

## TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 12 JANUARY 2017

**Present:** Councillor Page (Chair).

Councillors Debs Absolom, Davies, Dennis, Duveen, Hacker, Hopper, Jones, Terry, and White.

**Apologies:** Councillor McDonald.

### 59. FORMER TRANSPORT USERS' FORUM - CONSULTATIVE ITEM

#### Questions

There were no questions submitted in accordance with the Panel's Terms of Reference.

### 60. MINUTES

The Minutes of the meeting of 3 November 2016 were confirmed as a correct record and signed by the Chair.

### 61. QUESTIONS FROM COUNCILLORS

There were no questions submitted in accordance with the Panel's Terms of Reference.

### 62. PETITIONS

#### (a) Petition for Parking Protection and Road Safety Measures on The Meadway

The Director of Environment and Neighbourhood Services submitted a report on the receipt of a petition from residents, asking the Council to implement parking protection and road safety measures on The Meadway, outside the shops, opposite the junction with Dee Road.

The petition read as follows:

*'We, the Residents of the above area, wish to bring to your attention the following complaints regarding the spoiling of our 'quality of life' and abuse of our facilities. The public car park on the Meadway, junction with Dee Road, naturally serves all four shops, Residents living adjacent to it, plus shoppers... and parents dropping off/collecting children from **FOUR** Primary Schools. From its layout, it was clearly designed as a **CAR** Park but over a period it has slowly devolved to become a lorry park/advertising area, mobile home/recovery vehicle park and home to an assortment of 'tradesman' vehicles, parked - not just overnight but 24/7.*

*Now the undersigned Residents Demand action be taken to resolve these problems.*

- 1. We demand Restricted Parking for cars by Household Permits, to be accompanied by short term free parking for up to 2 hours.*
- 2. The Parking slots to the north and south, outside the elderly and disabled residents bungalows be designated 'Disabled' and Emergency vehicles only.*

3. *As it is only a matter of time before a child is killed by a speeding vehicle within the car parking area, as many drivers use the side road to race through the parking areas, attempting to beat the traffic lights on the main (Meadway) road.*
4. *We further demand that traffic calming bumps be deployed to slow traffic into the front of the four shops and to the exit road. Three bumps in and three bumps out will help prevent such an accident, as described in 3. above **BEFORE** it happens.'*

At the invitation of the Chair the petition organiser, Peter Beckinsale, addressed the Sub-Committee on behalf of the petitioners.

**Resolved -**

- (1) That the report be noted;
- (2) That the petition be investigated and an update report submitted to a future meeting of the Sub-Committee.

**63. RESIDENTS PARKING SCHEME - TASK AND FINISH GROUP RECOMMENDATIONS**

Further to Minute 10 of the meeting held on 15 June 2016, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the Residents Parking Review and the options for future changes to the Residents Parking Scheme that had been identified by the Task & Finish Group that had been established in June 2016. A copy of the Residents Parking Scrutiny Task and Finish Group report was appended to the report.

The report stated that there were 19 Residents Parking Zones across the Borough encompassing all the areas and residential properties covered by the previous scheme but now providing more space on street throughout the larger zones. These changes were in line with previous decisions and reflected the outcomes of a survey of all residents within the Residents Parking Scheme. The report included a table that set out the number of permits that had been issued in 2015/16 and the current charges.

The report explained that residents had been able to renew residents and visitor permits online since April 2012. The majority of residents preferred this method of renewing their permits and the number of permits being renewed online was increasing year on year as more residents were using this facility.

New applications for residents' permits required one proof of residency and one proof of vehicle ownership. The majority of applications were received by post but, applications could also be received by email or hand delivered to the Civic Offices. Resident permits were valid for 12 months and could be renewed online without the requirement for further proofs. However, if a resident chose to renew their permit by post they would require the same level of proofs as a new application. Residents were sent a reminder letter approximately one month before the permit expired reminding them to renew. Visitor permits were also valid for 12 months from issue and could also be renewed online. However, if the renewal date was missed, they were required to complete a new application and provide the proof of residency. Temporary permits were issued if a resident changed their vehicle, had a temporary change or had just moved into a Residents

Parking Zone. The majority of permits were issued via the Civic Offices Customer Services reception. The current Residents Parking Scheme had been in place for five years.

