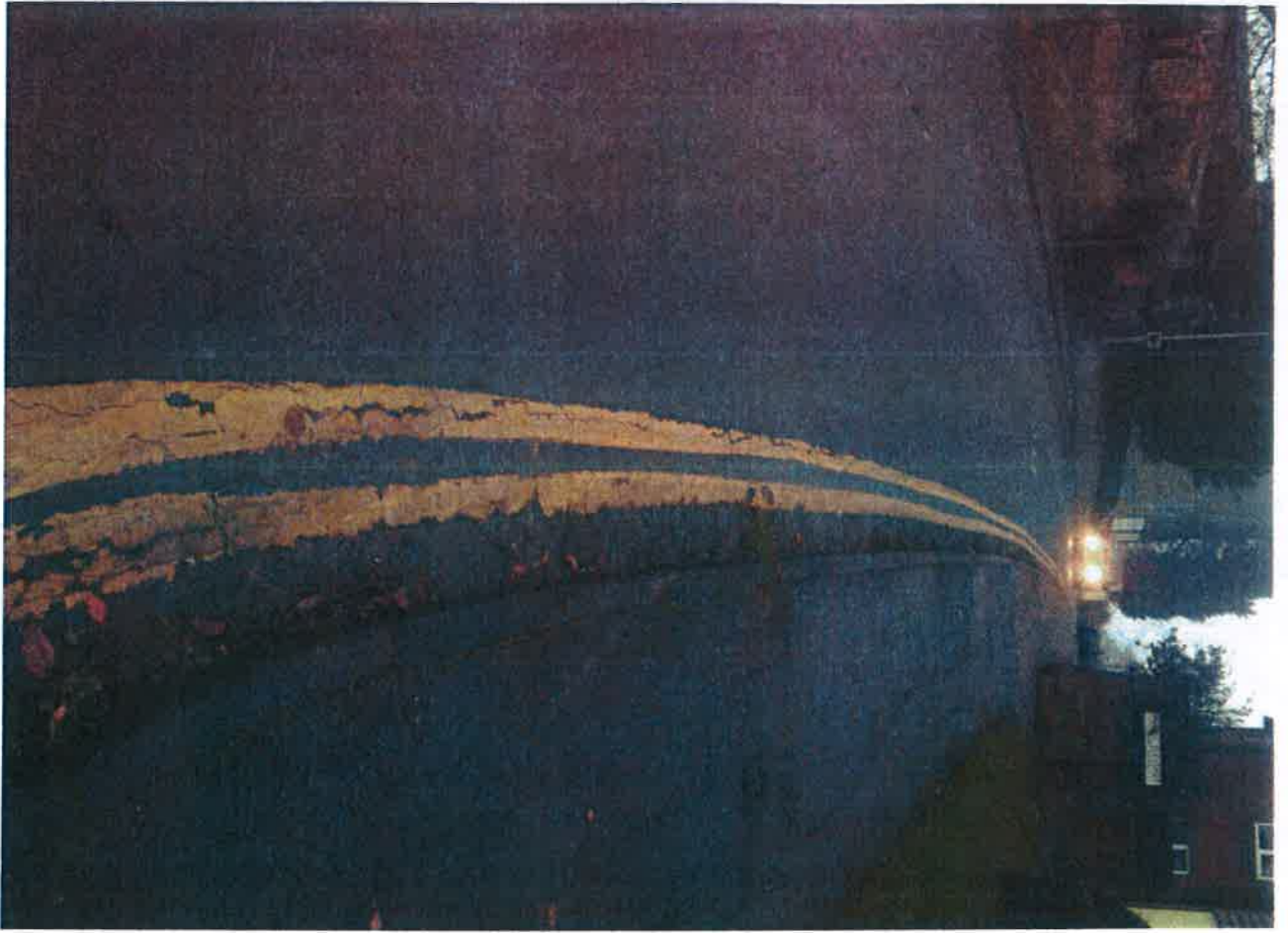




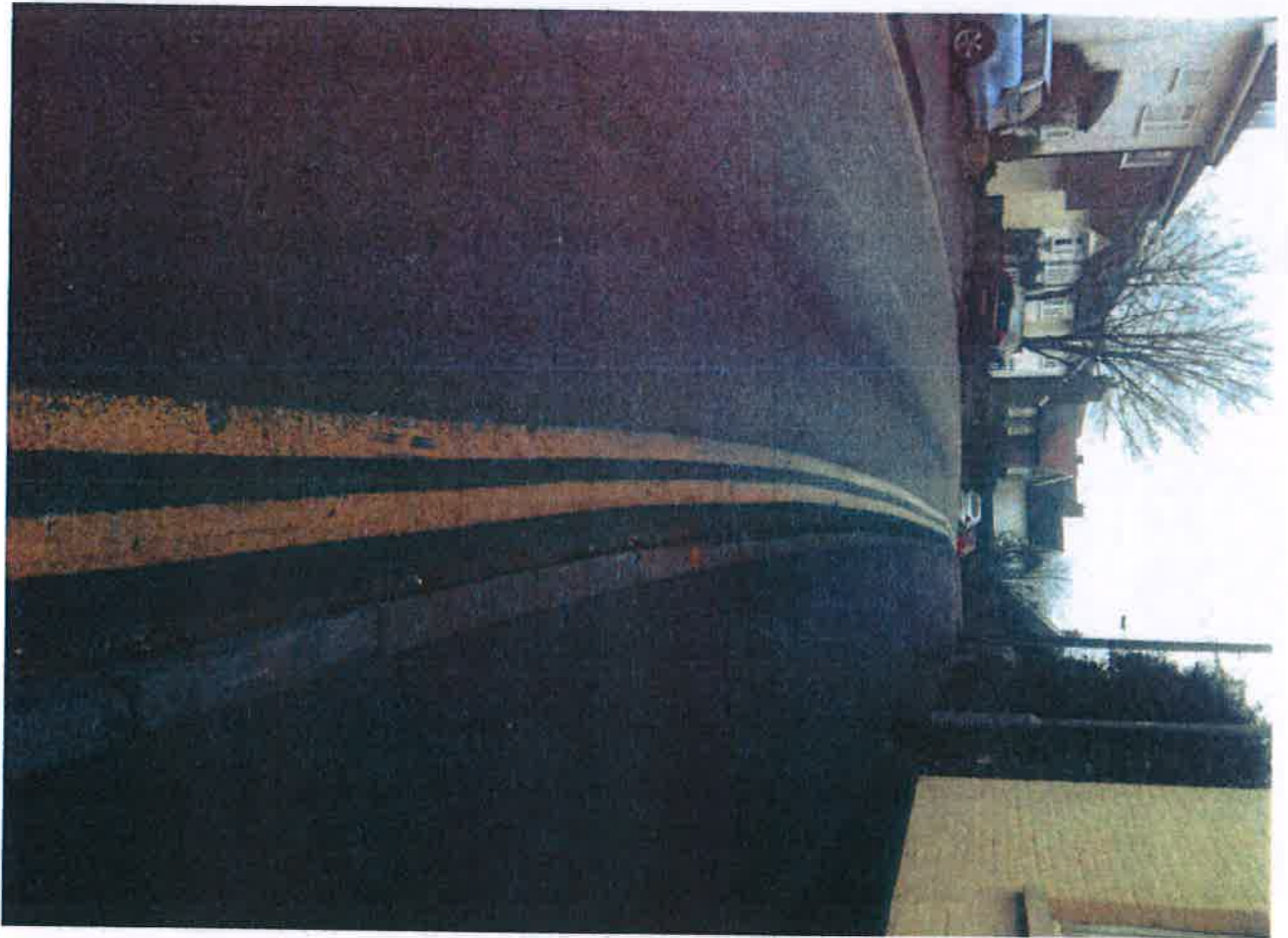


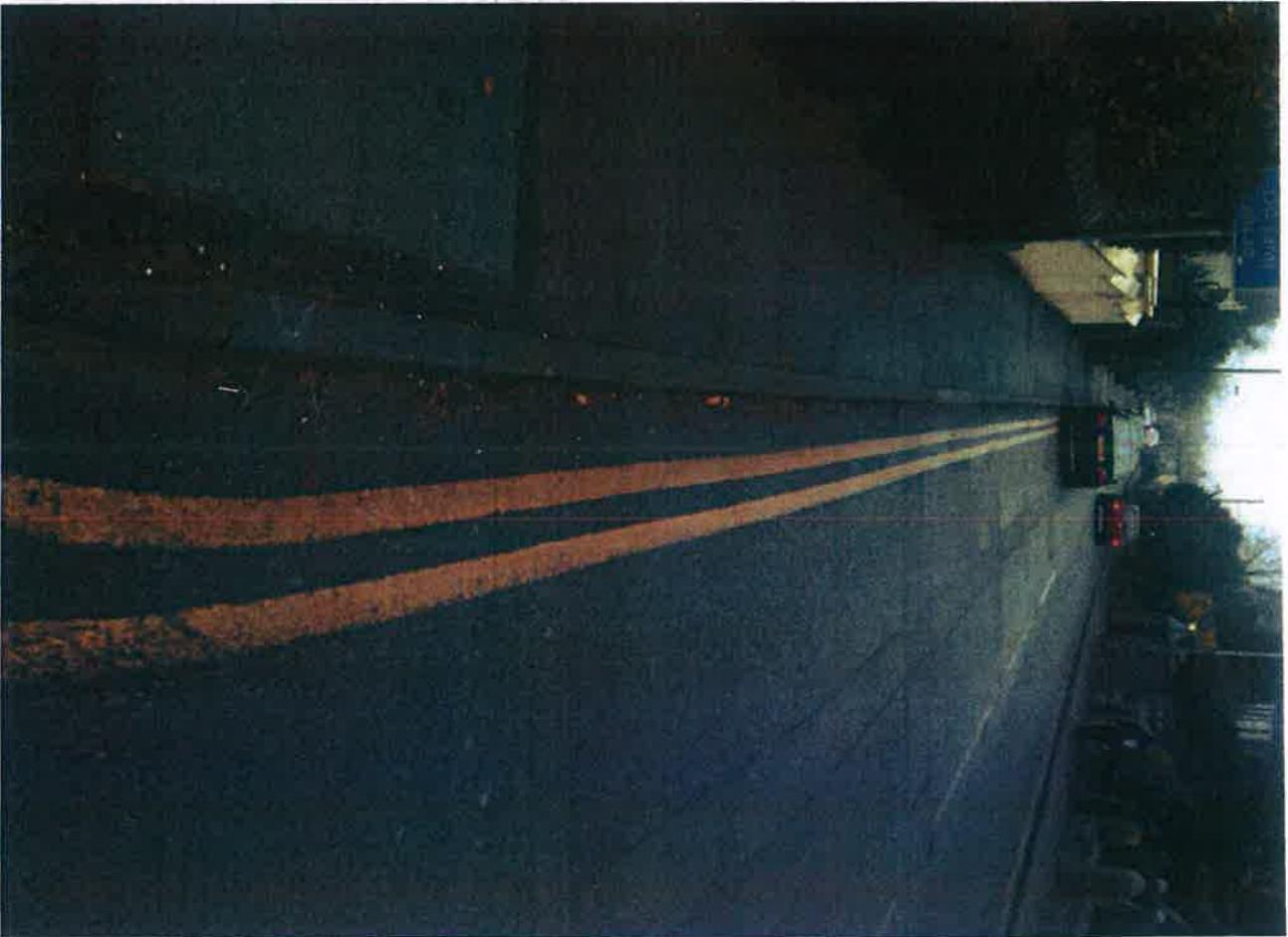
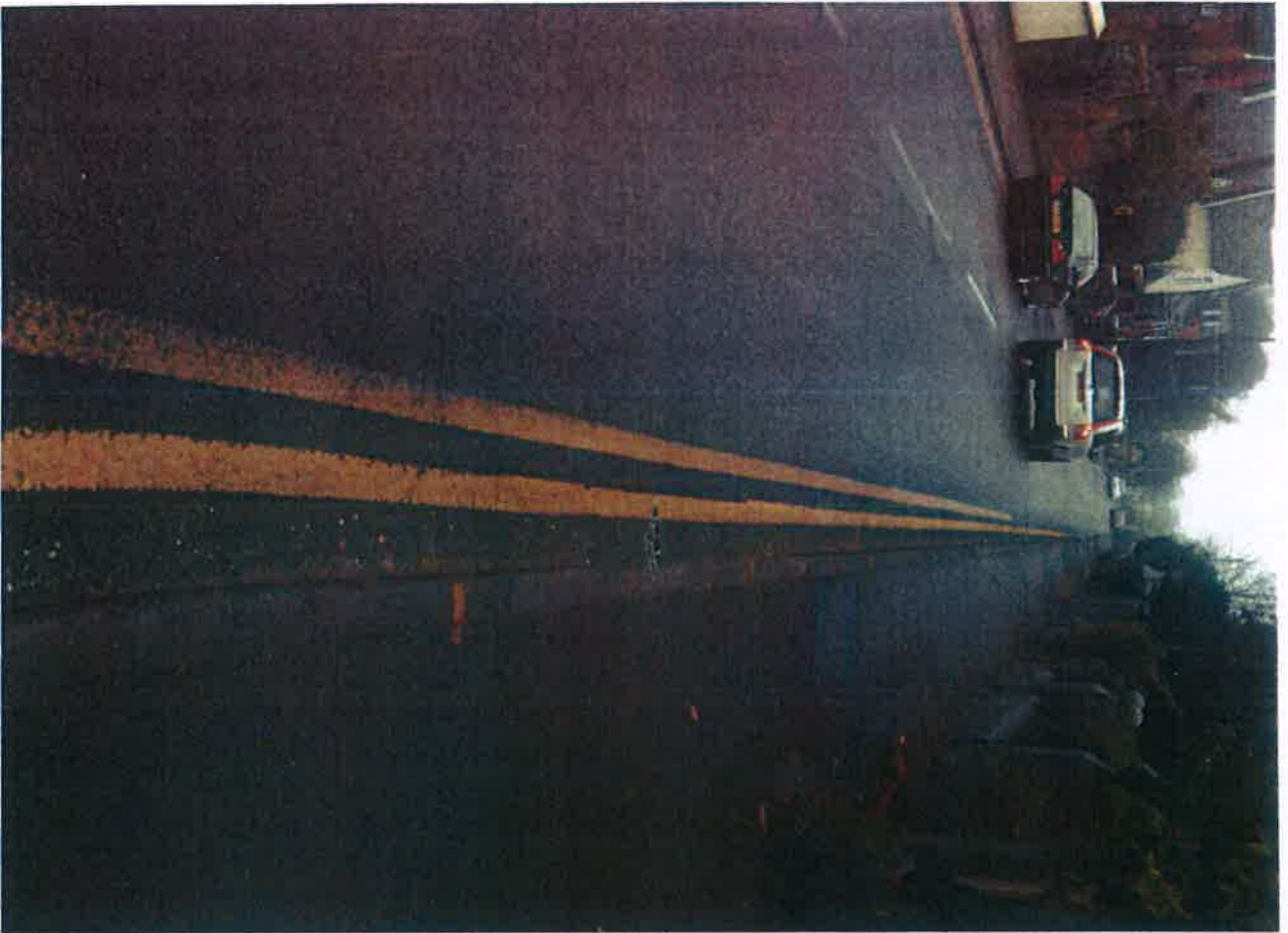
















Item L
 extract from NEAP JPC
 date 08/08/2013
 Schemes to be progressed

Ref Number	District	Name of Scheme	Type of Restriction and brief summary	Funded	Priority for District	Previously Approved (PA) / Previously Deferred (PD) / Approved (A) / Deferred (D) / Rejected (R)? With date of meeting
10021	Uttlesford	Catons Lane	Residents parking		1	A 10/04/2013
10023	Uttlesford	High Stile Great Dunmow	Amendments to School Restriction Being advertised		3	Being Advertised 10/04/2013
10024	Uttlesford	Hawthorne Close - Takely	Waiting restrictions			D 10/04/2013
10027 ^T	Uttlesford	Audley End Road - Temporary Order	Cleanway Restriction - temporary restriction March 2012- Sept 2013			T 01/03/2012
10028	Uttlesford	Audley End Road	Cleanway Restriction - temporary restriction due to expire Sept 13 Being Advertised			Being Advertised 10/04/2013
10029	Uttlesford	High Street	Removal of 4 parking bays and replace with waiting restrictions	N		
10030	Uttlesford	Pleasland Road/Debden Road	Waiting Restrictions	N		
10031	Uttlesford	Ashden Road	Removal of some parking bays	N		
10032	Uttlesford	Rowntree Way, Saffron Walden	Waiting restrictions near Tesco entrance	N		

Report to: NEPP Committee
Date: 8 August 2013
Subject: Changes to TRO Schemes Policy
Author: Trevor Degville & Shane Taylor
Presented by: Trevor Degville & Shane Taylor

Item L1
Reviewed scoring
matrix & TRO policy
date 08/08/2013.
Source - NEPP JPC

1. Introduction and Purpose of Report

- 1.1 Members of the committee are asked to approve the officer recommendations relating to the following subjects;
- Adoption of revised TRO scoring sheet (Appendix 1)
 - Adoption of formal time period for reconsideration of TRO requests following official rejection.
 - Official time period to be instigated and agreed in relation to newly adopted roads/estates relating to TRO requests
 - Essex County Council TRO referrals not meeting ECC criteria.

2. Revised TRO Scoring Matrix

- 2.1 Work has been completed and all client officers have been previously provided with a copy of the new scoring matrix for information and comment.
- 2.2 Amendments have been made following comment and the scoring matrix is now considered to be fit for purpose and provides more relevance to the scoring process and has removed terminology and reference which had previously led to confusion.
- 2.3 More emphasis has been given to the considerations made by officers and the relevant District partners concerning the priorities of the Partnership such as the availability of funding (external source) and if a scheme will be sustainable and financially viable (residents parking).
- 2.4 Consideration of accident statistics specifically apportioned to parking has also been made and amended from the current stance which currently provides a points score for any assumed recorded accident at a site irrespective of the cause(s).
- 2.5 A new TRO template previously approved by members will need to be completed by requesting parties prior to formal investigation of a request and subsequent use of the new scoring matrix.
- 2.6 Members are reminded that majority support of residents/interested parties is required in relation to scheme/restriction requests and there

is an expectation that informal consultations are undertaken locally (residents associations/ward members), where necessary beforehand.

3. Reconsideration of Officially Rejected TRO Requests

- 3.1 Substantial work has been conducted by NEPP officers and client departments to investigate prioritise and reject those requests which are deemed to be unsuitable for progression.
- 3.2 To provide consistency to all parties requesting TRO intervention it has been suggested by partner authorities that a standard time period for the reconsideration of rejected requests is utilised and communicated to all interested parties.
- 3.3 It is envisaged that this will provide all customers with the same consistent response and avoid potential instances of avoidable contact by offering the relevant information at the time. Customer expectations are not falsely raised and officers are then able to focus on other work.
- 3.4 The time period suggested for this particular element is 5 years although further consideration to a request within this time period could be made as a result of exceptional circumstances or conditions.

4. Newly Adopted Estates/roads

- 4.1 It is commonly known within each of the partner authority areas of the level of building works and the creation of numerous new dwellings and housing estates which are ongoing.
- 4.2 NEPP and District officers are aware of the rising number of requests, usually from singular parties in relation to additional restrictions above and beyond those instigated before formal adoption has occurred.
- 4.3 It is considered that residents are aware of parking provision and restrictions prior to, or at a time of moving to such an area.
- 4.4 It is also considered that all restrictions or any relevant parking scheme considered to necessary and appropriate is instigated prior to formal adoption.
- 4.5 Interested parties, generally members of the public and local residents do not expect a drastic change in parking restrictions when residing in newly adopted estates/roads.
- 4.6 To provide consistency to all parties requesting TRO intervention it has been suggested by partner authorities that a standard time period for the consideration of these requests is utilised and communicated to all interested parties.
- 4.7 It is envisaged that this will provide all customers with the same consistent response and avoid potential instances of avoidable contact

by offering the relevant information at the time. Customer expectations are not falsely raised and officers are then able to focus on other work.

- 4.8 The time period suggested for this particular element is 5 years although further consideration to a request within this time period could be made as a result of exceptional circumstances or conditions.

5. Essex County Council TRO Referrals

- 5.1 A majority of client departments have been made aware of requests, originally investigated by Essex County Council and usually refused due to a lack of evidence supporting intervention.
- 5.2 Customers are usually informed that these referrals are then forwarded to the NEPP for further consideration, potentially falsely raising expectations that intervention will occur.
- 5.3 The NEPP utilises a majority of the information or evidence available and relied upon by County Council officers when deciding the viability of a particular request (officer site visits-Traffweb accident statistic information)
- 5.4 It is considered that if a request has been subject to the County Council TRO procedure then sufficient investigation into a matter has been undertaken.
- 5.5 It is envisaged that this will provide all customers with the same consistent response and avoid potential instances of avoidable contact by offering the relevant information at the time. Customer expectations are not falsely raised and officers are then able to focus on other work.
- 5.6 NEPP would retain a copy of all information relating to referrals for future reference and to determine and duplicate requests received.

6. Decisions required

- | | |
|-----|---|
| 3.1 | Members are requested to approve the revised scoring matrix, as illustrated in Appendix 1 and described in paragraph 2. |
| 3.2 | Members are requested to approve for adoption, the suggested time period as described in paragraph 3 in relation to officially rejected TRO requests. |
| 3.3 | Members are requested to approve the suggested time period described in paragraph 4 in relation to newly adopted estates/roads. |
| 3.4 | Members are requested to approve the policy that all Essex County Council TRO rejected schemes will not be considered by the NEPP. |

Prioritisation Methodology - New

Viability 12 points

Contribution to economic development (e.g Residents parking).....6 points
Sustainability - no displacement to other nearby roads 6 points

Finance 13 points

Funded externally and not from NEPP budget 10 points
Supports the hierarchy of routes, TRO Policy document 3 points

Impact 20 points

Parking regularly occurs within 10-15 metres of site request.....5 points
Personal injury collision recorded and attributed to parking.....10 points
Scheme/restriction is supported by relevant parties affected5 points
(e.g residents & businesses-petitions available to evidence this)

Accessibility 18 points

Parking inhibiting emergency services etc & is evidenced7 points
Parking close to school, hospital, railway station etc5 points
Parking conflicts with residents / non-residents needs3 points
Long-term parking restricts short-term parking3 points

Localised congestion 20 points

Parking causes localised congestion5 points
(congestion score not applicable at school site requests)
Parking causes congestion in peak periods (rush hours)5 points
Parking request relates to an A or B routed classified road5 points
Parking occurs on a bus route5 points

Enforcement 17 points

Parking occurs during day (8am-6pm) 3 points
Parking of a long duration (in excess of 4 hours).....4 points
Parking close to existing restrictions5 points
No other remedial action available.....5 points
(e.g verge parking-land owner intervention required like erecting bollards)

Maximum Score 100 points

Note: The engagement and consultation issues have been withdrawn from the revised scoring methodology as these occur at the decision points in the process. In a similar way, consultation is a part of the wider process.



Ashdon Road Saffron Walden

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SCALE	1 : 1480
DATE	02/12/2015
DRAWING No.	
DRAWN BY	

Item L2
 minutes of JPL meeting 08/08/13
 Abolished 31/10/2013.
 Schemes 10030 & 10031

due to the time given to the town centre scheme at Clacton-on-Sea, but now this was complete it will only take a few months to catch up with the back-log, before the Technical Team start to work on new schemes.

Councillor Turner thanked the Parking Partnership for the time and effort given to implementing the Clacton-on-Sea town centre scheme. Councillor Turner said Tendring would not be submitting any further schemes for approval at this meeting.

Councillor Mitchell said the NEPP needed to consider putting the TRO Schedule into a database, rather than run it in spreadsheet form. This would improve the layout and clunky format, would be easier to update and have records easily archived and searched. Mr. Walker said this was the intention and did form part of the Parking Partnership's forward plan. Chipside will be working on this development that is likely to take 6-8 months to complete.

Mr. Shane Taylor (Parking Partnership), in response to Councillor Barker, said the scoring matrix had been removed from the schedule to avoid comparison of the schemes scored against the old and new matrices.

Mr. Walker said the progress of the number of schemes implemented was determined by the budget for this work. The list could be reduced significantly if separate funding could be provided and the work outsourced to consultants. Councillor Turner said he was happy to discuss with his own client officer's opportunities to authorise some TRO schemes outside of the Parking Partnership. Ms. Nikki Nepean (Tendring) said she was happy to liaise with the Parking Partnership with a view to helping with the delivery of consultation letters.

RESOLVED that the Joint Committee approved the following schemes to proceed to the next stage of implementation.

<u>District</u>	<u>Ref: Number</u>	<u>Name of Scheme</u>
Uttlesford	10029	High Street
Uttlesford	10030	Pleasland Road / Debden Road
Uttlesford	10031	Ashden Road
Braintree	20007	The Grove
Braintree	20016	Century Drive
Harlow	30010	Hart Road
Harlow	30015	Horn Beams
Harlow	30020	Wedhey Garage Area
Harlow	30025	Old Road
Colchester	40045	Boxted Road
Colchester	40058	New Farm Road, Stanway
Epping Forest	60002	Willingale Road
Epping Forest	60004	Honey Lane
Epping Forest	60013	Bower Vale
Epping Forest	60042	Harwater Drive / Sedley Rise, Loughton

17. Traffic Regulation Orders (TRO) Policy

Mr. Shane Taylor (Parking Partnership) introduced the report that requested the Committee to adopt a revised policy in respect of TROs.

In response to Mr. Paul Partridge (Braintree), Mr. S. Taylor said that a TRO request that has

Item M
 TR0 5523 - S. 106 scheme
 Source - ECC date - 30/03/2015

BP Ref	Review Date	Owner
S.0	01/11/2014	Peter Wright
Document Title		
Design Brief - DT 1.1		



complete as necessary

From:	Annette Thornton	☎ :	03330133338 Ext: 38390	DC Scheme No.:	DCTBA
<i>Finance - show any split in design/works/supervision expenditure</i>					
Budget(s)	£1,000	Expenditure Code(s)	HBTBA		

Scheme Title and Location - provide exact limits of work	
Title	Highway Improvements – Saffron Walden
Location	Peaslands Road – from its junction with Debden Road/Borough Lane to its junction with Thaxted Rd
Scheme Description and detailed requirements - include background information, specific objectives, etc	
DESIGN ONLY 15/16	
<p>Following the development at the former Bell Language School in Saffron Walden, a finance contribution has been taken to investigate any highway improvements required along the length of road identified above.</p> <p>Investigations should include liaising with the local schools along Peaslands Road for any 'wish list' items and Passenger Transport for any requirements they may have.</p> <p>Discussions will also need to be held with Network Management to obtain their view on any known traffic/congestion issues in the area, along with the HLO for the area Rissa Long.</p> <p>Proposal is to complete detailed design and fixed costing process for any deliverables by end March 2016, in order that additional monies can be drawn down and works undertaken in 16/17.</p>	
Scheme Justification – include quantification of the problems that are to be addressed, who requested the scheme, why you have put this scheme forward for implementation, details on the background to the scheme that justify its implementation etc.	
<p>This scheme is funded by S106 funds from the Former Bell Language School in Saffron Walden site – Planning Ref: UTT-0385-08 and BSU 1052.</p>	
Site/Job Specific Details – include time & financial constraints, health & safety information, (CDM Regs), local issues, previous drawings, RSA, assumptions made, land and highway boundaries, TRO's, contractors, etc. Under CDM Regs 2007 it is the Client's duty to provide or make obtainable as much relevant information as possible.	
<ul style="list-style-type: none"> • Annette Thornton needs to be informed of delivery dates and budget costs to update the tracker spreadsheet • Obtain and consider statutory undertakers' plant location information and any diversions required • RSA1 & 2 to be completed • Consider consultation requirements including highway searches • Consultation to be carried out early in the design stage to ensure there are no objections / objections can be resolved. • Fixed price costing to be obtained through EH commercial 	
Target Dates: - include any staged completions and target date for start / completion	
Design and fixed price costing to be completed by end March 2016 ready for 16/17 financial year works.	

Date last printed 30/03/2015

Version N° 2.0

BP Ref	Review Date	Owner
8.0	01/11/2014	Peter Wright
Document Title		
Design Brief DT 1.1		



Output required				<i>tick as necessary</i>			
Initial design/Feasibility	<input checked="" type="checkbox"/>	Detailed design	<input checked="" type="checkbox"/>	Estimate	<input checked="" type="checkbox"/>	Report	<input type="checkbox"/>
RSA Stage	<u>1</u> 2 3 4	circle as necessary	Plans	<input checked="" type="checkbox"/>	Works superv'sn	<input type="checkbox"/>	

- Other information:** - include any reporting requirements
- Update client on progress, monthly
 - Report back to client programmes and costs for any necessary statutory undertakers plant diversions
 - Report back to client prior to commitment stage to ensure sufficient budget to construct scheme
 - Any issues which could affect deliver of this scheme to be passed to Annette Thornton at the earliest opportunity
 - If the development of the design shows that the scheme will exceed the allocated budget or if objections are received, this must be reported to Annette Thornton prior to ordering the works.

Signature Client:		Name:	A THORNTON	Date:	30/3/15
Signature D&C		Name:		Date:	

Changes to this brief must be agreed by both parties and confirmed in writing & appended to this brief.

(date printed
24/08/2016)

Peaslands Road, Saffron Walden
RSA Designers Response

Item M 30/03/2015
Source - ECC
Full design for TRO SS23
(The S.106 scheme)

Designer Chris Styles

Ref no.	Designers Comment
2.5	Agreed all signs are to be mounted on 2.1m sign posts not 1.8m as shown.
2.6	Agreed signs shown are misleading and the signs to be reviewed and locations to be modified to suit existing vehicle accesses. A note to be added to the drawing to explain.
3.1	Agreed however, this can be undertaken when the TRO is produced after the public consultation. As amendments will need to be made to the existing TRO in and on the route.
3.2	Agreed no details have been provided for the sign, note 5 states that there is currently no signs present to enforce this road marking. This leader and sign will be removed until the legality of the road marking is proven in a TRO.
3.3	Agreed this can be noted on the drawings that all existing marking are to be refreshed during the works.
3.4	Agreed however, this can be undertaken when the TRO is produced after the public consultation. As amendments will need to be made to the existing TRO in and on the route.
3.5	Agreed, this will be highlighted when the TRO is produced after the public consultation. As amendments will need to be made to the existing TRO in and on the route.
3.6	Agreed, the purpose of this design was so that the extents of the road and the parking restrictions could be highlighted so that residents will need to be consulted and special requirements considered (disabled bays etc.)

Road Safety Audit Request and Brief

Scheme Details			
Title:	Section 106 2015/16		
Location:	Peaslands Road, Saffron Walden		
Replicon Code:	HB15003	DM File Ref:	
Date Audit requested:	03/09/15	Date Audit required:	17/09/15

Scheme Project Manager/Client			
Name:	Peter Miles	Service Area:	Major Project Design Team
Telephone number:	01245 204931	E-mail:	Peter.miles@essexhighways.org

Design Team Contact (if different to above)			
Name:	Chris Styles	Position:	Highways Engineer
Telephone number:	01245 204926	E-mail:	chris.styles@essexhighways.org

The following documentation accompanies the brief:

Please check box

Safety Audit Stage:	<input type="checkbox"/> 1	<input type="checkbox"/> 1/2	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4a (12 mths)	<input type="checkbox"/> 4b (36 mths)	<input type="checkbox"/> Interim	<input type="checkbox"/> Assessment
<input checked="" type="checkbox"/>	Scheme drawings (including location plan or grid reference). Please provide electronically and provide one hard copy if larger than A3. Detail over page.							
<input type="checkbox"/>	Previous Road Safety Audit Reports (or Audit Codes*).					Insert codes here*:		
<input checked="" type="checkbox"/>	Traffic flow information.							
<input type="checkbox"/>	Previous Designers Response or Exception Report.							
<input type="checkbox"/>	For all Audits, contact details of Area Maintenance Engineer.							

N.B. Collision data will be obtained and checked by the Road Safety Engineering Team.

Description of site:

The site is located on the Peaslands Road and Mountpleasant Road in Saffron Walden there is a number of schools of varying level of education located on and off of this route. There are various controlled and uncontrolled crossing facilities located on this route as well as mini roundabout junctions. The site is near formalised Bus Stops and is designated a HGV route.

The site is used by children heading to the primary school in the village so there are a number of vulnerable people crossing the road at and near this location.

Description & Purpose of scheme (including details to help give an understanding of how the layout will operate e.g. Design speeds, speed limits, desire lines, traffic/cyclist/pedestrian flows, environmental constraints, queue lengths, traffic signal timings etc). Please also provide any details of changes made since any previous Stage 2 or 3 Audit:

The client has requested that RJ produce a design of highway improvements required to allocate the funds from the S106 agreement.

Discussions are also required with ECC Network Management to obtain their view on any known traffic/congestion issues in the area, along with the Highways Liaison Officer (HLO) for the area. Parking Partnerships had previously worked up a design that has been provided to RJ to assess the requirements for the parking restrictions and consequently produce some designs to be advertised to the public for consultation.

Comments/special requirements (e.g. time of day to visit site; site information such as adjacent developments, nearby schools, riding stables, old peoples homes and access for emergency services):

It would be preferred if the visit was undertaken during the school peak times to see the volume of children crossing at this time of day.

Details of drawings/reports submitted (including reference numbers):

Peaslands Road Saffron Walden, Area of information Sheet Plan 1 of 4
Peaslands Road Saffron Walden, Area of information Sheet Plan 2 of 4
Peaslands Road Saffron Walden, Area of information Sheet Plan 3 of 4
Peaslands Road Saffron Walden, Area of information Sheet Plan 4 of 4
Peaslands Road Saffron Walden, Proposed Signs and Road Markings Sheet 1 of 4
Peaslands Road Saffron Walden, Proposed Signs and Road Markings Sheet 2 of 4
Peaslands Road Saffron Walden, Proposed Signs and Road Markings Sheet 3 of 4
Peaslands Road Saffron Walden, Proposed Signs and Road Markings Sheet 4 of 4
Peaslands Road Saffron Walden, Proposed Road Signs

Pass to Road Safety Engineering Team

For office use only	
Audit reference number:	
Date Audit to be completed:	
Assigned Audit Team Leader (if internal):	
Assigned Consultant (if external):	

Note: Replicon codes must be given for all Audits before they can be undertaken. Any Development Management schemes must also have the file reference supplied.

Return to: Email: roadsafety.audit@essexhighways.org

Or: Essex Highways, Road Safety Engineering Team, Network & Safety, County Hall, E3.



Diagram No.	650.2	
M+ H+	ESSEX HIGHWAYS	
Number	DS01	x-height 20.0
Size	BLACK	SIGN FACE
Length	YELLOW	Width 250mm
Centres	BLACK	Height 220mm
Material	Class RA2 (12899-1:2007)	Area 0.06m ²

	POST(S) & FOUNDATIONS	
	Scheme Reference	Section 106, Peaslands Road
	Proposal Name	DS01
	Proposal Reference	
	Author	PB / KJH
	Description	
	Illumination	No
	Mounting Height	1800mm
	Post Manufacturer	(Unspecified)
	Post Model	Steel Round Post/GenericS235CH5
	Post Type	Steel/S235;S235J2H;A283D
	further post info	
	Post Shape	Circle
	Post Size	76.1mm diam x 3.2mm thickness.
	Number	1
Centres	-	
Length	Total = 2772.0mm, above ground = 2022mm	
No. of Foundations	1	
Foundation Depth	700.0mm	
Foundation Width	350.0mm diameter	
Foundation Length	Circular	
Foundation Volume	0.067m ³	
Earth Cover	150.0mm	

Notes

1. Do not scale.
2. All diagram numbers refer to the Traffic Signs Regulations and General Directions 2002.

Date	Description of revision	Drawn	Checked	Reviewed	Approved

DRAWING STATUS

FOR INFORMATION



Mark Rowe, Service Director, Highways
 County Hall A2 Annex, Chelmsford CM1 1QH
 Tel: 0845 6037631 © Essex County Council

**SECTION 106
 SCHEME DESIGNS
 2015/16**

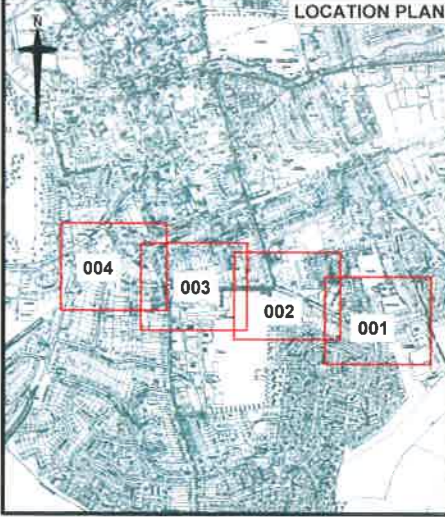
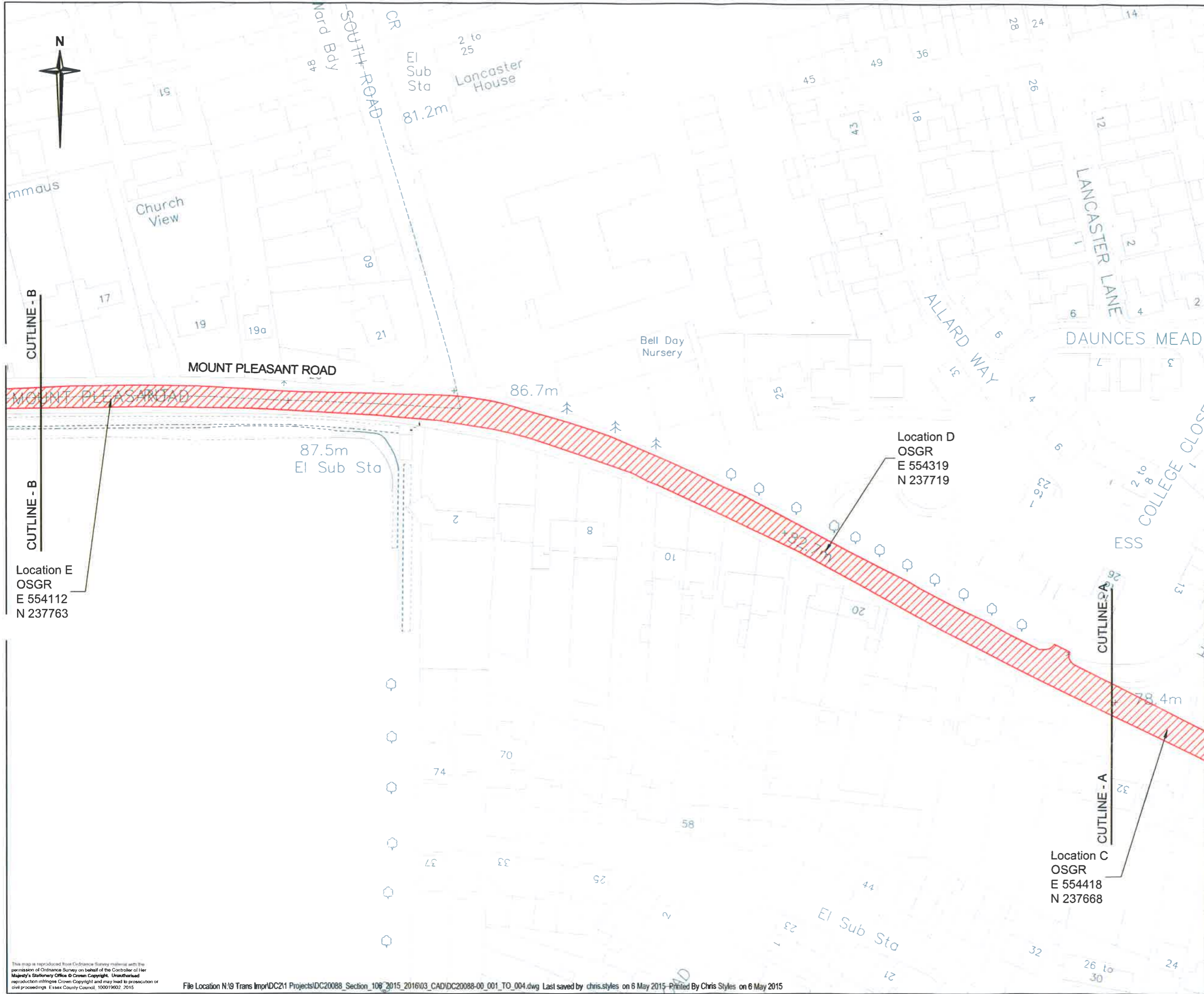
**PEASLANDS ROAD,
 SAFFRON WALDEN
 PROPOSED ROAD SIGN**

DESIGNED	DRAWN	CHECKED	REVIEWED	APPROVED
PB	SP	CS	AJ	PM
DATE	DATE	DATE	DATE	DATE
11/08/15	11/08/15	11/08/15	26/08/15	27/08/15

DRAWING UNITS IN O: DIMENSIONS IN METRES SCALE: 1:1250

DRAWING NO: **DC20088-12-205**

117a



- Notes**
1. Do not scale.
 2. Nearest postcode CB11 3ED

Location E
OSGR
E 554112
N 237763

Location D
OSGR
E 554319
N 237719

Location C
OSGR
E 554418
N 237668

Key
 Roads affected

Rev	Date	Description of revision	Drawn	Checked	Reviewed	Approved

DRAWING STATUS
FEASIBILITY



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County Hall A2 Annex, Chelmsford, CM1 1QH
Tel: 0845 6037631 © Essex County Council

SCHEME TITLE
**SECTION 106
SCHEME DESIGNS
2015-16**

DRAWING TITLE
**PEASLANDS ROAD,
SAFFRON WALDEN
AREA OF INTEREST
SHEET (2 OF 4)**

DESIGNED	DRAWN	CHECKED	REVIEWED	APPROVED
RRM	RRM	CS	NH	CS
DATE	DATE	DATE	DATE	DATE
APRIL 15	APRIL 15	APRIL 15	APRIL 15	APRIL 15

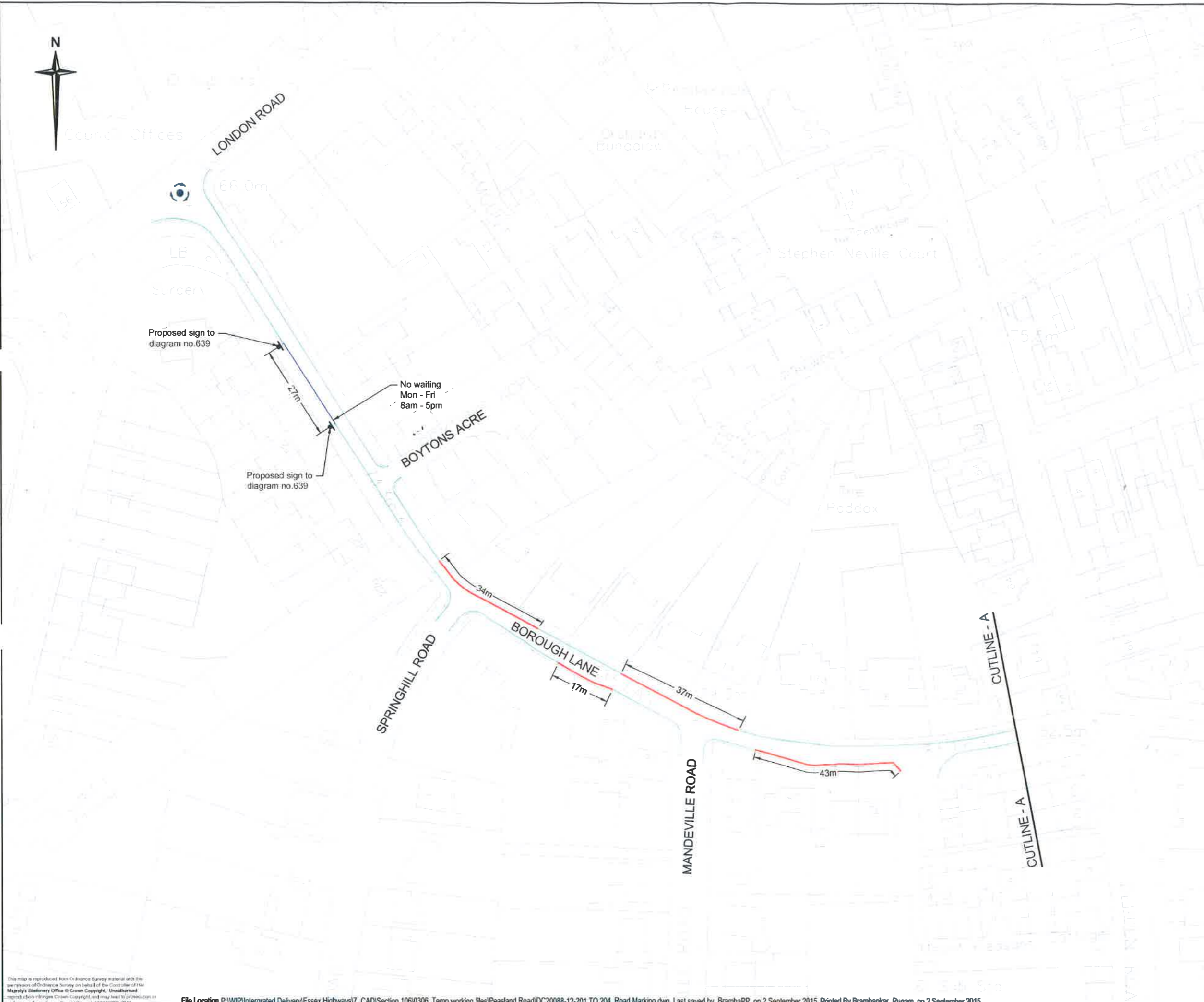
DRAWING UNITS
DIMENSIONS IN MILLIMETRES
LEVELS IN METRES

SCALE AT A3 (200mm)
1:1000

DRAWING No.
DC20088-00-002

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117b



- Notes**
1. Do not scale.
 2. This drawing is to be read in conjunction with drawing no. DC20088-12-205.
 3. All traffic signs and road marking in accordance with the Traffic Signs Regulation and General Direction (TSRGD).
 4. Proposed sign to diagram no. 639 to be located within 15m of the start and end of parking restriction, repeaters to be located every 30m.

