

Report to the Cabinet

Report reference: C-003-2015/16

Date of meeting: 11 June 2015



**Epping Forest
District Council**

Portfolio: Council Housebuilding Cabinet Committee

Subject: Bringing Forward Off-Street Parking at Torrington Drive, Loughton

Responsible Officer: Paul Pledger (01992 564248)

Democratic Services: Gary Woodhall (01992 564470)

Recommendations/Decisions Required:

- (1) That the off street parking scheme at Torrington Drive, Loughton be brought forward for inclusion in the 2015/16 programme to coincide with the Council house-building development, subject to resident consultation and planning approval; and**
- (2) That subject to recommendation 1 above, any new off-street parking spaces is provided as a Residents Parking Scheme, consistent with other schemes across the district with permits limited to one per household.**

Executive Summary:

At its meeting in February 2015, the Cabinet delegated authority to the Council House-building Cabinet Committee to consider the benefits of providing off street parking spaces in areas in close proximity to house-building sites at the same time as when the associated house-building feasibility study is considered and recommend to the Cabinet if and when any off-street parking sites are to be included in future years programmes. The recommendations set out in this report reflect the decisions of the Cabinet Committee at its meeting on 5 March 2015.

Reasons for Proposed Decision:

The Cabinet Committee have recommended that a report be submitted to the Cabinet recommending that priority be given to the provision of an off-street parking scheme in Torrington Drive, Loughton being undertaken, subject to a resident consultation; and that the Director of Neighbourhoods be asked to give consideration to including any new off-street parking spaces being provided as a Residents Parking Scheme.

Other Options for Action:

- (i) Not to bring forward the off street parking scheme at Torrington Drive. However, this would not offset the fears of local residents that any new housing development would create a parking problem in the future.**
- (ii) Not to provide the parking spaces as a Residents Parking Scheme. However, this would create free parking for commuters and would not benefit the local residents.**

(iii) To allow residents to apply for more than one parking permit on a first come first served basis. However, this would mean some residents would not be able to park their car and the availability of permits should be made available to all residents.

Report:

1. At its meeting in February 2015, the Cabinet decided that where sites included on the priority list for off-street parking that also feature on the agreed list for future Council House-building, then the effect each programme has on the other should be considered together, and that the Council House-building Cabinet Committee be delegated authority to consider the benefits of providing off street parking as part of the Feasibility Study and recommend to the Cabinet when each site is to be included in future years of the off street Programme.

2. In line with that decision, when considering the house-building development site at Burton Road, Loughton, the Cabinet Committee recommended that priority be given to the provision of an off-street parking scheme in Torrington Drive, Loughton being undertaken, subject to a resident consultation and that the Director of Neighbourhoods be asked to give consideration to including any new off-street parking spaces being provided as a Residents Parking Scheme. Torrington Drive is already top of the list for next year, so this report is looking to bring this scheme at Torrington Drive forward by 9-months.

3. This was in recognition that only 50% unallocated parking would be provided for the development and that an off-street parking scheme for Torrington Drive would offset any additional parking stress created, particularly bearing in mind the proximity to Debden Tube Station.

4. Due to the location of this proposed scheme being in the vicinity of Debden Tube Station, there is already a problem of high levels of commuters parking on Torrington Drive. It was therefore considered necessary that the implementation of this scheme should be provided as a Residents Parking Scheme.

5. North Essex Parking Partnership (NEPP) advises that this is feasible and that a budget of £3,000 – £3,500 plus advertising costs should be budgeted for.

6. The enforcement costs vary depending on what sort of level of enforcement is required but if this scheme is simply to be added to the area patrol list, it will cost £900 per annum. If more enforcement than that is required the cost would go up. The level of enforcement that £900 will pay for is based on the scheme currently operated in the Broadway. This generally involves a Civil Enforcement Officer patrolling in the mornings with another CEO sometimes patrolling in the afternoon. It is considered that this should be sufficient to enforce the scheme in the first instance but this will need to be kept under review.

7. We would not be able to start any work on an order for the area until after the new car park order is in place. This parking order is currently being developed for the Burton Road Area. This is currently being finalised and is due to come into force on 6th July.