The report explained that the Task and Finish Group had made a number of recommendations including the following:

**First Resident Permit Charges** - In order for the scheme to cover its costs and that of enforcement of the permit scheme, the introduction of a charge for the first residents permit was recommended. The various options the Task and Finish Group had considered and the estimated income that would be generated was set out in a series of tables in the report.

**Discretionary Permit Charges** - A number of permit types were currently issued free of charge: Discretionary First Resident, Carer, Charity (including Community Agency), Doctor (Medical Practitioner), Healthcare Professional (HCP) and Teacher permits. The report included a table setting out proposed charges for each of these permit types and the potential income based on the number of permits that had been issued in 2015/16.

The report explained that there was currently no proposal to amend any of the other permit charges.

The report stated that it was understood that residents might be resistant to the new charges, without seeing some benefits to themselves. Therefore it had been proposed that a number of service improvements were implemented, if first permit charges were introduced, as follows:

- Online Permit application process - A software upgrade to the back office permit processing system would open up the opportunity for residents to manage their permit needs such as ordering additional visitor permits and making new applications. This would be available by September 2017;
- Upgrade of the Approved Device (CCTV) vehicle for permit parking patrols - There was an opportunity to upgrade the vehicle with permit parking data for quicker detection of illegally parked vehicles in permit zones. The upgrade was expected to take three months through the new first permit charges and other potential benefits were Bus Lane/Bus Stop improved enforcement and vehicle surveys;
- Improved Enforcement of the permit zones - The Council would work with the Contractor to increase visits to the Residents Permit Zones;
- Report vehicle parking illegal via online reporting tool/application which could be implemented within a month of the new charges;
- Renew visitor permits without the need to re-apply;
- Explore options for print at home virtual visitor permit options - This would allow residents to book their visitor parking in advance and without the need to display a visitor's permit.

In addition to the recommendations outlined above the Task and Finish Group had considered other changes to the Residents Permit Scheme as follows:

**Teacher Permits** - Amending the current permit rules to establish the local need for an individual school needs rather than a maximum of 15 permits per school. The report included a table that set out the schools currently applying for permits.

**Transitional Arrangements** - Amending the rules/definitions to include a provision for households that had been recently added to a new/expanded permit zone to be granted a discretionary third permit at third permit cost for one year.

**Proof of Vehicle Ownership** - Amending the current permit rules/definition to exclude permits being issued where the vehicle was not registered at the household the permit was being applied for, for example, temporary residence and use of a vehicle registered outside the permit zone to a non-resident.

**Visitor Permit Renewals** - When a resident had missed their online renewal window, they were required to re-apply for the books of visitor permits. It had been recommended that until the new online permit application system was introduced that these could be renewed by the permit team without the need to re-apply if they met the criteria set out in the report.

**Refunds/Transfer** - It was recommended that no refunds were issued for first permit charges and that the first permit could be transferred to another household.

The Sub-Committee noted that it had not been possible to convene a final meeting of the Task and Finish Group in time to finalise proposals for the Sub-Committee and therefore the proposals were tabled in the name of the Chair of the Task and Finish Group, Councillor Jones.

The Sub Committee discussed the report and proposals in detail, noting that the proposed charges would go towards covering the costs of enforcing the schemes and other costs including maintenance of signage, road marking and administration of permits.