- Key**
- Double yellow line
 - Single yellow line
 - Existing parking restrictions

Rev	Date	Description of revision	Drawn	Checked	Reviewed	Approved

DRAWING STATUS: **FOR INFORMATION**



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County Hall A2 Annex, Chelmsford, CM1 1QH
Tel: 0845 6037631 © Essex County Council

**SECTION 106
SCHEME DESIGNS
2015/16**

**PEASLANDS ROAD,
SAFFRON WALDEN
PROPOSED SIGNS ROAD MARKING
SHEET 1 OF 4**

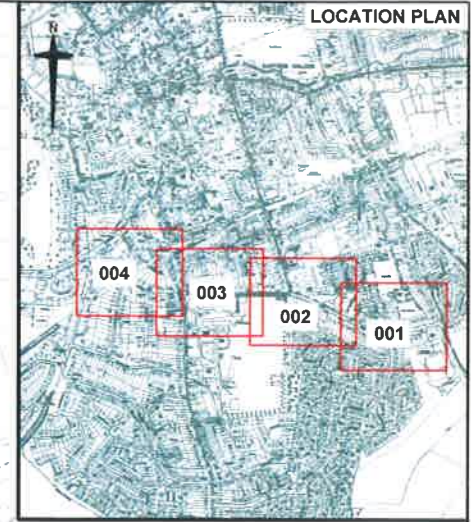
DESIGNED	DRAWN	CHECKED	REVIEWED	APPROVED
PB	BP	CS	AJ	PM
DATE	DATE	DATE	DATE	DATE
11/08/15	11/08/15	11/08/15	26/08/15	27/08/15

DRAWING UNITS IN M: DIMENSIONS IN METRES SCALE AT A3 (E06x297mm): 1:1000

DRAWING NO: **DC20088-12-201** REV: -

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1716



Notes

1. Do not scale.
2. Nearest postcode CB11 3ED

Key

 Roads affected

Rev	Date	Description of revision	Drawn	Checked	Reviewed	Approved

DRAWING STATUS
FEASIBILITY



Mark Rowe, Service Director, Highways
County Hall A2 Annex, Chelmsford, CM1 1QH
Tel: 0845 6037631
Essex County Council

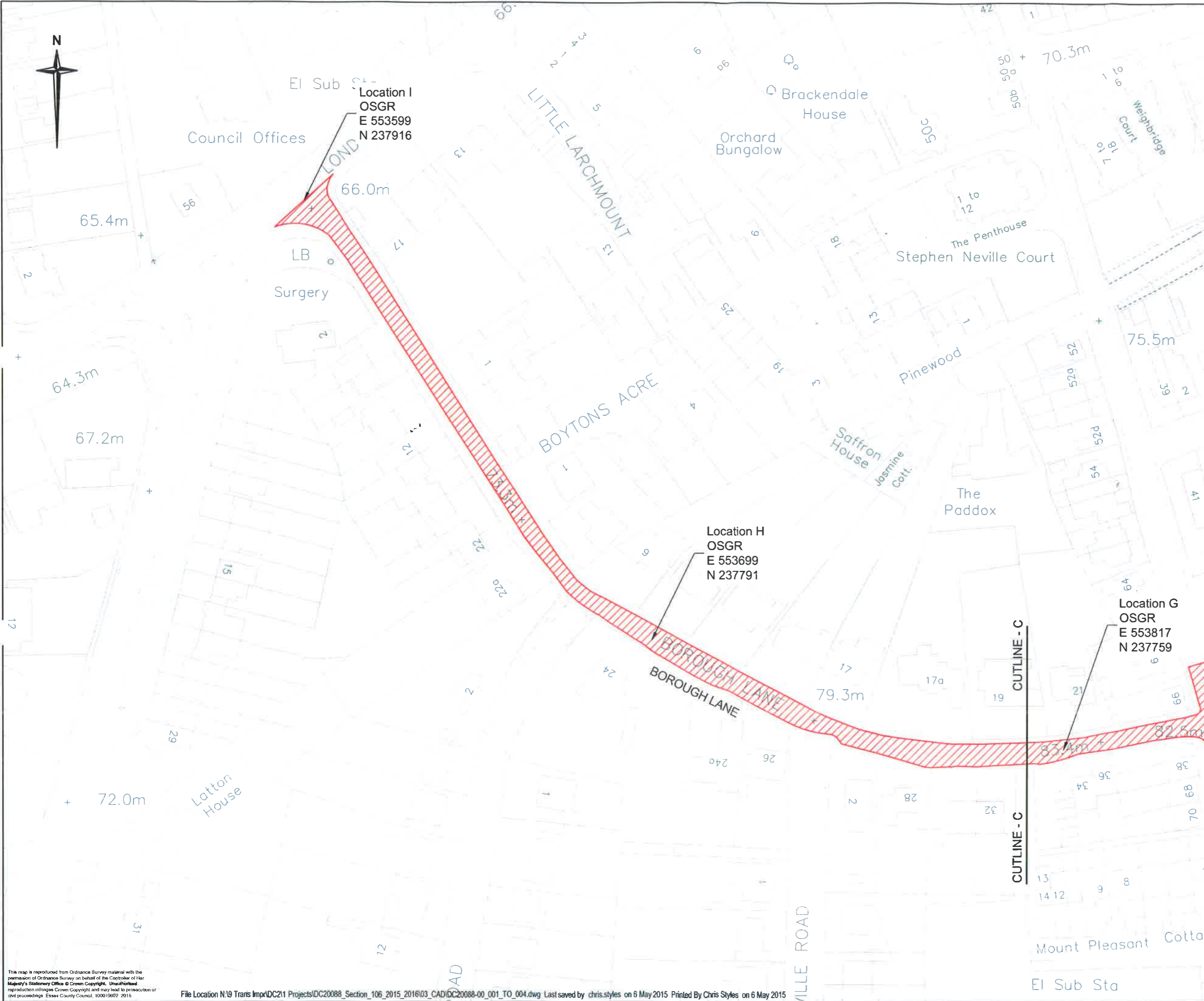
**SECTION 106
SCHEME DESIGNS
2015-16**

**PEASLANDS ROAD,
SAFFRON WALDEN
AREA OF INTEREST
SHEET (4 OF 4)**

DESIGNED	DRAWN	CHECKED	REVIEWED	APPROVED
RRM	RRM	CS	NH	CS
DATE	DATE	DATE	DATE	DATE
APRIL 15	APRIL 15	APRIL 15	APRIL 15	APRIL 15

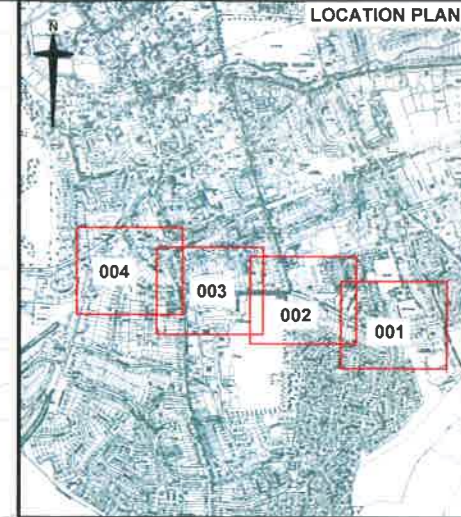
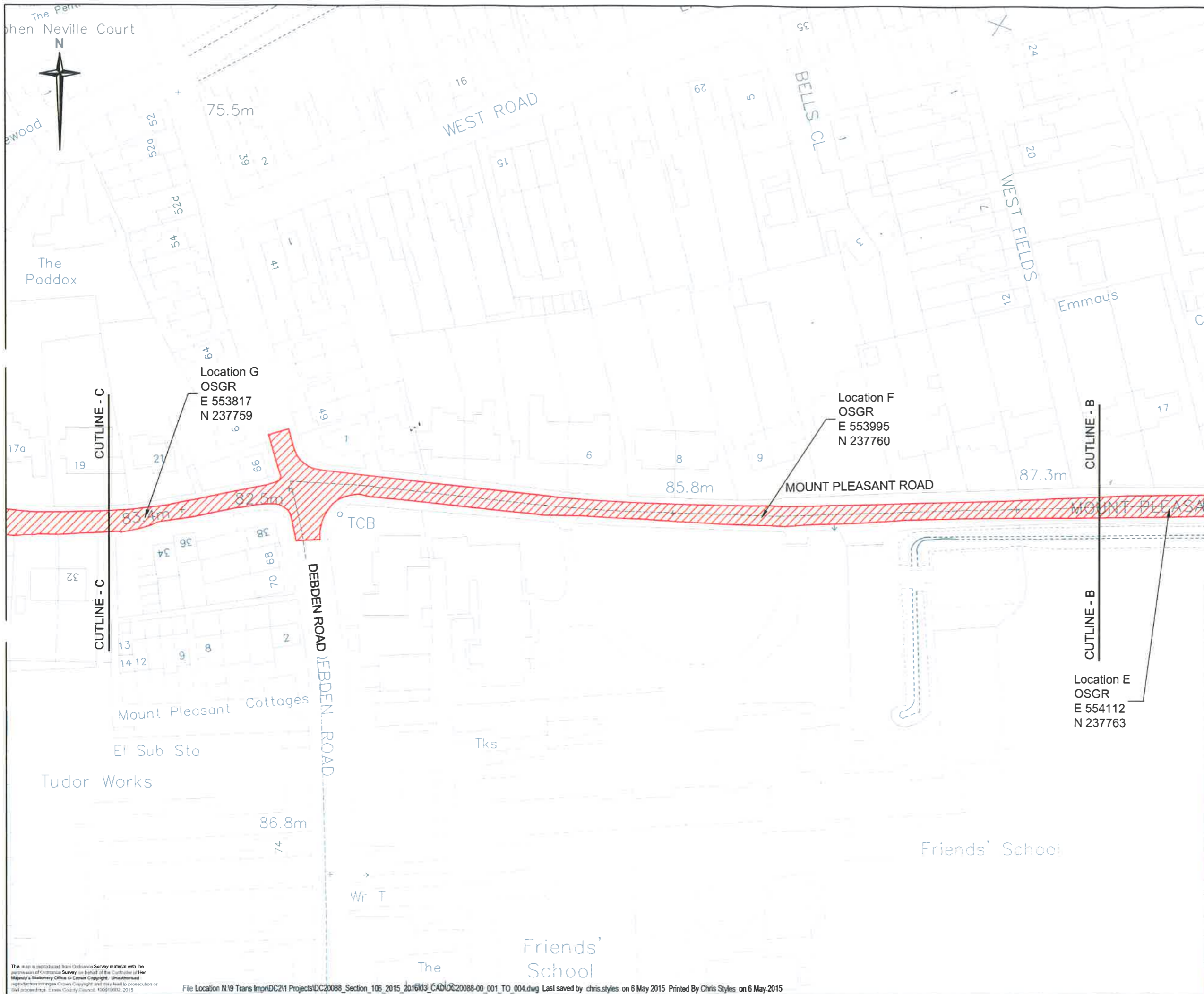
DRAWING UNITS IN mm
DIMENSIONS IN MILLIMETRES
LEVELS IN METRES
SCALE AT A3 (420x297mm)
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DRAWING NO
DC20088-00-004



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117a



- Notes**
1. Do not scale.
 2. Nearest postcode CB11 3ED

Key
 Roads affected

Rev	Date	Description of revision	Drawn	Checked	Reviewed	Approved

DRAWING STATUS
FEASIBILITY



Mark Rowe, Service Director, Highways
 County Hall A2 Annex, Chelmsford, CM1 1QH
 Tel: 0845 6037631
 Essex County Council

SCHEME TITLE
**SECTION 106
 SCHEME DESIGNS
 2015-16**

DRAWING TITLE
**PEASLANDS ROAD,
 SAFFRON WALDEN
 AREA OF INTEREST
 SHEET (3 OF 4)**

DESIGNED	DRAWN	CHECKED	REVIEWED	APPROVED
RRM	RRM	CS	NH	CS
DATE	DATE	DATE	DATE	DATE
APRIL 15	APRIL 15	APRIL 15	APRIL 15	APRIL 15

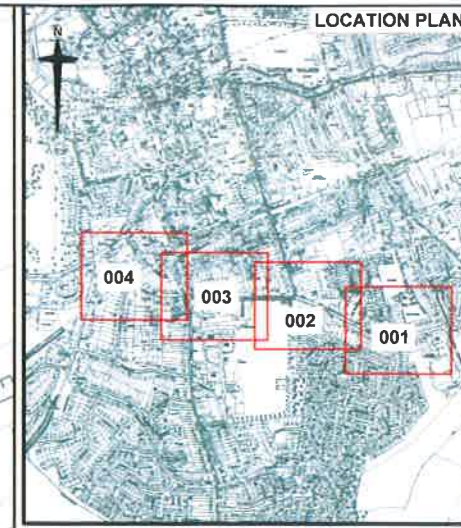
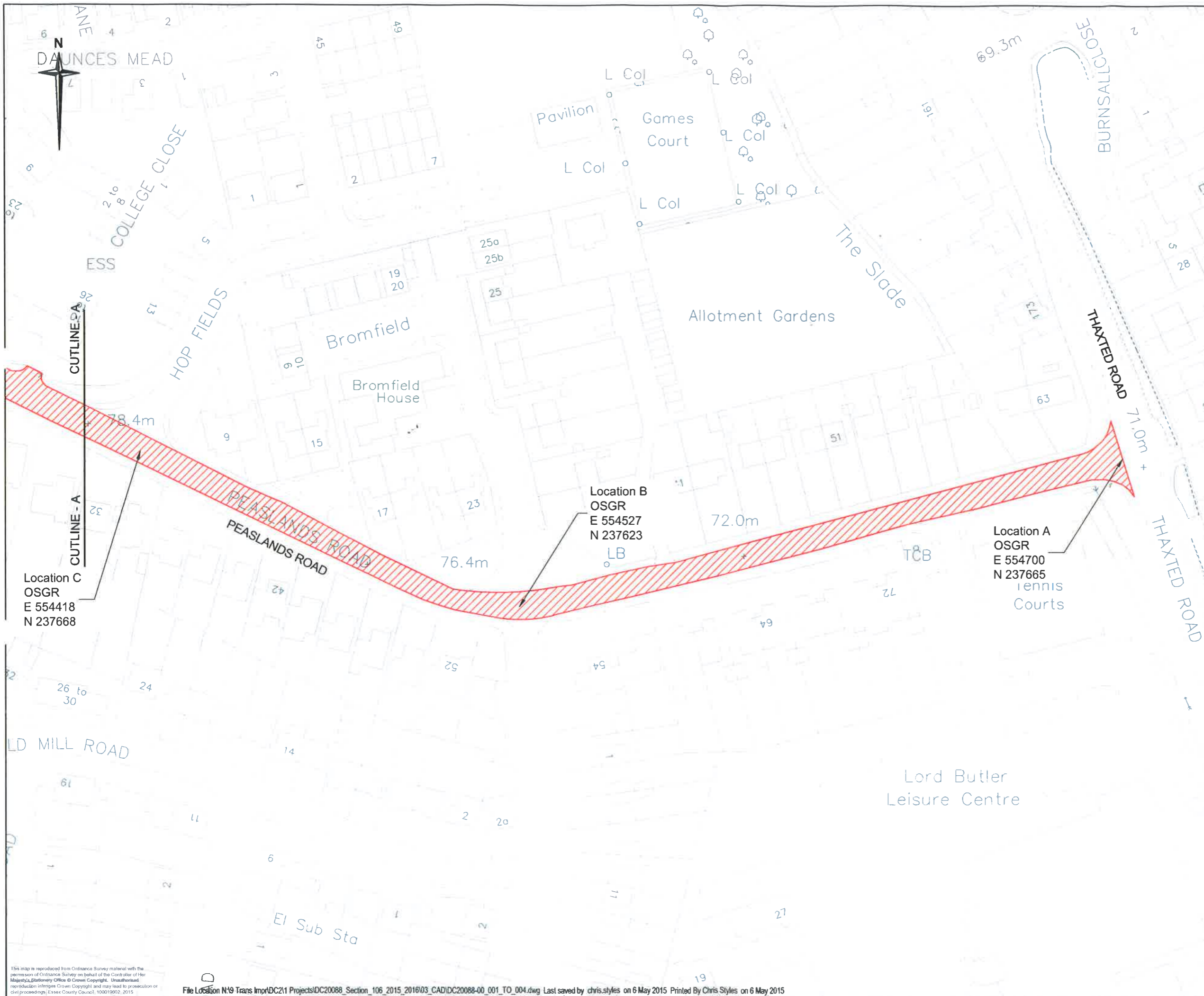
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 LEVELS IN METRES

SCALE AT A3 (297x420mm)
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Notes

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Key

Roads affected

Rev	Date	Description of revision	Drawn	Checked	Reviewed	Approved

DRAWING STATUS

FEASIBILITY



Mark Rowe, Service Director, Highways
County Hall A2 Annex, Chelmsford, CM1 1QH
Tel: 0845 6037631

Essex County Council

**SECTION 106
SCHEME DESIGNS
2015-16**

**PEASLANDS ROAD,
SAFFRON WALDEN
AREA OF INTEREST
SHEET (1 OF 4)**

DESIGNED	DRAWN	CHECKED	REVIEWED	APPROVED
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DATE	DATE	DATE	DATE	DATE
APRIL 15	APRIL 15	APRIL 15	APRIL 15	APRIL 15

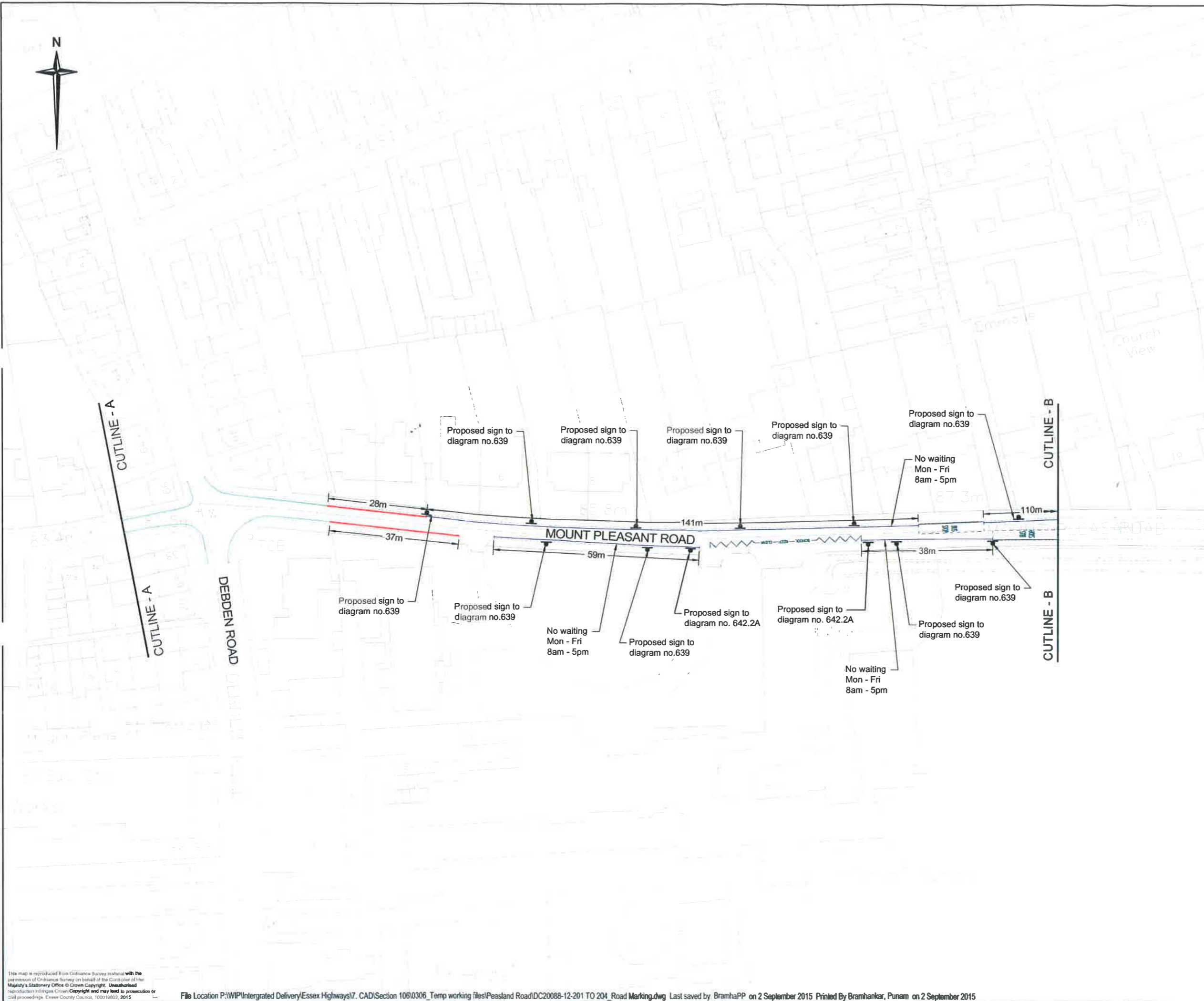
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LEVELS IN METRES

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 2. This drawing is to be read in conjunction with drawing no. DC20088-12-205.
 3. All traffic signs and road marking in accordance with the Traffic Signs Regulation and General Direction (TSRGD).
 4. Proposed sign to diagram no. 639 to be located within 15m of the start and end of parking restriction, repeaters to be located every 30m.
 5. Existing School Keep Clear Road Marking has no sign present to enforce TRO.

- Key**
- Double yellow line
 - Single yellow line
 - Existing parking restrictions

Rev	Date	Description of revision	Drawn	Checked	Reviewed	Approved

DRAWING STATUS

FOR INFORMATION



Mark Rowe, Service Director, Highways
 County Hall A2 Annex, Chelmsford CM1 1QH
 Tel: 0845 6037631

Essex County Council

**SECTION 106
 SCHEME DESIGNS
 2015/16**

**PEASLANDS ROAD,
 SAFFRON WALDEN
 PROPOSED SIGNS ROAD MARKING
 SHEET 2 OF 4**

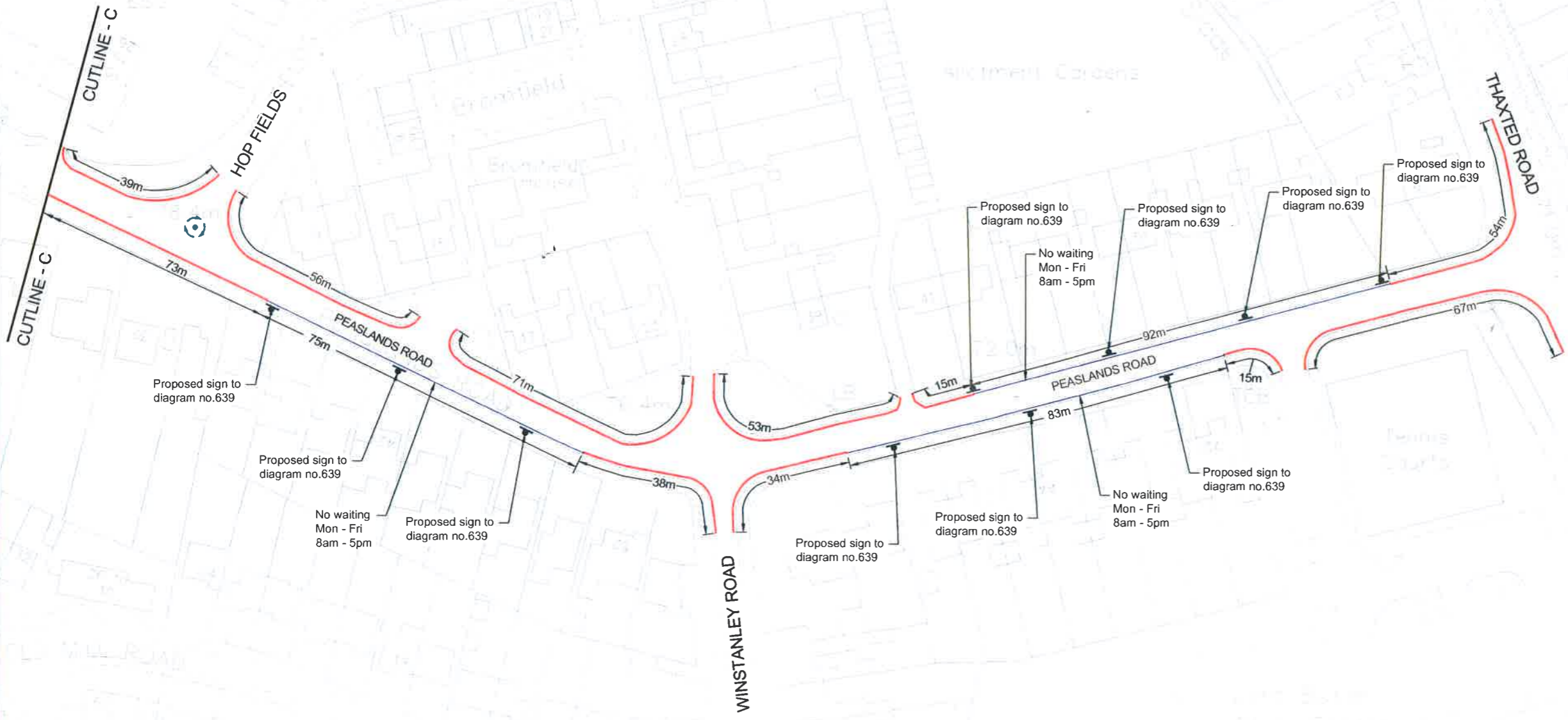
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 4. Proposed sign to diagram no. 639 to be located within 15m of the start and end of parking restriction, repeaters to be located every 30m.

- Key**
- Double yellow line
 - Single yellow line
 - Existing parking restrictions

Rev	Date	Description of revision	Drawn	Checked	Reviewed	Approved

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**SECTION 106
 SCHEME DESIGNS
 2015/16**

**PEASLANDS ROAD,
 SAFFRON WALDEN
 PROPOSED SIGNS ROAD MARKING
 SHEET 4 OF 4**

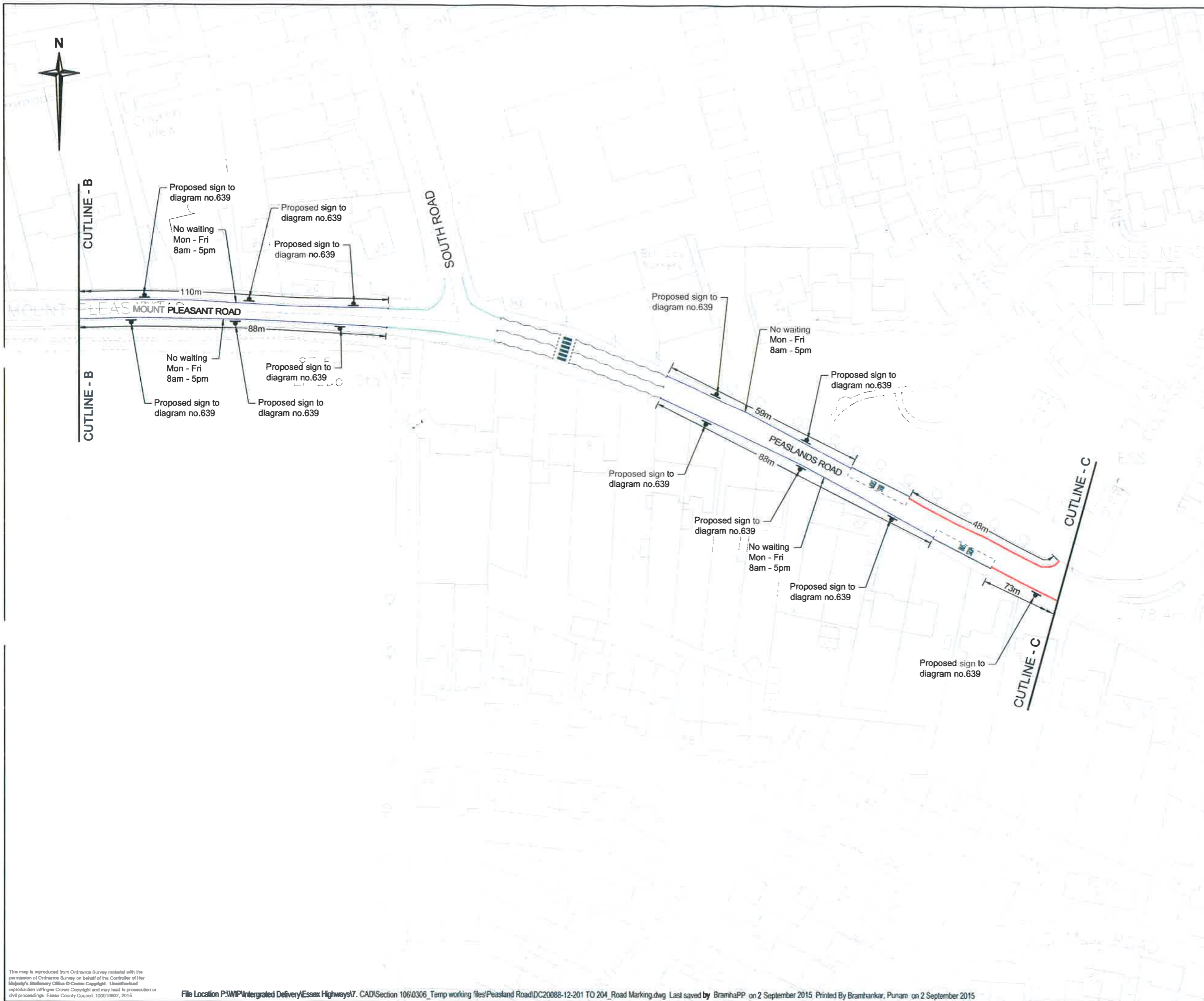
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DIMENSIONS IN METRES SCALE AT A3 (A300) 1:1000

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 3. All traffic signs and road marking in accordance with the Traffic Signs Regulation and General Direction (TSRGD).
 4. Proposed sign to diagram no. 639 to be located within 15m or the start and end of parking restriction, repeaters to be located every 30m.

- Key**
- Double yellow line
 - Single yellow line
 - Existing parking restrictions

Rev	Date	Description of revision	Drawn	Checked	Review/Approved

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**SECTION 106
 SCHEME DESIGNS
 2015/16**

**PEASLANDS ROAD,
 SAFFRON WALDEN
 PROPOSED SIGNS ROAD MARKING
 SHEET 3 OF 4**

DESIGNED	DRAWN	CHECKED	REVIEWED	APPROVED
PB	BP	CS	AJ	PM
DATE	DATE	DATE	DATE	DATE
11/08/15	11/08/15	11/08/15	26/08/15	27/08/15

DIMENSIONS IN METRES SCALE AT A3 (ISO) 1:1000

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1170

Item N

Source - NEAP

The Policy Change
(consultation section
etc. added).

date - 18/06/2015.



NORTH ESSEX

North Essex Parking Partnership

Joint Working Committee On-Street Parking

Grand Jury Room, Colchester Borough
Council, Colchester Town Hall, High
Street, Colchester, Essex, CO1 1PJ

18 June 2015 at 1.00 pm

The vision and aim of the Joint Committee is to provide a merged parking service that provides a single, flexible enterprise of full parking services for the Partner Authorities.

North Essex Parking Partnership

Joint Committee Meeting – On-Street

Thursday 18 June 2015 at 1.00 pm

Grand Jury Room, Colchester Borough Council, Colchester Town Hall, High Street, Colchester, Essex, CO1 1PJ

Agenda

Attendees

Executive Members:-

Susan Barker (Uttlesford)
Anthony Durcan (Harlow)
Dominic Graham (Colchester)
Eddie Johnson (ECC)
Robert Mitchell (Braintree)
Gary Waller (Epping Forest)
Tendring District Council Representative

Non-Executive Member:-

Ray Howard (ECC)

Officers:-

Lou Belgrove (Parking Partnership)
Jonathan Baker (Colchester)
Trevor Degville (Parking Partnership)
Qasim Durrani (Epping Forest)
Joe McGill (Harlow)
Hayley McGrath (Colchester)
Paul Partridge (Braintree)
Liz Burr (ECC)
Andrew Taylor (Uttlesford)
Shane Taylor (Parking Partnership)
Ian Taylor (Tendring)
Alexandra Tuthill (Colchester)
Richard Walker (Parking Partnership)
Matthew Young (Colchester)

	Introduced by	Page
1. Welcome & Introductions		
2. Election of Chairman To appoint the Chairman for the Joint Working Committee On-Street Parking 2015/16		
3. Election of Deputy Chairman To appoint the Deputy Chairman for the Joint Working Committee On-Street Parking 2015/16		
4. Apologies		
5. Declarations of Interest The Chairman to invite Councillors to declare individually any interests they may have in the items on the agenda.		
6. Have Your Say The Chairman to invite members of the public or attending councillors if they wish to speak either on an item on the agenda or a general matter.		
7. Minutes To approve as a correct record the draft minutes of the 12 March 2015 meeting.		1-20
6. Traffic Regulation Order Update and Schemes for Approval To note the progress of the schemes during 2014 and to approve new schemes.	Trevor Degville	21-27
7. Annual Governance Statement To note and approve the Annual Governance Statement 2014/15.	Hayley McGrath	28-34

8.	Annual Review of Risk Management To endorse the Risk Management Strategy for 2015/16	Hayley McGrath	35-48
9.	Draft Accounts 2014/15 To approve the pre-audit accounts for 2014/15 and note the changes in the audit requirements from 2015/16	Steve Heath	49-56
10.	NEPP – On-street Account – End of Year 2014/15 To consider the financial position of the NEPP at the End of Year 2014/15	Matthew Young	57-60
11.	Braintree District Council Task and Finish Report To note the findings of the Braintree District Council Task and Finish Group Review of the NEPP	Richard Walker	61-84
12.	Parking Policy Review - Parking Enforcement Policy To approve the updated Parking Enforcement Policy	Richard Walker	85- 102
13.	Parking Policy Review - Parking Operational Protocol To approve the updated Parking Operational Protocol	Richard Walker	103- 136
14.	Parking Policy Review - Parking Permit and Cancellation Policy To approve the updated Parking Permit and Cancellation Policy	Richard Walker	137- 139
15.	Parking Policy Review - Dispensation and Suspension Policy To approve the updated Dispensation and Suspension Policy	Richard Walker	140- 142
16.	Parking Policy Review - Parking Enforcement and Discretion Policy To approve the updated Parking Enforcement and Discretion Policy	Richard Walker	143- 160
17.	Parking Policy Review - Parking Cancellation Policy To approve the updated Parking Cancellation Policy	Richard Walker	161- 162
18.	Parking Policy Review - Dropped Kerb Enforcement Policy To approve the updated Dropped Kerb Enforcement Policy	Richard Walker	163- 165
19.	Parking Policy Review - Temporary Traffic Cones Policy To note the Temporary Traffic Cones Policy	Richard Walker	166- 169
20.	Parking Policy Review - Traffic Regulation Orders Policy and Right to Renew Parking Policies To approve the updated the Traffic Regulation Orders Policy and Right to Renew Parking Policies	Richard Walker	170- 203
21.	Operational Report To consider and note the Operational Report for On-Street Parking	Lou Belgrove	204- 211

22. Forward Plan Jonathan Baker 212-214
To note the 2015-16 Forward Plan.

23. Urgent Items
To announce any items not on the agenda which the Chairman has agreed to consider.

Exclusion of the Public

In accordance with Section 100A(4) of the Local Government Act 1972 and in accordance with The Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000 (as amended) to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided.(Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

Part B

24. CCTV Vehicle - Options Richard Walker
The following report contains exempt information (financial/business affairs of a particular person, including the authority holding information) as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.



North Essex Parking Partnership

18 June 2015

NORTH ESSEX

Title: Parking Policy Review – 9. **Traffic Regulation Orders Policy & Right to Review Parking Policies**

Author: NEPP Policy Review Group, Richard Walker, Group Manager

Presented by: Richard Walker

This report concerns making amendments to the Partnership's Policy Documents

1. Decision Required

- 1.1. To debate, and approve for use if appropriate, the revised and updated Policy for Traffic Regulation Orders and Reviewing Parking Policies for the Parking Partnership.

2. Reasons for Decision

- 2.1. In addition to legislative changes which have taken place, the Department for Communities and Local Government has issued the *Right to challenge parking policies Traffic Management Act 2004: Network Management Duty Guidance*, the details of which have been incorporated into the Policy (Part 1), the new Right to Review parking policies.
- 2.2. This policy has been published in part before, and is now amplified (Part 2) to describe in more detail the Traffic Regulation Application Process, Traffic Regulation Order suitability and guidance details.

3. Supporting Information

- 3.1. The 2015 Policy for Traffic Regulation Orders and Reviewing Parking Policies document is attached as an Appendix.

4. Proposals

- 4.1. That the new Policy for Traffic Regulation Orders and Reviewing Parking Policies document for the Parking Partnership is approved for use and be published on the Parking Partnership's Website, in accordance with revised legislation.

Background Papers

None.

Parking Partnership Traffic Regulation Orders – General Policy

Introduction & Background

Traffic Regulation Orders (or “TROs”) are legal documents developed by the traffic authority, or its agents such as the Parking Partnership, allowing the police and / or local authorities (e.g. Civil Enforcement Officers) to enforce various matters to do with the speed, movement, parking and other restrictions of pedestrians and vehicles, by law.

Legislation was changed in March 2015 to enable greater transparency and understanding of the purpose of parking policies, the reasons for putting in place TROs and an avenue to challenge whether existing TROs are required – by setting up a process for considering anything from minor to area-wide reviews.

A Review can be called where there is enough weight of support for doing so and the system for calling for a Review is described in Part 1 of this document, with the process for making a change described in Part 2.

The North Essex Parking Partnership Policy

As a part of the Network Management Duty, The North Essex Parking Partnership has developed and published its parking Strategy covering on- and off-street parking.

The Strategy is set out in four levels, the Parking Enforcement Policy, Parking Operational Protocols, Discretionary, Cancellation and Permits Policy.

The Parking Partnership operates these through Local Enforcement Plans. The Local Enforcement Plans are linked to local objectives and circumstances.

In addition, the Parking Development Plan (the main Strategy document) takes account of planning policies and transport powers as well as considering the needs of all road users in the area, the appropriate scale and type of provision, the balance between short and long term provision and the level of charges.

The parking strategy is not just about restricting parking. It covers all aspects of parking management in the best interests of road users, communities and businesses.

The parking rules set out clear, fair and transparent enforcement rules and the levels of parking charges which will encourage the best use of the available parking space to support town centres, taking into consideration the cost of living, vibrancy of local shops and make it practical for people to park responsibly and go about their everyday lives.

Context

Making the best use of our current road network is important for both the local economy and society. Potential conflicts will need to be carefully handled. The new system recognises the responsibility of Councils to put in place parking strategies that reflect the needs of all road users. This includes pedestrians, cyclists and people with disabilities, and the needs of residents, shops and businesses.

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Appendix 5	Error! Bookmark not defined.

Part 1 – Right to Challenge Parking Policies

Traffic Management Act 2004: Network Management Duty Guidance

March 2015

Introduction & Background

Councils in England have a duty to manage the road network in order to reduce congestion and disruption, and the Traffic Management Act provides additional powers to do with parking.

When using these Network Management Duties in relation to parking, Councils that manage traffic must have regard to statutory guidance issued under the Traffic Management Act.

Reviewing Parking Policy and Restrictions

In the past, the processes for considering and implementing parking strategies were not easily understood and were difficult to access by local people and organisations.

In order to have more of a say in the way parking management policy is developed and implemented, and to enable the Council to make parking respond to changes in local circumstances, the Government has introduced a new power to challenge decisions on parking policy.

A new system makes it easier for local residents and firms to challenge any unfair, disproportionate or unreasonable parking arrangements. This could include the provision of parking, parking charges or the use of yellow lines.

National guidance describes in more detail how the system should work, and advises Councils on best practice. The new system proposes to use petitions to give local residents, community groups and businesses the ability to ask for changes to local parking arrangements.

Broad Principles

Parking Bays and Yellow lines are backed up by legal regulations called Traffic Regulation Orders (TRO). Combinations of these yellow lines and parking bays are often part of much wider schemes. Councils often review these schemes on a planned basis, and these reviews may amend or revoke orders that are no longer suitable for local conditions. When making any changes Councils consult as widely as is necessary to ensure that all of those affected by the orders have the opportunity to comment.

It is important that the local community can raise issues to tackle changed circumstances or unintended consequences at other times. It is of course the right of any individual or business to contact their local authority about any aspect of parking in their area. To enable this, there is a new petition scheme that allows people and businesses to raise petitions to see if the parking restrictions in place for a specified location can be changed.

The purpose of a petition scheme is to make it easy for local residents, businesses and other groups within the community to engage with local government and raise issues, confident that their voice will be heard. To achieve this the North Essex Parking Partnership has a scheme which is designed to be accessible.

The scheme has some particular requirements:

- **The minimum requirements for a valid petition.** The minimum number of signatures and the information that must be provided, both about the issue being raised, and about the signatories.
- **The circumstances where a petition will not be considered.** Vexatious petitions will not be accepted, and there is also a minimum period after the introduction or review of a traffic regulation order before a further review will be carried out.
- **How the local authority will manage petitions** received, how petitioners will be kept up to date, how the Council will manage the review and consider and report the outcomes. Elected Councillors have the final role in considering any reviews triggered by a petition.

NEPP has used the National Guidance in developing the scheme.

Minimum Threshold for the Number of Signatures for a Valid Petition

All petitions need to demonstrate that their challenge is supported by:

- other local residents,
- businesses and/or
- others affected by the parking policy.

The number of signatures required for the local authority to take action depends upon the location. The threshold in most cases is:

- for Stage 1, a minimum of 50 signatures where the issue relates to a facility or specific location, or at least 26% support in an area*, where this relates to residential area, or businesses in an area; the location or area to be identified on the application.
- Residence addresses, rather than number of residents, will be the measure to be considered.
- In extreme cases, the council will dis-apply the threshold if the number proves impossible to comply with, or on other grounds, for example (but not exclusively) where it is necessary to review a wider area due to displacement of parking which may occur.

The Council may also use its discretion in relation to petitions which directly affect a particularly small number of people – for example residents on a particular street.

The Council will take this into account when considering such petitions. This means that where the issues raised are of concern to a minority, those affected are able to engage.

** - a scheme will require at least 50% support in the application, and at least 50% of those responses must be in favour – hence 50% x 50% + 1%.*

This percentage applies to the initial application; different thresholds apply to the wider informal consultation process in Stage 2.

Minimum Requirements for a Valid Petition – Information

Petitioners can fill in an application form in order to provide all the information for the Council. This will accurately identify the area addressed by the petition, and the issue they would like the Council to review. Petitioners should also provide contact details, so that the local authority can liaise on further information and on progress.

The application also allows petitioners to state what aspects of the Traffic Regulation Orders in place they feel need to be reviewed, if it is possible to provide this information (failure to provide some or all of this information will not be treated as a reason for ruling that a petition is invalid).

If the location or point for review is not clear to the Council, it will ask petitioners to clarify; the Council realises that many petitioners will not be experts on the legal regulations relating to parking.

In cases where the information is not clear, the Council will assist petitioners to accurately define their challenge and ensure that the Council and petitioners have an agreed understanding of what aspects are being challenged.

The Council gives clear guidance in the Application Form as to the information that should be provided by anyone signing the petition, in order to satisfy the Council that the signatures are valid, and that they demonstrate relevant and sufficient support for the challenge. This includes name, address and contact details.

Management of Petitions – Inappropriate Reviews

Councils have a responsibility to manage their resources to the best effect in performing all aspects of their duties, and to do this they must balance the resources necessary to review policies with their ongoing responsibilities.

Repeated or inappropriate petitions from vexatious individuals or groups can impact negatively on this and will therefore be disallowed.

The Council has indicated the grounds upon which a petition will be considered as vexatious. For example, petitions calling for a review of many Traffic Regulation Orders over a wide area, or a series of petitions from a small or non-resident group addressing a particular aspect of the parking policies over a number of areas would be considered vexatious.

In some cases it would be inappropriate to review a policy, most usually because it has recently been reviewed or consulted on. The Council will provide details to petitioners as soon as possible where their petition is refused on such grounds (and where applicable, will advise on when a petition could be validly submitted).

The Council will be flexible, particularly where a policy may have been substantially affected by an external change since the last review (for instance, major housing or commercial developments or population shifts).

Management of Petitions – Review of Parking Policies in Response to a Petition

Once it has accepted a petition, the Council will ensure that the petitioner has a clear understanding of what aspects of its parking policies will be reviewed,

and what that review will involve, including any requirement for public consultation.

Large or complex reviews could take a considerable time, and the Council will only be able to manage and progress schemes within available resources. The Council will ensure that petitioners have a clear understanding of the timescale, provide regular progress updates and in particular provide details on the timing and nature of any public consultation.

As in all aspects of their services, the Council has a basic responsibility to ensure that their community understands what they are doing and why, even if some members of the community do not agree with their decisions.

Following a review of a parking policy, the local authority will provide a clear report, with plain English reasons for all the changes. **The petitioner will be provided with a copy of their report, and have an opportunity to consider and respond before a final decision is made.**

The Council will use the arrangements in place for exercising executive functions, which will include consideration of the outcome of a review of a parking policy, arrangements that are transparent and accessible.

Wherever possible, the Council will ensure that:

- decisions on the local authority's response to a petition will be made by Councillors who are accountable to the local electorate. Decisions will not normally be delegated to officers or a single executive member.
- where the governance arrangements mean that the initial decision is not made by councillors, petitioners will be able to escalate decisions. Clear guidance sets out how long petitioners have to escalate a decision with which they disagree, and how they can do so.
- decisions will normally be made in a publicly accessible forum, the Joint Committee, where the petitioner will have the opportunity to witness the discussion, have their say, and defend their challenge if necessary.

In all cases, the Council will ensure that reports and decisions are published, so that the community can see what areas of parking policy have been challenged, scrutinise the decisions of their local authority, and hold them to account.

Decisions will be published on the website, **www.parkingpartnership.org**

Part 2 – New Parking Restrictions Policy

1: Introduction

This Policy sets out how the North Essex Parking Partnership will deal with requests for parking restrictions requiring TROs.

Essex County Council (ECC) has an Agreement with the North Essex Parking Partnership (NEPP) which gives NEPP the power to carry out on street parking enforcement and charging, maintaining relevant signs and lines and to make relevant traffic regulation orders (TRO) in accordance with the Traffic Management Act 2004 and the Road Traffic Regulation Act 1984.

This document sets out how the arrangements work and outlines the ECC and NEPP policies which will determine the implementation of future TRO schemes across the Partnership area.

Our aim is to demonstrate a fair, consistent and transparent approach throughout the Partnership areas when considering requests for new parking schemes and to ensure the Partnership's traffic management objectives are achieved.

It is acknowledged that all requests for a parking restriction will carry some form of merit and may be beneficial to the particular area. Requests may be submitted for a variety of reasons and depending on the circumstance will be considered under a scheme of priority to the Partnership.

The amount of funding available for new schemes is limited and this Policy provides the criteria, which if met, will be enable a particular scheme to be considered to be progressed to the Partnership Joint Committee and therefore stand a chance of receiving adoption onto the forward programme of works, subject to statutory consultation.

Schemes that do not meet all the criteria can still be progressed and considered by the Joint Committee, but schemes with a higher priority will take precedence. All schemes will be subject to available funding.

2: The requirement for waiting restrictions

Waiting restrictions requiring a Traffic Regulation Order (TRO) may be required for a variety of reasons and generally these will fall into four categories:

- Safety - required in identified areas to reduce known personal injury collisions involving vehicles and pedestrians
- Congestion – required in situations where the flow of traffic on key routes is impaired by parked vehicles
- New development/improvement schemes – where restrictions are required to complement other measures such as traffic calming schemes or to assist with new developments such as new roads

Local concerns where restrictions are required to manage commuter, shopper or residents parking

There is an increasing demand across the Partnership area for parking restrictions to be implemented. As more vehicles are introduced onto the road network there is an ever increasing demand for kerb space parking and members of the public and organisations may experience what they consider

a parking problem and will seek to have some form of parking restriction implemented.

The aim is to avoid introducing unnecessary parking restrictions and to concentrate the limited funds available to the NEPP on essential schemes where major parking issues exist.

NEPP will only commence the process of introducing a parking restriction if the request is considered to be absolutely necessary and where it meets the criteria set out in this document.

3. Arrangements for dealing with waiting restriction (TRO) requests

The implementation of permanent TROs is subject to the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996. These impose various legal requirements prior to making an order. From receiving an initial request to full completion of the TRO process can take between 12 to 18 months to complete.

The TRO process flow chart (see Appendix 1) details the arrangements.

All new requests for parking restrictions must be submitted on the required application form which can be found on-line at www.parkingpartnership.org/north or **on page 17** of this document. Details of where to send the form are included on the form.

Note: When requesting a new parking restriction it is advisable to gain as much local support from people affected by the perceived parking problem before submitting the request. Gaining support from local Councillors and the parish council is also advisable. Requests received from individuals will be considered as the view of only one person and not a view shared with a wider group.

The NEPP Technical Service will initially review and consider the application on the grounds of safety and congestion in accordance with the ECC policy criteria.

If the request meets the ECC safety and congestion policy criteria, ECC will take the necessary action to implement a parking scheme (subject to available funding).

Essex County Council has a commitment to identify and fund any TROs required for safety reasons, in line with its implementation criteria (detailed in **on page 11** of this document).

The County Council will fund (subject to budget availability) the cost of any TRO required to address a congestion issue on the PR1 and PR2 network or bus route (detailed **on page 11** of this document).

ECC will also fund waiting restrictions required as part of a new development (via the Section 106 process) or as part of an improvement scheme (in consultation with NEPP).

If the request for a parking restriction has no safety or congestion implications, NEPP will consider the scheme.

Once the NEPP TRO team receives the request the first stage is pre-feasibility work.

One of the Team's Technicians will gather information related to the Application Request for a New Restriction. This may include site visits or, where appropriate, informal consultation with Local Interest Groups such as residents, traders and community groups to gauge opinion on whether or not there is considered to be a parking issue that needs to be regulated.

For stage 2, for the purpose of the consultations with Local Interest Groups, a process is in place whereby a 50% response rate to all consultation letters sent will be required. Of the responses received, 50% must be in favour of the change. If the response rates meet these criteria a scheme will be costed and a report will be submitted to the NEPP Joint Committee for consideration to provide the necessary funding to proceed with a proposed Traffic Regulation Order. If a response rate of lower than 50% is received by either criterion, this will be reflected as a lack of support for the scheme and will be considered a low priority and may result in no further action being taken.

The outcome of a consultation may result in different levels of support in any individual road dependent on the location of the property to the initial parking problem. In this case it may be necessary for the Partnership to implement a scheme in part of the road and monitor the effects of any vehicle displacement.

The NEPP, regardless of the outcome of informal consultation, reserves the right to implement a scheme when it is deemed essential. For example to address concerns of the emergency services specific traffic management needs or on a temporary basis.

The Partnership may also be approached by local Town and Parish Councils who wish to fund schemes and request the Partnership to implement TROs on their behalf. In all cases this would be a decision of the Joint Committee in full consultation with the relevant Lead Officer and Member representative.

The NEPP Technical Team will produce a report for each request received with a recommendation to accept or decline the proposal. The report will also include full details of any site visits and the outcome of any informal consultations, if conducted as part of the assessment. These reports contain a formal quantitative score (see Error! Bookmark not defined.) and qualitative details relating to social need. These reports will then be discussed with the relevant Parking Partnership lead officers and elected Member representative for a local decision on whether to proceed with the scheme.

All Schemes agreed locally to progress will then be presented to the Joint Committee to decide to commit the necessary funding to proceed with a proposed Traffic Regulation Order, subject to formal consultation.

A report will be created for the Joint Committee to consider and either Agree, Defer or Reject the scheme. Funding options for the implementation of new parking restrictions are outlined on page 15 onwards in this document

If funding is agreed a TRO will be drafted and statutory consultation must be undertaken. This involves obtaining the views of local stakeholders such as:

- Local City/Borough/District Council, Parish Councils and County Councillors
- The Highway Authority
- The Emergency Services
- Freight Transportation Association and Road Haulage Association
- Local public transport operators.

If NEPP agrees to proceed with the TRO, the scheme must be advertised (including on site and at least one notice in the local press). NEPP will usually display notices in any roads that are affected and, if it is deemed appropriate, may deliver notices to key premises likely to be affected.

For at least 21 days from the start of the notice, the proposal and a statement of reasons for making the TRO can be viewed at a nominated council office during normal office hours, in appropriate libraries, or on the NEPP website.

Objections to the proposals and comments of support must be made, in writing, to the address specified in the Notice, or submitted online during this period.

Any person may object to a proposed TRO. Objections must be in writing and an email can be sent to techteam@colchester.gov.uk to the North Essex Parking Partnership, PO Box 5575, Colchester CO1 9LT, stating the reasons for the objection.

If there are unresolved objections, which cannot be resolved by a senior officer, a report will be submitted to the Joint Committee. An Order may be made in part while other objections are being considered.

For the purpose of considering representations, a report may be made to the Joint Committee which will Approve or Reject the objections, or may ask for an order to be Modified. Modifications to the proposals resulting from objections could require further consultation.

This procedure can take many months to complete and the advertising and legal fees can be substantial. For this reason schemes requiring a TRO normally need to be included in the Annual Programme and cannot be carried out on an ad-hoc basis.

Following Committee approval the TRO will be formally sealed and published in a local newspaper with an operational date. The signs and lines are then installed by our contractors, following which, the restrictions become enforceable.

4. Implementing TROs once the Order is made

For TROs agreed by and funded by ECC for restrictions to address issues of safety, congestion or new development ECC will either:

- approach NEPP with a fully designed scheme ready for implementation; or
- approach NEPP with a known issue to discuss and reach an agreed solution for design and implementation, including sufficient funding for a scheme to be developed and implemented. The NEPP TRO Team will then either:

- implement the scheme (including design (as necessary); draft TRO; consult/advertise TRO; consider objections/seal TRO; install signs and lines); or
- decline to undertake the work on the scheme, in which case ECC will commission this from elsewhere.

For TROs Agreed by and funded by the NEPP (or funded by an individual authority or other local panel) to address local concerns, social need, or strategic matters, the NEPP Technical Team may implement the scheme (or commission from other service providers).

TROs will only be progressed after approval of the Joint Committee or a relevant Sub-Committee.

5: Types of TROs

TROs can be introduced onto any road to which the public has access. The status of the route is immaterial and can include footpaths, bridleways and byways open to all traffic, as well as other highways (such as main carriageways). The road does not have to be a highway or maintained by the highway authority; but if it is not, then the consent of the owner of the land will be required.

A TRO can include restrictions on the type of user, extent of road affected, and the period during which the TRO is effective. The different types of TROs (Permanent, Temporary, Experimental and Urgent) are explained Error! Bookmark not defined. onwards.

6. ECC criteria for determining requests for new Parking Restrictions

This section details the ECC criteria for considering requests for parking restrictions on safety and congestion grounds.

Essex County Council safety and collision intervention criteria

When considering the need for a restriction on safety grounds, ECC identifies 'Single Sites or 'Clusters' where there have been five or more Personal Injury Collisions (PICs) within a 50m radius of the requested area over a three year period.

Safety Engineers study the collisions and identify any treatable patterns. Where a safety need is identified, the sites are prioritised for funding through the relevant Local Highways Panel.

Essex County Council congestion criteria

ECC has adopted a functional route hierarchy. This splits the road network into three classifications. Priority one (PR1) County Routes, priority two (PR2) County Routes (PR1 and PR2) and local roads.

PR1 roads have been identified as high volume traffic routes which are essential to the economy of Essex. PR2 routes perform an essential traffic management distributor function between the local network and the PR1 routes.

Delays to the movement of traffic on the PR1 and PR2 network will be minimised and restrictions considered if required to achieve this aim.

Further detail on the functional route hierarchy is explained Error! Bookmark not defined. onwards.

7. NEPP criteria for determining requests for new Parking Restrictions

The NEPP will receive all parking restriction requests that do not meet the criteria of ECC safety and congestion policies, detailed above. Although these schemes do not meet the ECC criteria the Partnership may decide to implement parking restrictions to improve safety and sight lines, if the Partnership consider that the restriction will be beneficial to the area.

The NEPP is likely to receive requests for restrictions to deal with the following issues:

- Commuter parking in a residential street (preferred parking).
- Short term invasion parking (outside schools, organisations, etc.).
- Provision of customer on street parking for local shops and businesses.
- Obstruction of driveway (difficulty getting vehicle on and of driveway).
- Parking around industrial areas
- Parking on verges, pavements and green areas.

Historically many parking restrictions have been introduced with the aim of resolving particular local issues. However it should be remembered that the highway is intended for the purposes of passing and re-passing and that no right of parking exists.

Parking provision is therefore a concession and, however desirable, should not be at the expense of the purpose of the highway. Where it is safe and desirable parking can be allowed.

The NEPP will avoid introducing unnecessary parking restrictions to combat minor short stay invasion parking problems or to address a preferred parking situation. The allocated funds will be concentrated on essential schemes where major parking issues exist.

Commuter parking in a residential street (preferred parking)

The majority of residential estates were not designed for the level of car ownership or the volume of traffic using them today. Requests for parking restrictions to tackle a parking problem are sent to the Partnership in many forms. It is necessary to investigate and prioritise each request so that those areas in most need are given greater priority. The criteria set out below provides the basis for priority.

The preferred traffic management solution for parking issues in residential areas is the introduction of a residents parking scheme. This type of scheme will only allow residents and their visitors to park within a designated area throughout the period of the restriction and exclude all other vehicles.

The criteria for prioritising requests for restrictions in residential areas is as follows:

- The parking by non-residents must be sufficiently severe to cause serious inconvenience to residents.
- Vehicles parked for the whole length of the road taking all available space for long periods of the day will be considered sufficiently severe.
- Any parking which is deemed as short term invasion (school drop off / pick up etc.) will not necessarily be considered.
- The majority of residents have no off-street parking facilities available to them.

If the majority of properties have no off-street parking then clearly any amount of parking by non-residents will have an impact on the available space for residents of the area.

If the majority of properties have off street parking, any parking on the highway will not impact on the available off street parking for residents. If the resident with off-street parking finds they are in a position where they request to have a parking restriction implemented to prevent vehicles parking in the street, but are happy for relatives of visitors to park in the area this will be considered as preferred parking and therefore a recommendation to decline the requested scheme.

- The majority of residents are in favour of such a scheme.
- Any proposed parking scheme will require a consultation with all parties involved including residents of the street or streets affected. If there is no overall majority in support of the scheme it is highly unlikely that the scheme will progress. See paragraph 3.8.
- The introduction of a scheme would not cause unacceptable problems in adjacent roads.
- When surveying an area it is essential that the displacement of vehicles does not cause unacceptable problems in adjacent roads. The restriction of vehicles from one location will not necessarily make the perceived problem go away but do no more than move the problem.
- The Partnership is satisfied that a reasonable level of enforcement can be maintained.

For every new restriction that is introduced a level of enforcement will be required.

This can have an effect on the amount of resource available and the cost of the overall enforcement account. Therefore the future price structure of resident permits will need to reflect the overall operation.

Short term invasion parking (outside schools, organisations, etc).

Short term invasion parking is parking for the purpose of dropping of and picking up passengers or goods at a known organisation such as a school, convenience store etc. and will only be for short periods of time.

If this type of parking restriction request does not meet ECC's safety or congestion criteria it is highly unlikely that NEPP will propose the introduction of parking restrictions. This is classed overall as very low priority.

The enforcement of any restriction that is introduced to tackle a short term parking issue requires a concentrated enforcement presence and is therefore not practical and cost effective.

Provision of customer on street parking for local shops and businesses.

Designated areas of on street parking can be created to serve the needs of local businesses and the retail sector. To ensure these areas are not subjected to all day commuter parking NEPP would consider introducing a limited waiting scheme or an on-street pay and display scheme.

The Partnership's preferred method of traffic management for this type of request is a pay and display scheme. Enforcement of a pay and display scheme is more effective and ensures the necessary turn over of parking space for customer availability. The by product of a pay and display scheme is income which can help financially support the daily enforcement operation.

An important of the criteria for assessing such a request would include the capital cost of implementing a pay and display scheme including revenue costs including cash collection and daily maintenance. Consultation with local traders and other local interest groups would also form part of the pre-feasibility work.

Obstruction of driveway (difficulty getting vehicle on and of driveway)

If a vehicle is parked across an approved dropped kerb and obstructing the driveway a Civil Enforcement Officer (CEO) can issue a Penalty Charge Notice (PCN) for obstruction of a dropped kerb, provided the vehicle is not parked in a designated parking place. Enforcement of this type will only take place if the resident of the property reports the obstruction to NEPP.

A white H bar marking can be placed on the highway indicating the access to the driveway. This type of marking is advisory only. NEPP will offer this option to residents – it is optional and is chargeable to the customer.

In all cases Essex Police is the responsible authority to deal with obstructions of the highway and have the necessary powers to remove vehicles that are considered to cause an obstruction.

Parking around industrial areas

There are areas within industrial sites where the workforce rely on long stay parking on the highway. Provided ECC confirm that the parking in these areas does not cause concerns on safety or congestion grounds then NEPP will consider this type of parking as acceptable. This will be a very low priority for any restrictions.

Cars parked in these types of area can act as a natural speed calming measure. Any introduction of parking restrictions in these types of areas will do no more than to potentially displace parking to an alternative location.

Parking on verges, pavements and green areas

There are many variations of this type of parking issue and each case will have to be taken on its individual merit.