8. The car park order that is currently being put in place for the locality has set parking charges at £43 per year for the first household permits issued to individual households. There are discounts for further permits.

9. An evaluation of the land available for an off-street parking scheme has taken place and it is possible to provide as many as 64 spaces in Torrington Drive, equivalent to 1 for each of the west facing flats that overlook the Central Line.

10. Using the average cost per bay of £3,340, this would equate to a total cost for

construction of around £215,000. The unallocated budget for off street parking currently stands at £1,916,465.

11. It is recommended that in the first instance, permits should be limited to one per household to ensure that all 64 in Torrington Drive have the opportunity to purchase one.

12. If permits were to be charged on the same basis as the local parking order at £43 per annum, assuming that 64 are issued, this would equate to an income of £2,752. With annual costs of £900, this would lead to a surplus of £1,852 per annum. Budgeting start-up costs of £4,000 including advertising, this would therefore be paid back by the third year of the scheme assuming all 64 spaces are taken up. If during consultation residents prefer a scheme with fewer spaces, then payback of the start-up costs will inevitably take longer.

Resource Implications:

The overall unallocated budget within the Capital Programme for the installation of off street parking bays is a total of £1,916,465. The anticipated expenditure for a scheme consisting of 64 spaces in Torrington Drive would be around £215,000. Income from the sale of permits would equate to £2,752 per annum. However, the one off start-up costs for the introduction of a Residents Parking Scheme would be around £4,000 and an annual cost of £900 to enforce.

Legal and Governance Implications:

The Housing Act 1985
Sections 45 and 46 of The Road Traffic Regulation Act 1994

Safer, Cleaner and Greener Implications:

Sites for future off-street parking have been assessed, taking account of access for emergency vehicles and waste lorries, as well as damage caused to green verges and open spaces.

Consultation Undertaken:

Consultation with residents for future schemes will take place. However, Local Ward Councillors were consulted at the time the feasibility study for the associated house-building scheme was considered by the Cabinet Committee.

Background Papers:

Previous Cabinet decisions in February 2015 and the decisions of the Cabinet Committee in March 2015.

Risk Management:

The main risks to the Council are that:

The contract to construct the off-street parking schemes has been developed to allow a continuation of work by using SOR's. However, the contract has annual break clauses so that there is no commitment to undertake any further works.

A safety audit is undertaken as part of the design stage, and this is agreed with ECC Highways as part of the consultation process.

All public utility companies are consulted to establish the extent and position of all underground services, so that the Council can minimise the risk of incurring unexpected costs when works commence.

As with all works procured by the Council, contractors are paid for work completed and not in advance. This means that if the Contractor goes into administration part-way through a contract, then the Council would have to step in and complete the works, but would not have over-paid.

All residents are consulted, and only schemes that attract the support of the majority of local residents are built. Therefore the risk of adverse publicity is reduced but not eliminated.

Due Regard Record

This page shows **which groups of people are affected** by the subject of this report. It sets out **how they are affected** and how any **unlawful discrimination** they experience can be eliminated. It also includes information about how **access to the service(s)** subject to this report can be improved for the different groups of people; and how they can be assisted to **understand each other better** as a result of the subject of this report.

S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

In February 2015, the Cabinet agreed to delegate authority to the Cabinet Committee to consider the merits of bringing forward off street parking schemes where it was felt it would local residents in the vicinity of house-building developments. Each parking scheme that is considered has already been assessed and ranked taking account of:

- Percentage of council tenants;
- Lack of off street parking;
- Road width;
- Verge/footway damage;
- Accident risk to pedestrians/drivers; and
- Special parking requirements.

Whilst the assessments take into account any technical or legal issues known at the time the initial assessments were undertaken, it does not take into account any technical or legal matters that may arise as part of a more detailed feasibility study, which may mean that some of these schemes may not actually be possible.

In all instances, local residents are consulted on whether they support an off-street parking scheme in their area, and if a majority does, they are consulted on the design and layout. All schemes that achieve the support of local residents are then subject to a planning application.

Disabled parking is incorporated in all off street parking schemes.