Enforcement of verges, pavements and green areas can only be enforceable under the Traffic Management Act 2004 if the area is confirmed as public highway and is supported by a relevant TRO.

It is impractical to provide a TRO and the relevant signage for every instance of verge or pavement parking. This would result in unnecessary street furniture clutter and unacceptable administration costs.

Until such time legislation permits a blanket order for this type of issue then NEPP advice will be for alternative solutions to be pursued as follows;

- If the parking is causing damage to the surface / green area and the area is public highway ECC to be approached to consider the introduction of a waiting restriction.
- Once it is determined who is responsible for the land in question preventative measures may be installed to prevent vehicles accessing the area (wooden posts, bollards etc.). ECC will be responsible for this decision and confirmation of ownership of land.
- If it is deemed obstruction of a footpath / pavement Essex Police can issue a Fixed Penalty Notice and remove the vehicle if necessary.
- If the land is being maintained by a local authority, and area is ornamental or is a mown area maintained to a high standard, the relevant licenses are in place, Notices installed under the Essex Act may be a practical alternative.

Taxi Ranks

Requests for taxi rank provision will be considered on their individual merits and will need to complement the wider aims and interests of:

- Local transport development plans.
- Planning criteria and new development (s106 funding).
- Maintain the safe free flow of traffic.
- Taxi associations.

Overall NEPP will prioritise the requests according to need and will rely highly on local input from Lead Officers and Member representatives.

Loading and unloading provision

To ensure the vitality of local business and retail, NEPP has a commitment to ensure that delivery and goods vehicles have the opportunity to deliver goods in suitable locations.

The introduction of loading and unloading provision will be considered on its individual merit but overall will have a high to medium priority to match the NEPP's objectives. Each request will need to complement the wider aims and interests of:

- Planning criteria and new development (s106 funding)
- Maintain the safe free flow of traffic.
- Local transport development plans.
- Local business and retail organisations

8. Funding for TRO Schemes

ECC has a commitment to fund any schemes that meet the criteria of the ECC safety and congestion criteria and this is likely to be through the new Local Highways Panels.

ECC will not provide funding for all other parking related schemes and will therefore need to be either funded by the Parking Partnership account or from other avenues.

Funding can potentially be sourced from the following areas;

- The Parking Partnership account. (Allocated by the Joint Committee or relevant Sub Committee – schemes will need to meet the criteria of NEPP to receive funding and this will be subject to the availability of funds).
- The Local Highway Panels. (Will have funding available for highway improvements. Any schemes would have to be presented to the local panel and funding for the scheme would have to be agreed by them and the ECC Cabinet Member. Limited scope within tight budgets).
- The borough / district and parish councils. (Local councils can contribute to any schemes that are considered beneficial to the local area that do not receive funding from NEPP)
- Pump / Prime fund (for self financing schemes demonstrated by a business case).
- Section 106 funding for new developments. (Funding will be agreed at the planning development stage following consultation with NEPP)

The aim is for the Parking Partnership account to create sufficient surplus to be able to invest back into the TRO function. An annual business case will determine the amount of available funding.

As mentioned on page 8 the NEPP Technical Team will produce a report for each request received with a recommendation to accept or decline the proposal. The report will include full details of site visits and informal consultation outcomes. These reports will then be discussed with the relevant Parking Partnership lead officers and elected Member representative for a local decision. A copy of the assessment form to be used is shown at Error! Bookmark not defined. onwards.

9. Types of parking restriction and the responsible authority

NEPP will be responsible for the implementation and ongoing maintenance of the following type of parking restriction:

- No waiting
- No Loading and unloading
- School Keep Clear
- Limited waiting
- On-street pay and display
- Resident Parking Schemes
- Taxi ranks
- Loading and goods vehicle bays

ECC will continue to be responsible for the implementation and ongoing maintenance of the following type of parking restriction:

- On-street blue badge spaces
- Bus stops
- Pedestrian crossings

10. Contact Details

Address:

North Essex Parking Partnership
Technical Team

TRO enquiries
North Essex Parking Partnership
Technical Team
PO Box 5575
Colchester
CO1 9LT

Email:

techteam@colchester.gov.uk

Appendix 1

TRO flow chart – process

See separate document.

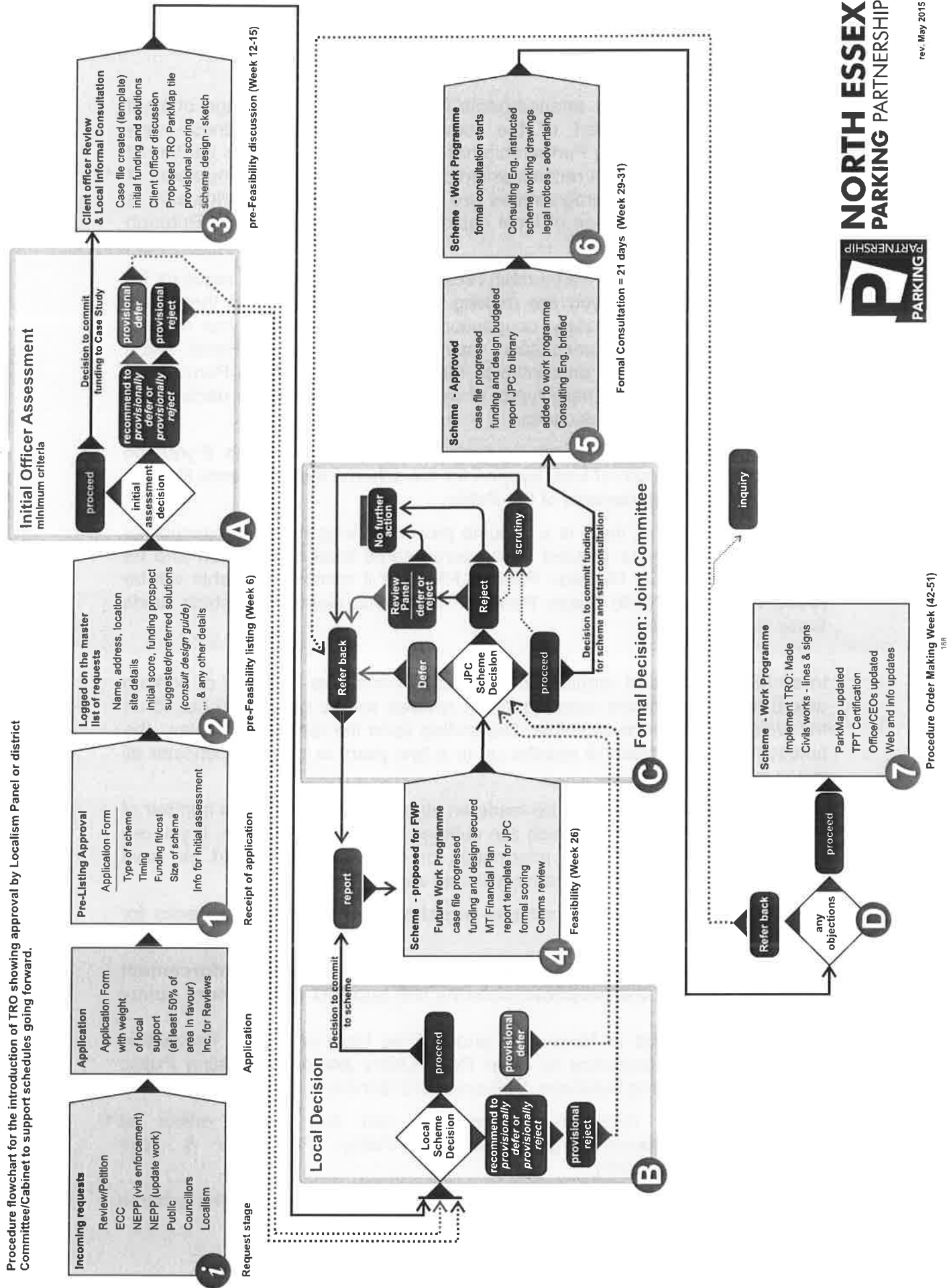
Appendix 2

Request for parking restriction information form

A form is available to complete.

See separate document.

Procedure flowchart for the introduction of TRO showing approval by Localism Panel or district Committee/Cabinet to support schedules going forward.



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New TRO Requests

Essex Highways is using arrangements for the delivery of a range of local highway services as part of the localism agenda. Under these new arrangements the Parking Partnership has been established and is the formal mechanism through which recommendations and priorities regarding some of Essex Highways works programmes are made. The Parking Partnership is made up of a cross-section of local cabinet members representing Borough and District Councils.

The North Essex Parking Partnership receives a large number of requests for items such as the one you are making. If we can identify that there is a genuine proven parking safety, congestion or social need issue your request will undergo some local consultation, may be referred to a local Panel, and if considered viable will be presented to the North Essex Parking Partnership Committee, which funds these types of works, for support and a decision on whether to move to full consultation.

New requests often need prioritising against other similar schemes. If you can demonstrate a strength of local support for the scheme then it is more likely to comply with the requirements of the Policy.

If we can identify that there is a genuine proven parking safety, congestion or social need issue your request will undergo some local consultation and be referred to the Local Highway Panel (LHP) and if considered viable will be presented to the North Essex Parking Partnership Committee which funds these types of works.

In addition, legislation requires the council to undertake a review of parking where there is sufficient demand. Such reviews will be conducted based on the weight of evidence available. Depending upon the size of the review, the timescale may be from 18 months up to a few years in order to consider all views and actions.

In order for an assessment to be made on your request, there are a number of questions to be answered, which are outlined in the attached form. If you are able to offer any additional information or evidence, this would be most appreciated – the more information you can supply, the better.












Some examples of types of scheme are shown on the following pages for guidance.

Reference should be made, at this point, to the Parking Enforcement Policy to check if the proposed scheme will support one or more policy objectives:

Highway Safety; Aid to Movement and/or Free Flow of Traffic, Preventing Hindrance and/or Nuisance to other Road Users and/or Supporting Public Transport; Supporting Business, Deliveries and Servicing; Parking Bays.

The Policy and minimum requirements can be viewed online at www.parkingpartnership.org (under the Policy, Procedure & Joint Committee Meetings link).

Once an assessment has been made, the decision on whether the scheme will be put forward to the Panels will be reported to you.

<p>Outside Schools</p> <p>Safety Visibility Safe Crossing</p>    <p>Outside or near schools</p>	<p>Main Roads, busy roads</p> <p>Socially necessary Supporting public transport Road Safety Supports Conservation Area For the majority of the working day</p>  <p>Restricting long-stay parking May include restrictions on loading</p>
<p>Near shops and in town centres</p> <p>Socially Necessary Supports business Manages Kerbside for fair access</p>  <p>Parking to go Shopping</p>	<p>Residential Areas</p> <p>Resident Parking Commuter parking issues</p>   <p>Residential areas Resident Permit Schemes</p>
<p>Busy Roads, arterial routes</p> <p>Peak hours or part of the working day Restrictions including time-limited waiting, zones and limited waiting parking bays</p>   <p>Supports improved traffic flow tackles congestion and enhances public transport</p>	<p>Access and other parking needs</p> <p>Disabled Access Advisory bays Other bays and schemes Other restrictions</p>   <p>Supports access Assisting business</p>

External

PART 1: APPLICATION

Person or organisation making the request

Please include your full details so that we can contact you with progress of the scheme, or in case we have any questions.

Date:

Full Name of the person making the application:

Full Postal Address of the person making the application:

Email address of the person making the application:

Telephone Contact Number of the person making the application:

Location

Please provide a sketch diagram of the entire area to be considered, and include any additional roads in the immediate area. Please include an Ordnance Survey map reference for the site.

6-fig OS Map Grid Reference

Site plan (sketch)

Details

Please provide as much information as possible.

Brief written description and details/outline of the scheme

What is the problem which has resulted in this request?

(Describe the issues being faced and the causes of the problems)

What is the suggested solution to the problem?

(Write full details of your project.

You could include a detailed sketch or map of the project together with a full explanation of what is needed.)

What is to be achieved by the suggested solution?

(Describe how this project will alleviate the issues described above and what the result that you wish to achieve is.)

What evidence is there of the need for this solution?

(This can be provided through either a Parish Plan, survey, questionnaire, copy of letters received, level of local support, etc.)

Is/could funding be available for the scheme? Y/N

Source of funding?

**Internal
PART 2: SCORING**

Suggested/preferred solution

Initial score

DECISION A: INITIAL OFFICER ASSESSMENT

Officer recommendation Proceed (y/n)?

Reasons

Support: Proceed, Defer, Reject?

NB: The decision being made here is to commit funding to proceed.

Other information from site survey:

- Is visibility obscured?
- Near a railway level crossing?
- Near a signal controlled junction or crossing?
- Near a zebra crossing?
- Any other pedestrian facilities nearby (refuge, crossing point)?
- Any bus stops or facilities nearby or affected?
- Any special arrangements (e.g. surface, treatments)?
- Any other hazards which are foreseen (describe below & any mitigation in TM)?

- Traffic sensitive street?
- Carriageway: Rural, urban?
- Frontages: Residential, commercial, mixed, rural?

Road speed:
(for TM):

Underground utility information scans required
(where posts need to be installed)

- Scans undertaken (supply/contractor)

PART 3: CLIENT REVIEW

Result of local informal consultation and scoring with client officer.

ParkMap tile produced: Number/version/link to print

Scheme design produced: *link to text details*

DECISION B: LOCAL DECISION at LOCAL PANEL

Support: Proceed, Defer, Reject?

Reasons

NB: The decision being made here is to progress with support to JPC

PART 4: FEASIBILITY

Result of local formal consultation and any funding approvals

Decision to approve, reject or defer

Details of decision (copy text and reasons from Minutes)

(defer until date, date logged?)

(further information, how, date logged?)

Finance:

Added to MT Financial Plan

Report Template for JPC completed

Comms Review

NEPP PR Officer informed (date)

Details of area, scheme and consultation(s)

District:

Client Officer:

PR Officer of district:

DECISION C: DECISION at JOINT COMMITTEE

Description of decision and debate at JPC:

Support: Proceed, Defer, Reject?

Reasons

NB: The decision being made here is to progress to formal consultation

Decision sent for Review? Y/N

PART 5: Consulting Engineer

I
Date advised(date/initial): _____
Working Drawings (date/initial): _____

PART 6: Progress of Scheme

I Dates for Legals: Publication date to go on Notice: _____
I Newspaper Ad Notice Placed (date/initial): _____
I Street Notices Placed (date/initial): _____
I Local copies delivered/posted (date/initial): _____
I Working Drawings to Eng. (date/initial): _____

DECISION D: OBJECTIONS (if applicable)

Chief Officer Action: Proceed, Change, Reject?
Reasons

NB: The decision being made here is to progress with scheme on the highway
(insert pages here if re-advertising due to changed scheme)

PART 7: IMPLEMENTATION

Dates for Implementation: Live date for enforcement: _____

| ParkMap updated (date/initial): _____

| Civil Engineer ordered (date/initial): _____

| Signs/Lines implemented (date/initial): _____

| Site Check: Enforceable (date/initial): _____

| Staff advised (CEO/Office) (date/initial): _____

| Web info updated. (date/initial): _____

Appendix 3 Types of TROs

Permanent TROs

A TRO can be permanent. There may be formal objections to Permanent TROs which must be addressed (and may ultimately be resolved at a Public Inquiry).

A Permanent TRO stays in place unless it is revoked or a new Order is introduced to replace/amend it.

Temporary and Experimental TROs

Occasionally temporary orders or experimental orders are introduced which require a slightly different process which still gives people an opportunity to put forward their views.

The requirements for consultation on temporary and experimental Orders are somewhat different from Permanent TROs.

A Temporary Traffic Order is made under Section 14 (1) of the Road Traffic Regulation Act 1984.

Temporary Orders: –

- may be used when works affecting the highway require short-term traffic restrictions;
- are usually short-term but may last up to a maximum of 18 months; and
- are generally used to allow for works, protect the public from danger, to conserve, or allow the public to better enjoy a route.

A Temporary Order under s16A can be made for special events such as cycle races, carnivals etc. These can introduce, suspend or change parking restrictions both on the road on which the event is taking place and/or other roads which are affected by the event. These Orders may be for up to three days but are limited to one occurrence in any calendar year for any length of road.

An Order made under s.14/16A is required to be advertised (for 14 days in the local press) as given in s.16(2)/16C(2) – to notify the public of such regulations by virtue of Part II of The Road Traffic (Temporary Restrictions) procedure Regulations 1992, unless intention is given by Notice only, under Part III

An **Experimental Order** is like a Permanent TRO in that it is a legal document which imposes traffic and parking restrictions such as road closures, controlled parking and other parking regulations indicated by double or single yellow lines etc. The Experimental Traffic Order can also be used to change the way existing restrictions function.

Experimental orders can be introduced quickly and are used to test the success of a scheme before deciding whether to make it permanent.

Experimental Orders: –

- are used in situations that need monitoring and reviewing.
- usually last no more than eighteen months before they are either abandoned, amended or made permanent.
- may be made for any purpose to which permanent TROs can be made as such experimental orders cannot be made for speed or parking places.

An Experimental Traffic Order is made under Sections 9 and 10 of the Road Traffic Regulation Act 1984.

Changes can be made during the first six months of the experimental period to any of the restrictions (except charges) if necessary, before the Council decides whether or not to continue with the changes brought in by the Experimental Order on a permanent basis.

It is not possible to lodge a formal objection to an Experimental TRO until it is in force. Once it is in force, objections may be made to the TRO being made permanent and these must be made within six months of the day that the Experimental Order comes into force.

If feedback or an objection is received during the period that suggests an immediate change to the experiment that change can be made and the experiment can then proceed.

If the Experimental TRO is changed, then objections may be made within six months of the day that it is changed.

Temporary and Experimental Orders may be made either by NEPP or ECC (Contact Essex 0845 743 0430).

There is another type of Order called an Urgency Order, a type of temporary order which may be carried out when urgent work requiring restrictions must be carried out immediately.

Appendix 4

Functional Route Hierarchy

The Traffic Management Strategy adopted by the County Council in 2005 identified and defined a Functional Route Hierarchy divided into County Routes and Local Roads.

The County Routes provide the main traffic distribution function in any area and give priority to motorised road users. The Traffic Management Strategy splits County Routes into Priority 1 and Priority 2.

Priority 1 County Routes may be inter-urban or connecting routes, radial feeder or town centre access routes. What is important is the need to maintain free flowing traffic movement on them due to the function they perform within the network. Priority 2 County Routes are all those County Routes which do not fall into the Priority 1 category.

The Traffic Management Strategy defines Local Roads as being all non-County Routes, further subdividing into developed (generally residential) roads and rural (unclassified routes linking developed areas) roads.

Local roads support a different balance of motorised and non-motorised road users. Account must be taken of the differences in form and function of local urban roads and local rural roads.

The following web site link provides access to a map of the Essex County road network which details the road network forming the Functional Route Hierarchy

<http://www.essexworkstraffweb.org.uk/>

Appendix 5

Assessment System & Scoring Methodology

See separate document.

Prioritisation Methodology – Appendix 5

Viability 12 points

Contribution to economic development (e.g Residents parking).....	6 points
Sustainability –no displacement to other nearby roads	6 points

Finance 13 points

Funded externally and not from NEPP budget	10 points
Supports the hierarchy of routes, TRO Policy document.....	3 points

Impact 20 points

Parking regularly occurs within 10-15 metres of site request.....	5 points
Personal injury collision recorded and attributed to parking.....	10 points
Scheme/restriction is supported by relevant parties affected.....	5 points
(e.g residents & businesses-petitions available to evidence this)	

Accessibility 18 points

Parking inhibiting emergency services etc & is evidenced	7 points
Parking close to school, hospital, railway station etc	5 points
Parking conflicts with residents / non-residents needs	3 points
Long-term parking restricts short-term parking	3 points

Localised congestion 20 points

Parking causes localised congestion	5 points
(congestion score not applicable at school site requests)	
Parking causes congestion in peak periods (rush hours)	5 points
Parking request relates to an A or B routed classified road	5 points
Parking occurs on a bus route	5 points

Enforcement 17 points

Parking occurs during day (8am-6pm).....	3 points
Parking of a long duration (In excess of 4 hours).....	4 points
Parking close to existing restrictions	5 points
No other remedial action available.....	5 points
(e.g verge parking-land owner intervention required like erecting bollards)	

Maximum Score 100 points

Note: The engagement and consultation issues have been withdrawn from the revised scoring methodology as these occur at the decision points in the process. In a similar way, consultation is a part of the wider process.



North Essex Parking Partnership

18 June 2015

NORTH ESSEX

Title: North Essex Parking Partnership Operational Report

Author: Lou Belgrove, NE Parking Partnership

Presented by: Lou Belgrove, Business Manager, NE Parking Partnership

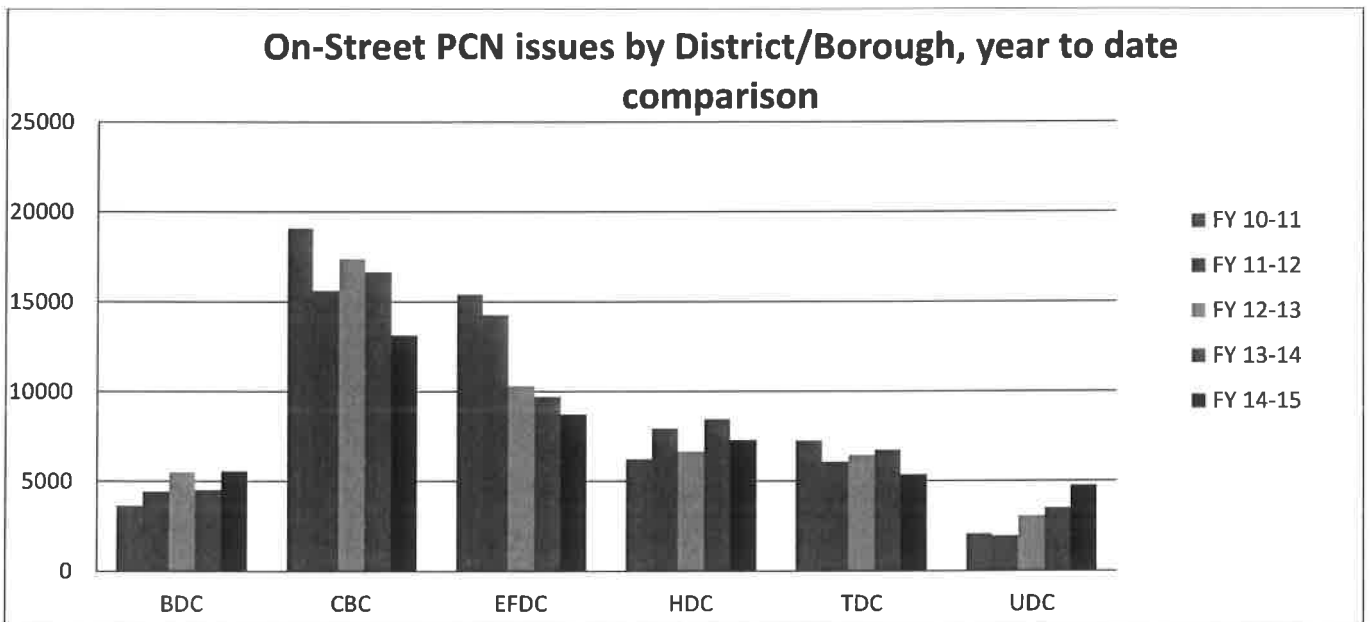
The report gives Members an overview of operational progress since March 2015.

1. Decision(s) Required:

1.1. To note the content of the report.

2. On - Street Performance measures


2.1. The following graph (supported by data in Appendix 1) shows the issue rate of all Penalty Charges for the on-street function, with a year to date comparison.

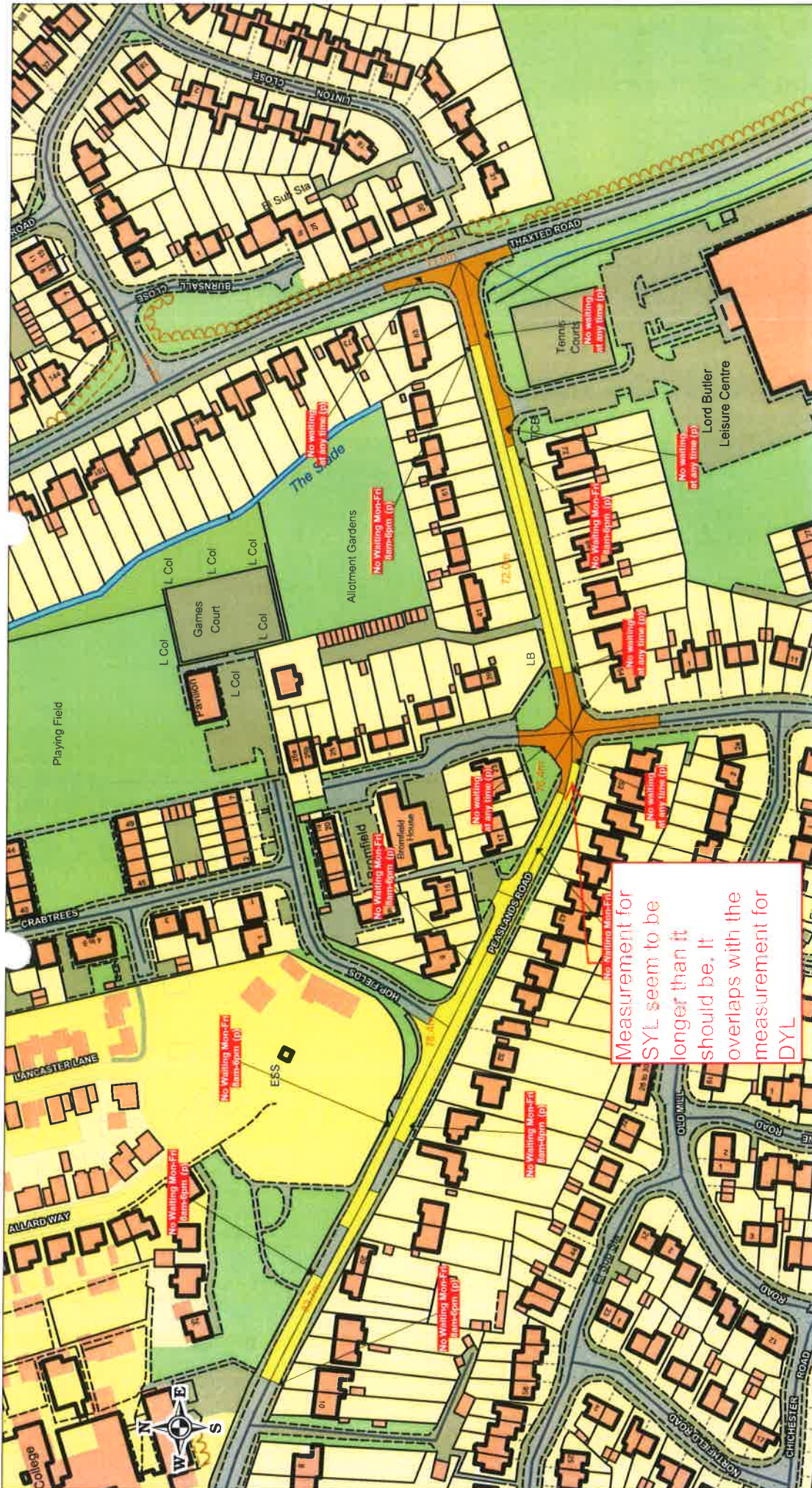


2.2. It would seem that across the Eastern and Western Districts the level of PCNs issued remains below that of previous years, however, the Central team continue to show an increase in both districts.

Item P.
 Source E.C.C (Parkmap)
 date - 27/08/2015



 Essex County Council	(c) Crown copyright. All rights reserved Essex County Council Licence No. LA 077070 2014 Borough Lane, SAFFRON WALDEN	SCALE	1 : 1250
		DATE	27/07/2014
		DRAWING No.	TRO5523-012
		DRAWN BY	NEPP_14-03



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SCALE	1 : 2000
DATE	05/08/2014
DRAWING No.	TRO5523-015
DRAWN BY	MS
	NEPP_14-03

Peaslands Road, Saffron Walden



Essex County Council

Item @
email from UDC & NFPP and ECC
date - 06/06/2013.

From: Andrew Taylor <ataylor@uttlesford.gov.uk>
Sent: 06 June 2013 21:15
To: Shane Taylor; Chris.Stoneham@essex.gov.uk; Rissa Long Highway Liaison Officer
Cc: Andrew Taylor
Subject: Saffron Walden

Thanks very much for meeting earlier in the week. I found it very helpful and I hope you did as well.

I think the outcome is as follows:

Debden Road – Peaselands Road. To be led by Parking Partnership. Shane to prepare scheme and UDC will submit to Partnership as one of its schemes in the next round. Hoped likely installation spring/summer 2014. This would entail double yellow lines for much of the Borough Land to Friends School junction although M – F 8 – 6 limit where cars currently park close to Doctors. On Mount Pleseant/Peaselands generally M-F 8-6 restriction although in some places (opposite nursery and close to crossing points) double yellows will be required.

High Street. To be led by Parking Partnership in partnership with ECC. Shane to prepare scheme to remove parking bay for 4 cars and install double yellows. ECC to paint centre line to create 2 north bound traffic ques. ECC to also move back right turn stop line a car length to ease south bound travel – no change to traffic light wires required.

Ashdon Road. Parking Partnership to lead. Shane to prepare scheme to remove first parking bays on northern side as already parking to rear of properties. Create larger refuge points along the road.

Andrew Taylor MRTPI
Assistant Director Planning and Building Control

Council Offices
London Road
Saffron Walden
Essex
CB11 4ER
T 01799 510601
F 01799 510550
✉ ataylor@uttlesford.gov.uk

Item R
email from ECC to NEAP
ref TR0-5523

Subject: FW: Peaslands Road, Mount Pleasant Road and Borough Lane Saffron Walden

date 19/10/2015

From: Annette Thornton, Infrastructure Funding Co-Ordinator <Annette.Thornton@essex.gov.uk>

Sent: 19 October 2015 11:04

To: Shane Taylor

Cc: ataylor@uttlesford.gov.uk; Trevor Degville

Subject: RE: Peaslands Road, Mount Pleasant Road and Borough Lane Saffron Walden

Hi Shane

The design for this scheme has almost been completed by our contractors (see attached) which may or may not be of use to you. We are just awaiting the RSA comment and final drawing.

There is a substantial contribution from this development which (subject to approval) should cover the full reasonable cost of the scheme.

Regards

Annette

Annette Thornton

Infrastructure Funding Co-Ordinator
Economic Growth and Development

Essex County Council

Telephone: 03330133338 | Ext: 38390

Email: annette.thornton@essex.gov.uk | www.essex.gov.uk

 Please consider the environment before printing this e-mail

From: Shane Taylor [<mailto:Shane.Taylor@colchester.gov.uk>]

Sent: 19 October 2015 07:41

To: Annette Thornton, Infrastructure Funding Co-Ordinator

Cc: ataylor@uttlesford.gov.uk; Trevor Degville; Shane Taylor

Subject: FW: Peaslands Road, Mount Pleasant Road and Borough Lane Saffron Walden

Hi Annette

I'm just writing to confirm that we will happily assume control of delivering this scheme.

Could you please indicate the amount of funding which will be available towards this please?

Kind regards

Shane Taylor

Technical Team Leader

North Essex Parking Partnership

Tel- 01206 282640

Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

Colchester is the lead authority for the North Essex Parking Partnership....

Bringing together the parking operations for Essex. Think before you print this email!

From: Annette Thornton, Infrastructure Funding Co-Ordinator [<mailto:Annette.Thornton@essex.gov.uk>]

Sent: 15 October 2015 11:16

To: Andrew Taylor

Cc: peter.wright@essexhighways.org; Simon Walker (Simon.Walker@essexhighways.org); Shane Taylor (Shane.Taylor@colchester.gov.uk); Rissa Long (Rissa.Long@essexhighways.org); David Sprunt, Principal Transport Strategy & Engagement Officer; atih.raja@essexhighways.org

Subject: FW: Peaslands Road, Mount Pleasant Road and Borough Lane Saffron Walden

Hi Andrew

I have now had the opportunity to discuss this with Simon and I agree that splitting the scheme would not be the most effective way to deliver.

I am happy for NEPP to deliver the whole scheme and I will transfer the funding for Peaslands Road and Mount Pleasant Road from the S106 contribution. I am looking into the possibility of funding the works in Borough Lane from the S106 contribution on the basis that if we install restrictions in Peaslands Road and Mound Road this may have a knock on effect in Borough Lane, although this requires further investigation before I am able to confirm.

For works delivered by a third party from S106 funding we would normally ask that the works are undertaken then an invoice submitted to ECC (via me) for payment on completion.

Please confirm that NEPP will be undertaking the works and let me know if there is anything further you require from me .

Annette

Annette Thornton

Infrastructure Funding Co-Ordinator
Economic Growth and Development

Essex County Council

Telephone: 03330133338 | Ext: 38390

Email: annette.thornton@essex.gov.uk | www.essex.gov.uk

 Please consider the environment before printing this e-mail

From: Simon Walker [<mailto:Simon.Walker@essexhighways.org>]

Sent: 09 October 2015 14:20

To: Annette Thornton, Infrastructure Funding Co-Ordinator

Cc: Peter Wright

Subject: FW: Peaslands Road, Mount Pleasant Road and Borough Lane Saffron Walden

Annette,

Please see below that was sent to your old email address.

We can discuss Thursday unless you're able to comment before?

Thanks.

Simon Walker MIHE | Senior Engineer

Highways

Ringway Jacobs | Essex County Council

Seax House, 2nd Floor, Victoria Road South, Chelmsford, CM1 1QH

T: 07545 755997

E: simon.walker@essexhighways.org

W: www.essex.gov.uk/highways

Please consider the environment before printing this email

From: Andrew Taylor [<mailto:ataylor@uttlesford.gov.uk>]

Sent: 08 October 2015 14:26

To: Annette Thornton; Simon Walker

Cc: Atih Raja; Rissa Long; David Sprunt; Shane Taylor

Subject: Peaslands Road, Mount Pleasant Road and Borough Lane Saffron Walden

Good afternoon all

I have just had a very useful conversation with Chris Styles although I understand that he is leaving tomorrow.

The scheme to line these three roads through Saffron Walden has been developing for a while and I am keen that it is delivered quickly, but also to the best standard and process.

The NEPP has agreed to deliver this scheme in its entirety and is planning a consultation over the next few months.

Chris contacted Shane (see below) recently to say that they were looking to sue S106 funding from the Bell Language School development to fund the delivery of 2/3rds of the scheme (that on Mount Pleasant Road and Peaslands Road) but could not fund the Borough Lane section due to the wording of the S106.

I understand that the scheme has been drawn up (see attached) and presented to Simon Walker who will then submit it to Annette Thornton for final approval.

However, this would mean that ECC would carry out a public consultation for 2 of the roads and then install the scheme and the NEPP would then have to do a consultation for the 3rd road and then install the scheme.

This just seems silly and will get us all criticised for wasting public money.

There must be a way of getting the consultation and scheme delivery provided in one.

I am happy to try and coordinate but it seems that either the S106 money is handed to NEPP and they are asked to deliver the whole scheme, or the NEPP pays to ECC the additional cost of the extra bit of consultation and lining which is required to deliver the whole scheme.

Any comments please?

Andrew Taylor MRTPI | Assistant Director Planning and Building Control | Uttlesford District Council

Building Control | Car Parking | Conservation | Development Management | Economic Development | Energy Efficiency | Landscape and Trees | Neighbourhood Planning | Planning and Housing Policy | Street Naming and Numbering

London Road, Saffron Walden, Essex, CB11 4ER | 01799 510601 | ataylor@uttlesford.gov.uk

From: Chris Styles [<mailto:Chris.Styles@essexhighways.org>]

Sent: 02 October 2015 12:49

To: Shane Taylor

Cc: Tim Olley; Peter Miles; Simon Walker
Subject: Peaslands Road

Hi Shane,

Sorry for the delay in the reply.

Further to our conversation on Wednesday I can confirm that we will deliver Peaslands Road and Mount Pleasant Road as part of the S106 works.

I have attached the designs for your information, if you have any comments that you feel need to be included in the attached drawings please do not hesitate to contact me with regards to this email.

We will endeavour to keep correspondence with yourself as the installation of this works is of importance to you and you partners.

Kind regards,

Chris Styles | Engineer
Essex Highways
Ringway Jacobs | Essex County Council
Victoria House, Victoria Road, Chelmsford, CM1 1JR

T: 01245 204926

E: chris.styles@essexhighways.org

W: www.essex.gov.uk/highways

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item R1
date 15/10/2016.

From: Simon Walker <Simon.Walker@essexhighways.org>
Sent: 15 October 2015 15:46
To: Annette Thornton, Infrastructure Funding Co-Ordinator
Subject: FW: Peaslands Road - Final Delivery
Attachments: EH RSA Peasland Road.doc; Peaslands Road DR.xlsx; DC20088-12-205.pdf; DC20088_00_001.pdf; DC20088_00_002.pdf; DC20088_00_003.pdf; DC20088_00_004.pdf; DC20088-12-201.pdf; DC20088-12-202.pdf; DC20088-12-203.pdf; DC20088-12-204.pdf

Annette,

Info received from Jacobs so far.

Final drawings to be sent on when received from Jacobs.

Thanks.

**Simon Walker MIHE | Senior Engineer
Highways**

Ringway Jacobs | Essex County Council
Seax House, 2nd Floor, Victoria Road South, Chelmsford, CM1 1QH

T: 07545 755997

E: simon.walker@essexhighways.org

W: www.essex.gov.uk/highways

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From: Chris Styles
Sent: 09 October 2015 11:58
To: Simon Walker
Cc: Peter Miles; Peter Wright; Atih Raja
Subject: Peaslands Road - Final Delivery

Simon,

Please see attached the delivery for the above scheme

If you could please forward on any comments you have on the scheme to Atih and we can make these changes at the same time as the RSA amendments.

This completes the work we have been asked to do for this scheme.

Kind regards,

**Chris Styles | Engineer
Essex Highways**

Ringway Jacobs | Essex County Council
Victoria House, Victoria Road, Chelmsford, CM1 1JR

T: 01245 204926

E: chris.styles@essexhighways.org

W: www.essex.gov.uk/highways

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**The Essex County Council (Uttlesford District) (Permitted Parking Area and Special Parking Area)
(Amendment No. 40) Order 20****

NOTICE IS HEREBY GIVEN Colchester Borough Council acting on behalf of the North Essex Parking Partnership in exercise of the delegated powers of the traffic authority Essex County Council granted under an Agreement dated 31 March 2011 proposes to make the above Order under Sections 1(1), 2(1) to (3), 4 (1), 4(2), 32, 35,45,46,49 and 53 and Parts III and IV of schedule 9 of the Road Traffic Regulation Act 1984.

Effect of the Order

- To introduce No Waiting At Any Time in the following lengths of road in the District of Uttlesford

Road	Description
Borough Lane-Saffron Walden	North side approximately 101.7 metres from the junction with Debden Road for a distance of approximately 34.8 metres in a westerly direction. North side approximately 163.0 metres from the junction with Debden Road for a distance of approximately 47.2 metres in a westerly direction South side approximately 32.0 metres from the junction with Debden Road for a distance of approximately 7.0 metres in a westerly direction. South side approximately 48.5 metres from the junction with Debden Road for a distance of approximately 52.4 metres in a westerly direction South side approximately 21.5 metres from the junction with Mandeville Road for a distance of approximately 20.3 metres
Ashdon Road-Saffron Walden	South side approximately 62.0 metres from the junction with Chaters Hill for a distance of approximately 54.0 metres in an easterly direction South side approximately 18.4 metres from the junction with Hollyhock Road for a distance of approximately 100.5 metres in an easterly direction South side approximately 19.4 metres from the western junction of Shepherds Way for a distance of approximately 87.6 metres in an easterly direction
Thaxted Road-Saffron Walden	West side for a distance of approximately 24.8 metres in a northerly direction from the junction with Peaslands Road West side for a distance of approximately 16.4 metres in a southerly direction from the junction with Peaslands Road
Peaslands Road-Saffron Walden	North side for a distance of approximately 34.5 metres from the junction with Thaxted Road in a westerly direction South side from the junction with Thaxted Road to the entrance of The Lord Butler Leisure Centre South side from the entrance with The Lord Butler Leisure Centre for a distance of approximately 10.0 metres in a westerly direction Both sides of The Lord Butler Leisure Centre entrance road from the junction with Peaslands Road for a distance of approximately 8.0 metres in a southerly direction North side for a distance of approximately 19.1 metres from the junction with Bromfield in an easterly direction North side for a distance of approximately 15.6 metres from the junction with Bromfield in a westerly direction South side for a distance of approximately 14.4 metres from the junction with Winstanley Road in an easterly direction South side for a distance of approximately 17.4 metres from the junction with Winstanley Road in a westerly direction
Winstanley Road-Saffron Walden	East side for a distance of approximately 30.4 metres from the junction with Peaslands Road in a southerly direction West side for a distance of approximately 27.2 metres from the junction with Peaslands Road in a southerly direction
Bromfield-Saffron Walden	East side for a distance of approximately 15.9 metres from the junction with Peaslands Road in a northerly direction West side for a distance of approximately 15.4 metres from the junction with Peaslands Road in a northerly direction

Mount Pleasant Road-Saffron Walden	<p>North side approximately 31.1 metres from the junction with Debden Road for a distance of approximately 23.0 metres in an easterly direction</p> <p>South side approximately 28.8 metres from the junction with Debden Road for a distance of approximately 42.0 metres in an easterly direction</p>
------------------------------------	---

2. To introduce No Waiting Monday- Friday 8am-6pm in the following lengths of road in the District of Uttlesford

Road	Description
Borough Lane-Saffron Walden	South side approximately 31.0 metres from the junction with Summerhill Road for a distance of approximately 62.0 metres in a westerly direction
Ashdon Road-Saffron Walden	North side approximately 44.0 metres from the junction with Mill Lane for a distance of approximately 29.6 metres in an easterly direction
Peaslands Road-Saffron Walden	<p>North side approximately 34.5 metres from the junction with Thaxted Road for a distance of approximately 125.4 metres in a westerly direction</p> <p>South side approximately 10.0 metres from the entrance of The Lord Butler Leisure Centre for a distance of approximately 88.4 metres in a westerly direction</p> <p>North side approximately 15.6 metres from the junction with Bromfield for a distance of approximately 40.0 metres in a north westerly direction</p> <p>North side approximately 55.8 metres from the junction with Bromfield for a distance of approximately 45.8 metres in a north westerly direction</p> <p>South side approximately 17.4 metres from the junction with Winstanley Road for a distance of approximately 157.3 metres in a north westerly direction</p> <p>North side from the junction with Hopfields for a distance of approximately 86.5 metres in a north westerly direction</p> <p>South side approximately 195.9 metres from the junction with Winstanley Road for a distance of approximately 81.0 metres in a north westerly direction</p> <p>North side approximately 107.5 metres from the junction with Hopfields for a distance of approximately 43.4 metres in a north westerly direction</p>
Mount Pleasant Road-Saffron Walden	<p>North side approximately 54.1 metres from the junction with Debden Road for a distance of approximately 138.6 metres in an easterly direction</p> <p>North side approximately 213.8 metres from the junction with Debden Road for a distance of approximately 105.9 metres in an easterly direction</p> <p>South side approximately 81.6 metres from the junction with Debden Road for a distance of approximately 54.4 metres in an easterly direction</p> <p>South side approximately 122.9 metres from the junction with Debden Road for a distance of approximately 36.7 metres in an easterly direction</p> <p>South side approximately 181.2 metres from the junction with Debden Road for a distance of approximately 95.0 metres in an easterly direction</p>

3. To revoke No Waiting Monday-Saturday 8am-6pm restrictions in the following lengths of road in the District of Uttlesford

Road	Description
Borough Lane-Saffron Walden	<p>North side approximately 101.7 metres from the junction with Debden Road for a distance of approximately 34.8 metres in a westerly direction.</p> <p>North side approximately 163.0 metres from the junction with Debden Road for a distance of approximately 47.2 metres in a westerly direction</p>
Ashdon Road-Saffron Walden	<p>South side approximately 62.0 metres from the junction with Chaters Hill for a distance of approximately 54.0 metres in an easterly direction</p> <p>South side approximately 18.4 metres from the junction with Hollyhock Road for a distance of approximately 100.5 metres in an easterly direction</p> <p>South side approximately 19.4 metres from the western junction of Shepherds Way for a distance of approximately 87.6 metres in an easterly direction</p> <p>North side approximately 44.0 metres from the junction with Mill Lane for a distance of approximately 29.6 metres in an easterly direction</p>

4. To introduce No Stopping Mon-Fri 8.15-9.15am- 2.45-3.45pm On School Entrance Markings on the following length of roads in the District of Uttlesford

Road	Description
Mount Pleasant Road-Saffron Walden	Approximately 150.8 metres from the junction with Debden Road for a distance of approximately 26.5 metres in an easterly direction

This Order will be incorporated into The Essex County Council (Uttlesford District) (Permitted Parking Area and Special Parking Area) (Consolidation) Order 2008 by substituting the following tile numbers with new revisions, TL540 385 with revision 1, TL535 377 with revision 5, TL545 385 with revision 4, TL540 377 with revision 2 and by inserting tile numbers TL540 375 and TL545 375.

Further Details: A copy of the proposed Order and associated schedule is available for inspection during normal office hours at Essex Highways, County Hall, Chelmsford, CM1 1QH, Uttlesford District Council offices, London Road, Saffron Walden, CB11 4ER or at www.parkingpartnership.org

Objections: Anyone who wishes to object to the proposed Orders should send their grounds for objection in writing to TRO Comments, North Essex Parking Partnership, PO Box 5575, Colchester, CO1 9LT or by e-mail to parking@colchester.gov.uk by Friday 19th February 2016

Date: Thursday 28 January 2016

Richard Walker
Parking Partnership Group Manager
Colchester Borough Council
Rowan House
33 Sheepen Road
Colchester, CO3 3WG

The Essex County Council (Uttlesford District) (Permitted Parking and Special Parking Area)(Consolidation) (Amendment No.40) Order 20**

Statement of Reasons

Ashdon Road-Saffron Walden

The permanent order is required to keep the road free of parked vehicles at specified points, where it is considered that any parking is inappropriate and likely to severely impede the access of large vehicles, including those utilised by the emergency services. It will also encourage the free flow of traffic during peak hours.

Mount Pleasant Road-Friends School

The permanent order is required to enhance the lines of sight in the local street scene for vulnerable road users, children, pedestrians and drivers alike and to avoid danger to persons or other traffic using the road, preventing the likelihood of any such danger arising.

Borough Lane-Saffron Walden

The permanent order is required to keep the road free of parked vehicles at specified points, where it is considered that any parking is inappropriate and likely to severely impede the access of large vehicles, including those utilised by the emergency services. It will also encourage the free flow of traffic during peak hours.

Thaxted Road/Peaslands Road-Saffron Walden

Double yellow lines will improve the parking provision for local residents and their visitors and ensure that access and vision is un-obscured at key points, such as the junction. The provision of yellow lines will also reduce the probability of road traffic accidents.

Peaslands Road/Bromfield/Winstanley Road-Saffron Walden

Double yellow lines will improve the parking provision for local residents and their visitors and ensure that access and vision is un-obscured at key points, such as the junction. The provision of yellow lines will also reduce the probability of road traffic accidents.

Peaslands Road-Saffron Walden

The permanent order is required to keep the road free of parked vehicles at specified points, where it is considered that any parking is inappropriate and likely to severely impede the access of large vehicles, including those utilised by the emergency services. It will also encourage the free flow of traffic during peak hours.

Mount Pleasant Road-Saffron Walden

The permanent order is required to keep the road free of parked vehicles at specified points, where it is considered that any parking is inappropriate and likely to severely impede the access of large vehicles, including those utilised by the emergency services. It will also encourage the free flow of traffic during peak hours.

Item T.
email exchange with Mr Starr.
date 12/02/2016.

Richard Walker

From: Shane Taylor on behalf of TechTeam
Sent: 12 February 2016 09:52
To: 'Dan Starr [Residents]'; TechTeam; Parking
Cc: 'John Lodge'; townclerk@saffronwalden.gov.uk; cllrfreeman@saffronwalden.gov.uk; cllrpgadd@saffronwalden.gov.uk; Trevor Degville
Subject: RE: TRO 5523 (Amendment No. 40) Order 201

lists TRO Applications (NEPP) 10030, 10031 plus (ECC) TRO 5523 and separate advertised Scheme Amendment 41 which comprises all three plus other area changes to the existing TRO for Uttlesford.

Dear Mr Starr

Thank you for your email.

Our board does not approve the Amendments which we create, in this case Amendment Number 40 which contains the sites which have been previously approved by our board (via the links to meeting notes).

Amendments are created by us when we devise proposals to advertise pre-approved priority schemes chosen by partner members and forwarded at the applicable meetings for board approval, which gives us, as officers the power to devise and advertise a proposal such as Amendment Number 40 which contains the sites of interest.

It is not the Amendments, as indicated which are approved by our board but the separate sites themselves, which have been in the past, leading to the creation of the applicable order.

Hopefully this all makes sense however I am more than happy to clarify this via a telephone conversation if required?

Kind regards

Shane Taylor

Technical Team Leader

North Essex Parking Partnership

Tel- 01206 282640

Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

Colchester is the lead authority for the North Essex Parking Partnership....

Bringing together the parking operations for Essex. Think before you print this email!

From: Dan Starr [Residents] [mailto:danstarr@weareresidents.org]

Sent: 12 February 2016 09:41

To: TechTeam; Parking

Cc: 'John Lodge'; townclerk@saffronwalden.gov.uk; cllrfreeman@saffronwalden.gov.uk; cllrpgadd@saffronwalden.gov.uk; Trevor Degville

Subject: RE: TRO 5523 (Amendment No. 40) Order 201

Thank you Mr Taylor for the prompt response again.

Again you choose to answer a different question that I didn't ask. I didn't ask about sites or previous TROs. I specifically asked just one question about the current proposals, aka TRO 5523 - Amendment No. 40, Order 201. It is the proposal that requires approval not 'sites'.

I don't mean to be a pain in the neck, and it can't be much fun being asked the same detailed questions. I just want to get the facts straight as I am getting questions from local residents and the local papers who turn to our residents' group for understanding on these types of matters.

However I understand from your response that you on behalf of NEPP have now indicated that the current proposals "TRO 5523 - Amendment No. 40, Order 201 were not first approved by the Joint Committee on 29/10/15." Thank you for making this clear.

This statement seems at odds with the minutes of the Joint Committee of that date that says that it was. It is difficult to reconcile this discrepancy, as it would seem it either was or it wasn't.

But now that it is clear that TRO 5523 - Amendment No. 40, Order 201 was not first approved by the Joint Committee on 29/10/15, **what was the date that they did first approve it?** And again, for the avoidance of doubt, I am asking about the current TRO proposals (TRO 5523 - Amendment No. 40, Order 201). This is what is in public consultation and this is the scheme on which any implementation would have the legal basis - not any previous and deprecated schemes such as TROs 10030 and 10031, which were for different schemes and have been superseded by TRO 5523.

I look forward to the response of the date and meeting at which TRO 5523 was first approved. Please also send the minutes that relate to that approval.

Again, apologies for being a pain in the neck.

Thank you.

Regards
Dan Starr

From: Shane Taylor [<mailto:Shane.Taylor@colchester.gov.uk>] **On Behalf Of** TechTeam
Sent: 12 February 2016 08:29
To: 'Dan Starr [Residents]'; TechTeam; Parking
Cc: 'John Lodge'; townclerk@saffronwalden.gov.uk; cllrrfreeman@saffronwalden.gov.uk; cllrpgadd@saffronwalden.gov.uk; Trevor Degville
Subject: RE: TRO 5523 (Amendment No. 40) Order 201

Dear Mr Starr

The sites were chosen, as per the minutes contained within the links sent to you in my last reply.

Until they are formally withdrawn, as a result of any public consultation completed they remain as "live" until such a time that the partner authority instructs us that advertising should commence, which has led to the recent consultation arranged, albeit many months after formal board approval has occurred.

Once approved, further approval is not required and if you feel that there has been a form of irregularity in this case then this may form part of an objection if you chose to do so.

We can add nothing further to the information supplied to you and it may be of benefit if you are able to attend the next applicable meeting to view how our process for the consideration and prioritisation of traffic scheme requests is facilitated, with meeting details available if you wish to do this?

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel- 01206 282640
Email- shane.taylor@colchester.gov.uk
Web- www.parkingpartnership.org

Colchester is the lead authority for the North Essex Parking Partnership....
Bringing together the parking operations for Essex. Think before you print this email!

From: Dan Starr [Residents] [<mailto:danstarr@weareresidents.org>]
Sent: 12 February 2016 08:19
To: TechTeam; Parking
Cc: 'John Lodge'; townclerk@saffronwalden.gov.uk; cllrrfreeman@saffronwalden.gov.uk;
cllrpgadd@saffronwalden.gov.uk; Trevor Degville
Subject: RE: TRO 5523 (Amendment No. 40) Order 201

Thank you for the documents Mr Taylor.

I see that the documents relate to the previous scheme/TRO that was abandoned and not TRO 5523 (Amendment No. 40, Order 201) which is the current scheme. Whist these documents are good background, there are not the documents that specifically relate to the approval of TRO 5523 (Amendment No. 40, Order 201). Those seem to be missing.

Once again please can you confirm that the current TRO proposals (TRO 5523 - Amendment No. 40, Order 201) were first approved by the Joint Committee on 29/10/15.

It is a simple and appropriate question which the NEPP should be able to answer as I am sure it is in control of its processes.

Regards
Dan Starr

From: Shane Taylor [<mailto:Shane.Taylor@colchester.gov.uk>] **On Behalf Of** TechTeam
Sent: 12 February 2016 07:11
To: 'Dan Starr [Residents]'; TechTeam
Cc: Parking; 'John Lodge'; townclerk@saffronwalden.gov.uk; cllrrfreeman@saffronwalden.gov.uk;
cllrpgadd@saffronwalden.gov.uk; Trevor Degville
Subject: RE: TRO 5523 (Amendment No. 40) Order 201

Dear Mr Starr

Thank you for your email, which was fully understood.

The links below which will also form part of the FOI request currently being compiled for you will serve to illustrate when the roads were officially approved by our board following submission from Uttlesford District Council.

<https://www.parkingpartnership.org/policies/Nepp%20Agenda%20-%20meeting%208-August-13.pdf>

<https://www.parkingpartnership.org/policies/Nepp%20Agenda%20-%20meeting%20311013.pdf>

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel- 01206 282640
Email- shane.taylor@colchester.gov.uk
Web- www.parkingpartnership.org
Colchester is the lead authority for the North Essex Parking Partnership....

Bringing together the parking operations for Essex. Think before you print this email!

From: Dan Starr [Residents] [<mailto:danstarr@weareresidents.org>]
Sent: 11 February 2016 13:27
To: TechTeam
Cc: Parking; 'John Lodge'; townclerk@saffronwalden.gov.uk; cllrfreeman@saffronwalden.gov.uk; cllrpgadd@saffronwalden.gov.uk; Trevor Degville
Subject: RE: TRO 5523 (Amendment No. 40) Order 201

Thank you for your prompt reply Mr Taylor.

However you answered a question that I didn't ask. I'm sorry if I wasn't clear.

Please can you confirm that the current TRO proposals (TRO 5523 - Amendment No. 40, Order 201) were first approved by the Joint Committee on 29/10/15 (as the minutes seem to confirm).

I look forward to your reply.

Thank you.

Regards
Dan Starr

From: Shane Taylor [<mailto:Shane.Taylor@colchester.gov.uk>] **On Behalf Of** TechTeam
Sent: 10 February 2016 08:37
To: 'Dan Starr [Residents]'
Cc: Parking; John Lodge; townclerk@saffronwalden.gov.uk; cllrfreeman@saffronwalden.gov.uk; cllrpgadd@saffronwalden.gov.uk; Trevor Degville
Subject: RE: TRO 5523 (Amendment No. 40) Order 201

Dear Mr Starr

Thank you for your email.

The information which illustrates when the sites were first chosen as priorities for the District, by the District will be contained within the FOI request recently made and due to be sent to you as soon as practicable, once all aspects of this have been catered for.

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel- 01206 282640
Email- shane.taylor@colchester.gov.uk
Web- www.parkingpartnership.org
Colchester is the lead authority for the North Essex Parking Partnership....
Bringing together the parking operations for Essex. Think before you print this email!

From: Dan Starr [Residents] [<mailto:danstarr@weareresidents.org>]
Sent: 10 February 2016 07:14
To: TechTeam; Shane Taylor
Cc: Parking; John Lodge; townclerk@saffronwalden.gov.uk; cllrfreeman@saffronwalden.gov.uk; cllrpgadd@saffronwalden.gov.uk
Subject: TRO 5523 (Amendment No. 40) Order 201

Dear Mr Shane Taylor,

I'd like a simple technical clarification please with respect to the TROs that we have been discussing.

In reviewing the minutes of the Joint Committee it is my understanding is that these TRO 5523 Amendment 40 proposals were initially introduced and approved on the 29/10/15, as they were referenced as such in the attachment to the meeting minutes titled "Technical Team Work".

The minutes say with respect to new schemes:

"

4.4 New Traffic Orders

4.5 The new traffic orders that NEPP have introduced following prioritisation at Joint Parking Committees can be seen below by authority area.

Uttlesford District

Amendment 40 - Peasland Road, Ashdon Road, Mount Pleasant Road & Borough Lane - To be completed

"

There has been some confusion that these TROs were actually raised earlier on 31/10/13. However these were TROs 10030 and 10031 ("10030 Pleasland Rd/Debden Rd (sic) waiting restrictions and 10031 Ashen Rd (Sic)"). However from 6/3/14 these TROs were no longer listed on the Joint Committee list and abandoned, with the new TROs raised 18 months later as new proposals with new TRO numbers.

So the clarification I see is:

- Please can you confirm that the current these current proposals "TRO 5523 (Amendment No. 40) Order 201" were raised and first approved by the Joint Committee on 29/10/15 as the minutes seem to confirm.

Thank you.

Regards
Dan Starr

TR0 5523 (Amendment No. 40) Order 201 - FOI Document Set (16 February 2016)

The following documents were provided as the total document set that NEPP indicated that they had relating to TR0-5523 (restrictions to parking on Ashdon Rd, Borough Lane, Mount Pleasant Rd, Peaslands Rd).

Under the Freedom-of-information Act WeAreResidents.org requested from NEPP copies of all documents in relation to TR0-5523, including:

- Correspondence relating to the proposals between NEPP and Uttlesford District Council, including with its Councillors and Officers;
- Correspondence relating to the proposals between NEPP and Essex County Council, including the Highways Authority, including with its Councillors and Officers;
- Correspondence relating to the proposals between NEPP and Saffron Walden Town Council, including those that show the approval that the NEPP has to gain from the Saffron Walden Town Council under its policies;
- Minutes of any meetings at which the proposals were considered by NEPP, and any documents considered by NEPP in deciding to proceed with the proposals;
- Any other documents in the possession of NEPP concerning the proposal.

A further request for documents was ignored.

This document includes the 3 groups of documents that were received under FOI in return, which NEPP claimed were all the documents they had to support the proposals:

1. North Essex Parking Partnership Officer's Report to Mount Pleasant Road after complaints from the Friends School about school access; with pictures
 - The report does not recommend changes
 - Relevant sections have been highlighted
 - The construction referred to was the Bell South Rd development which has now completed
2. Various email exchanges with NEPP
 - From the Friends School, asking for the officer's site visit to consider road issues;
 - A request from Andrew Taylor, Assistant Director of Planning at UDC requesting parking restrictions;
 - Various emails with local residents and road users;
3. Minutes from a number of NEPP meetings where the predecessors to TR0-5523 were discussed. These schemes were abandoned in 2014;

This cover note was added by WeAreResidents.org who made the FOI request. The rest of the documents are as provided by NEPP.

These documents were redacted by NEPP – any blanking of names was undertaken by NEPP before they released the documents under the FOI request.

Yellow highlighting has been added by WeAreResidents.org.

Red text has been added to provide clarity by WeAreResidents.org.

Summary sheet

Mount Pleasant Road-Saffron Walden

A site visit has been conducted to witness at first hand the alleged issues.

A map has been included to highlight the area photographed and visited. The map also highlights the fact that there have been no recorded accidents via Essex County Councils Traffweb site.

Photographs taken during the site visit are included to highlight any issues encountered or witnessed.

Correspondence is also included which has led to our investigation and site visit.

Officer Recommendation

Photograph A depicts Mount Pleasant Road during a typical weekday and indicate a section of road which is used by local residents, "commuters" and local workers at the nearby new residential development currently under construction.

The complainant has suggested that access to this particular road is restricted, leading to issues with larger vehicles, due to the parking which occurs at the location in photograph A.

There are schools in the area which are serviced by this road and connecting highway and peak drop off and collection times sees an increase in parked vehicles at specific times of the day although freedom of movement, albeit restricted is still possible if driver courtesy is displayed.

Residential views regarding the implementation of restrictions appear to suggest that this would not be welcomed and that the periodic "inconveniences" focused around school drop off/collection times is generally tolerated.

Other enclosed photographic images serve to illustrate that despite the presence of a major development in the area there appears to be ample space available to cater for parked vehicles and access, as mentioned is still possible if driver courtesy is displayed.

The introduction of a restriction in this area may not be necessary on the basis of the evidence gathered during the site visit.

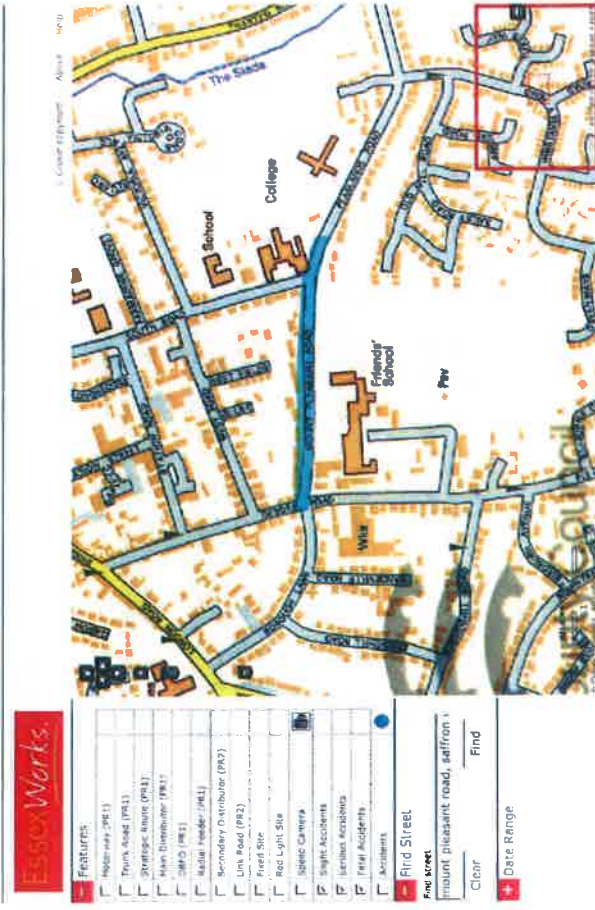
South Road, Mount Pleasant Road and Peaslands Road all appear to be "self Policing" in terms of parking and access and consideration should also be given to the near future when there may ultimately be a certain "spillage" from the new build in the area and the absorption of associated traffic needs to be accounted for.

Item T1 (response to FOI)
date

With the completion of the new build, parking workers will also disappear, freeing up additional space.

Any potential restriction introduced would have to be endorsed by the residents who may be affected, along with the nominal displacement of vehicles in place at this moment in time.

Area referred to









NEPP Officer's Investigation Report from site visit to Mount Pleasant Rd in Saffron Walden



NEPP Officer's Investigation Report from site visit to Mount Pleasant Rd in Saffron Walden



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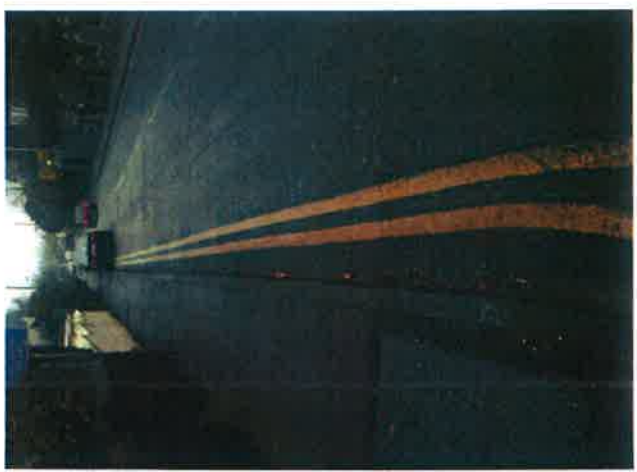


NEPP Officer's Investigation Report from site visit to Mount Pleasant Rd in Saffron Walden

NEPP Officer's Investigation Report from site visit to Mount Pleasant Rd in Saffron Walden



NEPP Officer's Investigation Report from site visit to Mount Pleasant Rd in Saffron Walden





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Shane Taylor

From: Shane Taylor
Sent: 18 September 2012 21:11
To:
Subject: Re: Technical Team

I do not believe that there is any further comment i can make in regards to this request and **it will be dealt with in the prescribed and agreed manner** as suggested in earlier correspondence.

If you feel that local residents are parking contrary to guidance in the highway code then you should contact Essex Police who will be able to assist you further in this matter if they feel that this is appropriate.

We will contact all interested parties when further information is available which relates to this particular request.

Local officers are more than aware of the site and reported issues.

Regards Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Colchester Borough Council

On 18 Sep 2012, at 16:41,

wrote:

Dear Shane Taylor,

Our neighbours are prone to exaggeration where as I can point to actual proof that despite having off street parking they deliberately park directly opposite our entrance. This is after I have pointed out to them with the aid of the Highway Code that the first place that a motorist should not park is 'near a school entrance'. Please look it up for yourself. They tell me, and I quote, " you can't enforce it so I'll park where I like!" They even park there although they have all suffered damage to their cars. How puerile is that?

You seem to be making assumptions about schools in general and then applying them to Friends' School which is a good trick as you have never visited our site which is all I am asking.

The staff, parents and visitors to the school are all accommodated on site. They do not have to park on the road. The contractors who built our new junior school were all accommodated on the school site. No contractor has had to park on the road unlike the development taking place on the corner of South Road. In fact we have bent over backwards to make life as comfortable as possible for all our neighbours. With parking restrictions for the protection and safety of all site users we would not be inconveniencing our neighbours in the slightest. The reason they complain is because it has Friends' School attached to it and they object on principal. Incidentally I would be interested to see the complaints that have been made against the school as you seem to be putting a good deal of faith in them but not making yourself conversant with the real situation here.

I would urge you to reconsider your decision to delay visiting our site.

On 18 September 2012 15:55, Shane Taylor <Shane.Taylor@colchester.gov.uk> wrote:

I can appreciate your comments however there are a number of schools in the Partnership area without restrictions and many more where restrictions are in place but are unenforceable due to a number of reasons.

Prior to the creation of the Parking Partnership school based restrictions were put in place on an advisory only basis and in fact there is one site in Saffron Walden itself where this is the case.

Unfortunately we do need to consider local residents in any proposals made and utilise accident statistics to instill restrictions on the basis of the evidence available and not due to a perceived danger.

In a majority of cases school based parking issues appear to be caused by activities of the parents at the relevant times and in fact we have received residential complaints to reinforce this.

Restrictions will be considered at the appropriate time and instigated if deemed necessary as is the case with all requests received.

Kind regards

Shane Taylor

Technical Team Leader

North Essex Parking Partnership

Tel- 01206 282838

Fax- 01206 282716

Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

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bringing together the parking operations for Essex



Think before you print this email!

From: Sent: 18 September 2012 15:37
To: Shane Taylor
Subject: Re: FW: Technical Team

Dear Shane,

Thank you for your reply.

With the greatest respect I am not altogether concerned about what objections our neighbours have!

However, I am very that contains getting on for 600 people at any one time, 400 of which are children, an emergency vehicle cannot enter the site from it's front entrance because there are absolutely no parking restrictions whatsoever in front of the school. Would you not think that very unusual. If you can find another school in Essex without parking restrictions at it's entrance then I will be mightily impressed.

In all the circumstances I would ask you to reconsider your stance and come to our site at the earliest opportunity to see if you feel it is worth the risk of waiting for an accident to happen when just standard no parking hatched lines out side our entrances would solve the problem.

On 18 September 2012 12:23, Shane Taylor <Shane.Taylor@colchester.gov.uk> wrote:

Dear

Thank you for your email.

We have received a request to investigate parking near to the school however it also appears that local residents would not be supportive of further restrictions.

196

In agreement with Uttlesford District Council, any pending work in this area has been deferred until nearby building works are completed as this will provide us with an opportunity to ascertain future parking provision in the area and any changes or additions which are deemed necessary and appropriate will be instigated at this time.

We will endeavour to contact all interested parties as soon as there is any further information available.

Kind regards

Shane Taylor

Technical Team Leader

North Essex Parking Partnership

Tel- 01206 282838

Fax- 01206 282716

Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

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bringing together the parking operations for Essex



Think before you print this email!

From:
Sent: 10 September 2012 15:48
To: Parking
Subject: Technical Team

Dear Sir/Madam

For some time now we have had to endure people parking directly opposite the school entrances on Mount Pleasant Road, our Post code is

The people who park in this way are mostly our neighbours opposite despite me showing them the section in the highway code which says that you mustn't park near a school entrance!

We have had instances recently where delivery vehicles have not been able to turn into our driveway because of insufficient turning caused by the cars parked opposite the entrance. This vehicle could very well have been an emergency vehicle and as at the school I would like to investigate the provision of hatched yellow lines like the ones that exist outside every other school in Saffron Walden, in particular Dame Bradbury's who suffered badly from parking related issues in the past along Ashdon Road.

Please give this matter your consideration. I am happy to meet you on site so that you can observe the issues with which I am dealing.

Thank you

197

Shane Taylor

From: Trevor Degvills
Sent: Thursday, November 17, 2011 9:05 AM
To: Shane Taylor
Subject: FW: Mount Pleasant Road, S Walden
Attachments: 0359.JPG

Shane

In case you have not seen the below

Thanks

Trevor

From: Peter Gray On Behalf Of Parking
Sent: 17 November 2011 11:27
To: Trevor Degvills
Subject: FW: Mount Pleasant Road

FYI

I cant make out if this really has anything to do with us but have a look please.

Peter

From: [Redacted]
Sent: 17 November 2011 10:37
To: Parking
Subject: Fw: Mount Pleasant Road, S Walden

I attach a copy of a letter I have today sent to the Walden Local newspaper in response to their front page article on November 16th 2011 based substantially on a lot of assertions by the head teacher of the Friends' School that have no basis in evidence or fact.

I share the concerns of many about the traffic situation on this road during the morning peak rush hour and have myself contacted local councillors about the conflict between pedestrians and vehicles driving along the pavement. However, I strongly believe that the problem is restricted to a very short part of the day and is largely due to driver behaviour.

I would hope and expect that changes in the parking regime in the street will only be made on the basis of properly collected evidence and done after consultation with the many parties involved and not just one self-interested occupant of the road who themselves are a significant cause of the problem.

----- Original Message -----
From: [Redacted]
To: [Redacted]
Sent: Thursday, November 17, 2011 9:05 AM
Subject: Mount Pleasant Road

I have given my name and postal address but would prefer these not to be published.

Mount Pleasant Road

[Redacted] really needs to do more homework (article on front page November 16th)

1. Only one of the houses in the Mount Pleasant Road has been converted into (four) flats. The rest are occupied by ordinary families. We all have and use our off-street parking but, as most people do, have occasional visitors or deliveries from the street.

2. There is almost no parking in the street outside working weekdays and weekends when the Friends' School sports pitches are in use. I have included a photograph of the road opposite the school this morning (Thursday) at 8am to show this. The problems referred to in your article are really restricted to about 20 minutes in the morning rush hour when a combination of heavy traffic and the build-up of parking can cause bottlenecks. The rest of the time the road actually is 'pleasant'.

3. Most of the day time parking on the street is generated by the Friends' School, St. Thomas More around the corner in South Road and other workplaces such as the building sites in the surrounding area. I have even seen Waitrose staff park here for free and then walk down into town.

4. There is a big difference between having car parks and the staff, parents and visitors actually using them. There are usually several cars in the road that belong to [Redacted] easy to spot as they are sporting FSSW parking permits in the windcreens! The other day a catering supply delivery lorry for the school parked in the road rather than on school premises during the peak morning rush. The driver spent about half an hour unloading apparently oblivious to the chaos he was causing. And coaches for school trips are rarely parked on school premises, but again in the road (with the engine running). Other vehicles are, despite his claims, those of Friends' pupils' parents.

Mount Pleasant and Debben Roads do not belong to the Friends' School. We all have to share road space in this increasingly crowded town and [Redacted] should perhaps look a little more at how the school can be a good neighbour rather than, without any basis in fact, look out to force the traffic to leave in our own homes.

[Redacted]

198

Peter Gray

From: Peter Gray
Sent: 24 November 2011 10:17
To: Parking
Subject: Problem Parking in Saffron Walden

Dear Sirs,

We are a [redacted] that uses Mount Pleasant Road in Saffron Walden on a regular basis to get access to "The Lord Butler Leisure Centre" but are constantly getting held up because of the cars parked from the start to end of Mount Pleasant with no breaks for us to pull in.

Two big vehicles can not pass safely on this road and as the road bends you can not see what is approaching till you have made the move. This has got worse since the new development site that is currently underway.

Most of the residents seem to have their own drives so I can only guess this must be workers parking here to avoid parking and paying in the town.

This is a busy road and I feel needs to be kept as clear as possible so am emailing in the hope that something can be done about it with either some double yellow lines on both side or if some parking has to be on this road then a designated area only so that large vehicles can pass.

It would be much appreciated if you could look into this for me.

Look forward to hearing from you in due course.

Regards

199

Shane Taylor

From: Shane Taylor
Sent: 08 March 2012 16:35
To: [redacted]
Subject: RE: Re parking in Peaslands Road, Saffron Walden

Dear [redacted]

Thank you for your email.

Site visits have been conducted by officers based at Colchester and we have liaised with local officers who have made this decision.

Your points however will be noted.

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel: 01206 507860
Colchester Borough Council

Colchester is the lead authority for the North Essex Parking Partnership... bringing together the parking operations for Essex



Think before you print this email

From: [redacted]
Sent: 08 March 2012 16:09
To: Shane Taylor
Subject: Re: Re parking in Peaslands Road, Saffron Walden

Hi mr taylor

(Hanks for your prompt reply. The problem is here + now, deferring/burying one's head in the sand will not make it go away. In fact the problem will only get worse as the houses become occupied. In my opinion it is only a matter of time until an accident/serious road rage incident occurs there as a result of this situation. By doing nothing you are forcing traffic to deviate through a densely populated housing estate, which is the only other option. (Of course you wouldn't be aware of that in Colchester + because the issue is not directly affecting you there is no doubt much less of a priority).

When I read about an otherwise avoidable accident/road rage incident in the local paper, I will forward them this email.
A disappointed,

[redacted] who was trying to do his civic duty.
Sent from my BlackBerry smartphone from Virgin Media

From: "Shane Taylor" <Shane.Taylor@colchester.gov.uk>
Date: Thu, 8 Mar 2012 15:34:09 -0000
To: [redacted]

Email discussion between NEPP and an unnamed person about school traffic issues on South Rd

Shane Taylor

From: Shane Taylor
Sent: 20 March 2012 10:32
To:
Subject: FW: Parking South Road Saffron Walden

Dear

Thank you for your email to the North Essex Parking Partnership and the views contained within it. We have had a previous complaint relating to the area and general parking habits at varying times of the day.

A report was written recently and submitted to Uttlesford District Council for their consideration against a number of requested Traffic Regulation Order requests.

Unfortunately the matter has been deferred for 12 months whilst nearby building works are completed and this will provide us and Uttlesford District Council with a clearer idea of the requirement of parking restrictions in the future, if deemed necessary and appropriate.

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel: 01206 507860
Colchester Borough Council

Colchester is the lead authority for the North Essex Parking Partnership... bringing together the parking operations for Essex. Think Before you print this email!

-----Original Message-----

From:
Sent: 19 March 2012 08:39
To: Parking
Cc:

Subject: Parking South Road Saffron Walden

There are significant housing developments currently underway in Saffron Walden particularly in the north of the town.

Two main developments utilise access roads off South Road, one directly opposite our property. Although the increase in traffic and disturbance has not been great it is only recently that the weight of traffic, particularly large lorries, has become a concern.

The double yellow lines stop at the top of South Road (just before our property) and then continue as single yellow lines a few houses down.

As a result of this the contractors often park either side of our drive making exit / entry to our property difficult.

1

Subject: FW: Re parking in Peaslands Road, Saffron Walden

Dear

Thank you for your email to the North Essex Parking Partnership and the views contained within it. We have had a previous complaint relating to the area and general parking habits at varying times of the day.

A report was written recently and submitted to Uttlesford District Council for their consideration against a number of requested Traffic Regulation Order requests.

Unfortunately the matter has been deferred for 12 months whilst nearby building works are completed and this will provide us with a clearer idea of the requirement of parking restrictions in the future, if deemed necessary and appropriate.

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel: 01206 507860
Colchester Borough Council

Colchester is the lead authority for the North Essex Parking Partnership... bringing together the parking operations for Essex.



Think before you print this email!

From:
Sent: 08 March 2012 13:02
To: Parking
Subject: Re parking in Peaslands Road, Saffron Walden

Dear Sir/Madam

I would like to complain about the on street parking on Peaslands Road, Saffron Walden. As you may be aware, Peaslands Road is a busy cross town road in Saffron Walden & has become very congested due to the parked cars which only allow one way traffic.

This problem has been compounded by the parking of vehicles outside the Friends School, (which is surprising given that the Friends have two car parks) & also all of the houses on the opposite side have driveways, yet they never seem to be used fully by the local residents.

Towards the middle of Peaslands Road there is a new housing development, which has attracted the inevitable vans, lorries, cars etc which are parked on the road all day long. The progress on traffic is hampered by the fact that there is a bend midway, so motorists can't see what is coming, thus causing lots of issues, stress & wasted time.

Given that it took me 10 minutes this morning at 11 O'clock to travel from one end to the other, I feel that it is time the Council acted accordingly, by either restricting the on street parking with permits for locals, yellow lines & ensuring that the building contractors park in the road leading to the development that is being built.

2

Email discussion between NEPP and an unnamed person when construction traffic parked on Mount Pleasant Rd during the development of Bell South Rd

200

Email from UDC Head of Planning Andrew Taylor to NEPP, requesting parking restrictions to be put in place (no supporting evidence provided)

Shane Taylor

From: Andrew Taylor <ataylor@uttlesford.gov.uk>
Sent: 06 June 2013 21:15
To: Shane Taylor; Chris.Stoneham@essex.gov.uk; Rissa Long Highway Liaison Officer
Cc: Andrew Taylor
Subject: Saffron Walden

Thanks very much for meeting earlier in the week. I found it very helpful and I hope you did as well.

I think the outcome is as follows:

Debdon Road – Peasehalls Road. To be led by Parking Partnership. Shane to prepare scheme and UDC will submit to Partnership as one of its schemes in the next round. Hoped likely installation spring/summer 2014. This would entail double yellow lines for much of the Borough Land to Friends School Junction although M – F 8 – 6 limit where cars currently park close to Doctors. On Mount Pleasant/Peasehalls generally M-F 8-6 restriction although in some places (opposite nursery and close to crossing points) double yellows will be required.

High Street. To be led by Parking Partnership in partnership with ECC. Shane to prepare scheme to remove parking bay for 4 cars and install double yellows. ECC to paint centre line to create 2 north bound traffic quees. ECC to also move back right turn stop line a car length to ease south bound travel – no change to traffic light wires required.

Asidon Road. Parking Partnership to lead. Shane to prepare scheme to remove first parking bays on northern side as already parking to rear of properties. Create larger refuge points along the road.

Andrew Taylor MRTPI
Assistant Director Planning and Building Control

Council Offices
London Road
Saffron Walden
Essex
CB11 4ER
T 01799 510801
F 01799 510550
E ataylor@uttlesford.gov.uk

With two schools in South Road the weight of additional traffic is causing problems particularly during the morning and afternoon school run. It often difficult for parents and their children to use the pavement due to parking on the pavement by many of the contractors larger vehicles.

Last month our wall was knocked down by a lorry trying to enter the site opposite our property as it is difficult for these vehicles to manoeuvre without using our driveway.

We have two young children and it is a worry that the traffic and larger vehicles cause a danger whilst the parking on South Road remains as is.

With two schools in South Road I would have thought that addressing the parking controls would be a priority by a combination of extending the double yellow lines, only allowing parking during the school run or resident parking only.

I look forward to hearing from you before a more serious incident that a demolished wall takes place.

Thank you.

Saffron Walden, Essex

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Email discussion between NEPP and an unnamed person about school traffic issues on South Rd

Minutes from NEPP meeting where a previous set of parking restrictions were considered, but later abandoned



North Essex Parking Partnership

Joint Working Committee On-Street Parking

Committee Room 2, Civic Offices, High
Street, Epping

31 October 2013 at 12.00 pm

The vision and aim of the Joint Committee is to provide a merged parking service that provides a single, flexible enterprise of full parking services for the Partner Authorities.

North Essex Parking Partnership

Joint Committee Meeting – On-Street

Thursday 31 October 2013 at 12.00 pm
Committee Room 2, Committee Room 2, High Street, Epping

Agenda

Attendees

Executive Members:-

Susan Barker (Uttlesford)
Anthony Durcan (Harlow)
Martin Hunt (Colchester)
Rodney Bass (ECC)
Robert Mitchell (Braintree)
Nick Turner (Tendring)
Gary Waller (Epping Forest)
Non Executive Members:-
Eddie Johnson (ECC)

Officers:-

Lou Belgrove (Parking Partnership)
Trevor Degville (Parking Partnership)
Qasim Durrani (Epping Forest)
Amanda Chidgey (Colchester)
Joe McGill (Harlow)
Paul Partridge (Braintree)
Liz Burr (ECC)
Andrew Taylor (Uttlesford)
Ian Taylor (Tendring)
Shane Taylor (Parking Partnership)
Richard Walker (Parking Partnership)
Sarah Ward (Colchester)
Leah Whitwell (Braintree/Colchester)
Matthew Young (Colchester)

Page

Introduced by

- 1. Welcome & Introductions**
- 2. Apologies**
Councillor Rodney Bass (Essex County Council)
- 3. Declarations of Interest**
The Chairman to invite Councillors to declare individually any interests they may have in the items on the agenda.
- 4. Have Your Say**
The Chairman to invite members of the public or attending councillors if they wish to speak either on an item on the agenda or a general matter.
- 5. To approve the draft minutes:**
On-Street Parking Joint Committee – 8 August 2013
- 6. NEPP On-Street Financial Position at Period 6 2013/14**
To consider and note the financial position for the NEPP.
- 7. On Street Permits and Parking Report**
To consider the range of permits available and the appropriate level of pricing for permits considering any local circumstances and to consider whether any free permits should continue.
- 8. Handling NEPP Media Enquiries**
To consider the proposed approach to preparing NEPP media responses and responding to trend based NEPP media enquiries.
- 9. Operational Update**
To consider and note the operational progress since the last meeting on 8 August 2013.
- 10. Technical Team Update**
To comment and note the update on the work of the Technical Team.
- 11. Annual Return 2012/13**
To note the publication of the audited Annual Return 2012/13.

Matthew Young 6-13
/ Samantha Sismey
Richard Walker 14-20

Sarah Ward 21-22

Lou Belgrove 23-26

Trevor Degville 27-30

Steve Heath 31-38

39-44

Councillor
Durcan

12. Traffic Regulation Order Request
To consider a request from Harlow District Council for a Traffic Regulation Order in relation to Little Parndon Primary School. The report to the Local Highway Panel is attached for background information.

Richard Clifford 45-46

13. Forward Plan
To consider and note the 2013-14 Forward Plan.

14. Urgent items
To announce any items not on the agenda which the Chairman has agreed to consider.

**NORTH ESSEX PARKING PARTNERSHIP
JOINT COMMITTEE FOR ON-STREET PARKING**

8 August 2013 at 1.00pm

Causeway House, Bocking End Braintree

Executive Members Present:-

- Councillor Susan Barker (Uttlesford District Council)
- Councillor Martin Hunt (Colchester Borough Council)
- Councillor Robert Mitchell (Braintree District Council)
- Councillor Nick Turner (Tendring District Council)
- Councillor Gary Waller (Epping Forest District Council)

Apologies:-

- Councillor Rodney Bass (Essex County Council)
- Councillor Phil Waite (Harlow District Council)
- Councillor Eddie Johnson (Essex County Council)

Also Present:-

- Ms. Lou Belgrove (Parking Partnership)
- Mrs. Amanda Chidgey (Colchester Borough Council)
- Ms. Vicky Duff (Essex County Council)
- Mr. Robert Judd (Colchester Borough Council)
- Ms. Nikki Nepean (Tendring District Council)
- Mr. Paul Partridge (Braintree District Council)
- Mr. Jeremy Pine (Uttlesford District Council)
- Mr. Miroslav Sihelsky (Harlow District Council)
- Mr. Shane Taylor (Parking Partnership)
- Mr. Richard Walker (Parking Partnership)
- Ms. Sarah Ward (Colchester Borough Council)
- Ms. Leah Whitwell (Braintree / Colchester)
- Mr. Matthew Young (Colchester Borough Council)

Apologies:-

- Mr. Trevor Degville (Parking Partnership)
- Mr. Qasim Durrani (Epping Forest District Council)
- Mr. Joe McGill (Harlow District Council)
- Ms. Liz Saville (Essex County Council)
- Mr. Andrew Taylor (Uttlesford District Council)
- Mr. Ian Taylor (Tendring District Council)

13. Declarations of Interest

Councillor Barker, in respect of being a Member of Essex County Council, declared a non-pecuniary interest in the following items.

14. Minutes

RESOLVED that the Joint Committee confirmed the minutes of the meeting held on 20 June 2013 as a correct record, subject to the following amendments;

In attendance:

- Councillor Robert Mitchell (Braintree District Officer) to read (Braintree District Council)
- Councillor Derrick Louis to read Councillor Rodney Bass

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15. Operational Report

Ms. Lou Belgrove (Parking Partnership) presented the Operational Report for On-Street Parking. The report provided an update on the operational issues since the last meeting and some further information requested at the June meeting. This included a graphical update on Bank Holiday enforcement in terms of the number of Penalty Charge Notices (PCN) issue rate of similar days of the week either side of the bank holidays.

Regarding challenges noted in paragraph 6 of the report, Mr. Walker (Parking Partnership) confirmed to Councillor Mitchell that the Partnership responds by post to web-based challenges. Approximately 68% of challenges are done online. Mr. Walker said that if the challenger elects to receive information by email, this can be the preferred method of communication through the process, for example attaching letters to emails. This method is suitable up to the point of the commencement of legal proceedings. It was agreed that those challenging by email should be instructed that future contact will be made by this method of communication. Mr. Walker confirmed to Councillor Turner that approximately 30% of challenges are upheld in favour of the challenger.

Mr. Walker said the new CCTV vehicle proposed start in September 2013 will be delayed due to a software issue and the need to operate the software on a separate server. Once this is resolved and a new start date is known, Mr. Walker agreed to provide all partners advance notice of the media coverage.

Ms. Belgrove said the letter backlog currently stood at 2,500. Ms. Belgrove said an agreed solution to reduce the backlog will commence on 20 August 2013 for one month, and will see ten CEOs working in the back office specifically on the backlog of letters. Mr. Walker said this will be a one-off opportunity to reduce the backlog, and he did not envisage that this work will have an impact on income levels. Ms. Belgrove said the caseload of officers generally averages between 20-30 letters per day, but can individually be as high as 40 letters per day. Mr. Walker said there had been performance issues which had now been resolved and performance management is shortly to be rolled out for CEOs.

RESOLVED that the Committee noted the Operational Report for On-Street Parking.

16. Traffic Regulation Orders (TRO) for Approval

Councillor Turner said Tendring was very appreciative of the work the Parking Partnership had put into TRO implementation. Regarding parking enforcement, Councillor Turner said people in Frinton-on-Sea had become concerned with the methods of parking enforcement in respect of goods vehicles in and around Connaught Avenue, and that a more gentle approach was needed. Mr. Richard Walker agreed this could be reviewed and the Parking Partnership will discuss with the Client Officers at Tendring a positive way forward.

Mr. Shane Taylor, Parking Partnership, introduced the schedule of TRO schemes to be considered and as listed in the appendix of the report.

Councillor Mitchell said an awful lot of work had gone into the implementation of the TRO scheme for the Clacton-on-Sea town centre. This had taken some time to complete but lessons had been learnt that would help to ensure similar future schemes will be dealt with more efficiently.

In response to Councillor Mitchell, Mr. S. Taylor said the backlog had to some extent built-up

due to the time given to the town centre scheme at Clacton-on-Sea, but now this was complete it will only take a few months to catch up with the back-log, before the Technical Team start to work on new schemes.

Councillor Turner thanked the Parking Partnership for the time and effort given to implementing the Clacton-on-Sea town centre scheme. Councillor Turner said Tendring would not be submitting any further schemes for approval at this meeting.

Councillor Mitchell said the NEPP needed to consider putting the TRO Schedule into a data-base, rather than run it in spreadsheet form. This would improve the layout and clunky format, would be easier to update and have records easily archived and searched. Mr. Walker said this was the intention and did form part of the Parking Partnership's forward plan. Chipside will be working on this development that is likely to take 6-8 months to complete.

Mr. Shane Taylor (Parking Partnership), in response to Councillor Barker, said the scoring matrix had been removed from the schedule to avoid comparison of the schemes scored against the old and new matrices.

Mr. Walker said the progress of the number of schemes implemented was determined by the budget for this work. The list could be reduced significantly if separate funding could be provided and the work outsourced to consultants. Councillor Turner said he was happy to discuss with his own client officer's opportunities to authorise some TRO schemes outside of the Parking Partnership. Ms. Nikki Nepean (Tendring) said she was happy to liaise with the Parking Partnership with a view to helping with the delivery of consultation letters.

RESOLVED that the Joint Committee approved the following schemes to proceed to the next stage of implementation.

District	Ref. Number	Name of Scheme
Uttlesford	10029	High Street
Uttlesford	10030	Pleasland Road / Debden Road
Uttlesford	10031	Ashden Road
Braintree	20007	The Grove
Braintree	20016	Century Drive
Harlow	30010	Hart Road
Harlow	30015	Horn Beams
Harlow	30020	Wedhey Garage Area
Harlow	30025	Old Road
Colchester	40045	Boxted Road
Colchester	40058	New Farm Road, Stanway
Epping Forest	60002	Willingale Road
Epping Forest	60004	Honey Lane
Epping Forest	60013	Bower Vale
Epping Forest	60042	Harwater Drive / Sedley Rise, Loughton

17. Traffic Regulation Orders (TRO) Policy

Mr. Shane Taylor (Parking Partnership) introduced the report that requested the Committee to adopt a revised policy in respect of TROs.

In response to Mr. Paul Partridge (Braintree), Mr. S. Taylor said that a TRO request that has

been originally administered by Essex County Council (ECC) needs to be forwarded to the Parking Partnership for information, but will not be considered as a formal request for a further assessment. It is considered that if a request has been subject to the County Council TRO procedure then sufficient investigation into a matter has been undertaken.

Ms. Vicky Duff (Essex County Council) said the outcome of TRO requests at County Hall are determined by two factors, congestion and safety, so whilst a scheme may be rejected by County there was no reason why it could not be reconsidered by NEPP. It was confirmed that the Local Highway Panel may not approve TRO schemes, but if it felt an area would benefit from the introduction of a scheme it could make representation to the relevant Portfolio Holder.

Ms. Duff confirmed that Pedestrian and Zebra crossings are dealt with by the Local Highway Panels, whereas zig-zag lines outside schools and cleanways are the responsibility of the Parking Partnership.

Ms. Duff also confirmed that TRO requests are dealt with differently by NEPP and the South Essex Parking Partnership (SEPP). The SEPP forward all TRO requests to ECC for each request to be judged initially on congestion and safety criteria, to be dealt with by ECC, with the remainder returned to SEPP for consideration. All requests in North Essex go directly to NEPP and any schemes where it is considered they may fall into the congestion and safety criteria are forwarded to ECC for consideration. Ms. Duff said in reality there was no difference economically or in the number of schemes dealt with by County, though the SEPP method of dealing with requests did prolong the process. Members felt the two ways of working did suggest double standards and that the NEPP are doing some initial ground work on schemes that would be done by ECC on behalf of SEPP. Members agreed that the Joint Committee should write to Councillor Rodney Bass, Portfolio Holder for Highways and Transportation to request that all requests for TROs, received by Essex County Council should be sent directly to NEPP for assessment as this has the potential to avoid duplication of work. That Joint Committee advises Cllr Bass that in the SEPP area all requests are assessed by ECC before being sent to SEPP. This form of dealing with TRO requests could be seen by an applicant to be giving them two different chances of having their TRO request granted and raising their expectations and that the Cabinet member should have regard to streamlining the process across the County.

Mr. S. Taylor (NEPP) explained that he does liaise with Planning Officers (ECC/District) to provide joined-up thinking regarding the work of NEPP and ECC in respect of planning applications.

RESOLVED that the Joint Committee;

- i) Approved the revised scoring matrix.
- ii) Approved for adoption the formal time period of five years for reconsideration of TRO requests following official rejection.
- iii) Approved the official time period to be instigated and agreed in relation to newly adopted roads and estates relating to TRO requests.
- iv) Approved the policy that all Essex County Council TRO rejected schemes will not be considered by NEPP.
- v) Agreed that the Joint Committee should write to Councillor Rodney Bass, Portfolio Holder for Highways and Transportation to request that all requests for TROs, received

by Essex County Council should be sent directly to NEPP for assessment as this has the potential to avoid duplication of work.

That Joint Committee advises Councillor Bass that in the SEPP area all requests are assessed by ECC before being sent to SEPP. This form of dealing with TRO requests could be seen by an applicant to be giving them two different chances of having their TRO request granted and raising their expectations and that the Cabinet member should have regard to streamlining the process across the County.

18. Technical Team Update

Mr. Richard Walker and Mr. Shane Taylor (Parking Partnership) presented the update from the Parking Partnership's Technical Team, providing an insight into the team's remit and current work in progress.

RESOLVED that the Joint Committee considered and noted the work that has been undertaken by the Technical Team during 2013.

19. Forward Plan

Mr. Matthew Young confirmed that a half yearly review of the Budget will be presented to the Joint Committee at the October meeting.

RESOLVED that the Joint Committee noted the current Forward Plan.

20. Any Other Business

Ms. Sarah Ward (Colchester) spoke to the Joint Committee regarding the current media policy and how these enquiries are dealt with, including the high level of media enquiries received, and following this, the need for the Joint Committee to agree a suitable media protocol.

Councillor Gary Waller referred to his email exchanges with Richard Walker, in which he had expressed concern that the proposal to introduce 5 Pay and Display schemes in the Epping Forest district had been put into the public domain without prior notice being given to anyone in the district. This was a sensitive issue which had attracted adverse media attention.

Regarding protocol, Councillor Hunt (Colchester) said he did not expect to be put under pressure by officer's allegations that their authority was being forced by NEPP to have parking meters.

RESOLVED that the Joint Committee agreed to consider a report at the next meeting in respect of NEPP Media Protocol.

ITEM 6

Report to: Joint Committee, North Essex Parking Partnership (NEPP)

Date: 31 October 2013

Subject: **NEPP On-Street financial position at period 6 2013/2014**

Author: Matthew Young, Head of Operational Services, Colchester Borough Council
Samantha Sismey, Finance Business Partner, Colchester Borough Council

Presented by: Matthew Young, Head of Operational Services, Colchester Borough Council

1. Summary

- 1.1 The position to date and forecast outcome for the NEPP on-street account is shown in Appendix A. A deficit of £21,000 is currently forecast for the year, although the position is being closely monitored.
- 1.2 It should be noted that within the forecast for employee costs there are one-off severance costs amounting to approximately £26,200.

2. Income

- 2.1 PCN income received to date is short of the revised profiled budget target by £8,000 at the end of September. The current projection for the full year is £90,000 below budget target, although this forecast is liable to change and remains under scrutiny.
- 2.2 It should be considered that following the recent redundancy exercise there will be less enforcement staff for the rest of the financial year, which may have a negative impact upon income levels although there is the resultant reduction in employee costs.
- 2.3 Table A compares PCN cash received in the first half of 2012/2013 to the same period in 2013/2014. Overall income from PCN's is greater by £186,745 although income levels in Epping are lower than in 2012. This will be covered in the Operational report.

Table A	Periods 1-6 2012/2013	Periods 1-6 2013/2014	Increase (decrease)
Colchester	£235,747	£329,234	£93,487
Braintree	£75,508	£86,624	£11,116
Harlow	£85,469	£175,504	£90,035
Tendring	£88,432	£135,702	£47,270
Uttlesford	£45,273	£62,756	£17,483
Epping*	£196,891	£124,245	(£72,646)
	£727,320	£914,065	£186,745

Note: the above figures show cash received only; not accounting adjustments and so will not tie back to the period 6 report.

2.4 Appendix B is a chart showing on-street PCN income for the current year against profiled budget and income levels achieved in 2012/2013.

2.5 Appendix C is a chart showing PCN income in 2013/2014 compared to 2012/2013 by individual authority.

2.6 Appendix D shows the different scenarios modelled for PCN income for the remainder of the year. Forecasts differ considerably based upon assumptions. The current forecast provided by the Group Manager indicates a shortfall in PCNs against budget of £90,000 as it makes assumptions regarding income from bailiffs, case backlog clearance and the effect of less CEOs issuing notices. This chart has been included to illustrate the vagaries in forecasting PCN income.

3. Expenditure

3.1 Staff savings, net of severance costs, are forecast to be £86,000. There are pressures on the cost of mobile phones, fuel, postage and fleet costs, although the aim is to reduce expenditure in these areas where possible. It is expected that savings will be made on general expenses in order to offset these pressures.

4. Comparison with South Essex Parking Partnership (SEPP)

4.1 As requested by the Joint committee at its meeting on 20th June 2013 officers have been in contact with their counterparts in the SEPP who provided their 2012/13 final budget position for comparison with the NEPP. The detailed financial comparison is attached as Appendix E.

4.2 A comparison of the financial position of the two partnerships is not straight forward and there are a number of important points which need to be made and understood first:-

- (i) The NEPP started with a larger historical deficit across its six districts than the SEPP. In 2009/2010, the penultimate financial year before the creation of the two partnerships, the deficit in the SEPP area was c£316k whilst in the NEPP area it was £422k
- (ii) Due to differences in accounting methods a true comparison of the costs of the two partnerships is difficult to achieve. Overheads may be treated differently in one authority to the next and costs apportioned at different levels of the hierarchy.
- (iii) 2012/2013 was a transitional year for NEPP with the inclusion of Epping within directly managed operation. As such in addition to certain one off transitional costs being incurred, the position only reflects detailed analysis on the Epping Forest District Council operation for the second half of the year.

4.3 With the above comments in mind the following sets out some observations in terms of expenditure and income:

Staffing – NEPP employs more Civil Enforcement Officers (CEO). This is likely to be as there is a larger and more rural area to cover than SEPP. NEPP figures also show the redundancy costs which were refunded by Essex County Council as part of the Joint Committee agreement. Finally, the SEPP do not fund its Traffic Regulation Order (TRO) staff through the on-street account. At the start of the contract SEPP negotiated funding from ECC for staffing for three years, on top of the ongoing maintenance funding of £150,000. Therefore SEPP's TRO staff will be funded by ECC until 2014/15, after which

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a decision will have to be made as to whether or not the staffing will be funded from surpluses made by the partnership, or if a review into the level of the TRO function will need to be conducted.

Premises – The SEPP only has two sites whilst NEPP works out of three.

Transport – NEPP appeared to have cheaper transport costs than SEPP in 2012/2013, but this is mainly as a result of the Epping Forest District Council operation transferring to NEPP halfway through the year.

Other Expenditure – The two authorities handle permit administration differently. The differences relate to the administration (and particularly the purchase of secure stationery under "printing") and separately the costs of communications (mobile phones) for mobile and lone workers covering such a wide rural area. The remaining differences are in Court/Agency fees which are directly linked to the greater number of penalties issued.

Central Support – these costs represent 16% of the direct costs of each partnership so are broadly comparable between the two partnerships.

Income – Whilst there appear to be discernable differences in how the two partnerships raise their income the overall figures appear close. However, this area in particular is difficult to compare given the transitional nature of figures relating to Epping. It should be noted that a greater reliance in the budget for income from on-street penalty charge notices rather than that through permits and pay & display machines means that there is a greater need to ensure that CEO staff are working efficiently and effectively rather than just collecting income from machines or through permit sales.

4.4. In summary the comparison does highlight certain issues, such as the different arrangements in respect of TROs. However, given the transitional arrangements in 2012/13 and also some of the changes introduced by NEPP this year it will be a more reliable and meaningful task to carry out a similar comparison based on the 2013/14 outturn.

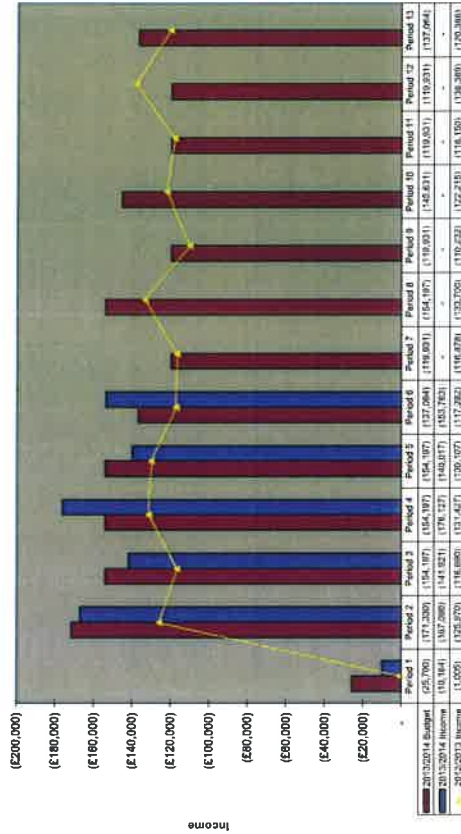
Appendix A - On-street report at period 6 2013/2014

One-street Account	2013/2014 Actual to date	2013/2014 Budget to date	2013/2014 Variance to date	2013/2014 Financial	2013/2014 Annual budget	2013/2014 Projected variance	Note
Expenditure							
Employee costs	28	28	0	57	55	(2)	
Management	500	391	(109)	1,074	1,102	(28)	A
CEO's & Supervision	40	40	0	210	210	0	
TRON	40	40	0	40	40	0	
Penalties costs	15	7	8	9	8	1	B
Transport costs (running costs)	18	17	1	33	24	9	C
Short Party Payments	12	12	0	28	28	0	
Non-audited costs	400	405	(5)	1,759	1,856	(97)	
Other Support Services	32	32	0	64	64	0	
Cash Office & Recycling & Postage	17	17	0	48	33	15	D
Communications	10	10	0	20	20	0	
Pen-combatans	38	38	0	76	76	0	
IT	207	207	0	413	393	20	E
Total Expenditure	1,007	1,100	(93)	2,202	2,237	(35)	
Income							
Penalty Charge (PCN)	(28)	(28)	0	(103)	(173)	70	F
Penalty Charge (PCN) - Traffic	(10)	(10)	0	(10)	(10)	0	
Parking Charge (PAD etc)	(77)	(79)	2	(154)	(158)	4	G
Total Income	(1,085)	(1,186)	101	(2,381)	(2,327)	54	
Deficit / Surplus	18	(80)	98	(179)	(170)	9	

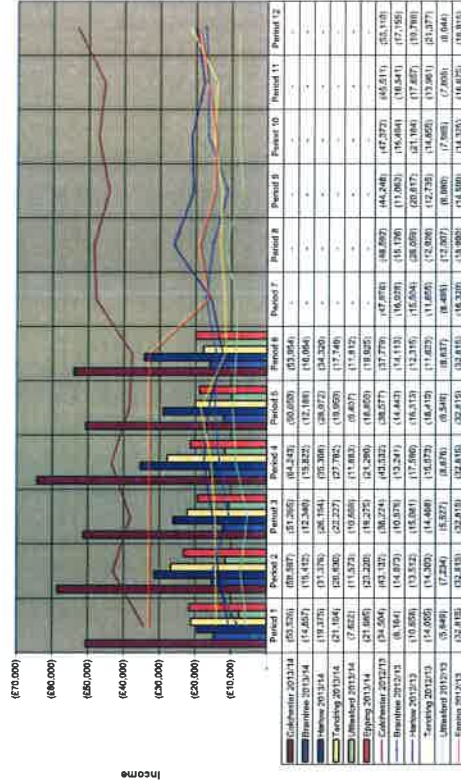
Note: A Shows in enclosures and costs net of revenue pay (70% attributable to on-street account).
 B Cost pressure on foot.
 C Cost pressure on postage.
 D Cost pressure on parking.
 E Cost pressure on IT.
 F Income from penalty charge notices - projection based on recent for-fee.
 G Income from on-street permits/permits expected to be slightly above budget for the year.
 H Income from PAD expected to be slightly down due to proposed changes at Stanwich Quay.

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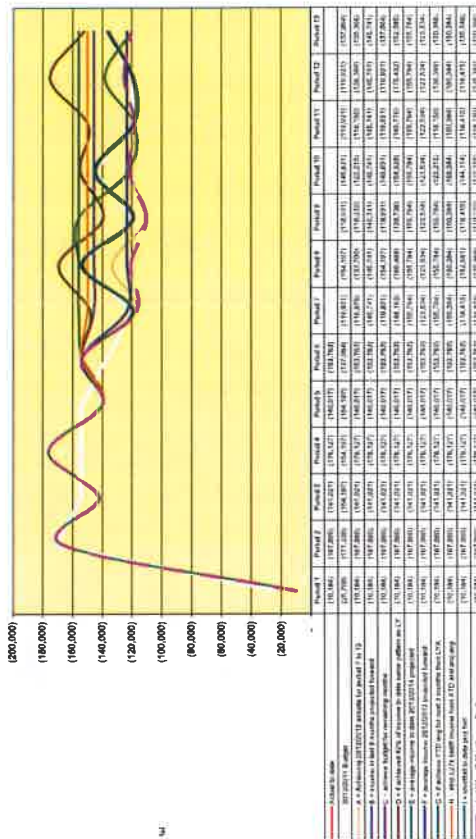
NEPP on-street PCN income 2012/2013 comparison to 2013/2014 budget and actual income



NEPP on-street PCN income 2013/14 income compared to 2012/13



PCN Income forecasts 2013/2014



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Off-street Account

Expenditure
 Employee costs:
 Management
 Back Office
 Off-street Account
 Transport costs (running costs)
 Supplies & Service
 Third Party Payments
 Non-stated costs
 Accommodation
 Management services
 Client Office Rent/Leasing & Postage
 Communications
 Fleet contract hire
 (f)

	2013/2014 Budget	2013/2014 Actual	2013/2014 Variance	2013/2014 Budget	2013/2014 Actual	2013/2014 Variance
7	240	247	(7)	14	14	(0)
8	56	58	(2)	46	46	0
9	202	199	3	117	116	1
10	6	4	2	304	309	(6)
11	8	4	4	19	2	17
12	81	33	48	95	80	15
13	57	56	1	132	132	0
14	6	6	0	18	18	0
15	14	14	0	90	79	11
16	2	2	0	6	6	0
17	6	6	0	44	46	(2)
18	7	7	0	18	18	0
19	84	85	(1)	272	272	0
20	(71)	(71)	0	(142)	(142)	0
21	(131)	(131)	0	(268)	(268)	0
22	74	74	0	(86)	(86)	0
23	(37)	(37)	0	(148)	(148)	0
24	307	313	(6)	(2,300)	(2,300)	0
25				2	2	0
26				3,272	3,272	0
27				(142)	(142)	0
28				(268)	(268)	0
29				(86)	(86)	0
30				(148)	(148)	0
31				(2,300)	(2,300)	0
32				2	2	0
33				3,272	3,272	0
34				(142)	(142)	0
35				(268)	(268)	0
36				(86)	(86)	0
37				(148)	(148)	0
38				(2,300)	(2,300)	0
39				2	2	0
40				3,272	3,272	0

Expenditure
 Banbury District Council
 East Oxford District Council
 Epsom Forest District Council
 Highway District Council
 Uffington District Council
 Total Expenditure

Notes:
 A Change in employment staff costs, net of severance pay (20% attributable to off-street account)
 B Cost pressure on mobile phones
 C Cost pressure on mail
 D Cost pressure on telephone transaction fees (includes increased BTIC & LDC costs)
 E Small saving on fleet costs due to change of vehicle type
 F Reliance on additional services provided by NEPS in CRC, partly offset by credit note for duplicate inv.

ITEM 7

Report to: On-street Joint Committee, Parking Partnership

Date: 31 October 2013

Subject: On-Street Permits and Parking Report

Author: Richard Walker, Group Manager, North Essex Parking Partnership

Presented by: Richard Walker, North Essex Parking Partnership

1 Summary and Scope

1.1 Fees and charges for on-street operations provide around a third of the Partnership's on-street income, the rest coming from issued Penalty Charge Notices (PCN).

1.2 When the Partnership started the Business Case was based on a plan to bring the account out of deficit within two years, a process which included harmonising and simplifying as many pricing structures as possible and finding ways to make the service more efficient. Substantial efficiencies have been implemented, in enforcement and in the way permits are delivered.

1.3 At the meetings in June and November 2011, Members were asked to decide the future pricing structure for the Parking Partnership. A similar and subsequent review was carried out at the meeting in October 2012.

1.4 Members supported the position in the Business Case and the supporting papers to begin to close the differential between Resident Parking Permit prices, since the costs of service provision, enforcement and administration are mostly fixed costs and similar in all circumstances.

1.5 Historically, prices have been increased generally in line with the Business Case and implemented in April/May the following year. An increase was made in May 2012 and April 2013 and the position will need to be reviewed again if the Business Case position is to be maintained.

1.6 Decisions will feed into the final budget for 2014/15.

1.7 In order to meet the aims of the Business Case, to maintain the Partnership break-even position, it is recommended that fees change in line with the Business Case in order to harmonise the way charging is carried out and schemes are administered.

1.8 The different charges currently in operation have been presented at previous meetings. The historic variations in terms and conditions have been addressed previously and amended in the Parking Orders.

1.9 The Business Case recommended kerb side machine-managed parking (using machines like "pay and display", with an initial/free period depending on locality) in place of some limited-waiting parking to bring combined benefits of policing space turnover (as expiry time is shown on a ticket, not observed) and making best use of CEO time and a decision on implementation of other management strategies has been deferred on a number of occasions.

1.10 Effective enforcement of "limited waiting" parking areas is inefficient. The process to successfully enforce a restriction of this type consumes time and resources with multiple future visits and evidence collection by the Civil Enforcement Officer (CEO) whilst giving the motorist ample opportunity to contravene parking restriction and evade penalty – and a decision must be made on the future of enforcement policy.

Individual Elements

2 Alternative Enforcement Schemes

2.1 There is a number of different types of enforcement systems which could be used in place of limited waiting, depending upon the locality. Many of these schemes can have a very positive effect on kerbside usage, including supporting and adding to the vitality of local businesses.

2.2 The options include:

- Kerb side machine-managed parking
- Voucher or Parking Disk schemes
- Pay & Display parking
- E-parking and M-parking

2.3 It is strongly recommended that the future of such schemes is decided in order to remain on target with the Business Case. For guidance the cost of implementation in other areas has been taken from the TR0 fund, and paid for within the year of implementation.

2.4 Effective parking management is the primary role in the context of supporting town centre vitality and business support by ensuring more effective management, a greater availability of parking space, and to include a wider range of stays which were not previously catered for.

2.5 It is recommended that only the additional range of stays should be charged for.

2.6 The Business Case stated that the Partnership would identify suitable areas within the six districts and boroughs where managed parking may be considered and these were presented at a previous meeting, however it is felt that this was widely misunderstood.

2.7 It is not intended to use kerb side machine-managed parking in the high-street simply to raise income (and that could be unlawful). Income is not the main focus and charging is not to be considered in each case, only where additional parking stays are proposed; the reason for

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implementing is for turnover and greater use of spaces, supporting local traders, investment in towns, car parks, and greater efficiency.

2.8 This is a process to make more efficient the turn-over of spaces and enforcement in order to assist local traders and the efforts of district councils in supporting vibrancy of local towns.

2.9 If any surplus income should be gained as a result this shall firstly enable resident permits to be kept at a reasonable price in future and then be used to offset costs of parking management schemes and maintenance and provision of parking signage or infrastructure, as set out within the legislation.

3 Resident Permits

3.1 For existing permit schemes, a 3-year plan was suggested in order to soften the transition when levelling out the wide disparity in pricing. This is the second of the interim years, and the focus is on closing the disparity between schemes, especially where costs are not covered by the permit fee.

3.2 The business case set out a path for the future year's charges in order to meet the Business Case profile, and this is shown in table 1, below:

Residents' Permits First permit charge (price table agreed by JPC in 2011)	Brintree	Colchester	Epping	Harlow	Tendring	Uttlesford
Permit charge 09/10	31	50	30	18	39	70
Permit charge 11/12	31	50	30	18	39	70
Permit charge 12/13	33	52	32	21	40	70
Permit charge 13/14	35	55	35	25	42	70
Permit charge 14/15	38	60	35	28	45	70
Permit charge 15/16	38	60	35	28	45	70

Table 1 – Business Case Proposed Resident Parking Charges 2011-16

3.3 It is recommended to continue to even out the charging disparity instead by making the changes detailed in Appendix B (the charges in the Appendix B are slightly different reflecting levels applied with previous decisions where a percentage measure was proposed and decided), but still in line with the Business Case.

3.4 It was also recommended in the Business Case that all other visitor scratch card, worker and business permits and on-street pay and display charges are subject to an annual increase where required to reflect operating costs. These price increases will be implemented on or soon after April 1 each year.

3.5 Resident and Visitor Permit Parking Prices were revised last April following decisions made by the Joint Committee in 2012.

3.6 Resident permits differ between districts in the number allowed to be purchased and in the price charged for permits. Some allow for a second, third and so on, some at a premium – and others have an incremental pricing structure, and in some places a limit is set.

3.7 It was decided last year that there should be a maximum of two permits per residence and that 'grandfather rights' to higher numbers allocated should be reduced over time with an advertised cut-off time for final reduction to two. This action is now taking effect and the number of permits after the second is very minimal in comparison.

3.8 It is recommended that harmonisation be brought about through incremental increases of these other permits, phased over the coming years to ensure fairness and ease of transition.

4 Resident Visitor Permits

4.1 These have been harmonised in style and number allowed. The cost of providing the stationery and systems must be covered by the fee charged.

4.2 Substantial efficiencies in the system used can be gained by converting this to a digital process administered online and through the patrolling officer's online computer.

4.3 Plans have been implemented to introduce the transfer to "MiPermit" starting with Resident Permits on a scheme-by-scheme basis.

5 Permit Numbers

5.1 North Essex Parking Partnership administers around 6000 resident and dispensation permits across the area. In addition around a further 100,000 visitor permits are issued. Most resident permits are sold for a cost, although data suggests up to 500 had been issued for free.

5.2 The present process involves printing and posting secure stationary on paper permits, or scratch-card visitor permits. We have documented the change to a digital system for some time; the more efficient online MiPermit system is now being rolled out across all areas for all types of permit and dispensation, plus resident visitor parking.

5.3 The cost of the permit scheme includes issuing a range of permits and visitor scratch-cards from the business unit, the costs of maintaining the TR0, administering the systems for lost/replacement and new permits, data checking and audits of the schemes and other maintenance on site (signage and lines), plus enabling an appropriate level of enforcement.

5.4 The cost of enforcement is a cost to the scheme, but the income from PCNs cannot be considered as income to the scheme. Prices must be set at a level which supports the transport policy, with reference to the particular local needs of the appropriate area.

6 Issued Permits

6.1 At previous meetings requests have been made to learn the number and type of issued permits. A summary of the permits across the last calendar year is attached in the Appendix, split by type and area covered by traffic regulation order.

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7 Special Dispensations

7.1 A single "Waiver Certificate" for people calling at properties where there is no resident (presently only the resident can apply for a permit or visitor permits) was introduced last year and no increase is recommended.

8 Decision

8.1 The proposed pricing details are shown in Appendix 2, according to the boundaries of the traffic regulation order covering each part of the Partnership's area. It is recommended to increase prices to cover the additional costs of travel and enforcement, in accordance with the business plan aspirations agreed in 2010.

8.2 **Members are asked to consider the range of permits available and to consider and decide the appropriate level for the prices of permits across the Partnership considering any local circumstances.**

8.3 **Members are asked to consider and decide whether any free permits should continue, given the system costs involved in producing them.**

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Appendix 1 – Number of Permits Issued

Area	Permit Description	Number Issued
Braintree area	Resident Permit (first)	540
	Resident Permit (second)	105
	Resident Permit (third)	9
	Resident Permit (fourth)	1
Colchester area	Not charged for	70
	Other	74
	Resident Permit (first)	2241
	Resident Permit (second)	91
Epping Forest area	Not charged for	322
	Other	2
Harlow area	Resident Permit (first)	499
	Resident Permit (second)	82
	Resident Permit (third)	7
	Not charged for	91
Tendring area	Resident Permit (first)	552
	Resident Permit (second)	82
	Resident Permit (third)	3
	Annual Visitors	233
Uttlesford area	Not charged for	25
	Resident Permit (first)	170
	Resident Permit (second)	38
	Resident Permit (first)	231
Other	Resident Permit (second)	0
	Not charged for	23
	Dispensations, engineers, carers, exemption permits, etc.	609
Total Permits		= 6100

Appendix 2 – separate attachment.

Report to: On-Street report to Joint Committee, Parking Partnership ITEM 9
Date: 31 October 2013
Subject: North Essex Parking Partnership Operational Report
Author: Lou Belgrove, NE Parking Partnership

Presented by: Lou Belgrove, Business Manager, NE Parking Partnership

1. Introduction and Purpose of Report

- 1.1 The report gives Members an overview of operational progress since August 2013.
- 1.2 The report is presented for information and scrutiny and for ease of reference the following section has again been organised using relevant operational headings.

2. Detailed considerations

2.1 Recruitment / Structure

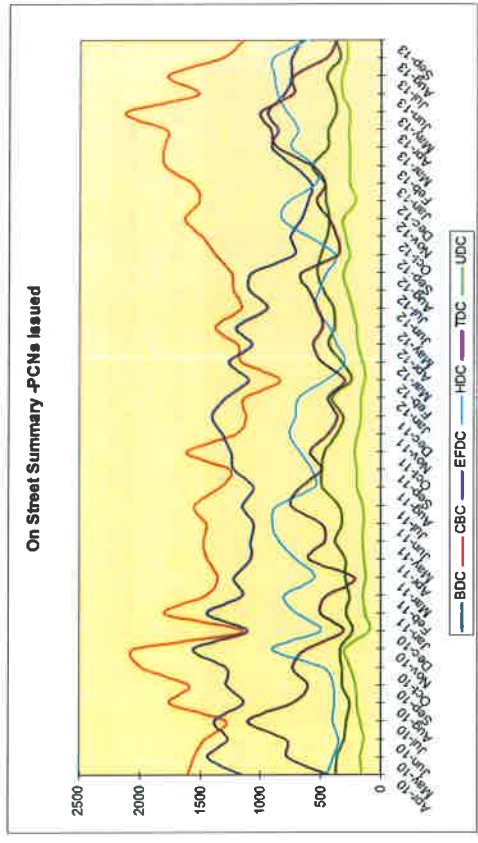
- 2.1.1 The office is currently recruiting two new case-officers and an apprentice to support the other officers in the daily administration tasks. The appointments follow two retirements and a resignation and will more than likely be filled by internal candidates.

2.2 Accommodation

- 2.2.1 All bases are fully functioning.

2.3 On - Street Performance measures

- 2.3.1 The following chart shows the issue rate of all Penalty Charges for the on-street parking function. – please see appendix for actual figures.



2.5 Media enquiries regarding trends of numbers and / or financial values of PCNs will be considered on a case by case basis. It is proposed that the NEPP Lead Officer will compile a list of criteria for 'standard' and 'complex' media enquiries. Each enquiry will then be assessed against the criteria that will cover PCNs issued, challenged and upheld, over different areas and / or timescales.

2.6 A 'complex' enquiry will require the Press Officer to discuss with the reporter either extending the deadline e.g. 48 hours, or revising the amount of information being requested. When issuing a response to 'complex' enquiries, an accompanying statement will also be provided, setting in context the data issued. 'Standard' responses will be replied to within the original deadline.

2.7 Where a media deadline cannot be extended and a response is required, a holding statement will instead be issued. Where required, a full response will be issued as soon as possible after the holding statement.

3. Decisions required

- 3.1 Members are requested to approve the proposed approach to preparing NEPP media responses to more involved enquiries by including the relevant Client Officer, as described in paragraphs 2.3 and 2.4.
- 3.2 Members are requested to approve the proposed approach to responding to trend-based NEPP media enquiries, as described in paragraphs 2.5 and 2.6.

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A summary is given below:

- **Harlow** – continues to increase month on month and is significantly higher than previous years.
- **Epping Forest** – The issue rate continues to be below the previous year, intervention has been made in deployment patterns to allow more staff to work in the District.
- **Uttlesford** – The pattern of issues remains consistent and similar to previous years.
- **Braintree** – The rate of issues has decreased in recent months although is at a similar level to previous years.
- **Colchester** – The level of issues has increased compared to recent years but has declined in recent months due to annual leave and a change to shift patterns reducing to two teams.
- **Tendring** – The level of issues has increased compared to recent years but has declined in recent months, however this maybe due to the seasonal nature of the district.

2.4 Procurement

CCTV Vehicle

2.4.1 Work is on-going with the supplier of the CCTV vehicle. Options are being assessed in regard to the software and processing of PCNs created by the vehicle. Deployment of the vehicle has been subsequently delayed, however, it is still envisaged that operation of the car will start this financial year.

2.5 Back Office

Correspondence

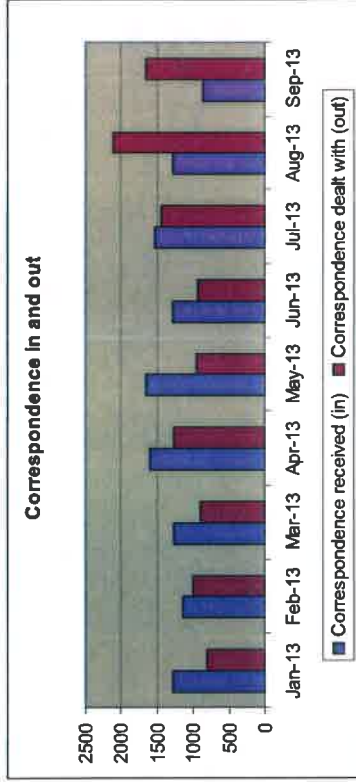
2.5.1 The previously reported backlog of informal challenges has now been cleared. The temporary re-deployment of 8 CEOs into the office was a major success with the level of challenges being brought back to a manageable level within two weeks.

2.5.2 The below table and graph show the number of informal challenges received each month and the numbers of responses sent out.

	Correspondence received	Accepted	Rejected	Total dealt with	% of cases dealt with
January 2013	1286	219	592	811	63%
February 2013	1150	242	758	1000	86%
March 2013	1275	287	618	905	70%
April 2013	1608	387	884	1271	54%
May 2013	1649	333	620	953	57%*
June 2013	1293	264	674	938	72%*
July 2013	1526	379	1064	1443	74%
August 2013	1279	438	1668	2106	164%**
September 2013	871	393	1266	1649	189%

*Introduction of Response Master on 13/02/2013
 **Introduction of 8 dedicated staff 20/08/2013

2.5.3 The final column in the table shows the increase in productivity in recent months due to the introduction of Response Master which then allowed lay staff to assist with the backlog.



2.5.4 Three of the original eight seconded CEOs have remained in the office until the end of September to ensure that the number of challenges being dealt with and the age of those challenges is maintained until the office is fully recruited to.

MiPermit

2.5.5 The MiPermit virtual permit system has now been introduced in Colchester (from 1st October 2013). This now allows all resident and visitor permits to now be purchased via the self-serve system. The NEPP back office is now wholly responsible for the processing of the Borough's on-street resident and visitor permits in preparation of the impending closure of Angel Court.

2.5.6 New applicants and existing permit holders will now register for the service allowing them to renew and purchase future permits. It will also allow them to purchase visitor permits 24 hours a day.

2.5.7 Once the initial roll out is complete, work will be done to introduce other, more specialist types of permits and dispensations.

2.5.8 Work will then begin to introduce the service across the other districts.

2.6 Future work

2.6.1 The issues outlined at the last meeting, and discussed with Client Officers recently, make up the future work of the NEPP. The focus will remain on generating further efficiency in office systems and patrol deployment through "smarter enforcement" in order to reduce costs.

2.6.2 Work is continuing with our software provider to allow for email responses to challenges to be made available to reduce printing and postage costs. It is envisaged that this will be possible within the next couple of months.

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Appendix to 2.3.1

Number of on-street penalty charge notices issued per month, since 2010 in each district which populates graph in 2.3.1 of Operational Report:

	BDC	CBC	EFDC	HDC	TDC	UDC
Apr-10	369	1605	1142	446	424	159
May-10	359	1555	1437	391	767	177
Jun-10	301	1471	1271	347	789	142
Jul-10	289	1293	1380	397	1108	172
Aug-10	262	1758	1143	380	734	199
Sep-10	321	1596	1283	386	607	207
Oct-10	323	1981	1284	473	738	249
Nov-10	339	2057	1554	897	617	293
Dec-10	235	1151	1105	490	314	94
Jan-11	286	1803	1448	692	506	132
Feb-11	263	1464	1151	795	453	149
Mar-11	290	1360	1222	543	216	118
Apr-11	298	1441	1081	700	593	139
May-11	383	1483	1079	837	464	146
Jun-11	321	1449	1058	900	497	139
Jul-11	344	1556	1154	853	747	149
Aug-11	484	1340	1059	543	667	196
Sep-11	483	1257	1223	567	489	195
Oct-11	467	1620	1250	670	588	214
Nov-11	364	1214	1319	751	437	186
Dec-11	314	1123	1404	703	364	163
Jan-12	403	1141	1287	679	445	164
Feb-12	246	843	1099	451	302	126
Mar-12	321	1157	1260	295	487	147
Apr-12	434	1195	1074	362	566	194
May-12	379	1388	1200	422	484	202
Jun-12	389	1171	940	540	525	236
Jul-12	474	1225	1091	509	596	275
Aug-12	525	1249	1076	449	667	308
Sep-12	504	1375	723	369	361	261
Oct-12	448	1491	749	603	376	294
Nov-12	431	1631	656	818	432	312
Dec-12	459	1515	603	760	539	209
Jan-13	467	1565	576	535	470	258
Feb-13	570	1799	723	545	575	262
Mar-13	437	1804	905	744	865	256
Apr-13	444	1790	857	685	921	265
May-13	373	2132	947	781	1002	263
Jun-13	385	1519	802	858	736	324
Jul-13	446	1782	748	880	727	322
Aug-13	337	1331	741	892	461	278
Sep-13	382	1154	661	610	372	274

ITEM 10

Report to: The NEPP Joint Committee

Date: 31 October 2013

Subject: Technical Team Update

Authors: Trevor Degville & Shane Taylor

Presented by: Trevor Degville

1. Purpose of Report

1.1 To update members on the works carried out by the technical team since the last NEPP joint committee meeting in August

2.0 Lining work

2.1 Lining works have continued throughout the late summer. The technical team will continue to carry out lining works for as long as the weather allows, although experience has shown that October is often the last month that it is worthwhile to continue with thermoplastic works.

2.2 Details of the total amount of lining works that have taken place in 2013 will be presented at the next NEPP Committee meeting in January.

3.0 Traffic Orders

3.1 Permanent traffic orders have been sealed in the following locations

District	Road	Type of Restriction
Tendring	Stephenson Road	Waiting Restriction
Tendring	Quay Street	Limited Waiting
Tendring	Colchester Road, Arleigh	School Entrance Markings
Uttlesford	Audley End Road	Clearway Restriction
Uttlesford	High Stile Great Dunmow	School Entrance Markings
Uttlesford	Lower Street Stansted	Waiting Restriction
Uttlesford	Mounthitchet	Amendment to permit scheme catchment area
Colchester	Drury Road/Maldon Road	Waiting Restrictions
Colchester	Winstree Road	School Entrance markings and waiting restrictions
Colchester	School Road Monkwick	School Entrance markings and waiting restrictions
Colchester	Rawlings Crescent	School Entrance markings and waiting restrictions
Braintree	Church Road, Rivenhall	School Entrance markings and waiting restrictions

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3.2 Temporary traffic orders have been made in two areas in Tendring. Temporary orders have been used in to allow for any changes that are necessary before permanent orders are advertised.

3.3 **Harwich Quay Restrictions:**

Road	Type of Restriction
George Street	No Waiting/No Loading & Cleanway
West Street	No Waiting/No Loading & limited waiting
Kings Head Street	No Waiting/No Loading
The Quay	No Waiting/No Loading & Permit holders & GV loading
Church Street	No Waiting/No Loading
Eastgate Street	No Waiting/No Loading
The Angel	No Waiting/No Loading & Permit holders
Kings Quay Street	No Waiting/No Loading & Permit holders

3.4 The temporary order has also been used to match the NEPP on-street pay and display tariffs and charging period with those of the near-by parking area operated by Tendring District Council.

3.5 In Mill Street, St Osyth a section on no waiting at any time has been suspended and limited waiting introduced.

4.0 **Palmerston Road (Epping Forest District)**

4.1 Palmerston Road is a large road with a significant traffic flow in Buckhurst Hill. The permanent orders that were in the 2008 consolidation order were amended by a temporary traffic order. This expired in 2009 and since this time the road has had no enforceable traffic orders.

4.2 NEPP officers are working towards sealing a temporary order to make the restrictions that are marked on the carriageway enforceable later this year. The joint committee can then decide if permanent orders are required for the road. If permanent orders are not made the temporary order will expire after 18 months

5.0 **Current Advertising**

Permanent traffic orders are currently being advertised in the following areas

District	Road	Type of Restriction
Braintree	Stone Path Drive	Waiting Restriction
Braintree	Remembrance Avenue	Waiting Restriction
Braintree	Church Road	Waiting Restriction
Braintree	Baker Avenue	Waiting Restriction
Braintree	Willow Crescent	Waiting Restriction
Braintree	Arthy Close	Waiting Restriction
Braintree	Woodham Drive	Waiting Restriction

Braintree	Maldon Road	Waiting Restriction
Braintree	New Road	Waiting Restriction
Braintree	Glebefield Road	Waiting Restriction
Braintree	Newland Street	Disabled Badge Holder parking

5.1 The technical team plan to next advertise permanent traffic orders in the following locations

District	Road	Restriction
Epping Forest	High Beech Road	Waiting Restriction
Epping Forest	Forest View Road	Waiting Restriction
Epping Forest	Connaught Avenue	Waiting Restriction
Epping Forest	Borders Lane	Waiting Restriction
Epping Forest	Ladyfields	Waiting Restriction
Epping Forest	Lushes Road	Waiting Restriction

5.2 A parking review of Manor Street in Braintree was undertaken by Essex County Council. The advertising and implementation (depending on the results of the advertising) have been passed to the NEPP and the technical team have commenced working on this although we are currently not ready to advertise notices of intention.

6.0 **Clacton Town Centre Review**

6.1 Phase one of the Clacton Town Centre review was completed in August. NEPP officers are now working with Harlow and Tendring District Council officers to implement phase two of this review.

6.2 During phase one the Clacton Town Centre review permanent traffic orders have been introduced in the following roads:

Road	Restriction
Agate Road	Loading Restriction
Anglefield	Limited Waiting
Beach Road	Limited Waiting
Beatrice Road	Disabled Badge Holder Parking, Limited Waiting
Colne Road	Limited Waiting, Loading and Waiting Restrictions
Edith Road	Limited Waiting
Hastings Avenue	Limited Waiting
Hayes Road	Disabled Badge Holder Parking, Limited Waiting, Waiting and loading restriction
High Road	Disabled Badge Holder Parking, Limited Waiting
Jackson Road	Disabled Badge Holder Parking, Limited Waiting
Kings Parade	Limited Waiting, waiting restriction
Marine Parade East	Limited Waiting, taxi bay, waiting restriction
Marine Parade West	Limited Waiting, Bus Stop
Old Road	Loading Restriction
Orwell Road	Limited Waiting
Pallister Road	Limited Waiting
Penfold Road	Limited Waiting
Pier Avenue	Loading Restriction, Disabled Badge Holder Parking, Limited

	Waiting
Pier Gap	Disabled Badge Holder Parking, introduce dual use bay – taxi/loading
Rosemary Road	Limited Waiting
Rosemary Road West	Disabled Badge Holder Parking, Limited Waiting, waiting and loading restriction
Selsey Avenue	Limited Waiting
Station Road	Limited Waiting
The Grove	Limited Waiting
West Avenue	Limited Waiting

6.3 During phase two of the review traffic orders will be implemented in the following roads.

Alexandra Road	Limited Waiting
Alton Road	Limited Waiting
Carnarvon Road	Limited Waiting
Ellis Road	Loading Restriction, Limited Waiting
Fairfield Road	Limited Waiting, Waiting and Loading Restriction
Freeland Road	Loading Restriction
Key Road	Limited Waiting
Meredith Road	Limited Waiting, Amendment to resident permit parking area
Page Road	Limited Waiting
St Andrews Road	Limited Waiting
Tower Road	Loading Restriction, Limited Waiting
Vicarage Gardens	Limited Waiting, Waiting and Loading Restriction
Wellesley Road	Limited Waiting

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North Essex Parking Partnership Joint Committee		Item 11
31 October 2013		
Report of	Treasurer to the Joint Parking Committee	Author Steve Heath ☎ 282389
Title	Annual Return 2012/13	

This report presents the audited Annual Return for 2012/13

- 1. Action required**
 - 1.1 To note the publication of the audited Annual Return for 2012/13
- 2. Supporting information**
 - 2.1 The pre-audit draft accounts for the financial year 2012/13 were presented to this Committee on 20 June. The accompanying reports gave information on the major items affecting the 2012/13 accounts.
 - 2.2 The Annual Return for 2012/13 was signed by the auditor on 18 September 2013, and is attached as an appendix to this report. This confirms an unqualified opinion. The Auditor does not raise any other matters for the attention of the Joint Committee.
- 3. Financial implications**
 - 3.1 The publication of the audited return and Notice of Conclusion of Audit meet a statutory requirement for financial reporting and is an important part of the process to demonstrate accountability in the use of public funds.
- 4. Publicity considerations**
 - 4.1 The Notice of Conclusion of Audit and Annual Return have been published on the Colchester Borough Council website. Details of the notice and the Annual Return have been made available to partners.
- 5. Other standard references**
 - 5.1 Having considered consultation, equality, diversity and human rights, health and safety and community safety and risk management implications, there are none that are significant to the matters in this report.

Appendices

- Appendix 1 - Notice of Conclusion of Audit
- Appendix 2 - Annual Return

Small Bodies in England Annual return for the year ended 31 March 2013

Small relevant bodies in England with an annual turnover of £6.5 million or less must complete an annual return in accordance with proper practices summarising their annual activities at the end of each financial year.

The annual return on pages 2 to 5 is made up of four sections:

- Sections 1 and 2 are completed by the person nominated by the body.
- Section 3 is completed by the external auditor appointed by the Audit Commission.
- Section 4 is completed by the body's internal audit provider.

Each body must approve this annual return no later than 30 June 2013.

Completing your annual return

Guidance notes, including a completion checklist, are provided on page 6 and at relevant points in the annual return.

Complete all sections highlighted in red. Do not leave any red box blank. Incomplete or incorrect returns require additional external audit work and may incur additional costs.

Send the annual return, together with your bank reconciliation as at 31 March 2013, an explanation of any significant year on year variances in the accounting statements and any additional information requested, to your external auditor by the due date.

Your auditor will identify and ask for any additional documents needed for audit. Therefore, unless requested, do not send any original financial records to the external auditor.

Audited and certified annual returns will be returned to the body for publication or public display of sections 1, 2 and 3. You must publish or display the audited annual return by 30 September 2013.

It should not be necessary for you to contact the external auditor or the Audit Commission directly for guidance.

More guidance on completing this annual return is available in the Practitioners' Guides for either local councils or internal drainage boards. These publications may be downloaded from the National Association of Local Councils (NALC) or Society of Local Council Clerks (SLCC) websites (www.nalc.gov.uk or www.slcc.co.uk) or from the members area of the Association of Drainage Authorities website (www.ada.org.uk).

Appendix 1

**North Essex Parking Partnership
 Joint Committee**
 Notice of conclusion of audit and right to inspect the
 Annual Return
 Annual Return for the year ended 31 March 2013

Section 14 of the Audit Commission Act 1998 The Accounts and Audit (England) Regulations 2011 (SI 2011/1817)

The audit of accounts for the North Essex Parking Partnership Joint Committee for the year ended 31 March 2013 has been concluded.

The Annual Return is available for inspection by any local government elector for the area of the North Essex Parking Partnership Joint Committee on application to:

Steve Heath
 Finance Manager
 Colchester Borough Council
 Rowan House,
 33 Sheepen Road,
 Colchester CO3 3WG

e-mail: financial.accounting@colchester.gov.uk

Copies will be provided to any local government elector upon request.

This announcement is made by: Steve Heath, Finance Manager

Date: 30 September 2013.

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Section 1 - Accounting statements 2012/13 for:

Enter name of reporting body here:	Year ending		Notes and guidance
	31 March 2012 £	31 March 2013 £	
North Essex Parkings Partnership Joint Committee			
1 Balances brought forward	0	446,483	Total balances and reserves at the beginning of the year as recorded in the body's financial records. Value must agree to Box 7 of previous year.
2 (+) Income from local taxation and/or levy	839,387	1,067,739	Total amount of local tax and/or levy received or receivable in the year including funding from a sponsoring body.
3 (-) Total other receipts	2,399,343	2,172,819	Total income or receipts as recorded in the cashbook less income from taxation and/or levy (line 2). Include any grants received here.
4 (-) Staff costs	1,967,647	2,239,914	Total expenditure or payments made to and on behalf of all body employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5 (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the body's borrowings (if any).
6 (-) All other payments	815,640	1,239,743	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7 (=) Balances carried forward	446,483	255,384	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6)
8 Total cash and short term investments	327,431	16,320	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March - to agree with bank reconciliation.
9 Total fixed assets plus other long term investments and assets	0	0	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the body as at 31 March
10 Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PwLB).

I certify that for the year ended 31 March 2013 the accounting statements in this annual return present fairly the financial position of the body and its income and expenditure, or property present receipts and payments, as the case may be.

Signed by Responsible Financial Officer: _____
 Date: 20/06/2013

I confirm that these accounting statements were approved by the body on: 20/06/2013 and recorded as minute reference: 8

Signed by Chair of meeting approving these accounting statements: _____
 Date: 20/06/2013

Section 2 - Annual governance statement 2012/13

We acknowledge as the members of North Essex Parkings Partnership Joint Committee our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2013, that:

	Agreed -		'Yes' means that the body:
	Yes	No	
1 We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	prepared its accounting statements in the way prescribed by law
2 We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3 We taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the body to conduct its business or on its finances.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	has only done things that it has the legal power to do and has conformed to codes of practice and standards in the way it has done so.
4 We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	during the year has given all persons interested the opportunity to inspect and ask questions about the body's accounts.
5 We carried out an assessment of the risks facing the body and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	considered the financial and other risks it faces and has dealt with them properly.
6 We maintained throughout the year an adequate and effective system of internal audit of the body's accounting records and control systems.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the body.
7 We took appropriate action on all matters raised in reports from internal and external audit.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	responded to matters brought to its attention by internal and external audit.
8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the body and where appropriate have included them in the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.

This annual governance statement is approved by the body and recorded as minute reference

Signed by: _____
 Chair: _____
 dated: 20/06/2013
 Signed by: _____
 Clerk: _____
 dated: 20/06/2013

Note: These minutes are subject to the approval of the members of the body. If you are not a member of the body, you will not be able to vote on these minutes.

Section 3 – External auditor certificate and opinion 2012/13

Certificate

We certify that we have completed the audit of the annual return for the year ended 31 March 2013 of:

NORTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE

Respective responsibilities of the body and the auditor

The body is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The body prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2013; and
 - confirms and provides assurance on those matters that are important to our audit responsibilities.
- Our responsibility is to conduct an audit in accordance with guidance issued by the Audit Commission and, on the basis of our review of the annual return and supporting information, to report whether any matters that come to our attention give cause for concern that relevant legislation and regulatory requirements have not been met.

External auditor report

(Except for the matters reported below) on the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (Delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the body:

(continue on a separate sheet if required)

External auditor signature: _____

External auditor name: **PKF Littlejohn LLP**

Date: **18/9/13**

Note: The auditor giving this certificate has been appointed by the Audit Commission who is providing you with this form. You should also be provided with a copy of the form if it is required to be filed by law. For further information please refer to the Audit Commission's published annualised Statement of Responsibilities and the Code of Practice for Auditors.

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Section 4 – Annual internal audit report 2012/13 to

NORTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE

The body's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2013.

Internal audit has been carried out in accordance with the body's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the body.

Internal control objective	Agreed? Please choose one of the following		Not covered**
	Yes	No	
A. Appropriate accounting records have been kept properly throughout the year.	<input checked="" type="checkbox"/>		
B. The body's financial regulations have been met, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>		
C. The body assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input checked="" type="checkbox"/>		
D. The annual taxation or levy or funding requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	<input checked="" type="checkbox"/>		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>		
F. Petty cash payments were properly supported by receipts, all expenditure was approved and VAT appropriately accounted for.			N/A
G. Salaries to employees and allowances to members were paid in accordance with body approvals, and PAYE and NI requirements were properly applied.	<input checked="" type="checkbox"/>		
H. Asset and investments registers were complete and accurate and properly maintained.	<input checked="" type="checkbox"/>		
I. Periodic and year-end bank account reconciliations were properly carried out.	<input checked="" type="checkbox"/>		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, were supported by an adequate audit trail from underlying records, and, where appropriate, debtors and creditors were properly recorded.	<input checked="" type="checkbox"/>		

For any other risk areas identified by the body (list any other risk areas below or on separate sheets if needed) adequate controls existed:

F: THESE ARE NO PETTY CASH PAYMENTS. AN ANNUAL AUDIT OF CASH PAYING INCOME IS CARRIED OUT, WHICH INCLUDES THE COLLECTION OF CAR PARKING INCOME, SECURITY, ACCOUNTING AND ACCOUNTING.

Name of person who carried out the internal audit: ELFREDA USARREZ

Signature of person who carried out the internal audit: _____

Date: 04/06/2013

Note: If the response is 'no', please state the implications and action being taken to address any weaknesses in control identified (with responsibilities if needed).
*Note: If the response is 'not covered', please state why the most relevant internal audit work was done in the area and when it is next planned or if coverage is not required, a formal audit must explain why and issue appropriate reports if needed.

Guidance notes on completing the 2012/13 annual return

- 1 You must apply proper practices for preparing this annual return. Proper practices are found in the Practitioners' Guides* which are updated from time to time and contain everything you should need to prepare successfully for your financial year-end and the subsequent audit. Both NALC and SLOC have helplines if you want to talk through any problem you may encounter.
- 2 Make sure that your annual return is complete (i.e. no empty red boxes), and is properly signed and dated. Avoid making any amendments to the completed return. But, if this is unavoidable, make sure the amendments are drawn to the attention of and approved by the body, properly initialled and an explanation is provided to the external auditor. Annual returns containing unapproved or unexplained amendments will be returned unaudited and may incur additional costs.
- 3 Use the checklist provided below. Use a second pair of eyes, perhaps a member or the Chair, to review your annual return for completeness before sending it to the external auditor.
- 4 Do not send the external auditor any information not specifically asked for. Doing so is not helpful. However, you must notify the external auditor of any change of Clerk, Responsible Financial Officer or Chair.
- 5 Make sure that the copy of the bank reconciliation which you send to your external auditor with the annual return covers all your bank accounts. If your body holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree your bank reconciliation to Box 8 on the Accounting statements. You must provide an explanation for any difference between Box 7 and Box 8. More help on bank reconciliation is available in the Practitioners' Guides*.
- 6 Explain fully significant variances in the accounting statements on page 2. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include a complete analysis to support your explanation. There are a number of examples provided in the Practitioners' Guides* to assist you.
- 7 If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or you do not fully explain variances, this may incur additional costs for which the auditor will make a charge.
- 8 Make sure that your accounting statements add up and the balance carried forward from the previous year (Box 7 of 2012) equals the balance brought forward in the current year (Box 1 of 2013).
- 9 Do not complete section 3. The external auditor will complete it at the conclusion of their audit.

Completion checklist – 'No' answers mean you may not have met requirements		Done?
All sections	All red boxes have been completed?	<input checked="" type="checkbox"/>
	All information requested by the external auditor has been sent with this annual return? Please refer to your notice of audit.	<input checked="" type="checkbox"/>
Section 1	Approval by the body confirmed by signature of Chair of meeting approving the accounting statements?	<input checked="" type="checkbox"/>
	An explanation of significant variations from last year to this year is provided?	<input checked="" type="checkbox"/>
	Bank reconciliation as at 31 March 2013 agreed to Box 8?	<input checked="" type="checkbox"/>
Section 2	An explanation of any difference between Box 7 and Box 8 is provided?	<input checked="" type="checkbox"/>
	For any statement to which the response is 'no', an explanation is provided?	<input checked="" type="checkbox"/>
Section 4	All red boxes completed by internal audit and explanations provided?	<input checked="" type="checkbox"/>

*Chair, Clerk and Responsible Financial Officer for Local Councils in England – A Practitioners' Guide is available from NALC and SLOC representatives or Accountants and Auditors for Municipal Councils in England – A Practitioners' Guide is available from the ASA of the Association of District and Borough Councils. For more information, please contact the ASA of the Association of District and Borough Councils, 13 Colwell Drive, Sutton, Surrey KT5 1AL or from the NALC, SLOC or ASA helpline. See page 1 for full details.

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SCHEME REQUEST FORM FOR HARLOW LHP

Name of Councillor / Residents Group:	Location of Scheme:	Proposed Scheme:	Date Submitted:
Cllr Jon Clennepner and Cllr Phil Waite	Little Pamdon Primary School	Installation of school safety railing along the footpath Installation of zigzag lines outside both entrances New and revised traffic orders	14 June 2013

Requests from Members of the Public in the first instance must be supported by the local Councillors who will be in a position to gather sufficient support for any proposal. Once strong local support for a particular scheme has been provided, and in order for your request to be assessed, please complete the following questions.

**What is the problem which has resulted in this request?
(Describe the issues being faced and the causes of the problems)**

The primary – infant school is quite unique in that it has two entrances on one of the busiest roads (Hodings Road) in Harlow and therefore raises specific issues relating to road safety of children and parents attending the school. The safety issues are further exasperated by the fact that there is a significant blind bend on the road which children and parents have to cross daily. There is no longer a school crossing patrol.



The residents who live opposite park their cars outside their homes (naturally) however, when parents arrive to pick up the children they park on the double yellow lines and ignore all safety issues. Unlike the majority of school in Harlow there are no zigzag lines to protect the pedestrians. Hence the cars is parked on the raised cross over and beyond 5 metres beyond.

Crossing 2

There is another crossing at the junction of Hodding Road and Hobtoe Road which is equally is unsatisfactory. Parents and children visiting the school have to cross over on a blind bend there is insufficient angle to see around the bend.

What tends to happen as witnessed during my visit is that parents crossing from the school side to the Hobtoe Road side tend to step into the road whilst endeavouring to look around the corner for traffic approaching from the west and in some cases ignoring the risks of oncoming traffic from the east along Hodding road. Frequently pedestrians are left with little or no option to partially cross the road before they can be sure there is no oncoming traffic.

This problem is further exasperated when parents arrive to pick up the children and park on the road directly



Entrance 2

Entrance has all the problems of entrance however, the issue of parking immediately outside the gate is more prolific with parents vying for the best position to park as near to the gate as is possible regardless of their children's safety and the safety of other road users. Parking on the raised table and the distinct lack of zigzag lines all contribute to what can only be described as the daily chaos outside the school gates.



As you can see where the Taxi is parked is exactly the position of the entrance gate. It is also on the raised crossing for disabled people, parents and children to cross safely. The cars are parked all the way

around the bend on the school side of the road

Crossing 3



Young children walking out from the school gate endure the daily obstacle course of car drivers who have little regard for the highway code or the safety of children. For the avoidance of doubt the cars parked outside this entrance are on the crossing

What is the suggested area of concern? (Provide accurate location details. You could include a detailed sketch or map of the project area.)

See note above

What is to be achieved by the suggested solution?

(Describe how this project will alleviate the issues described above and what the result that you wish to achieve is.)

To improve road safety outside the school requires positive actions to be taken and in our view the following would contribute to making the area a safer place for children and road users alike

- a) The introduction of zigzag lines at both entrances and cross overs
- b) Amending existing Traffic Order to - No waiting No loading at any time
- c) Installation of railing on the school side of the road to stop any cars parking school side of the road
- d) Extend barriers on cross overs
- e) Advertise new traffic order outside entrance 2 and extend no parking further along Hodings road.

Fund Options

a), and b) could form part of a bid to submitted to the North Essex Parking Partnership either it is funded by NEPP

c) and d) the installation of the approximately 120 metres safety railings could come from LHP funds

An example of how the scheme should look minus the zebra crossing is **William Martin School**



Note the lines of sight for William Martin are much clearer for all users as opposed to Little Parndon school which has a significant bend that stops road users, parents and children from having a clear line of sight.

What evidence is there of the need for this solution?

(This can be provided through a survey, questionnaire, copy of letters received, petition, photos, etc.)

The school has over the past 3 years endeavoured to deal with issues by holding safety programmes with parents and Children, as well as the safer journey to schools programme and held events at the school to encourage safer parking by parents.

Improvements to the crossing areas are within the School travel plan and requests for Zig Zag lines were sent to Essex in March 2009

The school regularly requests that parents do not park outside the school gate in its newsletters to parents

From 2010 the school has worked with its PCSO so there are regular patrols outside the school at the end of the day and warning notices have been given to parents parking in the pavements and double yellow lines.

In 2011 and 2012 the school has carried out speed checks, with children working along -side the PCSO to talk to drivers

In March 2012 the school wrote to Harlow Traffic wardens requesting regular patrols as a parents and child were nearly knocked over as they had to cross between two parked cars
In November 2012 the school, members of the Governing Body and parents wrote to Essex to request that they continued to provide a crossing patrol officer but the requests failed

In May 2013 the School Council prepared and put up posters along the school entrances asking drivers not to park on the double yellow lines.

In June 2013 the School Council formed a petition and collected signatures from parents asking for changes to the parking at the front of the school.

The school has agreed a joint use agreement with the tenant of The Shark public house to use the car park as a pick up and drop of area.

The risk has further increased with the withdrawal of funds for the school crossing patrol.

The attachments show the extent of the most recent petition and a complaint from one of the parents.

As the head teacher of Little Parndon School I disappointed and concerned that we have been unable secure the support of some parents and carers of the children who are delivered to and picked up from the school and who by virtue of their inconsiderate parking place all our other parents, visitors and children's safety at risk. The school governors and I are of the view that unless the actions recommended within this paper are implemented there is a continued risk to everyone attending the school.

Emma Bloomfield
Head teacher
Little Parndon Primary School
headteacher@littleparndon.essex.sch.uk

Please tick the boxes to confirm that the proposal has the support of the following stakeholders:

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County Councillor
 District Councillor
 Residents Association

County Councillor District Councillor Residents Association

Please forward completed form to: rissa.long@essex.gov.uk
 With **HARLOW LHP REQUEST** written in the subject box



**NORTH ESSEX PARKING PARTNERSHIP (NEPP)
 FORWARD PLAN OF WORKING GROUP AND JOINT COMMITTEE MEETINGS AND REPORTS 2013-14**

COMMITTEE/ WORKING GROUP	DRAFT REPORT DUE DATE	CLIENT OFFICER MEETING	JOINT COMMITTEE MEETING	MAIN AGENDA REPORTS	AUTHOR
Joint Committee Workshop			28 May 2013 12.15pm The Lounge, Town Hall Centre, BRAINTREE		
Joint Committee for On/Off Street Parking (AGM)			20 June 2013 12.00 pm G3, Rowan House, Sheepen Road, COLCHESTER	Statement of Accounts AGS / Risk Register Finance Report Operational Report	Steve Heath (CBC) 01206 282389 Hayley McGrath (CBC) 01206 508602 Richard Walker (PP)/Samantha Sismey Richard Walker / Lou Beigrove (PP)
Joint Committee for On/Off Street Parking	11 July 2013	18 July 2013 10-12pm G6, Rowan House Colchester	8 August 2013 1.00 pm Committee Room 1, Causeway House, BRAINTREE	Operational Report TRO schedule for approval TRO Policy report Technical Team Update	Lou Beigrove (PP) Trevor Degville / Shane Taylor (PP) Trevor Degville / Shane Taylor (PP) Trevor Degville / Shane Taylor (PP)
Joint Committee for On/Off Street Parking	26 Sept. 2013	3 October 2013 10-12pm S16, Rowan House Colchester	31 October 2013 12.00 pm Committee Room 2, Civic Offices, High Street, EPPING	Budget – Progress report Permits and Pay and Display report Operational Report Media Protocol	Richard Walker / Samantha Sismey Richard Walker Lou Beigrove (PP) Sarah Ward



North Essex Parking Partnership

Joint Working Committee Off-Street Parking

Committee Room 2, Civic Offices, High Street, Epping

31 October 2013 at 12.00 pm

The vision and aim of the Joint Committee is to provide a merged parking service that provides a single, flexible enterprise of full parking services for the Partner Authorities.

COMMITTEE / WORKING GROUP	DRAFT REPORT DUE DATE	CLIENT OFFICER MEETING	JOINT COMMITTEE MEETING	MAIN AGENDA REPORTS	AUTHOR
Joint Committee for On/Off Street Parking	12 Dec. 2013	19 Dec 2013 10-12pm S16 Rowan House Colchester	8 January 2014 10am Council Chamber, TENDRING	Technical Team Update Interim review of Risk Register TRO schedule for approval TRO Progress report Operational Report	Trevor Deguyville Hayley McGrath (CBC) 01206 508902 Trevor Deguyville / Shane Taylor (PP) Trevor Deguyville / Shane Taylor (PP) Lou Belgrove (PP)
Joint Committee for On/Off Street Parking	30 Jan. 2014	6 February 2014 10-12pm S16 Rowan House Colchester	6 March 2014 1 00pm Griffen Suite, Lallan Bush Centre HARLOW	Budget - Progress report CCTV Car - appraisal Operational Report	Richard Walker / Samantha Simey Richard Walker (PP) Lou Belgrove (PP)

CBC / Parking Partnership Contacts
 Parking Partnership Group Manager, Richard Walker
 Parking Manager, Lou Belgrove
 Technical Services, Trevor Deguyville
 Service Accountant, Samantha Simey
 Governance, Richard Clifford
 Media, Sarah Ward

richard.walker@colchester.gov.uk 01206 282708
 christina.bairstow@colchester.gov.uk 01206 282827
 trevor.deguyville@colchester.gov.uk 01206 507158
 shane.taylor@colchester.gov.uk 01206 507860
 samantha.simey@colchester.gov.uk 01206 506025
 richard.clifford@colchester.gov.uk 01206 507832
 sarah.ward@colchester.gov.uk 01206 508098

North Essex Parking Partnership

Joint Committee Meeting – Off-Street

Thursday 31 October 2013 at 12.00 pm

Committee Room 2, Committee Room 2, High Street, Epping

Agenda

Attendees

Executive Members:-

Susan Barker (Uttlesford)
Anthony Durcan (Harlow)
Martin Hunt (Colchester)
Rodney Bass (ECC)
Robert Mitchell (Braintree)
Gary Waller (Epping Forest)

Non Executive Members:-

Eddie Johnson (ECC)

Officers:-

Lou Belgrave (Parking Partnership)
Trevor Degville (Parking Partnership)
Qasim Durrani (Epping Forest)
Amanda Chidgey (Colchester)
Joe McGill (Harlow)
Andrew Taylor (Braintree)
Liz Burr (ECC)
Shane Taylor (Uttlesford)
Richard Walker (Parking Partnership)
Sarah Ward (Colchester)
Leah Whitwell (Braintree/Colchester)
Matthew Young (Colchester)

Introduced by Page

1. Welcome & Introductions

2. Apologies

Councillor Rodney Bass (Essex County Council)

3. Declarations of Interest

The Chairman to invite Councillors to declare individually any interests they may have in the items on the agenda.

4. Have Your Say

The Chairman to invite members of the public or attending councillors if they wish to speak either on an item on the agenda or a general matter.

5. To approve the draft minutes:

Off-Street Parking Joint Committee – 8 August 2013

6. Operational Update

To consider and note the operational progress since the last meeting on 8 August 2013.

7. Urgent items

To announce any items not on the agenda which the Chairman has agreed to consider.

NORTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE FOR OFF-STREET PARKING

8 August 2013 at 1.00pm

Causeway House, Bocking End Braintree

Executive Members Present:-

Councillor Susan Barker (Uttlesford District Council)
Councillor Martin Hunt (Colchester Borough Council)
Councillor Robert Mitchell (Braintree District Council)
Councillor Gary Waller (Epping Forest District Council)

Apologies:-

Councillor Rodney Bass (Essex County Council)
Councillor Phil Waite (Harlow District Council)
Councillor Eddie Johnson (Essex County Council)

Also Present:-

Ms. Lou Belgrave (Parking Partnership)
Mrs. Amanda Chidgey (Colchester Borough Council)
Mr. Robert Judd (Colchester Borough Council)
Mr. Paul Partridge (Braintree District Council)
Mr. Jeremy Pine (Uttlesford District Council)
Mr. Miroslav Sihelsky (Harlow District Council)
Mr. Shane Taylor (Parking Partnership)
Mr. Richard Walker (Parking Partnership)
Ms. Sarah Ward (Colchester Borough Council)
Ms. Leah Whitwell (Braintree / Colchester)
Mr. Matthew Young (Colchester Borough Council)

Apologies:-

Mr. Trevor Degville (Parking Partnership)
Mr. Qasim Durrani (Epping Forest District Council)
Mr. Joe McGill (Harlow District Council)
Ms. Liz Saville (Essex County Council)
Mr. Andrew Taylor (Uttlesford District Council)

7. Declarations of Interest

Councillor Barker, in respect of being a Member of Essex County Council, declared a non-pecuniary interest in the following items.

8. Minutes

RESOLVED that the Joint Committee confirmed the minutes of the meeting held on 20 June 2013 as a correct record, subject to the following amendments;

In attendance:

Councillor Robert Mitchell (Braintree District Officer) to read (Braintree District Council)
Councillor Derrick Louis to read Councillor Rodney Bass
Councillor Nick Turner to be removed from the list.

Report to: Off – Street Sub Committee, Parking Partnership

Date: 31st October 2013

Subject: Operational Update

Author: Lou Belgrove, NE Parking Partnership

Presented by: Lou Belgrove, Business Manager, NE Parking Partnership

9. Operational Report

Ms. Lou Belgrove (Parking Partnership) presented the Operational Report for Off-Street Parking. The report provided an update on the operational issues since the last meeting and some further information requested at the June meeting.

Ms. Belgrove confirmed that the number of Penalty Charge Notices issued in the east was showing an increase following the recent consultation with staff.

RESOLVED that the Committee noted the Operational Report for On-Street Parking.

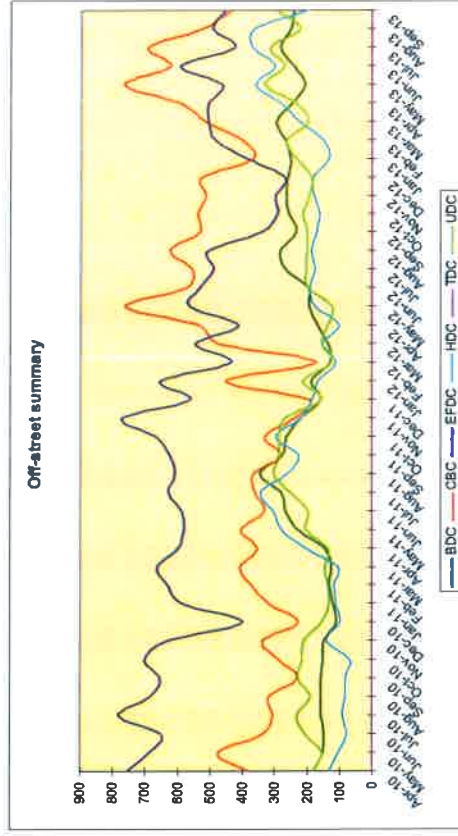
1. Introduction and Purpose of Update

1.1 The paper gives Members an update of operational progress since the last meeting in August 2013.

1.2 The paper is presented for information and scrutiny and for ease of reference the following section has again been organised using relevant operational headings.

2.0 Off - Street Performance measure

2.1 The following chart shows the issue rate of all Penalty Charges for the off-street parking function. – please see appendix for actual figures.



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Appendix to 2.1 of Off-Street Operational Report

Number of off-street penalty charge notices issued per month, since 2010 in each district which populates graph in 2.1 of Operational Report:

	BDC	CBC	EFDC	HDC	TDC	UDC
Apr-10	178	382	757	131	0	182
May-10	152	477	690	103	0	155
Jun-10	146	338	650	78	0	204
Jul-10	157	306	782	89	0	231
Aug-10	156	321	685	81	0	189
Sep-10	158	232	653	81	0	229
Oct-10	150	287	700	67	0	213
Nov-10	147	339	631	139	0	209
Dec-10	110	227	400	95	0	155
Jan-11	118	319	567	110	0	131
Feb-11	131	376	632	116	0	136
Mar-11	124	410	662	103	0	145
Apr-11	144	355	599	202	0	135
May-11	228	406	561	275	0	203
Jun-11	265	332	586	302	0	195
Jul-11	279	363	629	342	0	250
Aug-11	345	367	607	259	0	301
Sep-11	276	281	623	223	0	285
Oct-11	262	332	667	294	0	285
Nov-11	218	239	771	217	0	266
Dec-11	156	194	561	181	0	153
Jan-12	185	456	653	164	0	210
Feb-12	129	172	436	108	0	122
Mar-12	133	477	546	151	0	154
Apr-12	167	535	414	100	0	134
May-12	191	767	563	174	0	123
Jun-12	195	578	532	188	0	194
Jul-12	266	557	489	172	0	201
Aug-12	281	627	506	187	0	199
Sep-12	233	535	342	170	0	198
Oct-12	255	541	293	161	0	210
Nov-12	263	516	297	176	0	191
Dec-12	260	527	269	180	0	187
Jan-13	250	372	383	131	0	231
Feb-13	266	403	485	148	0	264
Mar-13	295	516	505	222	0	196
Apr-13	246	596	507	280	0	233
May-13	206	770	466	360	0	331
Jun-13	239	626	592	299	0	268
Jul-13	281	696	427	367	0	315
Aug-13	250	528	493	361	0	220
Sep-13	240	439	456	196	0	294

2.3.1 Consistency has been seen overall and follows a similar pattern of issue to the last year at a similar time. A summary is given below:

- **Harlow** – continues to improve with numbers rising since last year, returning to figures of previous years.
- **Epping Forest** – The issue rate is consistent, although numbers have been lower over previous months. Intervention in deployment patterns has been made to assist with more consistent coverage.
- **Uttlesford** – The pattern of issues has increased recently compared to previous years, due to smarter deployment.
- **Braintree** – The rate of issue has increased and, similar to Uttlesford, the change over the year is represented by the better deployment.
- **Colchester** – The rate of issue is consistent with last year and has increased since previous years.

3.0 Season Tickets

3.1 The table below details the number of season tickets purchased over the last three financial years:

	Braintree	Colchester	Epping	Uttlesford	Harlow	Tendring
2013/14	342 so far	127 so far	85 so far	180 so far	131 so far	N/A
Oct 2012 – Sept 2013	752	303	346	352	267	N/A
2012/13	751	387	258	370	308	N/A
Oct 2011 – Sept 2012	748	481	N/A	403	375	N/A
2011/12	753	509	N/A	399	296	N/A
Oct 2010 – Sept 2011	798	494	N/A	408	215	N/A

3.2 Season ticket purchases seem to remain consistent with the exception being Colchester which continues to suffer since the introduction of the special offer tariffs in a number of their car parks.

4.0 Future work

4.1 The issues outlined at the last meeting, and discussed with Client Officers recently, make up the future work of the NEPP. The focus will remain on generating further efficiency in office systems and patrol deployment through "smarter enforcement" in order to reduce costs.

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North Essex Parking Partnership

Joint Working Committee On-Street Parking

Committee Room 1, Causeway House,
Braintree

8 August 2013 at 1.00 pm

The vision and aim of the Joint Committee is to provide a merged parking service that provides a single, flexible enterprise of full parking services for the Partner Authorities.

North Essex Parking Partnership
Joint Committee Meeting – On-Street
Thursday 8 August 2013 at 1.00 pm
Committee Room 1, Causeway House, Braintree

Attendees

- Executive Members:-**
Susan Barker (Uttlesford)
Phil Waite (Harlow)
Martin Hunt (Colchester)
Rodney Bass (ECC)
Robert Mitchell (Braintree)
Nick Turner (Tending)
Gary Waller (Epping Forest)
Non Executive Members:-
Eddie Johnson (ECC)

- Officers:-**
Lou Belgrave (Parking Partnership)
Trevor Degville (Parking Partnership)
Qasim Durrani (Epping Forest)
Robert Judd (Colchester)
Joe McGill (Harlow)
Paul Partridge (Braintree)
Liz Saville (ECC)
Andrew Taylor (Uttlesford)
Ian Taylor (Tending)
Shane Taylor (Parking Partnership)
Richard Walker (Parking Partnership)
Matthew Young (Colchester)

Page

	Introduced by	Page
1. Welcome & Introductions		
2. Apologies Councillor Rodney Bass (Essex County Council) Councillor Eddie Johnson (Essex County Council) Councillor Phil Waite (Harlow)		
3. Declarations of Interest The Chairman to invite Councillors to declare individually any interests they may have in the items on the agenda.		
4. Have Your Say The Chairman to invite members of the public or attending councillors if they wish to speak either on an item on the agenda or a general matter.		
5. To approve the draft minutes: On-Street Parking Joint Committee – 20 June 2013	Lou Belgrave	7-12
6. Operational Update To consider and note the operational progress since the last meeting in June 2013.	Trevor Degville/Shane Taylor	13-30
7. Traffic Regulation Orders (TRO) for Approval To consider and approve TRO schemes for implementation.	Trevor Degville/Shane Taylor	31-34
8. Traffic Regulation Orders (TRO) Policy To consider and approve officer recommendations relating to changes to TRO policy.	Trevor Degville/Shane Taylor	35-37
9. Technical Team update To comment and note the update on the work of the TT.	Robert Judd	38-39
10. Forward Plan To note the 2013-14 Forward Plan.		
11. Urgent Items To announce any items not on the agenda which the Chairman has agreed to consider.		

NORTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE FOR ON-STREET PARKING

20 June 2013 at 12.00pm

Rowan House, Sheepen Road, Colchester

Executive Members Present:-

Councillor Susan Barker (Uttlesford District Council)
Councillor Phil Waite (Harlow District Council)
Councillor Martin Hunt (Colchester Borough Council)
Councillor Robert Mitchell (Braintree District Officer)
Councillor Gary Waller (Epping Forest District Council)

Non-Executive Members Present:-

Councillor Eddie Johnson (Essex County Council)

Apologies: -

Councillor Derrick Louis (Essex County Council)
Councillor Nick Turner (Tendring District Council)

Also Present: -

Ms. Lou Belgrove (Parking Partnership)
Mr. Trevor Degville (Parking Partnership)
Mr. Qasim Durrani (Epping Forest District Council)
Mr. Steve Heath (Colchester Borough Council)
Mr. Robert Judd (Colchester Borough Council)
Mr. Joe McGill (Harlow District Council)
Ms. Hayley McGrath (Colchester Borough Council)
Mr. Paul Partridge (Braintree District Council)
Mr. Andrew Taylor (Uttlesford District Council)
Mr. Ian Taylor (Tendring District Council)
Mr. Shane Taylor (Parking Partnership)
Mr. Richard Walker (Parking Partnership)
Mr. Matthew Young (Colchester Borough Council)

Apologies:-

Ms. Liz Saville (Essex County Council)

1. Chairman

Councillor Mitchell (Braintree District Council) was appointed Chairman for the ensuing Municipal Year.

Councillor Mitchell thanked Councillor Barker for her Chairmanship of the Joint Committee for the past two years.

2. Deputy Chairman

Councillor Hunt (Colchester Borough Council) was appointed Deputy Chairman for the ensuing Municipal Year.

3. Declarations of Interest

Councillor Barker, in respect of being a Member of Essex County Council, declared a non-

pecuniary interest in all following items.

4. Minutes

RESOLVED that the Joint Committee confirmed the minutes of the meeting held on 14 March 2013 as a correct record.

In response to Mr. i. Taylor (Tendring), Mr. Walker (Parking Partnership) said in respect of minute 38 and the report on Harwich Quay, this work is in hand, will be completed shortly and presented to the Joint Committee for approval.

Regarding Minute 35 (resolution iii) and 'Forecasted Financial Position for 2012-13', Mr. Walker (Parking Partnership) agreed to draft a letter (for the Chairman's signature) to the Secretary of State for Transport in respect of the high postal costs involved in complying with statutory guidance.

RESOLVED that the Joint Committee confirmed the minutes of the meeting of the Traffic Regulations Sub-Committee held on 10 April 2013 as a correct record, subject to the following amendment, minute 22, resolution iii) 'Uttlesford – Station Road, Great Dunmow (10015) – Agreed to proceed' to read 'Uttlesford – Chelmsford Road, Great Dunmow (10015) – Agreed to proceed'.

In respect of minute 25 and the opportunity to reduce advertising costs, Mr. Walker (Parking Partnership) confirmed to the Joint Committee that the Parking Partnership had partially integrated Essex County Council procurement into their own process and created the desired savings. Full implementation was expected in two years time.

5. Operational Report

Ms. Lou Belgrove (Parking Partnership) presented the Operational Report for On-Street Parking, an update on the operational issues since the last meeting, including updates on recruitment, accommodation, performance and the Business Unit (Back-office).

Ms. Belgrove said the consultation process noted in paragraph 2.1.3 of the report was now complete with a new structure in place from 1 July 2013. The restructure has resulted in two voluntary redundancies and four compulsory redundancies. In cost terms the restructure will see a substantial reduction in staff salary costs.

Councillor Mitchell thanked officers for completing this substantial piece of work and hoped that the changes will be reflected by improved future performance results.

Mr. Walker agreed to liaise with Client Officers to provide data within performance graphs in a clearer more understandable format. Councillor Barker said the current information would have more meaning if cumulative trend lines were added.

Members requested further information to be provided on Bank Holiday enforcement so a more informed judgement could be made.

Ms. Belgrove and Mr. Walker said the CCTV Car Procurement process was now complete. Mr. Walker explained that during the 2012 CCTV demonstration Equita had offered to provide the facility and receive in income £17.50 per Penalty Charge Notice (PCN), half the discounted rate of £35 per PCN. He added that as part of the tender process this figure had now reduced and was set at £14 per PCN. It was confirmed that the CCTV Car was due to commence in

September 2013 (the Joint Lease will be for a period of one year, with a detailed options appraisal carried out during the year of operation) and would primarily be used in the 'KEEP CLEAR' areas outside schools, but will also be used in areas where there are Loading Restrictions, Cleanways (rural), Bus Stops and Taxi Ranks. Mr. Walker confirmed that there will be an extensive media programme to sit alongside the introduction and commencement of the CCTV Car.

The high volume of incoming and outgoing letters continued to be a concern. A web-based automatic letter response facility was to be used on a nine month trial basis (at a cost equivalent to a 6 month trial period), and although it requires personalisation of text, is anticipated to increase output by 50% and therefore reduce the backlog, a major concern given it is currently running at 9 weeks. Individual staff caseloads are being monitored.

It was commented that the trend in the number of PCNs challenged is increasing, often a delay in paying tactic by the challenger. The discount rate for early payment holds if the PCN issued is challenged. A benchmarking exercise is currently being undertaken to determine if this is a national or regional trend. It was also confirmed that the trend in incoming telephone calls is increasing as a consequence of increased challenges, averaging 150 calls per day, though the figure is much higher on the days immediately following a bank holiday. Ms. Belgrove said the number of PCNs issued is split approximately 60%-40% for On and Off Street parking respectively.

In respect of MiPermit Members requested a detailed briefing note to provide to their local members details of the ticketless option with a cost benefit analysis. Mr. I. Taylor (Tending) informed the Joint Committee that since the introduction of MiPermit to car parks in the Tending District there has been a remarkable year on year growth in take-up.

RESOLVED that the Committee

- i) Noted the Operational Report for On-Street Parking.
- ii) Requested that performance graphs contained within the report(s) more clearly illustrate the data being reported.
- iii) Requested a further update at the next meeting on Bank Holiday enforcement, including the number of tickets issued by district (in comparison with non Bank Holiday days), and the number of challenges relating to notices issued on Bank Holidays (in comparison with non Bank Holiday days).
- iv) Requested periodic feedback from the Operations Manager on CCTV Car 'hotspots'.
- v) Requested a briefing note on details of MiPermit, plus a cost benefit analysis to circulate to local members.

6. The Parking Partnership Risk Management Strategy and Risk Register

Ms. Hayley McGrath, Risk and Resilience Manager at Colchester Borough Council presented the Risk Management Strategy and Risk Register.

Councillor Mitchell said it would be helpful if in future, that the year end results in terms of risk occurrence and severity of impact were illustrated as a risk matrix.

3.

In response to Mr. I. Taylor (Tending), Ms. McGrath said the risk (1.3) 'There's a change in political will of a partner that leads to the partner withdrawing from the partnership' recognises that the partnership has a political make-up and as such a partner withdrawing could affect the NEPP going forward. Mr. A Taylor (Uttlesford) said a consequence of this happening will be an increase in cost to the remaining partners.

Councillor Hunt said a reason for a partner withdrawing from the partnership may not necessarily be for political reasons and suggested the word political was removed from the risk description.

RESOLVED that the Joint Committee;

- i) Endorsed the Risk Management Strategy for 2013-14 and noted the risk register for the Parking Partnership.
- ii) Requested future risk results are illustrated in the form of a risk matrix.
- iii) Agreed that the word 'political' was removed from the description of the risk 1.3.

7. Annual Governance Statement

Ms. Hayley McGrath, Risk and Resilience Manager at Colchester Borough Council presented the Annual Governance Statement.

Ms. McGrath explained that the Annual Governance Statement Annual Return forms part of the Draft Accounts 2012-13 to be signed off by the Chairman of the Joint Committee, and to then be submitted for audit by the Statutory Deadline of 30 June 2013, and Members were asked to approve the 2012-13 Annual Governance Statement before being signed-off by the Chairman.

Councillor Mitchell asked that in future under section 2 of the Annual Governance Statement, the wording for item 3 was amended to read "We have taken all reasonable steps".

It was acknowledged that members of the Joint Committee no longer needed to provide signed declarations due to a change to the different accounts preparation requirements for these bodies. The Parking Partnership Joint Committee was now classed as smaller relevant bodies and as such Members are not required to register interests, whereas Councils (districts) such as those of the partnership have more detailed disclosure requirements and as such require such signed disclosures to be made. Whilst Members felt that as part of good governance signed declarations should still be provided, Councillor Mitchell said it will be for members to declare interests under item 'Declarations of Interest' at the commencement of each meeting.

RESOLVED that the Joint Committee;

- i) Noted and approved the 2012-13 Annual Governance Statement for the North Essex Parking Partnership.
- ii) Agreed the completion of Section 2 of the Annual Return for 2012-13.
- iii) Agreed the actions highlighted in the statement.

8. Draft Accounts 2012-13

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Mr. Steve Heath, Finance Manager at Colchester Borough Council presented the Draft Account 2012-13.

Members requested that a link is provided from the Colchester Webpage highlighting the draft accounts, to the appropriate Parking Partnership website page.

Mr. Heath confirmed that the assets of the Parking Partnership in districts other than Colchester, do not appear on the Colchester District Asset Register, and are held within the asset register of the appropriate district.

RESOLVED that the Joint Committee:

- i) Considered and approved the Draft Accounts 2012-13 report and supporting information, and approved the pre-audited accounts for 2012-13 so that the Annual Return can be submitted for audit by the statutory deadline of 30 June 2013.
- ii) Requested that a link is provided from the Colchester Webpage highlighting the draft accounts, to the Parking Partnership website.

9. Potential On-Street Pay and Display Sites

Mr. Trevor Degville, Parking Partnership introduced the report on the Potential On-Street Pay and Display sites, saying the purpose of the report was to gauge from Members whether to progress with Pay and Display at the sites noted in report.

Members were unhappy with making a decision on whether to proceed with Pay and Display at the suggested sites without undertaking local consultation, that local members needed to consider the proposals and subsequent impact of implementation, before the Joint Committee member(s) made an informed judgement.

Whilst Members felt it was appropriate to take forward the principal of further Pay and Display Sites, that officers should explore further these types of schemes, they would not agree arbitrarily to approve any site implementations without local consultation and feedback.

Mr. A. Taylor (Uttlesford) said that this form of increasing income was in the Parking Partnership Business Plan, therefore if it was not agreed to go forward with the proposals the Joint Committee will need to make other choices to avoid a budget deficit.

Mr. I. Taylor (Tendring) said Members at Tendring did not feel it is fair for the Joint Committee to agree to implement any Pay and Display schemes without appropriate local consultation, and what may look like leapfrogging the Traffic Regulation Order process to raise revenue was a potential minefield.

Councillor Waller (Epping Forest) said that if residents considered that the introduction of a Pay and Display Site would help to resolve a local parking issue, then there would be no difficulty. However, if the perception was that a Site had been put forward primarily as a means of increasing income for the Partnership, such a proposal would be most unlikely to gain acceptance.

Mr. Walker (Parking Partnership) said that a breakdown of Pay and Display income and expenditure by district was not available, that the information was held within one budget for the whole of North Essex.

RESOLVED that the Joint Committee:

- i) Deferred the report and subsequent decisions to be taken on the proposals for potential On-Street Pay and Display sites.
- ii) Requested the Client Officers to explore these schemes through local consultation and to feed back this information to the Client Officers meeting by 3 October 2013.
- iii) Requested a report to the meeting on 31 October 2013 outlining the benefits of introducing Pay and Display to On-Street sites, with a cost benefit analysis and financial modelling of the schemes.

10. Traffic Regulation Orders

Mr. Walker (Parking Partnership) informed the Joint Committee of the details of the two Traffic Regulation Order (TRO) decisions made under delegated powers.

RESOLVED that the Joint Committee noted the two TRO decisions made under delegated powers.

11. Finance Report

Mr. Walker (Parking Partnership) presented the financial monitor providing the Joint Committee with an overview of the Partnership's finances in the first months of the 2013-14 financial year.

Mr. I. Taylor asked if the Parking Partnership could provide a comparison report of the 2012-13 Outturn position for the North Essex Parking Partnership and South Essex Parking Partnership to the next Joint Committee meeting.

RESOLVED that the Joint Committee:

- i) Noted the current financial position of the Parking Partnership.
- ii) Requested a financial report to the next Joint Committee meeting illustrating a comparison between the 2012-13 Outturn position for the North and South Parking Partnerships.

12. Forward Plan

RESOLVED that the Joint Committee noted the current Forward Plan.

Item 6

Report to: Joint Committee, Parking Partnership

Date: 8 August 2013

Subject: Operational Update

Author: Lou Belgrove, NE Parking Partnership

Presented by: Lou Belgrove, Business Manager, NE Parking Partnership

1. Introduction and Purpose of Update

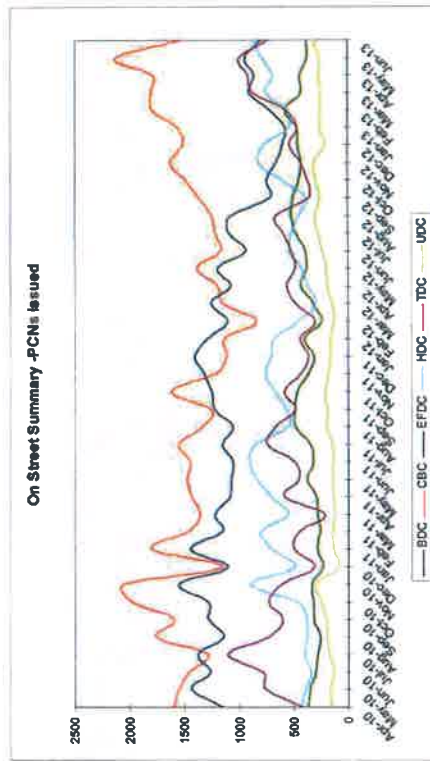
- 1.1 The paper gives Members an update of operational progress since the last meeting in June 2013.
- 1.2 The paper is presented for information and scrutiny and for ease of reference the following section has again been organised using relevant operational headings.

2.0 Recruitment / Structure

- 2.1 Consultation with enforcement staff has now concluded and the affected staff have now been advised. The new structure will take effect in the near future.
- 2.2 The back office structure has recently been reviewed. The outcome of the review has created two posts for a Parking Systems Team Leader. The JAS for this role has been reassessed and the existing Team Leader has been slotted into one of these roles, the other has now been advertised and interviews are to be held at the end of July.

3.0 On - Street Performance measure

- 3.1 The following chart shows the issue rate of all Penalty Charges for the on-street parking function. - please see appendix for actual figures.

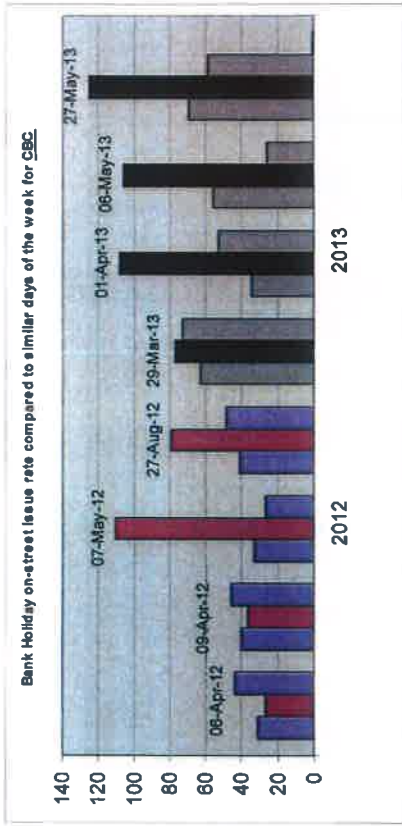


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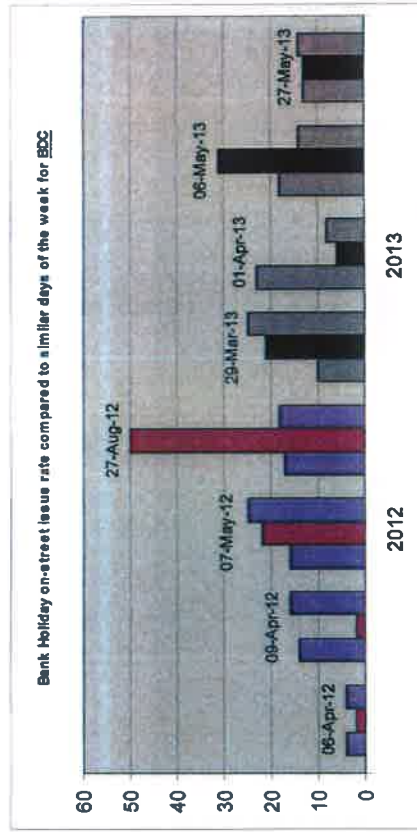
4.0 Bank Holiday Enforcement

- 4.1 Following comments from the last JPC meeting the below graphs show the PCN issue rate of similar days of the week either side of the bank holidays. (To give a comparison to "normal days" the bars either side of the bank holiday show the number of PCNs issued on the Monday before and the Monday after the holiday).

Colchester - Bank holiday issue rates do appear to be higher than similar days of the week.



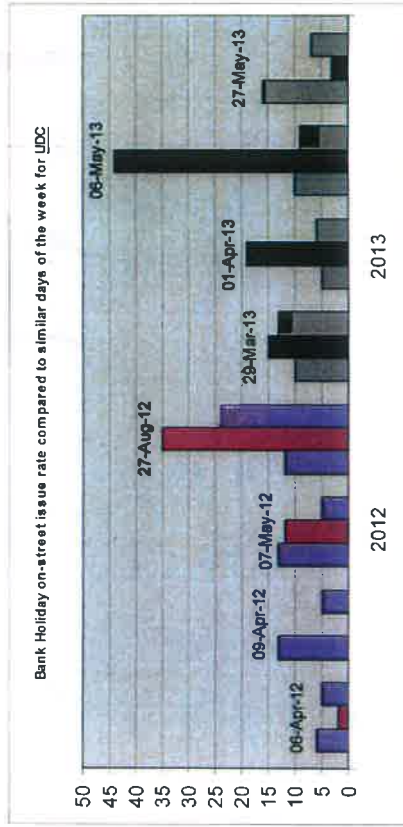
Braintree - overall bank holiday issue rates remain consistent with similar days of the week



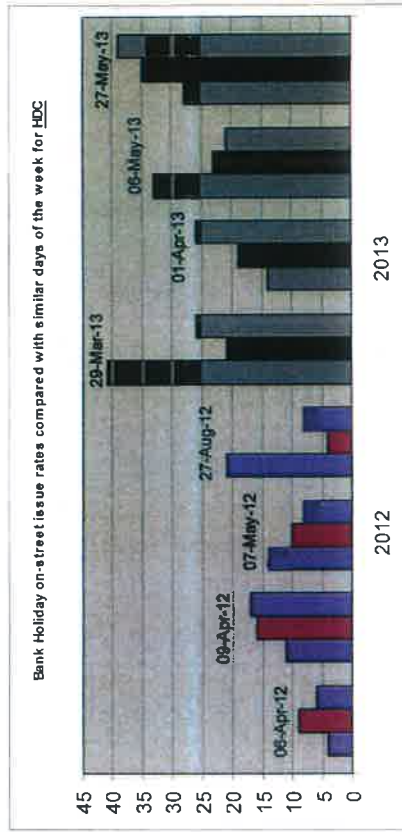
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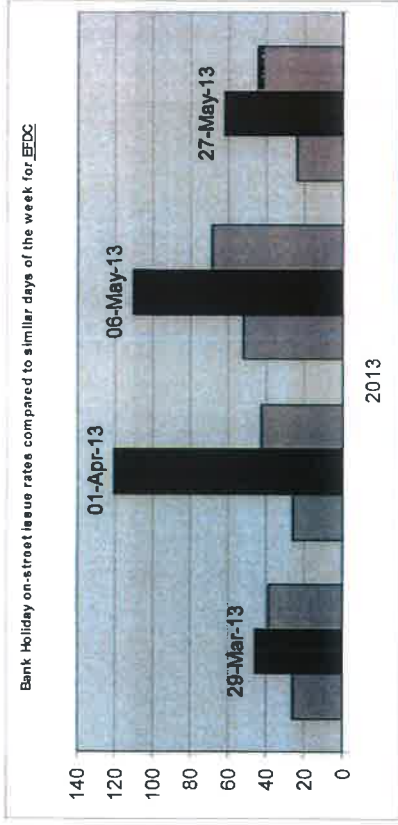
Littleford – Issue rates overall seem to be higher on a bank holiday compared to similar days.



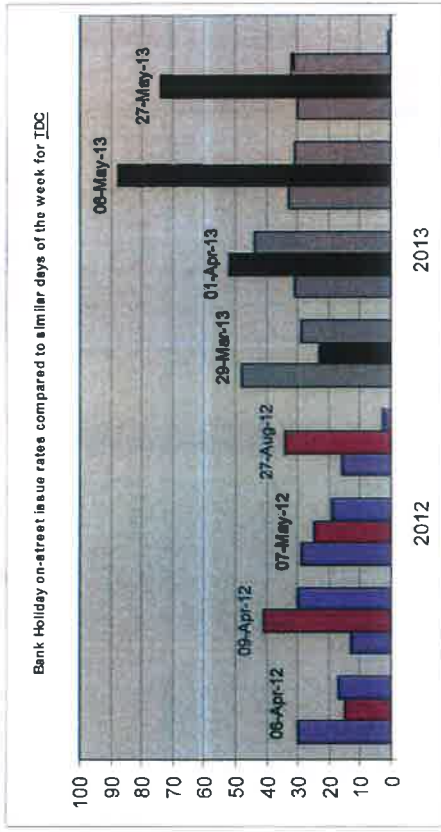
Harlow – differs from other areas in the fact that bank holiday issue rates remain consistently below similar days of the week.



Epping – issue rates are considerably higher on a bank holiday, however, this may be due to the public not being use to the restrictions being enforced and as can be seen the rates are falling now.



Tending – issue rates do tend to be higher on a bank holiday although due to the nature of the district, this may simply be due to the increase in vehicles.



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5.0 Procurement

5.1 The contract for the provision of the CCTV vehicle has now been sent to the supplier. It is envisaged that the new vehicle will be in operation for the start of the new school year, from September 2013.

6.0 Challenges

6.1 Following comments made at the last JPC meeting – the below table shows the levels of incoming correspondence for the period 1/10/2012 – 30/06/2013 and also gives an indication of the percentage of PCNs challenged against the total of the PCNs issued for both on and off street combined.

	Incoming web challenges	By post challenges	Incoming web representations	By post representations	% challenged against total PCNs issued (on & off street)
Braintree	1055	446	39	287	23.85%
Colchester	2935	1187	74	747	20.49%
Epping Forest	1288	828	0	0	20.29%
Harlow	1237	461	31	333	20.49%
Tending	609	345	7	185	16.11%
Uttlesford	627	312	27	177	20.62%

6.2 The Response Master system has now been rolled out to all back office staff – any impact the system will have on the backlog is yet to be seen, but will be reported in full at the next full JPC meeting.

7.0 Future work

7.1 Work is ongoing with the MiPermit system to roll out in all resident zones – more information will be available at the next JPC meeting.

Appendix to 3.1

Number of on-street penalty charge notices issued per month, since 2010 in each district which populates graph in 3.1 of Operational Report.

	BDC	CBC	EFDC	HDC	TDC	UDC
Apr-10	368	1605	1142	446	424	159
May-10	359	1555	1437	391	767	177
Jun-10	301	1471	1271	347	789	142
Jul-10	289	1293	1380	397	1108	172
Aug-10	282	1758	1143	380	734	199
Sep-10	321	1596	1283	386	607	207
Oct-10	323	1981	1284	473	738	249
Nov-10	339	2057	1554	897	817	283
Dec-10	235	1151	1105	490	314	94
Jan-11	288	1803	1448	692	508	132
Feb-11	263	1484	1151	785	463	149
Mar-11	290	1360	1222	543	216	118
Apr-11	288	1441	1081	700	593	139
May-11	383	1483	1079	837	484	146
Jun-11	321	1449	1058	900	497	139
Jul-11	344	1556	1154	853	747	149
Aug-11	484	1340	1059	543	667	196
Sep-11	483	1257	1223	567	489	195
Oct-11	487	1620	1250	670	588	214
Nov-11	364	1214	1319	751	437	186
Dec-11	314	1123	1404	703	364	163
Jan-12	403	1141	1287	679	445	164
Feb-12	246	843	1099	451	302	126
Mar-12	321	1157	1260	285	487	147
Apr-12	434	1195	1074	362	568	194
May-12	379	1388	1200	422	484	202
Jun-12	389	1171	940	540	525	236
Jul-12	474	1225	1091	509	596	275
Aug-12	525	1249	1076	449	667	308
Sep-12	504	1375	723	369	361	261
Oct-12	448	1491	749	603	376	294
Nov-12	431	1631	656	818	432	312
Dec-12	459	1515	603	760	539	209
Jan-13	467	1565	576	535	470	258
Feb-13	570	1799	723	545	575	262
Mar-13	437	1804	905	744	865	256
Apr-13	444	1790	857	685	921	265
May-13	373	2132	947	781	1002	263
Jun-13	385	1519	802	858	736	324

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Item 7

Report to: NEPP Committee

Date: 8th August 2013

Subject: TRO Schemes for Approval

Author: Trevor Degville & Shane Taylor

Presented by: Trevor Degville & Shane Taylor

1. Introduction and Purpose of Report

1.1 Members are requested to approve up to 20 further schemes for potential implementation as traffic regulation orders.

1.2 Prior to implementation the schemes would need to be advertised in the required legal manner and any objections considered and responded to. This means that approval by the JPC may not result in a traffic order being made.

2.0 Schemes for Consideration

2.1 The list of schemes that have been received by NEPP can be found in the attached appendix.

2.2 Members should note that since officers have been asking members of the public to show that there is support from the wider community the number of new applications has reduced.

2.3 Previously rejected schemes have been removed from the list and are now retained separately for historical purposes.

3.0 Decision

3.1 Members are requested to approve up to 20 further schemes from the 'List of Schemes for Consideration', to proceed to the next stage of implementation.

Ref Number	District	Name of Scheme	Type of Restriction and brief summary	Funded	Priority for District	Previously Approved (PA) / Previously Deferred (PD) / Approved (A) / Deferred (D) / Rejected (R) / With date of meeting
1	Uttoxeter	Chelmsford Road, Hobsongs - Great Dunmow	Introduction of residents parking scheme to solve row of layover properties with no current parking		1	PA 08/03/2012
2	Uttoxeter	Cambridge Road- Stansted	Scheme Completed		2	C 08/03/2012
3	Uttoxeter	Belmer Road-Stansted	Scheme not progressed as funding was not provided	Y	3	NFA 08/03/2012
4	Uttoxeter	Common Hill-Saffron Walden	Advertised but many objections - new plans to be advertised		4	08/03/2012
10004	Uttoxeter	Lower Street Stansted Mountfitchet	Scheme is currently being advertised		4	C 18/10/2012
10005	Uttoxeter	Market Place Saffron Walden	After discussions it has been decided to amend enforcement and monitor rather than change restrictions		2	NFA 18/10/2012
10006	Uttoxeter	Hatfield Broad Oak	Work on area also being carried out by ECC. After discussions ECC will advertise the restriction when advertising the pedestrian crossing near the school		1	NFA by NEPP 18/10/2012
10008	Uttoxeter	High Street Stebbing	Waiting Restrictions		5	A - Ice Pack 18/10/2012
10015	Uttoxeter	Station Road Saffron Walden	Waiting Restrictions		3	PA 18/10/2012
10019	Uttoxeter	Normansfield - Great Dunmow	Waiting restrictions		2	A 10/04/2013

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Ref Number	District	Name of Scheme	Type of Restriction and brief summary	Funded	Priority for District	Previously Approved (PA) / Approved (A) / Deferred (D) / Rejected (R)? With date of meeting
10021	Uttoxeter	Catons Lane	Residents parking		1	A 10/04/2013
10023	Uttoxeter	High Site Great Damow	Amendments to School Restriction Being advertised		3	Being Advertised 10/04/2013
10024	Uttoxeter	Hawthorne Close - Tisbury	Waiting restrictions			D 10/04/2013
10027	Uttoxeter	Audley End Road - Temporary Order	Cleanway Restriction - temporary restriction March 2012 - Sept 2013			T 01/03/2012
10028	Uttoxeter	Audley End Road	Cleanway Restriction - temporary restriction due to expire Sept 13			Being Advertised 10/04/2013
10029	Uttoxeter	High Street	Removal of 4 cars parked and replace with waiting restrictions	N		
10030	Uttoxeter	Preesland Road/Dabden Road	Waiting Restrictions	N		
10031	Uttoxeter	Ashdon Road	Removal of some parking bays	N		
10032	Uttoxeter	Rowntree Way, Saffron Walden	Visiting restrictions near Tesco entrance	N		

Ref Number	District	Name of Scheme	Type of Restriction and brief summary	Funded	Priority for District	Previously Approved (PA) / Approved (A) / Deferred (D) / Rejected (R)? With date of meeting
5	Brainree	Stoke Close-Brainree	Waiting restriction to prevent commuter parking and no waiting junction protection Scheme completed		1	Completed 06/03/2012
6	Brainree	Church Street/Chalks Road- Witham	Removal of 6 metres of residents parking bay and upgrade 18 metres of single bay to double bay Line to allow buses and other large vehicles to exit corner unimpeded by parked vehicles Scheme Completed		2	Completed 06/03/2012
8	Brainree	Dudley Road-Earle Colne	Further monitoring required over a suggested 3/6 month period to ascertain if requested double yellow line restriction is warranted			D 06/03/2012
20000	Brainree	Rayns Road	Residents Parking			A 19/10/2012
20001	Brainree	Hatfield Reversal	Various Requests from Parish Council			A 19/10/2012
20003	Brainree	Kensworthy Road	Commuter parking issues Questionnaire delivered-Response showed that a lot of the residents did not want the restrictions. No further action at this moment.			NFA after questionnaire results 19/10/2012
20005	Brainree	Newland Street, Witham	Disabled bay to serve library			A 19/10/2012
20006	Brainree	Rosewood Business Park	Waiting Restrictions			A 19/10/2012
20007	Brainree	The Grove	Commuter parking issues			D 19/10/2012
20016	Brainree	Centary Drive	Waiting Restrictions & RP		2	A 19/10/2012
20017	Brainree	Dengyle Close	Residents Parking			A 19/10/2012
20018	Brainree	High Street, Earle Colne	Limiting waiting bays			A - IcePack/ECC 19/10/2012
20022	Brainree	Ty Road/Lower Hill Street	Waiting Restrictions			A - Ice Pack/ECC 19/10/2012
20025	Brainree	Vicarage Avenue	Waiting Restrictions			D 19/10/2012
20026	Brainree	John Ray Gardens	Waiting Restrictions (junction) & RP		1	A 19/10/2012
20030	Brainree	Butler Road	Residents Parking			A 19/10/2012

20032	Brainree	Church Road, Rivenhall	School parking	A	18/10/2012
20033	Brainree	Church Lane/Deanery Hill	Waiting Restrictions	D	18/10/2012
20036	Brainree	Mill Chase	Waiting Restrictions	D - Monitor	18/10/2012
20037	Brainree	Newlands Drive (Service Area) supporting businesses	Waiting Restrictions	A	18/10/2012
20039	Brainree	Maselfield Road/Milton Avenue	Waiting restriction	A	10/04/2013
20045	Brainree	Church Road/Lane, Bocting	Waiting restriction	D	10/04/2013
20046	Brainree	Cressing Road	Waiting restriction	D	10/04/2013
20047	Brainree	Gauden Road	Waiting restriction	D	10/04/2013
20048	Brainree	Stonham Street	Residents Permit Parking	D	10/04/2013
20049	Brainree	Griffiths Close	Waiting restriction	D	10/04/2013
20050	Brainree	Kings Road, Halsead	Revoke waiting restriction	D	10/04/2013
20052	Brainree	Guthavon Street, Witham	Change clearway to yellow line restriction for clearer clarity.	C	Pre-NEPP
20053	Brainree	Manor Road, Brainree	Amendment to bays and layout to better represent resident and business proportion and use.	ECC	Pre-NEPP
20054	Brainree	Sarcel-Sided	Waiting restriction - junction protection		
20055	Brainree	High Street Kelvedon	Waiting restrictions		
20056	Brainree	Wordsworth Road	Junction Protection		
20057	Brainree	Church Meadows	Junction Protection		
20058	Brainree	Reed Meadows	Waiting restrictions to prevent commuters		
20059	Brainree	Nicholls Grove	Commuter parking problem		
20060	Brainree	Holman Road, Halsead	Waiting restriction on estate		
20061	Brainree	Bridge End Lane/Cuckoo Way Great Hody	Waiting restrictions		
20062	Brainree	Kelvedon High Street between the Gardens and Station Road	Waiting restrictions		
20063	Brainree	Toy Road/Earle Colne	Resident Permit Parking		
20064	Brainree	Stotts Lane Hatfield Perwell	Waiting Restrictions		

Harlow Area						
9	Harlow	Templebank		1	-	C
10	Harlow	Wych Elm	Extend the existing 22 waiting restriction through the full length of the road to the bus stop. Install two dedicated parking bays immediately outside the local funeral director to allow bereaved families up to 2 hours parking. Scheme Completed	Y	-	In Progress
11	Harlow	Wych Elm	Transfer the limited waiting parking bays on the east side of the one way system to the other side of the road as required by residents. Scheme Completed	Y	-	In Progress
12	Harlow	Tripton Road/Westfield	Introduction of limited waiting on Tripton Road and West Field outside St Marks School After advertising NEPP committee decided not to make the Order. Introduce a resident permit zone. Scheme Completed	4	-	NFA after advertising
13	Harlow	Park Lane	Introduce junction protection. Scheme Completed	5	-	C
14	Harlow	Woorfield / Parnhngdon Road	Introduce junction protection. Scheme Completed	6	-	In progress
30000	Harlow	Hook Field	Waiting Restrictions			A
30001	Harlow	Oldhouse Croft	Waiting Restrictions			A
30002	Harlow	Upper Stonerfields	Residents Parking			A
30003	Harlow	Woope Wood / Hedding Road	Waiting Restrictions			A
30004	Harlow	Reedery Wood	Amendments to current RP scheme			A
30005	Harlow	Brays Mead	Waiting Restrictions			A
30007	Harlow	Weesley/Turners HDC Housing near station	Residents Parking			A
30008	Harlow	Hobbes Road	Waiting Restrictions			A
30009	Harlow	Herbuts Road	Waiting Restrictions			A
30010	Harlow	Hart Road	Waiting Restrictions			10/04/2013
30011	Harlow	Little Farnon Primary School	School entrance markings			10/04/2013

30012	Harlow	Triceps Road	Resident Permit Parking	10/04/2013
30013	Harlow	Spinning Wheel Mead	Waiting Restrictions	10/04/2013
30014	Harlow	Conyers	Waiting/Stopping Restrictions	10/04/2013
30015	Harlow	Hornbeams	Resident Parking	10/04/2013
30016	Harlow	Hollyfields	Resident Parking	10/04/2013
30017	Harlow	School Lane	Resident Parking	10/04/2013
30018	Harlow	Nettleswell Tower/School Lane	Car parking blocking cycle track (commuters)	10/04/2013
30019	Harlow	Roman Vale/Mannor Road	Requested permit zone	10/04/2013
30020	Harlow	Wedney garage area	Requested permit zone extension	10/04/2013
30021	Harlow	Colt Hatch	Requested parking scheme (lining?) Local resident requested that the bus parking bays are reduced, these bays have only been in place for 2 years. The local authority do not support this request, the stop over bays were installed to support local bus operators	10/04/2013
30022	Harlow	Hammerfold Road	Requested parking contrivance/visibility camera	10/04/2013
30023	Harlow	Onkeys	Blocked entrance, possible lining	10/04/2013
30024	Harlow	Perry Road Enterprise House	Requested parking restrictions/control	10/04/2013
30025	Harlow	Old Road	Requested parking restrictions/control	10/04/2013
30026	Harlow	Rictory Wood	Permit Zone increase (line extension up to 1pm daily this estate is opposite the hospital)	10/04/2013
30027	Harlow	New Mill	Parking near football field	10/04/2013
30028	Harlow	Church Langley	Texaco access road and zebra crossing	10/04/2013
30034	Harlow	Harlow Mill Station	Viability of on street pay and display there is a lack of parking spaces at the station	10/04/2013
30035	Harlow	College Square	Introduce short term P&D parking	10/04/2013

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15	Cobchester	Dedham High Street	Introduce no waiting restriction around the area near the War Memorial for both road safety and aesthetic reasons Scheme Completed		2	C	08/03/2013
16	Cobchester	Eudo Road	Introduce no waiting at any time and no stopping bays Scheme Completed	Y	3	C	08/03/2012
17	Cobchester	Victoria Esplanade-West Menses	Extension of current no waiting and no loading restrictions to prevent parking above to "blind" bend Scheme Completed	Y	4	C	08/03/2012
18	Cobchester	Villa Road -Slawney	Extension of current no stopping school keep clear restrictions to include north side of carriageway. Additionally a small amount of no waiting at any time required to clear gap a car length on the north side of the road. The school keep clear restrictions on south side of carriageway Scheme Completed		5	C	08/03/2012
19	Cobchester	Corevity Close/Exeter Drive/Inneside Esists	Increase of current no waiting restriction to prevent parking at weekends Scheme Completed		6	C	08/03/2012
20	Cobchester	Lion Walk Underground Ams	Removal of no waiting at any time restriction - temporary TRD expired and restriction to be permanent by ECC ECC completed the works as part of other restrictions in the Lion Walk Area Investigation into appropriate scheme to prevent hospital staff/volunteer parking in associated roads	Y	7	PA - NFA	08/03/2013
23	Cobchester	Wyntich's Hollymead Fieldview Close- associated roads close to hospital	Questionnaire delivered to residents. These showed that there was no clear majority in favour of the restriction. Decided not to proceed at this time but to monitor the situation when the hospital is expanded		8	PA - NFA at this time	08/03/2012
40004	Cobchester	Halstead Road/Abbots Lane	Waiting Restrictions			D	18/10/2012
40006	Cobchester	Nelson Road	Residents parking/waiting restrictions			D - Monitor	18/10/2012
40016	Cobchester	Bristol/Wells & Carfax Road	Waiting Restrictions			D - Monitor	18/10/2012

40022	Colchester	Mile End Road	Waiting Restrictions/Residents Parking	18/10/2012	D	
40023	Colchester	Brighton Road	Waiting Restrictions	18/10/2012	D	
40029	Colchester	Hospital Roads	Waiting Restrictions/Residents Parking	18/10/2012	D	
40036	Colchester	The Avenue Wivenhoe	Waiting Restrictions	A 10/04/2013		
40042	Colchester	Leazen Road	Waiting Restrictions	18/10/2012	A	
40043	Colchester	School Road	Change to current school restriction	18/10/2012	A	
40044	Colchester	Wivenhoe Road	Waiting Restrictions	18/10/2012	A	
40045	Colchester	Borsted Road	Waiting Restrictions	18/10/2012	D	
40048	Colchester	Rawlings Crescent	Info of school based restriction	18/10/2012	A	
40051	Colchester	Athelstan Road	Resident Parking	10/04/2013	D	
40053	Colchester	Coast Road, West Mersea	Waiting restriction	10/04/2013	D	
40057	Colchester	Wallings Green Road	Waiting restriction	10/04/2013	D	
40058	Colchester	New Farm Road, Stanway	Waiting restriction	10/04/2013	D	
40059	Colchester	Owen Ward Close	School restriction	10/04/2013	D	
40060	Colchester	St Nicholas Street	Reduction in Loading bay size	10/04/2013	D	
40066	Colchester	Uplands Drive Mersea	Waiting restrictions	10/04/2013	D	
40067	Colchester	Rectory Road/Church Road Tibbee	Junction Protection	10/04/2013	D	monitor
40069	Colchester	Mile End Road	Loading Bay	10/04/2013	D	Y - E1000
40070	Colchester	Edward Park/Grange Road	Waiting restrictions	10/04/2013	D	
40074	Colchester	Barbrook Lane	Extension of school entrance markings	10/04/2013	D	
40075	Colchester	Amrose Avenue/Residents Way	Waiting restrictions	10/04/2013	A	
40076	Colchester	Drury Road and Maidon Road	Addition of properties into permit scheme catchment area	10/04/2013	A	
40077	Colchester	Old London Road/ The Crescent - Marks Tey	Addition of Resident Parking in The Crescent in association with scheme by Highways Agency on Old London Road	10/04/2013	D	
40078	Colchester	Coast Road - West Mersea	Enforcement (October - November) for up to months. Scheme 40053 may change this scheme long term	01/09/2012	T	
40078	Colchester	North Hill	Residents Parking			

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40079	Colchester	St Christopher Road	Additional restrictions close to shops			
40080	Colchester	Fingthorpe School	Extension to school entrance markings			
40081	Colchester	Wivenhoe Quay	Waiting restrictions			
40082	Colchester	The Brambles	Resident parking			
40083	Colchester	Ackland Avenue	Waiting restrictions near junction of Glen Avenue			
40084	Colchester	Oaklands Avenue	Waiting restrictions - junction protection			
24	Tending	Clarks Road - Dovetourt	Waiting restriction and junction protection as private vehicles causing life of site issues			D 08/03/2012
25	Tending	Queensway - Holland on Sea	Extend junction protection to first driveway as vehicles parking and using shops are causing congestion Scheme Completed	2		C 08/03/2012
26	Tending	Milton Road - Lawford	Junction protection due to parked vehicles obscuring junction exit			D 08/03/2012
27	Tending	Station Road - Lawford	Station Road Lawford from Riverside Avenue West to Victoria Crescent (commuter parking)			D 08/03/2012
28	Tending	Trinity Street - Mistley	Waiting Restriction-free flow of traffic and motorist site line (obv Manningtree TC)			D 08/03/2012
29	Tending	Cross Roads at the Wagon at Wix	Introduce waiting restrictions to stop dangerous parking by pub users at the crossroads in village Scheme Completed	3		C 08/03/2012
30	Tending	Fronta Road, First, Second, Third Avenue and Elmhurst Road	Junction protection needed at majority of roads present/mentioned			D 08/03/2012
31	Tending	Quay Street - Manningtree	Duplication of scheme 60000			D 08/03/2012

32	Tending	Kings Quay Street-Harwich	Remove SYL Mon - Sat provide parking - limited waiting or unrestricted parking	D	08/03/2012
33	Tending	Stephenson Road	Duplication of 50031		
34	Tending	Cockshuter Road- Elmstead Market	Introduce parking to wide pavement area -	D	08/03/2012
35	Tending	Promenade Way- Brightlingsea	Junction protection to car park entrances, seasonal SYL to create passing places	D	08/03/2012
36	Tending	East Terrace- Walton	Clarify existing Order and / or replace with parking 24 hours no return in 1 hour - no HGV's, coaches, caravans, campervans	D	08/03/2012
37	Tending	Cliff Parade- Walton	As above	D	08/03/2012
38	Tending	Kilnway - Dovercourt	Extend the no waiting to 2hrs - superseded temporary scheme extension implemented, main scheme replaced by new scheme (2006) for residents only parking (2007) - extended 1 hour (introduced by EOC) - superseded temporary scheme - extension implemented, main scheme transferred to new scheme (2004) - Scheme being introduced by EOC	NFA	08/03/2012
39	Tending	Station Road - Dovercourt	As above	NFA	08/03/2012
40	Tending	Frobisher School-Jaywick	Bus Stop Order and No Stopping Order Scheme completed	C	08/03/2012
41	Tending	Cambridge Road -Clection (Clection Residents Parking)	Residents only parking-one off consultation	B	08/03/2012
42	Tending	Waddeson Road- Dovercourt (Dovercourt Residents Parking)	Residents only parking-consultation required	D	08/03/2012
43	Tending	New Pier Street- Walton (Walton Residents Parking- all roads below)	Residents only parking-consultation needed on all roads below as part of larger scheme	D	08/03/2012
44	Tending	West Road- Walton	Residents only parking	D	08/03/2012

45	Tending	Seville Street-Walton	Residents parking request due to limited spaces during seasonal restriction in place	D	08/03/2012
46	Tending	Martello Road-Walton	Residents parking request	D	08/03/2012
47	Tending	Church Road-Walton	Residents parking request due to limited spaces during seasonal restriction in place	D	08/03/2012
48	Tending	Garden Road- Walton	Waiting Restriction	D	08/03/2012
49	Tending	Portobello Road -Walton	Dual use the taxi rank to allow Goods Vehicles (Trucks) vehicles to park without causing disruption	D	08/03/2012
50000	Tending	Quey Street -Manningtree	Intro of limited waiting bays - Scheme being advertised	Advertised	18/10/2012
50001	Tending	Alton Park Road	Waiting Restrictions	D	18/10/2012
50002	Tending	Waltham Way	Waiting Restrictions	D	18/10/2012
50003	Tending	Taylor Drive	Request to remove current restriction	D	18/10/2012
50004	Tending	School Road- Elmstead Market	School Restriction	D	18/10/2012
50005	Tending	Pethfield Road	School Restriction	D	18/10/2012
50006	Tending	Waterside- Brightlingsea	Waiting Restrictions	D	18/10/2012
50007	Tending	Florence Road	Waiting Restrictions	D	18/10/2012
50008	Tending	Weymouth Close	Waiting Restrictions	D	18/10/2012
50009	Tending	The Close Great Holland	Issue with disabled bay	D	18/10/2012
50010	Tending	Primrose Road	School Restriction	D	18/10/2012
50011	Tending	Hirwich Road Little Clection	Waiting Restrictions	D	18/10/2012
50012	Tending	Edith Road	Removal of bay	D	18/10/2012
50013	Tending	High Street- Maitley	Waiting Restrictions	D	18/10/2012
50014	Tending	Waldegrave Way	Waiting Restrictions	D	18/10/2012
50015	Tending	Main Road-Upper Dovercourt	Intro of limited waiting bays	D	18/10/2012
50016	Tending	Russell Road Clection	Waiting Restrictions	D	18/10/2012
50017	Tending	Herdie Street	Residents Parking	D	18/10/2012

50043	Tending	Oakley	Alton Park Road - Clacton	Adjustment to waiting restrictions	D	10/04/2013
50044	Tending		Pole Barn Lane	Waiting Restriction	D	10/04/2013
50045	Tending		West Avenue - Clacton	Removal of parking bay outside 38	D	10/04/2013
50046	Tending		Harwich & Dovercourt Taxi Bays	Taxi Ranks	D	10/04/2013
50047	Tending		Princes Esplanade - Withen	TRO to stop coaches and large vehicles parking on asphalt	A	10/04/2013
50048	Tending		Kingsway - Dovercourt	Adjustment to parking bays	D	10/04/2013
50049	Tending		Chingford Avenue - Clacton	Waiting restrictions to prevent school based parking	D	10/04/2013
50050	Tending		Colchester Road - Manningtree	Waiting Restriction (job Manningtree TC)	D	10/04/2013
50051	Tending		Garden Road - Rochford	Waiting Restrictions	A	10/04/2013
50052	Tending		Carrarvon Road - Clacton	Waiting Restriction	D	10/04/2013
50053	Tending		A1333 Revena Green Lane	No Stopping on verge	D	10/04/2013
50054	Tending		Station Road - Manningtree	No Stopping outside St John's Ambulance site	D	10/04/2013
50055	Tending		Chilburn Road - Clacton	Waiting Restriction	D	10/04/2013
50056	Tending		Chapman Road - Clacton	Waiting Restriction	D	10/04/2013
50057	Tending		Garden Road - Jaywick	Limited Waiting	D	10/04/2013
50058	Tending		Longfolds - St Oysth	Extension of waiting restrictions	D	10/04/2013
50059	Tending		The Bury - St Oysth	Extension of waiting restrictions	D	10/04/2013
50060	Tending		Clacton Road - St Oysth	Limited waiting order on highway/land in car park	D	10/04/2013
50061	Tending		The Quay - Harwich	Waiting restriction and loading bay - Scheme taken over by NEPP from ECC	E	14/03/2013
50062	Tending		Esplanade / Greensward - Frinton-on-Sea	Implement a 'no vehicles on mown verge' restriction under the Essex Act	D	
50063	Tending		Reverend's Row, Dovercourt Cemetery	Removal of some areas of restrictive	A	
50064	Tending		Dovercourt Cemetery	Make parking easier for limousines	A	
50065	Tending		Marlow Road, Jaywick	Waiting restrictions near roundabout	A	

50018	Tending	Rosemary Road West	Removal of bay	D	18/10/2012
50019	Tending	Grand Road	Waiting Restrictions	D	18/10/2012
50020	Tending	Station Road	Waiting Restrictions	D	18/10/2012
50021	Tending	The Green - Dovercourt	Waiting Restrictions	D	18/10/2012
50022	Tending	Sydney Street	Residents Parking	D	18/10/2012
50023	Tending	Station Road - Alnstead	Intro of limited waiting bays	D	18/10/2012
50024	Tending	Morella Close	Waiting Restrictions	D	18/10/2012
50025	Tending	Hadleigh Road	(St Philomena) School Restriction	A	10/04/2013
50026	Tending	Marina Point/Coan Avenue	Waiting Restrictions	D	18/10/2012
50027	Tending	Chaucer Close - Jaywick	Waiting Restrictions	D	18/10/2012
50028	Tending	Harwich and Dovercourt	Taxi Parking	D	18/10/2012
50029	Tending	Chapel Lane Elmstead Market	Waiting Restrictions	D	18/10/2012
50030	Tending	Colchester Road Elmstead Market	Intro of pavement parking	D	18/10/2012
50031	Tending	Stephenson Road	Waiting Restrictions Schemes Being Advertised	A	18/10/2012
50032	Tending	Promenade Way - Brightlingsea	Waiting Restrictions	D	18/10/2012
50033	Tending	Waddeson Road	Residents Parking	D	18/10/2012
50034	Tending	Herbert/Kay Road	Residents Parking	D	18/10/2012
50035	Tending	Cambridge/Crossfields Road	Residents Parking	D	18/10/2012
50036	Tending	West/New Pier Road	Residents Parking	D	18/10/2012
50037	Tending	Anchor Road Clacton	Residents Parking	D	18/10/2012
50038	Tending	Kingsway - Dovercourt	Duplication of scheme 38T	D	18/10/2012
50039	Tending	Kings Quay Street	Removal of restriction	D	18/10/2012
50040	Tending	East Terrace/Citr Road	Waiting Restrictions	D	18/10/2012
50041	Tending	Station Road - Dovercourt	Duplication of scheme 38T	D	18/10/2012
50042	Tending	School Road - Great	School based parking	D	10/04/2013

50	Epping	Torrington Drive-Loughton	Introduction of junction protection at key points in road Scheme Completed	1	C	08/03/2012
51	Epping	Western Avenue-Epping	Introduction of commuter type restriction-consultation needed as road limited from recent review due to residential objections Scheme Completed	2	C	08/03/2012
52	Epping	Hastingswood leyby	Opposite MacDonells, issues around notice caused by lorries parked overnight Scheme Completed	3	C	08/03/2012
53	Epping	Kendal Avenue/Reverensham-Epping	Junction protection Scheme Completed	4	C	08/03/2012
60000	Epping	Algern Mead Loughton	Residents Parking		D	18/10/2012
60001	Epping Forest	Oakwood Hill	Waiting Restrictions		A - 3-105 (LTP)	18/10/2012
60002	Epping Forest	Willingale Road	Waiting Restrictions		D	18/10/2012
60003	Epping Forest	Sewardstone Road	Waiting Restrictions		D	18/10/2012
60004	Epping Forest	Honey Lane	Waiting Restrictions		D	18/10/2012
60005	Epping Forest	Redings Garden	Waiting Restrictions		D	18/10/2012
60006	Epping Forest	Loughton Station	Waiting Restrictions		D	18/10/2012
60007	Epping Forest	Fairmaids	Waiting Restrictions		D	18/10/2012
60008	Epping Forest	Audley Gardens	Waiting Restrictions		D	18/10/2012
60009	Epping Forest	Forest View Road/Smarts Lane/Earle Path	Waiting Restrictions		A	18/10/2012
60010	Epping Forest	Pentlow Way	Waiting Restrictions		D	18/10/2012
60011	Epping Forest	Norman Close	Waiting Restrictions		D	18/10/2012
60012	Epping Forest	Centre Avenue	Waiting Restrictions/Residents Parking		A	18/10/2012
60013	Epping Forest	Bower Vale	Waiting Restrictions/Residents Parking		D	18/10/2012

60014	Epping Forest	Marjorame Avenue/Hill Top Loughton	Waiting Restrictions		D	18/10/2012
60015	Epping Forest	Beaconsfield Road	Waiting Restrictions		D	18/10/2012
60016	Epping Forest	Beaconsfield Avenue	Waiting Restrictions		D	18/10/2012
60017	Epping Forest	Ladyfields	Waiting Restrictions		A	18/10/2012
60018	Epping Forest	Queens Road	Change to P&D Machines Times		D	18/10/2012
60019	Epping Forest	Willow Tree Close	Waiting Restrictions		D	18/10/2012
60020	Epping Forest	Alderwood Drive	Waiting Restrictions		D	18/10/2012
60021	Epping Forest	Hornbeam Road	Waiting Restrictions		D	18/10/2012
60022	Epping Forest	Green Walk Ongar	Waiting Restrictions		D	18/10/2012
60023	Epping Forest	Purfeu Way/Theydon Park	Waiting Restrictions/Residents Parking		D	18/10/2012
60024	Epping Forest	St Johns/Chapel/Hatleys Road	Waiting Restrictions/Residents Parking		A	18/10/2012
60025	Epping Forest	Pike Way	Waiting Restrictions		D	18/10/2012
60026	Epping Forest	Hillyfields Dudden	Waiting Restrictions		D	18/10/2012
60027	Epping Forest	Marlin Way	Waiting Restrictions		D	18/10/2012
60028	Epping Forest	Ongar Market	Relocate Market to Highway		D	18/10/2012
60029	Epping Forest	East Bays (throughout district)	Introduce new ailes		D	18/10/2012
60030	Epping Forest	The Uplands	Waiting Restrictions		D	18/10/2012
60031	Epping Forest	Hardland Road	Waiting Restrictions		D	18/10/2012
60032	Epping Forest	York Hill / Forest Way	Waiting Restrictions/Residents Parking		A	18/10/2012
60033	Epping Forest	Sharpes Road	Waiting Restrictions/Residents Parking		A	18/10/2012
60034	Epping Forest	Smarts Lane	Waiting Restrictions/Residents Parking		D	18/10/2012
60035	Epping Forest	Epping New Road	Waiting Restrictions		D	18/10/2012

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60036	Epping Forest	Torrington Drive	Waiting Restrictions	D	18/10/2012
60037	Epping Forest	Brooklyn Parade	Limited Waiting	D	18/10/2012
60038	Epping Forest	Hazelwood	Adjust recently implemented restrictions	D	18/10/2012
60039	Epping Forest	Goldings Road	Waiting Restrictions	D	18/10/2012
60040	Epping Forest	Tychhurst Hill	Waiting Restrictions	D	18/10/2012
60041	Epping Forest	Forest Edge	Waiting Restrictions	D	18/10/2012
60042	Epping Forest	Harvester Drive/Sedley Rise	Waiting restriction	D	18/10/2012
60043	Epping Forest	High Road - Chigwell (Station)	Commuter Parking	D	10/04/2013
60044	Epping Forest	Coppice Row - Theydon Bois	Commuter Parking	D	10/04/2013
60045	Epping Forest	Ivy Chimneys Road	Resident permit parking	D	10/04/2013
60046	Epping Forest	Crossing Road	Resident permit parking	D	10/04/2013
60047	Epping Forest	Hemnal Street	Resident permit parking/Limited waiting	D	10/04/2013
60048	Epping Forest	Carrbrook Close	Commuter Parking	D	10/04/2013
60049	Epping Forest	Lower Swelines	Restrictions to counter school based parking	D	10/04/2013
60050	Epping Forest	High Street Epping	Loading Bay	D	10/04/2013
60051	Epping Forest	Pencroft - Abridge	Waiting restriction	D	10/04/2013
60052	Epping Forest	Hoe Lane - Abridge	Resident Permit Parking	D	10/04/2013
60053	Epping Forest	Nonwells - Waltham Abbey	School based parking and waiting restrictions	A	10/04/2013
60054	Epping Forest	Monkwood Avenue/The Cobbles - Waltham Abbey	Verge Parking	D	10/04/2013
60055	Epping Forest	Harveyfields - Waltham	Resident permit parking	D	10/04/2013
60056	Epping Forest	Sizewicks Grove - Buckhurst Hill	Change in restrictions to combat commuter parking	D	10/04/2013
60057	Epping Forest	Scotland Road - Buckhurst Hill	Waiting restrictions	D	10/04/2013
60058	Epping Forest	Crownfield - Lower Nazing	Commuter restrictions/Resident permit parking	D	10/04/2013
60059	Epping Forest	Ladywell Prospect - Sheering	Waiting Restriction	D	10/04/2013
60060	Epping Forest	Church Mead - Roydon	Waiting Restriction	D	10/04/2013
60061	Epping Forest	Smarts Lane/Forest Road - Loughton	Resident Parking	D	10/04/2013

60062	Epping Forest	High Gables - Loughton	Resident permit parking	D	10/04/2013
60063	Epping Forest	Forest Drive - Theydon Bois	Pavement Parking	D	10/04/2013
60064	Epping Forest	High Road - Chigwell (School)	School based/Commuter Parking	D	10/04/2013
60065	Epping Forest	Reading Lane - Chigwell	School based/Commuter Parking	A	10/04/2013
60066	Epping Forest	Knighton Lane - Buckhurst Hill	Waiting Restrictions	D	10/04/2013
60067	Epping Forest	Theydon Park Road - Theydon Bois	Revocation of waiting restriction	D	10/04/2013
60068	Epping Forest	Glaze Road - Ongar	Waiting restriction	D	10/04/2013
60069	Epping Forest	Cade Street - Ongar	Waiting restriction	D	10/04/2013
60070	Epping Forest	Oak Lodge Avenue - Warren Court - Mount Pleasant, Chigwell	Waiting restrictions i.e. (fr. Orange Hill Underground)	A	10/04/2013
60071	Epping Forest	River Road - Loughton	Waiting restrictions i.e. (fr. Roding Valley Underground)	D	10/04/2013
60072	Epping Forest	Alfrude Road	Restrictions to prevent pavement	D	10/04/2013
60073	Epping Forest	The Drive Loughton	Restrictions to prevent pavement	D	10/04/2013
60074	Epping Forest	Whitehalls Road	Conservation of EV's to DYL near school	D	10/04/2013
60075	Epping Forest	Bridge Hill	Extension of waiting restrictions	D	10/04/2013
60076	Epping Forest	Albany Court	Restrictions to prevent commuter parking	D	10/04/2013
60077	Epping Forest	Tudor Close Chigwell	Restrictions to prevent commuter parking	D	10/04/2013
60078	Epping Forest	Harvester Drive Loughton	Waiting restrictions - junction protection	D	10/04/2013
60079	Epping Forest	Monkwood Avenue	Waiting restrictions	D	10/04/2013
60080	Epping Forest	Pencroft Abridge	Waiting restrictions to assist bus assist vehicle parking	D	10/04/2013
60081	Epping Forest	Ladywell Prospect	Waiting restrictions to assist commercial vehicle parking	D	10/04/2013
60082	Epping Forest	High Road Chigwell	Extension of waiting restrictions to stop commuter parking	D	10/04/2013
60083	Epping Forest	Eastbrook Road Waltham Abbey	Resident parking	D	10/04/2013

Notes - now includes Temporary Orders (suffix/code T), Essex work carried out by NEPP (suffix E) and NEPP work carried out by Essex (NE) Completed scheme - (C)

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Report to: NEPP Committee

Date: 8 August 2013

Subject: Changes to TRO Schemes Policy

Author: Trevor Degville & Shane Taylor

Presented by: Trevor Degville & Shane Taylor

1. Introduction and Purpose of Report

- 1.1 Members of the committee are asked to approve the officer recommendations relating to the following subjects;
 - Adoption of revised TRO scoring sheet (Appendix 1)
 - Adoption of formal time period for reconsideration of TRO requests following official rejection.
 - Official time period to be instigated and agreed in relation to newly adopted roads/estates relating to TRO requests
 - Essex County Council TRO referrals not meeting ECC criteria.

2. Revised TRO Scoring Matrix

- 2.1 Work has been completed and all client officers have been previously provided with a copy of the new scoring matrix for information and comment.
- 2.2 Amendments have been made following comment and the scoring matrix is now considered to be fit for purpose and provides more relevance to the scoring process and has removed terminology and reference which had previously led to confusion.
- 2.3 More emphasis has been given to the considerations made by officers and the relevant District partners concerning the priorities of the Partnership such as the availability of funding (external source) and if a scheme will be sustainable and financially viable (residents parking).
- 2.4 Consideration of accident statistics specifically apportioned to parking has also been made and amended from the current stance which currently provides a points score for any assumed recorded accident at a site irrespective of the cause(s).
- 2.5 A new TRO template previously approved by members will need to be completed by requesting parties prior to formal investigation of a request and subsequent use of the new scoring matrix.
- 2.6 Members are reminded that majority support of residents/interested parties is required in relation to scheme/restriction requests and there

is an expectation that informal consultations are undertaken locally (residents associations/ward members), where necessary beforehand.

3. Reconsideration of Officially Rejected TRO Requests

- 3.1 Substantial work has been conducted by NEPP officers and client departments to investigate prioritise and reject those requests which are deemed to be unsuitable for progression.
- 3.2 To provide consistency to all parties requesting TRO intervention it has been suggested by partner authorities that a standard time period for the reconsideration of rejected requests is utilised and communicated to all interested parties.
- 3.3 It is envisaged that this will provide all customers with the same consistent response and avoid potential instances of avoidable contact by offering the relevant information at the time. Customer expectations are not falsely raised and officers are then able to focus on other work.
- 3.4 The time period suggested for this particular element is 5 years although further consideration to a request within this time period could be made as a result of exceptional circumstances or conditions.
- 4. **Newly Adopted Estates/roads**
- 4.1 It is commonly known within each of the partner authority areas of the level of building works and the creation of numerous new dwellings and housing estates which are ongoing.
- 4.2 NEPP and District officers are aware of the rising number of requests, usually from singular parties in relation to additional restrictions above and beyond those instigated before formal adoption has occurred.
- 4.3 It is considered that residents are aware of parking provision and restrictions prior to, or at a time of moving to such an area.
- 4.4 It is also considered that all restrictions or any relevant parking scheme considered to necessary and appropriate is instigated prior to formal adoption.
- 4.5 Interested parties, generally members of the public and local residents do not expect a drastic change in parking restrictions when residing in newly adopted estates/roads.
- 4.6 To provide consistency to all parties requesting TRO intervention it has been suggested by partner authorities that a standard time period for the consideration of these requests is utilised and communicated to all interested parties.
- 4.7 It is envisaged that this will provide all customers with the same consistent response and avoid potential instances of avoidable contact

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by offering the relevant information at the time. Customer expectations are not falsely raised and officers are then able to focus on other work.

4.8 The time period suggested for this particular element is 5 years although further consideration to a request within this time period could be made as a result of exceptional circumstances or conditions.

5. Essex County Council TRO Referrals

5.1 A majority of client departments have been made aware of requests, originally investigated by Essex County Council and usually refused due to a lack of evidence supporting intervention.

5.2 Customers are usually informed that these referrals are then forwarded to the NEPP for further consideration, potentially falsely raising expectations that intervention will occur.

5.3 The NEPP utilises a majority of the information or evidence available and relied upon by County Council officers when deciding the viability of a particular request (officer site visits-Trafficweb accident statistic information)

5.4 It is considered that if a request has been subject to the County Council TRO procedure then sufficient investigation into a matter has been undertaken.

5.5 It is envisaged that this will provide all customers with the same consistent response and avoid potential instances of avoidable contact by offering the relevant information at the time. Customer expectations are not falsely raised and officers are then able to focus on other work.

5.6 NEPP would retain a copy of all information relating to referrals for future reference and to determine and duplicate requests received.

6. Decisions required

- | | |
|-----|---|
| 3.1 | Members are requested to approve the revised scoring matrix, as illustrated in Appendix 1 and described in paragraph 2. |
| 3.2 | Members are requested to approve for adoption, the suggested time period as described in paragraph 3 in relation to officially rejected TRO requests. |
| 3.3 | Members are requested to approve the suggested time period described in paragraph 4 in relation to newly adopted estates/roads. |
| 3.4 | Members are requested to approve the policy that all Essex County Council TRO rejected schemes will not be considered by the NEPP. |

Prioritisation Methodology - New

Viability 12 points

Contribution to economic development (e.g Residents parking).....6 points
Sustainability -no displacement to other nearby roads 6 points

Finance 13 points

Funded externally and not from NEPP budget10 points
Supports the hierarchy of routes, TRO Policy document.....3 points

Impact 20 points

Parking regularly occurs within 10-15 metres of site request.....5 points
Personal injury collision recorded and attributed to parking.....10 points
Scheme/restriction is supported by relevant parties affected.....5 points
(e.g residents & businesses-petitions available to evidence this)

Accessibility 18 points

Parking inhibiting emergency services etc & is evidenced7 points
Parking close to school, hospital, railway station etc5 points
Parking conflicts with residents / non-residents needs3 points
Long-term parking restricts short-term parking3 points

Localised congestion 20 points

Parking causes localised congestion5 points
(congestion score not applicable at school site requests)
Parking causes congestion in peak periods (rush hours)5 points
Parking request relates to an A or B routed classified road5 points
Parking occurs on a bus route5 points

Enforcement 17 points

Parking occurs during day (8am-6pm)3 points
Parking of a long duration (in excess of 4 hours).....4 points
Parking close to existing restrictions5 points
No other remedial action available.....5 points
(e.g verge parking-land owner intervention required (like erecting bollards)

Maximum Score 100 points

Note: The engagement and consultation issues have been withdrawn from the revised scoring methodology as these occur at the decision points in the process. In a similar way, consultation is a part of the wider process.

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Item 9

Report to: NEPP Joint Committee

Date: 8th August 2013

Subject: Technical Team Update

Author: Trevor Degville & Shane Taylor

1. Introduction and Purpose of Report

- 1.1 This report is to provide members with an update of the work that has been undertaken by the technical team since in 2013.
- 1.2 The work of the technical team is varied and does not just consist of the maintenance and implementing of new parking and waiting restrictions. The technical team is also involved in bay suspensions, special events such as the Kelvedon Music Festival, and investigating/reporting areas for consideration by NEPP. Nonetheless, the technical team has completed a significant number of new restrictions in 2013

2.0 New Orders

- 2.1 Prior to delegated powers to decide objections being given to the Partnership Group Manager, all objections were considered by the Joint Parking Committee TRO Sub-Committee. The delegated power should help increase the speed that restrictions can be introduced following objections. The Technical team have recently introduced new traffic orders in the following roads.

District	Road	Type of restriction
Braintree	Brise Close/Skitts Hill	Waiting Restrictions
	Chalks Road	Amend resident bays
	Church Street	Introduce waiting restrictions
	Guthavon Street	Remove Cleanway
Colchester		Introduce no waiting/no loading restrictions
		Introduce Goods Vehicle Loading Bay
		Introduce new properties into Permit Scheme
	Maldon/Drury Road	Introduce waiting restrictions
	Western Avenue	Introduce a resident permit scheme
	Kendal Avenue	Amend Waiting Restrictions
	London Road	Introduce a resident permit scheme
		Introduce waiting restrictions
		Introduce limited waiting
		Introduce waiting restrictions
Harlow	Torrington Drive	Introduce waiting restrictions
	Torrington Gardens	Introduce waiting restrictions
	The Broadway	Introduce waiting restrictions
	Across District	Introduce charging for dispensations
Tendring	Morey Grove	Add to residents parking
	Wych Elm	Amend Waiting Restrictions
	Wych Elm	Introduce parking bays
	Nettlewell Road	Introduce waiting restrictions
Tendring	Burnt Mill Lane	Introduce resident parking
	Park Lane	Introduce resident parking
	Moorfield/Parringdon	Introduce waiting restrictions
	Queensway	Introduce waiting restrictions
Tendring	Bradfield Road Wix	Introduce waiting restrictions

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	Colchester Road Wix	Introduce waiting restrictions
	Cleaton Road Wix	Introduce waiting restrictions
	Harwich Road Wix	Introduce waiting restrictions
	Frobisher Drive/Somerset Way	Introduce school entrance marking restrictions
		Introduce bus stop
		Introduce waiting restrictions
		Introduce waiting and loading restrictions
Uttlesford	Wellington Road	Amend limited waiting bay times
	Cambridge Road	Introduce waiting restrictions
		Amend goods vehicle bay times

- 2.2 Additionally NEPP officers have assisted with the introduction of resident permit schemes in Garland Road/Stable Road/Cavalry Road, and Meadow Road, Colchester. Whilst these were schemes introduced by Essex County Council, NEPP officers have written to residents regarding permit details and applications and the schemes introduction date. These resident permits will be additional income for the NEPP.

- 2.3 Photographs showing examples of the works undertaken to introduce the new schemes can be found in the appendix to this report

3.0 Current Advertising

- 3.1 There is a legal process which must be followed prior to the introduction of parking and waiting restrictions. Part of this process is to advertise the restriction in a local paper. At the time of writing NEPP is advertising, via the ECC framework, Notices of Intention for the following schemes;

Tendring	Quay Street	Introduce Limited waiting
	Stephenson Road	Introduce waiting restrictions
	School Road Ardleigh	School entrance markings
Uttlesford	High Street Great Dunmow	Resident Parking
		Amend Waiting Restrictions
	Lower Street	Amend Waiting Restrictions
	Audley End Road	Amend resident permit bays and Introduce dual use bays
	High Stile Great Dunmow	Introduce permanent clearway order
		School entrance markings

- 3.2 Advertising of new schemes that have previously been agreed in Braintree and Colchester Districts is planned in the next few weeks. NEPP officers have also devised two temporary schemes in the Tendring District with draft orders written. These schemes relate to a limited waiting bay in Mill Street, St Osyth and a significant scheme on Harwich Quay and surrounding streets which will see the formalisation of parking restrictions in the area.

4.0 Questionnaires

- 4.1 Prior to generating scheme plans, it is sometimes felt appropriate to carry out questionnaires of areas to gauge whether residents would be in favour of additional restrictions. If the answer is clearly no this saves NEPP money on advertising the restriction
- 4.2 NEPP officers have delivered questionnaires in the following areas

District	Roads	Number
Braintree	Kenworthy Road	75
	York Hill, Staples Road, Queens Road	328
	Chapel Road, St Johns Road, Ashlyns	149

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Road	40
Western Avenue	

5.0 Road marking works

5.1 In order that the thermoplastic bonds with the carriageway surface, road marking does not take place when the road surface is damp. The wet start to the spring/summer meant that we were unable to start lining works until late May 2013. However, lining works have taken place in all of the districts, this includes maintenance works and the lines required for the introduction of new restrictions

5.2 Listings of the amount of work by district is shown below

District	Lining works	Distance/Amount
Braintree	Yellow Lines	1587
	Bay Dots	186
	School Keep Clear - Install	5
	School keep Clear - Remove	1
	Kerb Blips	128
Colchester	Yellow Lines	2594
	Bay Dots	336
	Bay Dot removal	16
	School Keep Clear	14
Epping Forest	Lettering	9
	Yellow Lines	2613
	Yellow Line removal	6
	Bus Stops	2
Harlow	School Keep Clear	10
	Letters	11
	Yellow Lines	2029
	Yellow Lines removal	387
	Bay Dots	342
	Lettering	32
	Yellow Kerb Blips	99
	Small Letters	16
	Bus Stops	3
	School Entrance	1
	Yellow Lines	930
Uttlesford	Yellow Line removal	80
	Parking Dots	732
	Lettering	15
	Disabled Bay	1
	School Keep Clear	3
	School Keep Clear	20
	Bus Stops	2
	Yellow Kerb Blips	679
	Coast Guard Keep Clear	4
	Bus Stops	8
Tendring	Disabled Bays	3
	Lettering	232
	Parking Bay Dots	6377
	Yellow Lines	3928
	Bus Stop Removal	2
	School Keep Clear Removal	2
	Yellow Line removal	131

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**NORTH ESSEX PARKING PARTNERSHIP (NEPP)
FORWARD PLAN OF WORKING GROUP AND JOINT COMMITTEE MEETINGS AND REPORTS 2013-14**

COMMITTEE / WORKING GROUP	DRAFT REPORT DUE DATE	CLIENT OFFICER MEETING	JOINT COMMITTEE MEETING	MAIN AGENDA REPORTS	AUTHOR
Joint Committee Workshop			28 May 2013 12.15pm The Lounge, Town Hall Centre, BRAINTREE		
Joint Committee for On/Off Street Parking (AGM)			20 June 2013 12.00 pm G3, Rowan House, Sheppen Road, COLCHESTER	Statement of Accounts AGS / Risk Register Finance Report Operational Report	Steve Heath (CBC) 01206 282399 Hayley McGrath (CBC) 01206 509802 Richard Walker (PP)/Samantha Slamey Richard Walker / Lou Belgrove (PP)
Joint Committee for On/Off Street Parking	11 July 2013	16 July 2013 10-12pm G8, Rowan House Colchester	8 August 2013 1.00 pm Committee Room 1, Causeway House, BRAINTREE	Operational Report TRO schedule for approval TRO Policy report Technical Team Update Park Mark Awards	Lou Belgrove (PP) Trevor Degville / Shane Taylor (PP) Trevor Degville / Shane Taylor (PP) Trevor Degville / Shane Taylor (PP) Richard Walker (PP)
Joint Committee for On/Off Street Parking	28 Sept. 2013	3 October 2013 10-12pm S16, Rowan House Colchester	31 October 2013 1.00 pm Committee Room 2, Civic Office, High Street, EPPING	Budget - Progress report Pay and Display report Operational Report	Richard Walker / Samantha Slamey Richard Walker (PP) Lou Belgrove (PP)

Item 10



North Essex Parking Partnership

Joint Working Committee Off-Street Parking

Committee Room 1, Causeway House,
Braintree

8 August 2013 at 1.00 pm

The vision and aim of the Joint Committee is to provide a merged parking service that provides a single, flexible enterprise of full parking services for the Partner Authorities.

COMMITTEE / WORKING GROUP	DRAFT REPORT DUE DATE	CLIENT OFFICER MEETING	JOINT COMMITTEE MEETING	MAIN AGENDA REPORTS	AUTHOR
Joint Committee for On/Off Street Parking	12 Dec. 2013	18 Dec 2013 10-12pm S16, Rowan House Colchester	8 January 2014 1.00pm Council Chamber TENDRING	Interim review of Risk Register TRO schedule for approval TRO Progress report Operational Report	Hayley McGrath (CBC) 01208 508602 Trevor Degville / Shane Taylor (PP) Trevor Degville / Shane Taylor (PP) Lou Belgrave (PP)
Joint Committee for On/Off Street Parking	30 Jan. 2014	6 February 2014 10-12pm S16, Rowan House Colchester	6 March 2014 1.00pm Griffen Suite, Laiton Bush Centre HARLOW	Budget – Progress report CCTV Car – appraisal Operational Report	Richard Walker / Samantha Slimey Richard Walker (PP) Lou Belgrave (PP)

CBC / Parking Partnership Contacts
 Parking Partnership Group Manager, Richard Walker
 Parking Manager, Lou Belgrave
 Technical Services, Trevor Degville
 Technical / TROs, Shane Taylor
 Service Accountant, Samantha Slimey

richard.walker@colchester.gov.uk 01206 282708
 christine.belgrave@colchester.gov.uk 01206 282627
 trevor.degville@colchester.gov.uk 01208 507158
 shane.taylor@colchester.gov.uk 01206 507860
 samantha.slimey@colchester.gov.uk 01206 506025

North Essex Parking Partnership
Joint Committee Meeting – Off-Street
 Thursday 8 August 2013 at 1.00 pm
 Committee Room 1, Causeway House, Braintree

Agenda

Attendees

Executive Members:-

Susan Barker (Uttlesford)
 Phil Waite (Harlow)
 Martin Hunt (Colchester)
 Rodney Bass (ECC)
 Robert Mitchell (Braintree)
 Gary Waller (Epping Forest)
Non Executive Members:-
 Eddie Johnson (ECC)

Officers:-

Lou Belgrave (Parking Partnership)
 Trevor Degville (Parking Partnership)
 Qasim Durrani (Epping Forest)
 Robert Judd (Colchester)
 Joe McGill (Harlow)
 Paul Partridge (Braintree)
 Liz Saville (ECC)
 Andrew Taylor (Uttlesford)
 Shane Taylor (Parking Partnership)
 Richard Walker (Parking Partnership)
 Matthew Young (Colchester)

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Introduced by

1. Welcome & Introductions

2. Apologies

Councillor Rodney Bass (Essex County Council)
 Councillor Eddie Johnson (Essex County Council)
 Councillor Phil Waite (Harlow)

3. Declarations of Interest

The Chairman to invite Councillors to declare individually any interests they may have in the items on the agenda.

4. Have Your Say

The Chairman to invite members of the public or attending councillors if they wish to speak either on an item on the agenda or a general matter.

5. To approve the draft minutes:

Off-Street Parking Joint Committee – 20 June 2013

1-2

6. Operational Update

To consider and note the operational progress since the last meeting in June 2013.

Lou Belgrave

3-5

7. Urgent items

To announce any items not on the agenda which the Chairman has agreed to consider.

**NORTH ESSEX PARKING PARTNERSHIP
JOINT COMMITTEE FOR OFF-STREET PARKING**

20 June 2013 at 12.00pm

Rowan House, Sheepen Road, Colchester

Executive Members Present:-

- Councillor Susan Barker (Uttlesford District Council)
- Councillor Phil Waite (Harlow District Council)
- Councillor Martin Hunt (Colchester Borough Council)
- Councillor Robert Mitchell (Braintree District Officer)
- Councillor Gary Waller (Epping Forest District Council)

Non-Executive Members Present:-

- Councillor Eddie Johnson (Essex County Council)

Apologies: -

- Councillor Derrick Louis (Essex County Council)
- Councillor Nick Turner (Tendring District Council)

Also Present: -

- Ms. Lou Belgrove (Parking Partnership)
- Mr. Trevor Degville (Parking Partnership)
- Mr. Qasim Durrani (Epping Forest District Council)
- Mr. Steve Heath (Colchester Borough Council)
- Mr. Robert Judd (Colchester Borough Council)
- Mr. Joe McGill (Harlow District Council)
- Ms. Hayley McGrath (Colchester Borough Council)
- Mr. Paul Partridge (Braintree District Council)
- Mr. Andrew Taylor (Uttlesford District Council)
- Mr. Shane Taylor (Parking Partnership)
- Mr. Richard Walker (Parking Partnership)
- Mr. Matthew Young (Colchester Borough Council)
- Ms. Liz Saville (Essex County Council)

Apologies: -

1. Chairman

Councillor Mitchell (Braintree District Council) was appointed Chairman for the ensuing Municipal Year.

2. Deputy Chairman

Councillor Hunt (Colchester Borough Council) was appointed Deputy Chairman for the ensuing Municipal Year.

3. Declarations of Interest

Councillor Barker, in respect of being a Member of Essex County Council, declared a non-pecuniary interest in all the following items.

4. Minutes

RESOLVED that the Joint Committee confirmed the minutes of the meeting held on 14 March

1.

2013.

5. Operational Report

Ms. Lou Belgrove (Parking Partnership) presented the Operational Report for Off-Street Parking, an update on the operational issues since the last meeting.

Ms. Belgrove confirmed that the cash collection review is ongoing, and a consultation with staff that will be affected by the outcomes is in process.

Ms. Belgrove said officers are continually monitoring Penalty Charge Notice issue rates and any obvious patterns that require attention will be reported to the Joint Committee.

RESOLVED that the Joint Committee noted the Operational Report for Off-Street Parking.

6. Park Mark Awards

Mr. Walker presented the report Park Mark Awards that asked the Joint Committee to consider whether the North Essex Parking Partnership should continue to attempt to gain the Park Mark Awards for local authority car parks.

Mr. Walker confirmed that 91 Car Parks managed by the Parking Partnership have a Park Mark Award. Of the 16 car parks that have no award, 10 are located in Harlow District.

Mr. P. Partridge (Braintree) said local consultation with Members should be undertaken and the information fed back to the Joint Committee before a formal decision was taken.

Councillor Waite asked if the Joint Committee could be notified of the work needed and subsequent cost, for bringing the Harlow car parks up to the required Park Mark Standard, through members agreed that as a motorist you are not aware that you are entering or parking in a car park with the award.

Mr. Durrani said that there is a cost associated with bringing car parks up to the required Park Mark standard, therefore it needs to be for districts to consider locally.

Mr. Walker (Parking Partnership) said the main criteria to achieve the award are around signage, lines, ambience, CCTV coverage and safety in reference to police reports. It was acknowledged that car parks are now built or refurbished to a higher standard through the planning consent.

Councillors agreed that there was a cost saving opportunity for the Parking Partnership to create an internal standard for agreement by the Joint Committee and not continue with the Park Mark Scheme.

RESOLVED that the Joint Committee;

- i) Deferred the decision to consider whether the North Essex Parking Partnership should continue to attempt to gain the Park Mark awards for local authority car parks.
- ii) Referred the report back to the partner districts for local consultation.
- iii) Requested Client Officers to feed-back local views to Mr. Walker, for the Joint Committee to reconsider the options at the August meeting.

2.

Item 6

Report to: Off – street sub Committee, Parking Partnership

Date: 8 August 2013

Subject: Operational Update

Author: Lou Belgrove, NE Parking Partnership

Presented by: Lou Belgrove, Business Manager, NE Parking Partnership

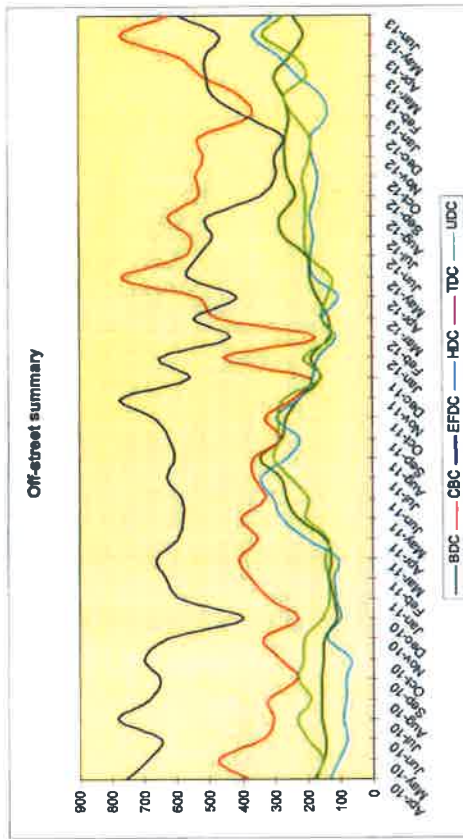
1. Introduction and Purpose of Update

1.1 The paper gives Members an update of operational progress since the last meeting in June 2013.

1.2 The paper is presented for information and scrutiny and for ease of reference the following section has again been organised using relevant operational headings.

2.0 Off - Street Performance measure

2.1 The following chart shows the issue rate of all Penalty Charges for the off-street parking function. – please see appendix for actual figures.



2.2 The level of Penalty Charge Notices issued in the east seems to have been affected by the recent consultation with staff. When the new structure is implemented, it is envisaged that this will then even out once again.

3.0 Season Tickets

	Braintree	Colchester	Epping	Uttesford	Harlow	Tendring
2013/14	241 so far	125 so far	80 so far	119 so far	N/A	N/A
2012/13	732	292	200	414	N/A	N/A
2011/12	770	478	N/A	441	N/A	N/A

Season ticket purchases seem to remain consistent with the exception being Colchester which appears to have suffered since the introduction of the special offer in St Johns car park. Braintree usage has slipped slightly but this was due to a large business cancelling their permits due to a staffing decline.

4.0 Future work

4.1 Work is ongoing with the MIPermit system to roll out for all season tickets – more information will be available at the next JPC meeting.

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Appendix to 2.1

Number of off-street penalty charge notices issued per month, since 2010 in each district which populates graph in 2.1 of Operational Report:

	BDC	CBC	EFDC	HDC	TDC	UDC
Apr-10	178	382	757	131	0	182
May-10	152	477	690	103	0	155
Jun-10	146	338	650	78	0	204
Jul-10	157	306	782	89	0	231
Aug-10	156	321	685	81	0	189
Sep-10	158	232	653	81	0	229
Oct-10	150	287	700	67	0	213
Nov-10	147	339	631	139	0	209
Dec-10	110	227	400	95	0	155
Jan-11	118	319	587	110	0	131
Feb-11	131	376	632	116	0	136
Mar-11	124	410	662	103	0	145
Apr-11	144	355	599	202	0	135
May-11	228	406	581	275	0	203
Jun-11	265	332	566	302	0	195
Jul-11	279	363	629	342	0	250
Aug-11	345	367	607	259	0	301
Sep-11	276	281	623	223	0	285
Oct-11	262	332	667	294	0	285
Nov-11	218	239	771	217	0	266
Dec-11	156	194	561	181	0	153
Jan-12	185	456	653	164	0	210
Feb-12	129	172	436	108	0	122
Mar-12	133	477	546	151	0	154
Apr-12	167	535	414	100	0	134
May-12	191	767	563	174	0	123
Jun-12	195	578	532	188	0	194
Jul-12	266	557	489	172	0	201
Aug-12	281	627	506	187	0	199
Sep-12	233	535	342	170	0	198
Oct-12	255	541	293	161	0	210
Nov-12	263	516	297	176	0	181
Dec-12	260	527	269	180	0	187
Jan-13	250	372	363	131	0	231
Feb-13	266	403	485	148	0	264
Mar-13	295	516	505	222	0	196
Apr-13	246	596	507	280	0	233
May-13	206	770	466	360	0	331
Jun-13	239	626	592	299	0	268

Item 1
date 19/02/2016

Richard Walker

email to NEPP

From: Shane Taylor
Sent: 19 February 2016 06:52
To: 'Dan Starr [Residents]'
Cc: Mike Fawcett; Trevor Degville; 'John Lodge'; 'townclerk@saffronwalden.gov.uk'; 'cllrfreeman@saffronwalden.gov.uk'; 'cllrpgadd@saffronwalden.gov.uk'
Subject: RE: FOI 160204024564
Attachments: UDC-UDC Amendment No.40; FW: Peaslands Road, Mount Pleasant Road and Borough Lane Saffron Walden

Dear Mr Starr

I have answered your queries below in an alternative colour for ease and convenience. The plans referred to in the second attachment are those which have been advertised. There is no electronic response to Essex County Council regarding the funding for the scheme as this was dealt with via a telephone call shortly after the email exchange which involved a colleague although a figure of £10-£12000 was quoted, to be funded via Section 106 money held.

Please be aware that if a further response is required, my time in the office is extremely limited in the next week, so any further electronic correspondence should be referred to techteam@colchester.gov.uk so that a colleague can reply.

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel- 01206 282640
Email- shane.taylor@colchester.gov.uk
Web- www.parkingpartnership.org

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From: Dan Starr [Residents] [<mailto:danstarr@weareresidents.org>]
Sent: 13 February 2016 17:08
To: Shane Taylor
Cc: Mike Fawcett; Trevor Degville; John Lodge; townclerk@saffronwalden.gov.uk; cllrfreeman@saffronwalden.gov.uk; cllrpgadd@saffronwalden.gov.uk
Subject: RE: FOI 160204024564

Dear Mr Shane Taylor,

Thank you for the documents that you provided under my FOI request. Unfortunately they seem short of what NEPP would be expected to have for it to progress any sort of proposal. In your response to the FOI request you indicate that "**All applicable documents available from the NEPP are contained within this response.**" If this is the case then it would seem the required documentation doesn't exist to support the public consultation, let alone the scheme, and so the consultation should be withdrawn.

I asked for 5 groups of items. Namely:

1. NEPP and Uttlesford District Council, including with its Councillors and Officers;
2. NEPP and Essex County Council, including the Highways Authority, including with its Councillors and Officers;

3. NEPP and Saffron Walden Town Council, including the approval that that you are required to gained from Saffron Walden Town Council under your adopted policies (Reference: Minute 27 of the NEPP Joint Committee 27 October 2015).
4. Minutes of any meetings at which the proposals were considered by NEPP, and any documents considered by NEPP in deciding to proceed with the proposals;
5. Any other documents in the possession of NEPP concerning the proposal.

You provided back:

- Several meeting agenda minutes from 2013. None directly relating to the current proposals under consultation, namely TRO-5523;
- An email chain that was not a formal request from UDC and did not contain the required information under your process - it was a complaint from the Friends School about some parking issues that you investigated and found not to be an issue - and some correspondence with Andrew Taylor;
- One short 830 word document highlighting a visit to the entrance to the Friends School to look at these parking issues, that concluded that there was not an issue and there were no safety concerns. The location is only 50m of the total 1.7km of roads in Saffron Walden from which you wish to remove parking (apparently based on this sole evidence);
- A map that only shows 1km of the 1.7km of highways for which the proposal refer, of which only 350m is highlighted as being of interest - this includes the 50m stretch indicated above, for which your officers report said there was no issue or likely support for any parkign restrictions;
- Some nice pictures of a few yellow lines and half a dozen parked cars of the same site that shows that no inappropriate parking is taking place.

This would seem to fall short of my request and certainly for removing 1.7km of on-street parking. There was no reference to Ashdon Rd either. And if as you say these are "all the documents" then it would seem that the NEPP has an invalid process. Your process seems to highlight that you require at least the following;

- A. Incoming requests from Review/Petition, ECC, NEPP (via enforcement), NEPP (update work), Public, Councillors, Localism **No review was completed, the proposal was as a result of requests made and the site(s) being identified by the District Council as areas where restrictions were desired.**
- B. Supporting evidence **This has been forwarded in the documentation sent to you.**
- C. Application Form with weight of local support (at least 50% of area in favour) inc. for Reviews **This is not present**
- D. Approvals from the Saffron Walden Town Council **We are reliably informed that informal discussions were present/occurred at the applicable time, arranged by Uttlesford District Council although further detail will need to be requested directly from either party as this did not involve us directly.**
- E. Approvals from either the Saffron Walden ECC Division Councillor or Saffron Walden District Councillors **This information may be held by Uttlesford District Council**
- F. Another Application Form with: Type of scheme, Timing, Funding fit/cost, Size of scheme **This is not present, quote verbally given to ECC was based on previous scheme installs**
- G. Proposal scoring information **This is held by the District Council and will need to be requested directly.**
- H. A client officer review, and case file **You have viewed the reports present**
- I. Funding details **Details are attached separately**
- J. Outcomes and documentary evidence of all the formal review and approval gates in the process **This process occurs on the expiration of the consultation period.**

All of this was missing from what you sent in response to me FOI request, even though it was asked for.

So either it would seem that:

- (a) It has been intentionally withheld, or
- (b) The process has not been completed properly.

I can't see any other reason, but I am happy to be corrected.

So just to make sure I have all the documents you have for this and the previous schemes that you have referenced in our email exchanges, under FOI I request, for TROs 10030, 10031 and this proposal TRO-5523, please provide **any**

documents and all communication as requested in bullets 1-5 above. Also **any documents and all communication** relating to items A-H above as your process indicates that they should exist if the process has been properly conducted.

In addition:

- I. Full copies of the schemes 10030 and 10031 as presented to the NEPP TRO committee on 8 August 2013, including any related maps and supporting documents produced to the meeting or in NEPP's possession relating to the schemes presented, and prepared at or prior to that meeting or subsequently; **Information already viewed**
- II. Copies of the requests from UDC to NEPP relating to those schemes and supporting documents if any; **Information already viewed**
- III. Details of when the schemes changed and became the current proposed scheme, and any documents prepared at any stage and relating to them; **Proposal advertised is as per original plan**
- IV. Copies of any correspondence between NEPP and UDC relating to schemes 10030 or 10031 or the currently proposed schemes. Again I have already asked for this and it has not been sent; **UDC were sent the same documentation, as per attached email relating to the scheme.**
- V. The evidence held by NEPP, including any analyses or maps or other documents or assessments and which supported or in any way relate to the statements set out in the NEPP's Statement of Reasons supporting the proposed TRO; **The accident statistic map(s) were enclosed in documents previously sent**
- VI. Any evidence that NEPP has of local support or consultation, or confirmation that they there isn't any. **This may be held directly by UDC and will be obtainable via a direct request.**

Where you are unable to provide items 1-5, A-H and I. - VI. , for each bullet, please indicate that documents do not exist for that item.

Thank you.

Regards
Dan Starr

From: Shane Taylor [<mailto:Shane.Taylor@colchester.gov.uk>]
Sent: 12 February 2016 07:11
To: danstarr@weareresidents.org
Cc: Mike Fawcett; Trevor Degville; Shane Taylor
Subject: FOI 160204024564

Dear Mr Starr

Please see the attached documentation and comments below in an alternative colour for ease and convenience. The attached links below will contain the information required regarding the forwarding of sites in the Uttlesford District, chosen as priority schemes, for the boards' approval (August 2013) with subsequent validation in October 2013.

<https://www.parkingpartnership.org/policies/Nepp%20Agenda%20-%20meeting%208-August-13.pdf>

<https://www.parkingpartnership.org/policies/Nepp%20Agenda%20-%20meeting%20311013.pdf>

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel- 01206 282640
Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

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From: Mike Fawcett

Sent: 04 February 2016 13:30

To: TechTeam

Cc: John Lodge; danstarr@weareresidents.org; Trevor Degville

Subject: RE: TRO UDC-UDC (Amendment No. 40) Order 20/Saffron Walden

Dear Mr Starr

Thank you for your request which has been logged under reference **160204024564**.

For full details of the Freedom of Information Act, how a request is dealt with and related information please visit <http://www.ico.org.uk> .

Yours sincerely

Mike Fawcett

Information and Project Officer

Colchester Borough Council

Telephone: 01206 508793

Textphone users dial 18001 followed by the full number that you wish to call.

mike.fawcett@colchester.gov.uk

www.colchester.gov.uk/contact

From: Shane Taylor **On Behalf Of** TechTeam

Sent: 04 February 2016 12:20

To: Mike Fawcett

Cc: John Lodge; danstarr@weareresidents.org; Trevor Degville

Subject: RE: TRO UDC-UDC (Amendment No. 40) Order 20/Saffron Walden

Mike

Are you able to record this on the applicable system please and we will arrange for the reply and any relevant information to be sent within the stipulated time period.

Kind regards

Shane Taylor

Technical Team Leader

North Essex Parking Partnership

Tel- 01206 282640

Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

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From: Dan Starr [Residents] [<mailto:danstarr@weareresidents.org>]

Sent: 04 February 2016 10:37

To: TechTeam; Shane Taylor

Cc: Parking; John Lodge

Subject: RE: TRO UDC-UDC (Amendment No. 40) Order 20/Saffron Walden

Dear Mr Shane Taylor,

I'm disappointed that the North Essex Parking Partnership (NEPP) are unable to provide the supporting evidence for their Statement of Reason as requested, including the accident record and queue data for the proposed scheme.

Our residents' organisation will look for the supporting evidence ourselves.

To that end, under Freedom of Information Act I would like to request copies of all of the correspondence relating to the proposals, including but limited to those between:

1. NEPP and Uttlesford District Council, including with its Councillors and Officers; **attached above**
2. NEPP and Essex County Council, including the Highways Authority, including with its Councillors and Officers; **NEPP does not possess this as comments etc are gained via dialogue between the applicable partner authority member as part of its own local consultation process in the consideration process. An FOI will need to be made directly to Uttlesford District Council to ascertain this information if desired.**
3. NEPP and Saffron Walden Town Council, including the approval that that you are required to gained from Saffron Walden Town Council under your adopted policies (Reference: Minute 27 of the NEPP Joint Committee 27 October 2015). **This element appears to have caused confusion as the approval of the Town Council would be gained by the applicable partner authority at the consideration stage, before a request is forwarded as a priority scheme to be endorsed by our board. The Town Council is not part of the NEPP board and therefore has no formal power to approve parking scheme requests made. We are endeavouring to have this point made and clarified at the next applicable meeting.**

Also:

4. Minutes of any meetings at which the proposals were considered by NEPP, and any documents considered by NEPP in deciding to proceed with the proposals; **Links attached above**
5. Any other documents in the possession of NEPP concerning the proposal. **All applicable documents available from the NEPP are contained within this response.**

Given the ongoing Public Consultation for which the supporting evidence was not provided, I would ask that these documents are provided in reasonable time for a full and proper response to be provided to the Public Consultation.

Thank you.

Yours sincerely

Dan Starr
Chair, WeAreResidents.org

From: Dan Starr [Residents] [<mailto:danstarr@weareresidents.org>]

Sent: 01 February 2016 14:45

To: 'TechTeam'; 'Shane Taylor'

Cc: 'parking@colchester.gov.uk'; John Lodge (clr.John.Lodge@essex.gov.uk); 'townclerk@saffronwalden.gov.uk'; 'cllrrfreeman@saffronwalden.gov.uk'; 'cllrrgadd@saffronwalden.gov.uk'

Subject: RE: Starr-UDC proposal

Dear Mr Shane Taylor,

Thank you or the quick response, but I'm afraid that comes across as a fob off. My questions were perfectly legitimate and I'm sure shared by the Town Council.

It is unreasonable to undertake a Public Consultation on changes without furnishing those you wish to consult with the evidence of why you want to make the changes. Not to do so will be a failure to properly consult.

Your 'Statement of Reasons' fails to provide any evidence as to why you wish to remove 1.2km (80-100 car parking spaces) of on-street parking from Saffron Walden, when there is already a deficit of on-street parking. Your statement of reasons basically says "We'd like to improve safety" or "we'd like to make traffic move for freely". "Like" isn't enough to justify these types of changes.

I asked very simple and basic questions - In effect "*what is the accident record that shows these roads are unsafe as claimed?*" and "*What are the queue-lengths and wait times along the road and at places vehicles are regularly parked that show that wholesale parking should be removed as claimed?*"

That information is ***required*** before a valid Statement of Reasons could possibly be construction - otherwise it's no more than a made-up wish list - so you clearly have it. And that information is required to enable those you wish to consult with to determine if your Reasons are a legitimate use of their taxes - so a consultation is incomplete, invalid and would fail a scrutiny test unless it is presented to consultees.

By the way in response to the comment you made, I have received emails from a number of the schools who are concerned about these proposal and feel they have not been consulted. And you have not made it clear how you took into account the recent survey by the Town Council into the roads which has prioritised where the local road users would like to see taxpayers money spent.

Once again, please answer my perfectly reasonable questions. I have reattached them. I look forward to a quick response that will allow time for a proper response to the TRO consultation within its allotted period.

Regards
Dan Starr
Chair, WeAreResidents.org

From: Shane Taylor [<mailto:Shane.Taylor@colchester.gov.uk>]
Sent: 01 February 2016 14:09
To: danstarr@weareresidents.org
Cc: Shane Taylor
Subject: Starr-UDC proposal

Dear Mr Starr

Thank you for your email, with the relevant questions/points being considered on the expiration of the advertising period with further contact being made once a decision has been made.

In regards to Points 1 & 2, these are elements which would be referred to the Local Highways Panel as they are not within the remit of our organisation which does not receive any direct funding from Essex County Council to facilitate changes such as these.

The school has been consulted with separately and we have received past complaints regarding pupil safety.

Kind regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel- 01206 282640

Email- shane.taylor@colchester.gov.uk

Web- www.parkingpartnership.org

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From: Dan Starr [Residents] [<mailto:danstarr@weareresidents.org>]

Sent: 28 January 2016 11:05

To: TechTeam; Shane Taylor

Cc: Parking; John Lodge; townclerk@saffronwalden.gov.uk; clrrfreeman@saffronwalden.gov.uk

Subject: RE: TRO UDC-UDC (Amendment No. 40) Order 20/Saffron Walden

Dear Mr Shane Taylor,

Thank you for your quick response and the detailed Statement of Reasons. This makes the reasons much clearer.

It does though lead to some important follow on questions as there are no references to supporting evidence. Given the spend of taxpayers money at the same time as ECC is increasing Council Tax, and the significant changes that are proposed, the reasons would clearly need to be backed by sound evidence and a watertight cases – otherwise the Statement of Reasons just reads like a ‘wish list’, which wouldn't seem really good enough.

I have reattached the Statement of Reasons for reference.

Specifically (and in the order of the ECC Statement of Reasons):

1. **Ashdon Road-Saffron Walden:** This road would benefit from an additional pull-in area to allow vehicles to park, but replacement parking would need to be provided as on-street parking is already a significant issue for residents. It is worth noting that in a recent planning application ECC admitted they had no solution to the parking issue. However that seems a moot point as the parking restrictions are planned for the side of the road where no-one parks and therefore will have no impact on access for large vehicles and emergency services as stated as there a never any vehicles parked there. ***Because of this what is the evidence to justify the cost, and why was an additional pull-in supported by incremental parking proposed?***
2. **Mount Pleasant Road-Friends School:** Accident reports from the last 15 years show no accidents outside the school. The road is long and straight, with only a slight curve, and houses are set back. Visibility lines are good and there are ample places to cross. Controlled/safe crossing is already provided - there is a zebra crossing just past the end of Mount Pleasant Rd at one end and a signalised junction with pedestrian crossings at the other. Additionally for Friend School access, they have 2 car parks that allow parents to drop off and pick up children off the road on their property. It is unclear what evidence there is to show that removing all parking from 8AM-6PM would do to improve safety as there doesn't seem to be a safety issue. ***Please can you provide the detailed evidence of the accident/incident history that led to the proposed solution; and if safety is a tangible issue ,why other things such as 20mph zones, chicanes and speed bumps were not considered or were discounted?***
3. **Thaxted Road/Peaslands Road-Saffron Walden:** This section of road is wide and straight and houses are set back and so there are visibility issues. The reason stated for the proposed changes are to provide better residents parking and improved sight lines. It is difficult to understand how removing all parking from 8AM-6PM would improve parking for residents and their visitors. Aside from the Thaxted Rd mini-roundabout and the Bromfield junction (both at either end of this portion of the road), there are no records of incidents on this stretch of road. ***What is the evidence to support that removing all daytime parking on the road itself would improve parking; what evidence is that there is an actual safety issue that these changes would improve in an appreciable way?***
4. **Peaslands Road/Bromfield/Winstanley Road-Saffron Walden:** Statistics from the DfT and University of Essex show that there were 2 severe and 4 slight incidents at the junction since 1995, which would seem to put it in the top 10 safety improvement locations in the town (unlike the other areas flagged as safety concerns in the TRO proposals). Therefore it does seem reasonable to place some restrictions in the

immediate vicinity of the Winstanley Rd/Bromfield/Peaslands junction due to the sight lines out of Bromfield. ***Do you have more recent statistics that show a larger number of incidents or were you working off the same DfT/UoE data set? Also since there are other junctions with worse safety records, why has this one been prioritised above the others?***

5. **Peaslands Road-Saffron Walden:** Parked cars can slow traffic on this road at peak times, however the signalised junction at the Debden/Mount Pleasant Rd junction has the effect of metering traffic heading eastbound. This means that any waiting vehicles on Peaslands Rd are never held more than a traffic light cycle (which is clearly deemed acceptable as ECC installed the signals). Whilst the road would seem to benefit from an additional section of parking restrictions to allow a pull in 1/2 way down the road, removing all street parking between 8-6 seems draconian to say the least. ***What evidence do you have that the removing of all daytime parking will have a dramatic improvement over just removing a portion of parking, and how did you weigh this against the loss of parking amenity?***
6. **Mount Pleasant Road-Saffron Walden:** The stated rationale for additional permanent parking restrictions are the removal of inappropriate parking that is likely to severely impede the access of large vehicles, including the emergency services. ***What is the definition of 'inappropriate' parking; what is the evidence that shows that there is inappropriate parking today, and what is the evidence that shows that large vehicles and the emergency services are regularly impeded by it?***

It is also worth noting that the Saffron Walden Town Council undertook a large survey of the town and with road users at the end of 2015. This identified over 70 minor, real improvements to the town's road system, which have been prioritised by the public that use the roads themselves. Apart from an additional pulling in place on Peaslands Rd, none of the proposed changes in these TROs were identified as problem areas. The Town Council is paid for and councillors elected by the people of the town to look after their interests as they know it best. ***How were the Town Council's view and their survey and results considered as part of the evidence before these proposals were prepared?***

In addition to the Friends School, there are 2 primary schools in the immediate vicinity. Mount Pleasant and Peaslands Rd provide the only viable parking for parents to pick up and drop off due to parking restrictions on South and West Roads. Removing daytime parking will remove this important amenity at exactly the times-of-day it is needed. ***How were the schools' needs considered before the proposals were drawn up and how and when were the schools consulted?***

The consultation is short so I have copied in the Saffron Walden Essex County Councillor, the Saffron Walden Town Clerk, and Council Member chair responsible for the Town's Planning and Traffic Committee as I am sure they will have similar questions to my eight; so it is probably more efficient for you to also CC them in on the response. I look forward to a quick response that will allow time for a proper response to the TRO consultation within its allotted period.

Yours sincerely

Dan Starr
Chair, WeAreResidents.org

From: Shane Taylor [<mailto:Shane.Taylor@colchester.gov.uk>] **On Behalf Of** TechTeam
Sent: 28 January 2016 07:14
To: danstarr@weareresidents.org
Cc: Shane Taylor
Subject: Starr-SW scheme

Dear Mr Starr

Please see the attached statement of reasons. Full consultation documents are available for perusal and are available at the Uttlesford District Council offices in London Road, Saffron Walden.

Kinds regards

Shane Taylor
Technical Team Leader
North Essex Parking Partnership
Tel- 01206 282640
Email- shane.taylor@colchester.gov.uk
Web- www.parkingpartnership.org
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From: Emma Day **On Behalf Of** Parking
Sent: 27 January 2016 17:29
To: TechTeam
Subject: FW: TRO UDC-UDC (Amendment No. 40) Order 20

Please see below

Thanks

Emma

Parking Systems Team Leader
[Tel:01206 507860](tel:01206507860)

From: Dan Starr [Residents] [<mailto:danstarr@weareresidents.org>]
Sent: 27 January 2016 14:48
To: Parking
Subject: TRO UDC-UDC (Amendment No. 40) Order 20

Dear Richard Walker,

I have just received notification of your TRO consultation for Borough Lane, Mount Pleasant Rd, Peaslands Rd, Ashdon Rd and others in Saffron Walden. In it you were identified as the person to contact.

The consultation document seems incomplete. It seems to be missing the reason/rationale for the proposed changes. Was this on a cover letter or other enclosure that was not included? I only received through the door a couple of printed, stapled pages (with lists of proposed changes) and a map. As you can appreciate without the context of the reasons it is for the change it is difficult to respond to the consultation in a meaningful manner.

Please can you forward the complete document pack including the reasons/objectives of the changes. Thank you.

Regards
Dan Starr

Item v
date 22/02/16 email to NEAP

& 21/07/16

Subject: FW: Essex County Council (Uttlesford District) (Permitted Parking Area and Special Parking Area) (Consolidation) (Amendment No 40) Order 20

From: Town Clerk [<mailto:townclerk@saffronwalden.gov.uk>]
Sent: 21 July 2016 11:43
To: 'John Lodge'; Shane Taylor; gglenday@uttlesford.gov.uk
Cc: 'Andrew Taylor'
Subject: RE: Essex County Council (Uttlesford District) (Permitted Parking Area and Special Parking Area) (Consolidation) (Amendment No 40) Order 20

Dear all

I refer to my email as sent on 22nd February 2016 and would please appreciate your update on this matter.

You will note that the closing paragraph of the email asks all parties to consider the email as a formal complaint from SWTC and I would appreciate your advice on what action (if any) was taken as a result of this email.

Gordon – please note that the original email was sent to Andrew Taylor and I appreciate that you will not be familiar with this but would appreciate if you could please ascertain any further update on the registering of this complaint from SWTC

Many thanks

Kind regards

Lisa

Lisa Courtney
Town Clerk
Saffron Walden Town Council
11 Emson Close
Saffron Walden
Essex CB10 1HL

Tel: 01799-516501
www.saffronwalden.gov.uk
(Office opening hours 9.30am-1pm 2pm-4pm M-F)

From: Town Clerk
Sent: 22 February 2016 14:42
To: Andrew Taylor <ataylor@uttlesford.gov.uk>; John Lodge <cllr.John.Lodge@essex.gov.uk>; Shane Taylor <Shane.Taylor@colchester.gov.uk>
Subject: Essex County Council (Uttlesford District) (Permitted Parking Area and Special Parking Area) (Consolidation) (Amendment No 40) Order 20

Dear all

Please consider this email as a joint email to all 3 parties on copy (ie Uttlesford District Council / North Essex Parking Partnership and Essex County Council).

Cllr Lodge, unhelpfully the weblink on ECC webpage for complaints does not work (!) and so I would appreciate if you could please accept this email as a formal complaint from the Town Council on behalf of ECC. ~~If you could~~ please forward to the appropriate personnel at ECC but also note my email from 12th February in which I requested you to raise this matter formally at a future ECC Cabinet meeting.

I write on behalf of Saffron Walden Town Council regarding the above referenced TRO. As you are no doubt already aware, the Town Council objects strongly to these proposals on a number of grounds. The primary reasons for objection are:

1. That the schemes claim to address safety and road traffic flow measures and yet no evidence is provided in support of this case
2. That NEPP has failed to follow its own process and has failed to carry out any consultation with the Town Council or District Councillor which is contrary to the policy as adopted in October 2015 being "those putting forward schemes are required to get the approval of the Town or Parish Council and District or County Councillor" (extract from NEPP Joint Committee meeting October 2015). The process is therefore flawed and contrary to the resolution as quoted above at the October 2015 meeting
3. The process has been further flawed in NEPP's inability to respond to simplistic questions and queries submitted by the Town Council in relation to these proposed TROs. A simple request has been submitted requesting dates of when these proposals had been discussed with or made known to the Town Council and this information is not forthcoming. It is noted that discussions about these proposals were initiated in 2013 but no evidence is supplied to support this. If discussions had however started in 2013 and before the resolution of October 2015, this should still have included the need for specific consultation with the Town Council as the TRO was outstanding as of October 2015 and therefore NEPP are obliged to revisit outstanding proposals to ensure compliance with the new process.
4. The proposals make no reference or give regard to any future development in or around Saffron Walden. Whilst it is noted that this is a consultation about current parking regimes, it is naïve to continue with the proposal at this current time given the lack of an up to date Local Plan. It is likely that additional housing will be built in and around Saffron Walden and these proposed traffic orders do nothing to future-proof traffic flow or to take account of an increase in traffic from any new developments arising.
5. Saffron Walden Town Council is undertaking a huge project which seeks to recognise, address and remedy parking and vehicular movement in and around the town. This is a large piece of work and a draft copy of this has already been shared with representatives from UDC and NEPP. The proposals from the Town Council seek to address parking on a global wider scale with each scheme having reference to another. The proposed TROs adopt a piece-meal approach and will only seek to move parking problems from one area to another; there is no consideration given to the impact of these proposals on outer lying areas.

For all of the above reasons, the Town Council therefore requests that these proposals are withdrawn given the lack of consultation and compliance with the NEPP process and that the proposals are simply inappropriate and do not address parking or traffic movements in and around town, they simply seek to move the problem to another area.

Please accept this email as a formal complaint from Saffron Walden Town Council regarding the process and procedures used by all parties concerned (ie NEPP / UDC / ECC) concerning the proposed Traffic Regulation Orders. The Town Council has submitted separate responses to the formal consultation process itself and this additional correspondence is to be deemed separate from that response and should be considered a formal complaint against all 3 parties on copy for their failure to comply with the procedures which should be used for determining these such traffic schemes.

I would therefore appreciate if you could please

- (a) Consider this a formal complaint from Saffron Walden Town council regarding the process and procedure used

- (b) Advise any reason or rationale why UDC / NEPP / ECC failed to comply with the known procedures for considering these proposed amendments
- (c) Acknowledge the Town Council's request that the TROS as proposed are withdrawn given the lack of consultation and compliance with stated NEPP procedures.

Thank you and I look forward to hearing back from you in due course.

Regards

Lisa

Lisa Courtney
Town Clerk
Saffron Walden Town Council
11 Emson Close
Saffron Walden
Essex CB10 1HL

Tel: 01799-516501

www.saffronwalden.gov.uk

(Office opening hours 9.30am-1pm 2pm-4pm M-F)

Item W
Source NEPA
date 30/06/2016.



NORTH ESSEX

North Essex Parking Partnership

Joint Working Committee On-Street Parking

**Grand Jury Room, Colchester Town Hall,
High Street, Colchester, CO1 1PJ**

30 June 2016 at 1.30 pm

The vision and aim of the Joint Committee is to provide a merged parking service that provides a single, flexible enterprise of full parking services for the Partner Authorities.

North Essex Parking Partnership

Joint Committee Meeting – On-Street

Thursday 30 June 2016 at 1.30 pm

Grand Jury Room, Colchester Town Hall, High Street, Colchester, Essex, CO1
1PJ

Agenda

Attendees

Executive Members:-

Susan Barker (Uttlesford)
Eddie Johnson (ECC)
Mike Lilley (Colchester)
Robert Mitchell (Braintree)
Danny Purton (Harlow)
Nick Turner (Tendring District Council)
Gary Waller (Epping Forest)

Non-Executive Member:-

Ray Howard (ECC)

Officers:-

Lou Belgrove (Parking Partnership)
Jonathan Baker (Colchester)
Trevor Degville (Parking Partnership)
Qasim Durrani (Epping Forest)
Gordon Glenday (Uttlesford)
Joe McGill (Harlow)
Hayley McGrath (Colchester)
Samir Pandya (Braintree)
Liz Burr (ECC)
Shane Taylor (Parking Partnership)
Ian Taylor (Tendring)
Alexandra Tuthill (Colchester)
Richard Walker (Parking Partnership)
Matthew Young (Colchester)

- | | Introduced by | Page |
|--|-----------------|-------|
| 1. Welcome & Introductions | | |
| 2. Appointment of Chairman
For the North Essex Parking Partnership Joint Committee to appoint a Chairman for the 2016/17 municipal year. | | |
| 3. Appointment of Deputy Chairman
For the North Essex Parking Partnership Joint Committee to appoint a Deputy Chairman for the 2016/17 municipal year. | | |
| 4. Apologies and Substitutions | | |
| 5. Declarations of Interest
The Chairman to invite Councillors to declare individually any interests they may have in the items on the agenda. | | |
| 6. Have Your Say
The Chairman to invite members of the public or attending councillors if they wish to speak either on an item on the agenda or a general matter. | | |
| 7. Minutes
To approve as a correct record the draft minutes of the meeting held 17 March 2016. | | 1-14 |
| 8. The Essex County Council (Uttlesford District) (Permitted Parking and Special Parking Area) (Amendment No.40) Order – Consideration of Objections
To approve, reject or defer the restrictions advertised in The Essex County Council (Uttlesford District) (Permitted Parking and Special Parking Area) Order Amendment No. 40 proposals | Trevor Degville | 15-27 |
| 9. Annual Review of Risk Management
This report concerns the 2016/17 Risk Management Strategy and current strategic risk register for the partnership | Hayley McGrath | 28-43 |

10. Annual Governance Review and Internal Audit	The report considers the Governance Review and Internal Audit of the North Essex Parking Partnership for the year 2015/16.	Hayley McGrath	44-65
11. Commuter Parking	To consider if NEPP should tender for consultants to investigate commuter parking issues at selected locations	Trevor Degville	66-67
12. ECC Scrutiny and extension of NEPP Agreement	This report describes the outcome of the Essex County Council Scrutiny Review of the Parking Partnerships with more information about the timescale of proposed actions	Richard Walker	68-92
13. NEPP On-Street financial position for 2015/2016	This report sets out the financial position to end of Financial Year 2016 of the North Essex Parking Partnership (NEPP) On-Street budget	Richard Walker/Lou Belgrove	93-96
14. NEPP Annual Report Data for 2015/2016	This report sets out the data required to be published as part of transparency requirements. A full report will be made to the October Meeting.	Richard Walker	97-102
15. Traffic Regulation Orders Update	To provide an update of the Technical Team activities	Trevor Degville	103-107
16. North Essex Parking Partnership Operational Update	This report provides Members with an update of operational progress since the last Operational Report in March 2016.	Lou Belgrove	108-110
17. Forward Plan 2016-17	This report concerns the Forward Plan of meetings for the North Essex Parking Partnership	Jonathan Baker	111-114
18. Urgent Items	To announce any items not on the agenda which the Chairman has agreed to consider.		



North Essex Parking Partnership

NORTH ESSEX

June 30th 2016

Title: The Essex County Council (Uttlesford District) (Permitted Parking and Special Parking Area) (Amendment No.40) Order – Consideration of Objections

Author: Trevor Degville

1. Decision(s) Required

- 1.1. To approve, reject or defer the restrictions advertised in The Essex County Council (Uttlesford District) (Permitted Parking and Special Parking Area) Order Amendment No. 40 proposals

2.0 Introduction

- 2.1 The NEPP has a delegated authority from ECC to introduce Traffic Regulation Orders (TROs). There is a legal process that must be followed when permanent TROs are introduced which involves a formal consultation period of 21 days during which objections may be made to the proposals. Any objections that are received must be considered before any restrictions are introduced.
- 2.2 The Joint Committee delegated powers to the NEPP Group Manager to be able to consider objections that are received and to decide whether the advertised proposal should become a sealed order, should be amended or should not progress. The delegated powers enable NEPP officers to introduce restrictions more quickly, although the overall time it can take to introduce parking and waiting restrictions can still be substantial.
- 2.3 A proposal being considered has generated a large response, with the majority of correspondence being received objecting to the proposal.
- 2.4 It has been suggested that from a traffic management perspective these restrictions remain important as part of overall transport improvements to the town and improvements in air quality. In view of this it is not felt appropriate that officers decide the outcome of the proposals and that instead the responses are considered by the Joint Committee members before deciding whether the proposals should be progressed or not.

3.0 Saffron Walden Proposals

- 3.1 In January 2016 NEPP advertised a Notice of Intention for The Essex County Council (Uttlesford District) (Permitted Parking Area and Special Parking Area) (Amendment No. 40) Order. Maps showing the proposed restrictions can be found in Appendix C.

4.0 Objections

- 4.1 162 objections have been received. One of the objections contains a petition with 122 names and addresses against the proposal. 15 correspondences in support of the proposals have been received. Notices of Intention only give details of how to make an objection to the proposals rather than how to show support for schemes.
- 4.1 When considering objections, the Joint Committee do not have to decide based on the number objections or supporting comments but on the validity or otherwise of the arguments that have been made.
- 4.2 It is not possible to discuss in detail every objection and comment that has been received in the main body of the report. Nonetheless, a brief description of the correspondence can be found at the end of the report. Redacted copies of all correspondence received can be found in Appendix A and B to this report. All appendices can be found at https://www.parkingpartnership.org/north_proposals.asp. Direct links to Appendix A and B can be found below -
- Appendix A -
<https://www.parkingpartnership.org/policies/Uttlesford%20District%20Council%20Amendment%2040%20Consideration%20of%20Objections%20Appendix%20A%20Optimised.pdf>
 - Appendix B –
<https://www.parkingpartnership.org/policies/Uttlesford%20District%20Council%20Amendment%2040%20Consideration%20of%20Objections%20Appendix%20B.pdf>
- 4.3 Correspondence in support of proposals has included the following themes and comments.
- Ashdon Road is a bottleneck due to parked cars. This is one of two roads that are used for access to Cambridge, Bishops Stortford and motorways. It is suggested that most of the population of Saffron Walden uses those routes and there is need for the restrictions as if introduced they would improve both traffic flow and air quality
 - Vehicles that are currently parking on the roads should be directed to park in Swan Meadow car park
 - Additional restrictions to those proposed are needed in Ashdon Road
 - "I am delighted that you are intending to put restrictions on parking in several Saffron Walden streets. Saffron Walden has a medieval street layout and can't cope with the heavy usage of vehicles"
 - "I write in support of the parking restrictions proposed for Saffron Walden. They are long overdue, and I welcome them wholeheartedly"
- 4.4 The large majority of correspondences received have been objections. These include objections from Saffron Walden Town Council, Uttlesford District Councillors and Essex County Councillors. A petition objecting to the proposals has also been received with 122 signatures:
- The restrictions would have the effect of increasing the speed of traffic along residential roads. There will be less places for pedestrians to cross and the restrictions are generally designed purely for the benefit of motorists
 - The removal of large amounts of on-street parking will adversely affect local residents, school users and commuters

- An urban clearway is not needed as delays are only for limited periods of the day during peak times (an urban clearway was not advertised but the principle of the objection would remain)
- NEPP has not followed its own procedures and so the scheme should be withdrawn
- Other actions are required instead of traffic regulation orders such as a by-pass being built
- Displacement of vehicles from those areas where restrictions are proposed will cause traffic flow problems and parking issues in other areas of the town
- Many residents who would no longer be able to park outside their properties live in Victorian terraced housing. The loss of on-street parking will cause problems for residents who have not got off-street parking or require visitors/deliveries.
- There will be a decrease in house values due to loss of parking
- Congestion only happens for a limited time at peak periods
- There has been no consultation with residents about the proposals
- The increase in the speed of traffic flow will make it more difficult to exit forecourts and driveways
- GPs and dentists have expressed concern about less parking for their patients

4.5 The WeAreResidents political group has published a response to the proposals which was available on the group's website during the consultation and also submitted as an objection. A copy of this objection can be found in Appendix D. <https://www.parkingpartnership.org/policies/Uttlesford%2040%20Consideration%20of%20Objections%20Appendix%20D.pdf>

5.0 Summary of Correspondence

Identification	Support/Object/Comment	Reasons
A	Support	Traffic flow - removal of bottle neck caused by parked cars
B	Support/Comment	More yellow lines and residents parking required than proposed
C	Support/Comment	Support but concerned about problems dropping off/collecting pupils at local schools
D	Support/Comment	Additional restrictions also required when joining Ashdon Road from Shepards Way
E	Support/Comment	Restrictions need to be patrolled. Request additional restrictions in Peal Road
F	Support	Removal of daytime parking is an excellent plan
G	Support	Improved traffic flow
H	Support	Would have preferred no waiting at any time on Borough Lane
I	Support	Improved traffic flow
J	Support/Comment	Support but concerned about pedestrians crossing on Peaslands Road
K	Support/Comment	Support but suggests a resident permit holder restriction on Springhill Road
L	Support	Suggests night time resident permits along Ashdon Road
M	Support/Comment	Support but suggests that there is a lack of safe areas to pick up and drop school pupils
N	Support	Currently inconsiderate parking causing problems. Parents not parking safely when collecting children
O	Support	Supports proposals affecting Mount Pleasant, Peaslands Road and Borough Lane
C1	Comment	Asks what provisions are being made for residents with no off-street parking
1	Objection	Town Council objections - various reasons including the proposed benefits are tenuous and ignore the nature of the roads in S.W.
2	Objection	Various reasons including the restrictions ignoring the nature of the roads, danger to pedestrians and increased traffic speeds
3	Objection	Various reasons including the proposals are unreasonable,

		disproportionate and unwanted
4	Objection	Parked cars do not cause any real problems. No proposal for displaced vehicles
5	Objection	Proposals unreasonable. Loss of amenity to residents and visitors to town. Failure to consider local plan
6	Objection	Traffic flow problems only occur at peak times. Local residents will be forced to park in other already congested areas.
7	Objection	Loss of parking spaces, increased vehicle speed, decreased house prices and needs of traffic being put above needs of residents
8	Objection	Increased vehicle speeds, displacement of vehicles causing problems, increased risk to pedestrians including school pupils
9	Objection	Loss of on-street parking but no off-street parking with property
10	Objection	Restricting parking in Ashdon Road is not necessary for current traffic flow and loss of parking spaces would adversely affect residents
11	Objection	Lose of resident parking, greater traffic speeds, will make it dangerous to exit some driveways
12	Objection	Increased vehicle speed near school, concerns about resident parking
13	Objection	Increased traffic speeds - parked vehicles slow vehicles down when travelling on Ashdon Road. Increased danger to pedestrians including school pupils
14	Objection	As above but also including concerns about displacement of vehicles into Hollyhock Road and Sheperds Way
15	Objection	Parking spaces being lost for residents with more new homes being built. Town being ruined, nothing like the town they moved to 27 years ago
16	Objection	Loss of resident parking on Ashdon Road. Already limited parking for those that do not have off-street parking with their properties
17	Objection	Loss of resident parking, loss of property value. Shortage of car parks in town anyway so will be harder for people to visit to carry out business
18	Objection	Will lose on-street parking spaces and increase traffic speeds
19	Objection	Traffic calming needed, concerned about losing on-street parking.
20	Objection	Loss of resident parking, problems caused by displacement, problems for residents getting out of drives and increased traffic flow
21	Objection	As above but also mentions that parked vehicles have a traffic calming effect
22	Objection	Increased traffic speeds - parked vehicles slow traffic down. Displacement into side roads will cause more problems
23	Objection	Will make life more difficult for residents and increase traffic flow
24	Objection	Roads are only busy during rush hour, loss of resident parking, increased traffic flow. Problems for school parent parking will be exacerbated
25	Objection	Traffic speed increases and loss of resident parking
26	Objection	Borough Lane - parked vehicles slow traffic speed
27	Objection	Increased traffic speeds, increased danger to pedestrians and school pupils. Loss of amenities for residents
28	Objection	Proposals not needed due to effect of traffic lights. Loss of parking with no off-street parking available at property in an area where there is already pressure for the available on street parking
29	Objection	Greater vehicle speed on roads used by schoolchildren. Many houses of architectural interest and listed which will be affected by higher speeds
30	Objection	Increased traffic flows. S.W. is a residential town and should stay that way
31	Objection	Loss of resident parking, increase in traffic speeds on roads used by schools. Proposals too far ranging and affect too many people
32	Objection	Concerns about displacement effects on Springhill Road caused by loss of parking in Borough Lane
33	Objection	Restrictions will prevent parking outside property. Proposals will increase traffic speeds making route more dangerous for pedestrians

34	Objection	Restrictions will increase traffic speed, making it dangerous for school pupils to cross the road
35	Objection	Measures should be put in place to slow traffic on Borough Lane not increase speeds
36	Objection	Loss of vital resident parking, concerns about increased traffic speeds near schools
37	Objection	Loss of on-street parking, increased traffic speeds, problems for primary school access
38	Objection	Concerns about the effect of traffic lights that have been installed, the consequences of increased traffic speeds near schools and problems entering/exiting driveways
39	Objection	Proposals will cause problems for parents parking near schools. Also concerns about increased traffic speeds
40	Objection	Displacement of vehicles will cause problems in Debden Road and adjacent side roads and will lead to further restrictions being introduced
41	Objection	Concerns about increased traffic speeds
42	Objection	Proposals will cause problems when collecting/dropping off pupils. Suggests a lesser restriction to prevent all day parking
43	Objection	Proposals are overkill, a limited time scheme would be better during peak times as this would still allow parking for residents and visitors
44	Objection	Request to extend restricted times opposite school gates
45	Objection	A ring road around the town is required
46	Objection	Proposals not required. Suggests that narrow streets are not suitable for the increased traffic due to the perceived bad decisions that have previously been made
47	Objection	Concerns about South Road, Victoria Avenue, long Hedges. Suggests that restrictions are not being monitored so no use putting in additional ones
48	Objection	Removal of parking on Borough Lane will enable road users to speed and disregard pedestrians. Fears over road safety will lead to more journeys by car
49	Objection	Problems caused in Shepherds Way due to proposal in Ashdon Road - traffic speed and lose of resident parking spaces
50	Objection	Traffic speed increases near schools. Increase in congestion on side streets caused by displacement of parked cars
51	Objection	Residential area will be turned into a race track during non-peak hours. Front gardens turned into parking places will damage a protected area
52	Objection	All are sensible suggestions but will only move problem along. A by-pass is essential
53	Objection	Concerns about displacement of vehicles causing problems for residents in nearby roads. Parked vehicles slow traffic down which is desirable
54	Objection	Proposals will lead to increased traffic speeds and which will endanger pedestrians including school pupils
55	Objection	Don't remove parking from Peasland Road as needed when dropping off pupils at school and motorist is unable to walk long distances
56	Objection	Higher traffic speeds, other roads nearby do not have the capacity to absorb displaced vehicles. Proposals will reduce parent parking points for nearby schools
57	Objection	Proposals do not go far enough. Additional restrictions needed in Ashdon Road or the pavements could be narrowed
58	Objection	Proposals prioritise vehicles over pedestrians, will increase traffic speeds and remove places for school parents to park
59	Objection	The proposals will mean that parents dropping off children in Peaslands Road for the nearby nursery will not be able to park
60	Objection	The proposals will lead to displacement of residents vehicles into other roads which may create a congested and chaotic situation
61	Objection	Objects to the proposals for Peasland Road as neither business staff or parents dropping off children will be able to park
62	Objection	Displacement of vehicles will cause further access issues in West Road because of displacement

63	Objection	General support but raises negative points around the effect of roads near schools and increased speed monitoring. Suggests no satisfactory solution without a ring road
64	Objection	Proposals will cause issues for parent parking, asks how parents are expected to park.
65	Objection	Proposals are ill considered, will create a chaotic and dangerous situation in South Road
66	Objection	Congestion is only an issue for a short period a day, proposals will increase traffic speeds. Will cause parking problems for residents with no off-street parking. Will cause problems for parents dropping off pupils to nearby schools
67	Objection	Oppose the increase in traffic speeds, put pressures on Springhill Road and asks about proposed development on east side of Thaxted Road
68	Objection	Proposal will increase traffic speeds and increase accidents, many properties do not have off-street parking, issues for parents dropping off at school
69	Objection	No off-street parking with property and recent traffic light installation mean that they cannot park near their house; this will be made worse by the proposals. There will be an increase in traffic speeds. No justification for the restrictions
70	Objection	Various reasons including loss of resident parking, increased traffic speeds and loss of primary school access for parents
71	Objection	Road safety due to increased traffic speed, lack of alternative parking options for school drop off and no alternatives for resident parking
72	Objection	Proposals will increase traffic speeds. Requests assurances that there will be additional traffic calming and pedestrian crossings installed
73	Objection	Increased traffic speeds due to removed parking places which will increase the risk of fatal accidents
74	Objection	Should allow parking as that will slow traffic speeds in urban pedestrianised areas. Roads affected are highly populated and have 3 schools in the local vicinity
75	Objection	Concerns about displacement of vehicles from Mount Pleasant Road will make will cause chaos. There are no provisions to drop off or collect school children
76	Objection	Proposals will have an adverse effect on the school that has a wide catchment area. The proposals provide no replacement parking for parents to park whilst picking up pupils from the school gates
77	Objection	Concerns about increased speed and lack of parking
78 (78i)	Objection	Concerns about the loss of parking spaces where, it is suggested, there is inadequate parking provision. No evidence to support the proposals
79	Objection	The proposals will increase traffic speeds in Peaslands Road and force parents to park further away to children. This will put children at risk, particularly when it is dark in the evenings
80	Objection	The proposals in Peaslands and Mount Pleasant Roads will result in drivers increasing their vehicle speed. The road is used to by pupils to travel to and from schools in the area
81	Objection	Proposals are not required, traffic flow is reasonable and at a safe speed most of the time. Parking for schools and deliveries is essential
82	Objection	The effect of the proposals will be to create a rat run in a residential area where children live and walk to schools
83	Objection	Parked vehicles act as traffic calming. No alternative resident parking is being offered, particularly for residents in older properties with no off-street parking. The proposals will create a race track around S.W.
84	Objection	Problems for Primary School access, the removal of parked vehicles will reduce road safety and increase traffic speed, loss of street parking for residents, Friends school weekend clubs issues not being dealt with and suggests this is the wrong priorities for the town
85	Objection	Loss of resident parking increased traffic speeds in roads used by parents and children. Suggests a 1pm to 2pm restriction to eliminate

		all day parking by town centre workers
86	Objection	Concerns about displacement of vehicles into Highfields and suggests limited waiting restrictions
87	Objection	School concerns about removing parking, particularly in Mount Pleasant and Peaslands
88	Objection	Increased traffic flow. Proposals will push motorists into already full side roads
89	Objection	No consideration has been made for residents without off-street parking. Parents need to be catered for when dropping off and collecting pupils. Increased traffic speeds
90	Objection	Proposals will prevent residents parking outside their property and so will be forced to park in nearby roads. Concerned about an increase in traffic speeds
91	Objection	No on-street parking near property which will cause problems for child minders. There is already a shortage of parking space in the surrounding area. Drivers will be less careful when they drive along Mount Pleasant Road
92	Objection	The proposals do not go far enough, other areas should also have no waiting restrictions
93	Objection	The proposals will remove 1.7km of on-street parking places, many historic properties do not have off-street parking places. There will be nowhere else for residents to park
94	Objection	Removing parking will result in residents parking in Holly Hock Road and Highfields adding to congestion in that area. Suggests the pavement in Ashdon Road should be reduced to improve traffic flow
95	Objection	Proposals will increase traffic speeds in an area where there is not a traffic problem. No evidence to support proposals.
96	Objection	Various - in summary does not agree that there is justification for the proposals that would be of limited benefit to residents and detriment to other residents
97	Objection	Creating parking restrictions moves the problem around, it does not solve them
98	Objection	"We write to oppose the parking restrictions"
99	Objection	"I add my disapproval to the proposed parking changes in Saffron Walden"
100	Objection	The proposal will create a fast paced ring road through the middle of S.W. and past 3 schools along the main route for children walking. Removing parking will push vehicles into overburdened areas which will increase frustration between residents and motorists
101	Objection	Removing parked vehicle will increase traffic speeds along very busy pedestrian used roads
102	Objection	Various - including properties having no off-street parking, roads are already used by motorists shopping and school parent parking. Delivery drivers park on the pavement and suggests an area of pavement is removed to allow parking
103	Objection	Knock on effect would lead to increased dangers for pedestrians and road users especially at school drop offs
104	Objection	Not in favour of proposals speeding up traffic, suggests 20mph speed limit
105	Objection	Proposals will cause parking problems as displaced vehicles will have to find somewhere else to park
106	Objection	Doctor concerned about having to park along way from residential properties, concerned that they will not be able to visit patients in a timely manner
107	Objection	Proposals will create a rat run in S.W. causing danger to cyclists and pedestrians
108	Objection	Loss of resident parking, concerns about increase in traffic flow due to loss of parked vehicles
109	Objection	Proposals will cause great difficulties to residents, businesses and parents. The road has natural obstacles and is totally unsuitable as a main thoroughfare
110	Objection	Many parents have no option but to drive to drop off pupils. Proposals will remove parking spaces. Increase in traffic speeds will be detrimental to child safety.

111	Objection	Objection suggests that the proposals are a ridiculous idea
112	Objection	The proposals will mean residents are unable to park, especially those who do not have good mobility
113	Objection	The proposal will mean faster traffic speed which will make the road more dangerous and noisy for residents and children walking to school
114	Objection	Parking around the town is limited and NHS practice staff and patients rely on local accessible parking
115	Objection	The proposal will create a dangerous and untenable situation on West Road as parents struggle to drop off school children. If proposal goes ahead requests permit parking
116	Objection	Parents must park somewhere and vehicles should be allowed to park to slow traffic down and makes some suggestions about how Swan Meadow car park could be utilised
117	Objection	Parked vehicles on Peaslands Road provide necessary speed restrictions. Without allowing parking it will be necessary and dangerous to walk young children along busy roads
118	Objection	Opposed to proposals in Mount Pleasant Road as the ban would push school parking traffic and residents onto neighbouring Victorian style housing already busy with parking. The parking currently reduces traffic speeds
119	Objection	The scheme between London Road and Thaxted Road is unnecessary and has been overtaken by planning refusal for developments at the east of S.W.
120	Objection	Proposed parking restrictions will result in people parking along Debden Road and Pleasant Valley. Alternative parking provision needs to be provided to avoid knock on affects
121	Objection	Against proposals as will increase traffic speed and problems caused for resident parking
122	Objection	Proposals are encouraging more speed and complaints that officers who have devised proposals do not live in S.W.
123	Objection	Objections about loss of primary school access for parents, loss of on-street parking and increased traffic speeds causing worse road safety
124	Objection	Objection as will not be able to park in Peaslands or Mount Pleasant Road when dropping off to nearby school and gives examples of the problems this will cause
125	Objection	4 questions asked, where are cars going to park, why evidence justifies change, what is the purpose of change and what alternative proposals have been considered
126	Objection	Proposals will simply move problem elsewhere. Residents to Ashdon Road have to park their vehicles somewhere
127	Objection	Concerns about increased dangers to small children having to travel further along the roads to get to schools in the area
128	Objection	Objection from parent of local school who advises that they would have to park on Debden Road or at the Lord Butler Leisure Centre and will then have to walk with 3 children to the school. Most of the route would be along the restrictions with high speed traffic
129	Objection	The proposed waiting restrictions will speed up traffic which is undesirable, other suggestions are made but these are mostly highway rather than parking suggestions.
130	Objection	Suggests the proposed changes in Ashdon Road are ludicrous and argues that the road was congested prior to the extensive housing being built
131	Objection	The loss of parking spaces will cause problems for patients at a dentist and staff. If patients are forced to drive into S.W. it will contribute to heavier traffic and air pollution
132	Objection	Cars parked in Peaslands and Mount Pleasant Road slow down traffic. The first priority should be a ring road around that part of S.W.
133	Objection	Objects to proposals and suggests a ring road or new town should be built
134	Objection	Concerns about the problems that will be caused for parents dropping off/collecting parents caused by the loss of parking places. Letter comes with petition

135	Objection	Concerns about the effects of displaced vehicles
136	Objection	Concerns about displacement of vehicles
137	Objection	Concerns that carers to residents in Borough Lane will not be able to park
138	Objection	The proposals will increase traffic speed, force parents to park further from schools and nurseries. There are not enough safe crossing places
139	Objection	Proposals will increase speeds, remove parking for residents, increased noise pollution and risks when driving in and out of property
140	Objection	Proposals will cause increased traffic speeds, lack of resident parking will cause displacement of vehicles. Suggests no parking restrictions during rush hour
141	Objection	Would agree to restrictions at peak times but fears the proposals will cause a race track
142	Objection	Displacement of vehicles onto nearby roads where parking is already scarce. Suggests permit parking
143 (143i)	Objection	Proposals will mean that the resident cannot park near their house. Fears about an increase in traffic speeds. Asks where parents of pupils and nursery school children will park.
144	Objection	No evidence to suggest restriction is necessary, delays only occur at peak times. Worst delays are caused by sports events at weekends
145	Objection	Residents without off-street parking cannot park near their property. There will be displacement of vehicles into nearby streets. Traffic speeds will increase and problems will be caused for parents and pupils at nearby schools. Property prices will be negatively affected.
146	Objection	Parking problems will be moved elsewhere. Residents have purchased properties in the expectation that they can park on street. Parked vehicles make the roads safer at peak times
147	Objection	Concerns about increased traffic speed and problems caused for parent/pupils at nearby schools
148	Objection	Proposals will increase traffic speed. Vehicles will be displaced into nearby roads. For most of the day most parked cars cause no problems to traffic flow
149	Objection	Inadequate parking will be worsened by proposals, vehicle speeds will increase, and parked vehicles will be displaced to unrestricted roads nearby. Most traffic problems occur at peak times only. The new restrictions will not be enforced
150	Objection	In Peaslands and Mount Pleasant Road the proposals will increase traffic and traffic speeds creating a safety hazard near schools and a nursery. A southern by-pass is needed
151	Objection	There are properties that do not have off-street parking - where will the residents and their visitor's park? The road can have restrictions but not for all day
152	Objection	The proposals will increase traffic speed and force residents and visitors to park away from their properties
153	Objection	Various including loss of on-street parking, increased road speeds, loss of primary school access for parents
154	Objection	Parking on Peaslands Road is not a problem at the moment but if removed will create a problem for many people. Example given of problems getting to child to nursery
155	Objection	No consideration has been made for residents without off-street parking. Parents need to be catered for when dropping off and collecting pupils. Increased traffic speeds
156	Objection	Broadly in favour of proposals but concerned about increased traffic speeds
157	Objection	Moved to Peaslands Road because it was quiet but will become both dangerous and difficult
158	Objection	Concerns about the use of nearby nursery car park and staff parking near property. Proposals will increase traffic speeds. S.W. needs a bypass. Consideration will need to be given to those residents without off-street parking. The proposal will have a detrimental effect on many aspects of life including living conditions, safety, house values and pollution

159	Objection	Removing vehicles will increase traffic speeds. Delays and congestion will be more of an issue at pinch points in the morning. SW needs an infrastructure upgrade and a ring road rather than "tinkering" with already established roads. Proposals will lead to speeding near two primary schools and resident parking problems.
160	Objection	Parking on Peaslands Road and surrounding area. Proposal does not serve the needs of the town or its residents. Peaslands Road currently used for overflow parking from Old Bell language school site where residents are unable to find anywhere to park. Loss of on street parking will mean residents will be forced to park in other unrestricted areas that are already clogged with cars. Proposal does nothing to improve the lives of anyone in the town or provide a single improvement to the town
161	Objection	Request to extend time of school keep clear restriction
162	Objection	WeareResidents response report. This document contains various points – document found in appendix D

6.0 Decision

6.1 Members are asked to consider the Objections to the schemes and other correspondences received and decide whether to progress the schemes.

Options available are:

- i-To withdraw the proposals on the basis of the strength of objections that have been received
- ii-To progress the proposals having considered the objectors concerns and seal the traffic order
- iii-To partially install some of the proposals, such as the school entrance marking proposals and junction protection waiting restrictions
- iv-To advise ECC as the Highway Authority that NEPP will not be progressing the proposals and to ask them to consider if restrictions are required alongside traffic calming or other measures

Important notes

General Duties when considering any parking scheme

It shall be the duty of every local authority so to exercise the functions conferred on them by the Road Traffic Regulation Act as (so far as practicable having regard to the matters specified below) to 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.

The matters referred to are—

- a) the desirability of securing and maintaining reasonable access to premises;
- b) the effect on the amenities of any locality affected and (without prejudice to the generality of this paragraph) the importance of regulating and restricting the use of roads by heavy commercial vehicles, so as to preserve or improve the amenities of the areas through which the roads run;
- c) the strategy prepared under section 80 of the Environment Act 1995 (national air quality strategy);]
- d) the importance of facilitating the passage of public service vehicles and of securing the safety and convenience of persons using or desiring to use such vehicles; and
- e) any other matters appearing to the local authority to be relevant.

The duty imposed above is subject to the provisions of Part II of the Road Traffic Act 1991.



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SCALE	1 : 1250
DATE	27/07/2014
DRAWING No	TRO5523-012
DRAWN BY	NEPP_14-03

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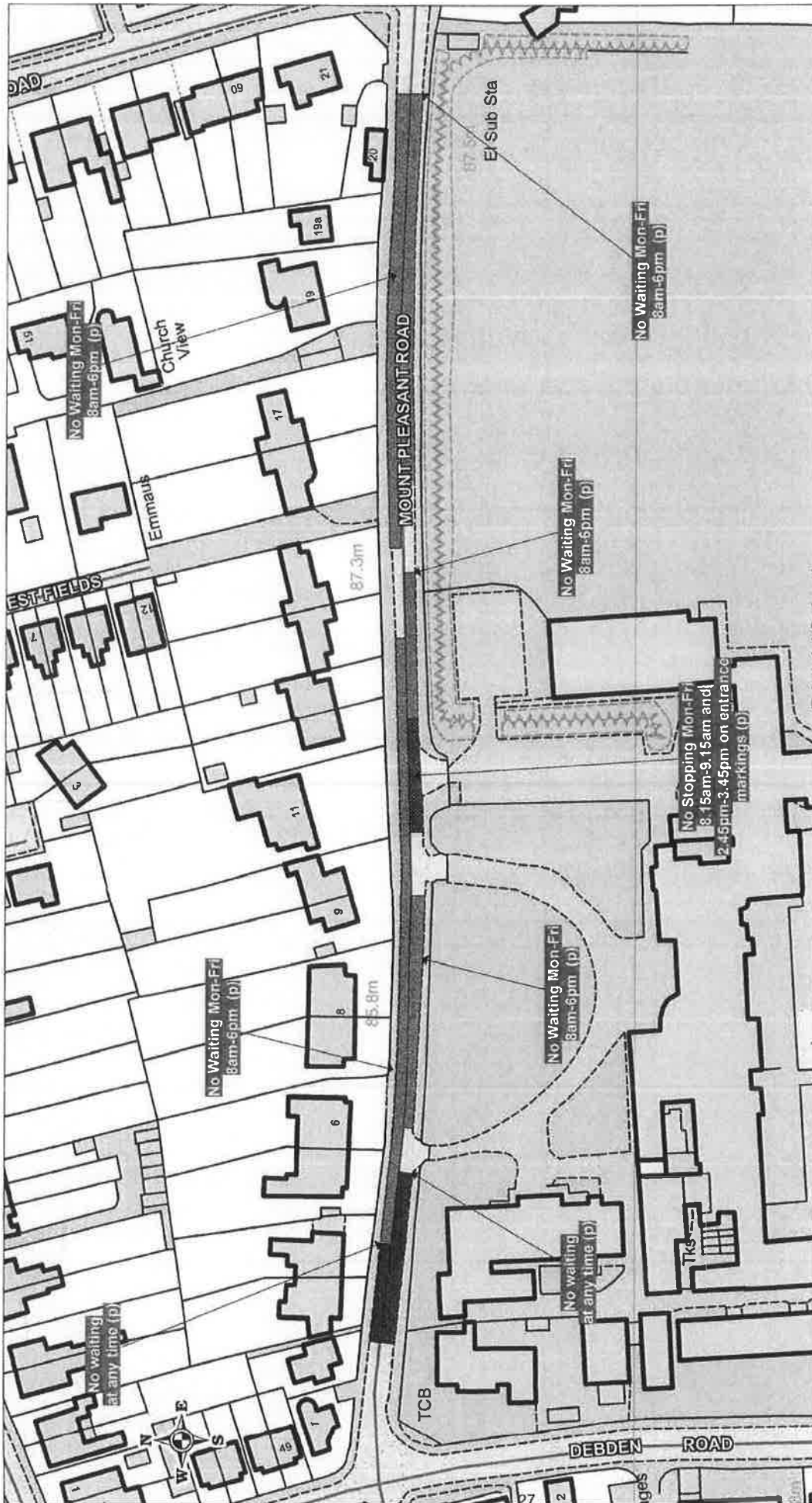
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DATE	05/08/2014
DRAWING No.	TRO5523-015
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SCALE 1 : 1250

DATE 05/08/2014

DRAWING No. TRO5523-014

DRAWN BY MS

NEPP_14-03

Mount Pleasant Road, Saffron Walden



Essex County Council

Item X
post meeting email

Subject: FW: Call In of NEPP decision Note of Informal Meeting

From: "Cllr John Lodge, Member CC" <cldr.john.lodge@essex.gov.uk>

Date: Friday, 19 August 2016 at 14:13

To: "Christine Sharland, Scrutiny Officer" <Christine.Sharland@essex.gov.uk>, "Cllr Chris Pond, Member CC" <cldr.chris.pond@essex.gov.uk>, "Cllr Andy Wood, Member CC" <cldr.andy.wood@essex.gov.uk>, "Cllr Susan Barker, Member CC" <cldr.susan.barker@essex.gov.uk>, Richard Walker

<Richard.Walker@colchester.gov.uk>, Jonathan Baker <Jonathan.Baker@colchester.gov.uk>, "David Sprunt, Principal Transport Strategy & Engagement Officer" <David.Sprunt@essex.gov.uk>

Cc: "Colin Ismay, Council and Member Support Manager" <Colin.Ismay@essex.gov.uk>, "Alex Polak, Scrutiny and Corporate Governance Manager" <Alexander.Polak@essex.gov.uk>, "Jessamy Hayes, Policy & Strategy Advisor (Cabinet Office)" <Jessamy.Hayes@essex.gov.uk>

Subject: Re: Call In of NEPP decision Note of Informal Meeting

Christine

Thank you very much for the detailed record of the meeting and am largely happy with your text. I would just like amplification of my request "To be supplied with a clear schedule of all of the elements which make up the unified TRO which was approved on 30th June. This should show the reason for; and the initiator of the element with dates and details of the process followed. Cllr Barker commented that all of this was available. I commented that it would then be simple to produce but that following our FOI request to NEPP we were informed that they held little or no information on some elements."

I have consulted with Cllr Pond and we would like to proceed to full committee. Cllr Pond will be away shortly and has suggested a meeting during the week of 5th September and anticipates that you will consult on dates (I can do any day except morning of 7th. I presume the information requested will be available some days before the meeting.

John Lodge

From: Christine Sharland, Scrutiny Officer

Sent: Thursday, August 18, 2016 12:35 PM

To: Cllr Chris Pond, Member CC; Cllr John Lodge, Member CC; Cllr Andy Wood, Member CC; Cllr Susan Barker, Member CC; Richard.Walker@colchester.gov.uk; Jonathan Baker (Jonathan.Baker@colchester.gov.uk); David Sprunt, Principal Transport Strategy & Engagement Officer

Cc: Colin Ismay, Council and Member Support Manager; Alex Polak, Scrutiny and Corporate Governance Manager; Jessamy Hayes, Policy & Strategy Advisor (Cabinet Office)

Subject: Call In of NEPP decision Note of Informal Meeting

Dear All

I attach my draft note of the informal meeting that took place on Tuesday afternoon for the Call in of the NEPP decision to implement waiting restrictions at Saffron Walden.

I apologise for the delay in forwarding the note to you as I have had to complete another set of notes for an earlier call in that day. I confirm that I have deliberately written a detailed record of the 'NEPP call in' informal meeting to reflect the contrasting views that were expressed, and to provide all parties with a record to refer to.

Please could you consider the note and confirm if you have any comments on the notes no later than Monday lunchtime. I must emphasise that the notes are a record of what took place at the meeting and any comments should be restricted to the actual discussion rather than the development any lines of enquiry.

I shall aim to circulate the final note on Monday 22 August.

Note to Jonathan Baker, please could these notes be forwarded to Roger Harborough and Trevor Tegville asap as they attended the meeting.

Thank you

Christine Sharland

Scrutiny Officer

Corporate Law and Assurance, Corporate Services

Essex County Council

Telephone: 03330134569

Email: Christine.sharland@essex.gov.uk / www.essex.gov.uk

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The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996

1996 No. 2489 [Introduction](#)

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STATUTORY INSTRUMENTS

1996 No. 2489

ROAD TRAFFIC

The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996

Made

26th September 1996

Laid before Parliament

9th October 1996

Coming into force

1st December 1996

The Secretary of State for Transport as respects England and the Secretary of State for Wales as respects Wales, in exercise of the powers conferred by sections 35C(3) and (4), 46A(3) and (4) and 124(1) of, and Part III of Schedule 9 to, the Road Traffic Regulation Act 1984(1) and by paragraphs 6(3) and 7(1) of Schedule 5 to the Local Government Act 1985(2) and of all other powers enabling them in that behalf, and after consultation with representative organisations in accordance with section 134(2) of the Road Traffic Regulation Act 1984, hereby make the following Regulations:

- (1) 1984 c. 27. Section 35C was inserted by section 41 of the Road Traffic Act 1991 (c. 40); section 46A was inserted by section 42 of the Road Traffic Act 1991; and paragraphs 21 and 23 of Part III of Schedule 9 were amended by the Local Government Act 1985 (c. 51), Schedule 5, paragraph 4(39)(i) and (j) and by the New Roads and Street Works Act 1991 (c. 22), Schedule 8, paragraph 80(4) and Schedule 9.
- (2) 1985 c. 51. Paragraph 6(3) of Schedule 5 was amended by paragraph 116 of Schedule 8 to the New Roads and Street Works Act 1991.

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The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996

1996 No. 2489 PART II Regulation 8

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Objections

8.—(1) Any person may object to the making of an order by the date specified in the notice of proposals or, if later, the end of the period of 21 days beginning with the date on which the order making authority has complied with all the requirements of regulation 7(1) to (3).

(2) Without prejudice to its right to object under paragraph (1), an authority required to be consulted under paragraph 6(3)(c) of Part II of Schedule 5 to the 1985 Act may object to the making of an order by the end of the period of 21 days beginning with the date on which the notice of proposals was sent to that authority.

(3) An objection under paragraph (1) or (2) shall—

- (a) be made in writing;
- (b) state the grounds on which it is made; and
- (c) be sent to the address specified in the notice of proposals,

and an objection under paragraph (2) shall in addition state whether or not it is alleged that the order would have any direct effect on traffic on any road, other than a trunk road, in the area of the authority making the objection.

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(3) The requirements of this regulation are without prejudice to the provisions of—

- (a) paragraph 20 of Schedule 9 to the 1984 Act (consultation with the chief officer of police);
- (b) paragraph 6(3)(c) of Schedule 5 to the 1985 Act (consultation required of London authorities and metropolitan district councils); and
- (c) any other provision of the 1984 Act requiring consultation.

-
- (1) 1977 c. 49. The definition of "National Health Service trust" in section 128(1) was inserted by section 26(2)(d) of the National Health Service and Community Care Act 1990 (c. 19).
 - (2) 1947 c. 41; read with paragraph 2 of Schedule 11 to the Local Government Act 1985.
 - (3) 1980 c. 66.
 - (4) S.I. 1992/1217.

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The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996

1996 No. 2489 PART II Regulation 7

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Publication of proposals

7.—(1) An order making authority shall, before making an order,—

- (a) publish at least once a notice (in these Regulations called a "notice of proposals") containing the particulars specified in Parts I and II of Schedule 1 in a newspaper circulating in the area in which any road or other place to which the order relates is situated;
- (b) in the case of an order under section 6 of the 1984 Act, publish a similar notice in the London Gazette;
- (c) take such other steps as it may consider appropriate for ensuring that adequate publicity about the order is given to persons likely to be affected by its provisions and, without prejudice to the generality of this sub-paragraph, such other steps may include—
 - (i) in the case of an order to which sub-paragraph (b) does not apply, publication of a notice in the London Gazette;
 - (ii) the display of notices in roads or other places affected by the order; or
 - (iii) the delivery of notices or letters to premises, or premises occupied by persons, appearing to the authority to be likely to be affected by any provision in the order.

(2) Not later than the date on which paragraph (1) has been complied with, the order making authority shall send a copy of the notice of proposals to each body or person whom it is required to consult under regulation 6(1) or under any of the provisions referred to in regulation 6(2).

(3) The order making authority shall comply with the requirements of Schedule 2 as to the making of deposited documents available for public inspection.

(4) Deposited documents shall be made so available at the times and at the places specified in the notice of proposals throughout the period beginning with the date on which the notice of proposals is first published and ending with the last day of the period of 6 weeks which begins with the date on which the order is made or, as the case may be, the authority decides not to make the order.

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