**Resolved -**

(1) That, on consideration of conclusions of the Residents Permit Parking Scrutiny Task and Finish Group tendered in the name of the Chair of the Task and Finish Group only, Councillor Tony Jones, Policy Committee be recommended to:

- (a) Introduce a charge for the first residents parking permit;
- (b) Set an annual charge of £30 for the first permit, with the charge for the second permit to remain at £120 per annum;
- (c) Set an annual charge of £30 for:
  - Discretionary Resident Permits (first permit)
  - Doctor (Medical Practitioner) permits
  - Healthcare Professional permits
  - Teacher permits;
- (d) Defer consideration for any charge for:
  - Charity first permit
  - Carer (first and second permit)

pending further investigation;

- (e) Introduce the charges from 1 April 2017, with the charge for the first permit only falling due at the renewal of individual existing first permits.
- (2) That the permit scheme rules and definitions be amended/added to:
  - (a) In particular, to amend the rules in relation to Teacher permits (as outlined in paragraph 4.4.2 of the report) that in future they be considered on the basis of the particular circumstances of each school and of a green travel plan;
  - (b) That the criteria allowing the introduction of a resident parking scheme be expanded to include roads and streets with a high proportion of off-road parking;
  - (c) That amendments be approved as detailed in the report in respect of Transitional Arrangements (paragraph 4.4.4) at the cost of a third permit, Proof of vehicle ownership (paragraph 4.4.5), Visitor Permit renewals (paragraph 4.4.6), and Refund/Transfer Policy (paragraph 4.4.7);
- (3) That the service improvements outlined in paragraphs 4.3.8 to 4.3.13 of the report be agreed;
- (4) That, subject to Policy Committee agreeing the recommendations of the Sub-Committee in (1) above, the current permit holders be notified by letter on the changes to the residents permit scheme;
- (5) That officers submit a report to the next meeting of the Sub-Committee listing all outstanding requests for resident parking schemes, in order that the Sub-Committee might consider priorities for implementation.

#### **64. RESULTS OF STATUTORY CONSULTATION: WELLS HALL - UPPER REDLANDS ROAD**

Further to Minute 29 of the meeting held on 14 September 2016, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with the result of the statutory consultation and officer recommendation for the introduction of the raised table junction at the entrance to the Wells Hall Development, Upper Redlands Road. A report setting out the objections to the proposed raised table was appended to the report.

The report stated that the Council had received three objections to the proposed introduction of the raised table. The objectors were opposed to the raised table as they did not believe it would cause any further slowing of the traffic following the recent introduction of a 20mph speed limit, increased vibration/disturbance from heavy vehicles and the creation of unnecessary visual pollution.

The report explained that in accordance with the Traffic Signs Regulation and General Directions Order (TSRGD) physical/vertical traffic calming measures were required on a carriageway with a 20mph speed limit. Speed cushions already existed on Upper Redlands Road and the proposed raised table would be a replacement of existing cushions. The existing cushions were located five metres west of the proposed raised table. The raised table would therefore have a negligible impact on vibration and visual pollution.

**Resolved -**

- (1) That the report be noted;**
- (2) That the raised table at the junction of Upper Redlands Road/New Road/Wells Hall access road be implemented, as advertised;**
- (3) That the Head of Legal and Democratic Services be authorised to seal the resultant Traffic Regulation Orders and no public inquiry be held into the proposals;**
- (4) That the objectors be informed of the decision of the Sub-Committee accordingly.**

**65. CRESCENT ROAD AND GRANGE AVENUE TRAFFIC MANAGEMENT MEASURES - UPDATE**

Further to Minute 9 of the meeting held on 15 June 2016, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the traffic management proposals which had aimed to address the concerns of rat-running traffic along Crescent Road. An indicative drawing of the proposals was appended to the report.

The report stated that the proposals would remove the rat-run route but, would also require residents to use alternative access routes and it was proposed that, once funding for such a traffic management scheme could be identified, that officers work with the Chair, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors to implement an informal consultation in the affected local area.

The results of the information consultation could be presented to a future meeting and a detailed design created. Once the design had been safety audited, and with agreement of the Sub-Committee, the proposals could be progressed to statutory consultation.

**Resolved -**

- (1) That the report be noted;**
- (2) That once funding for a traffic management scheme could be identified, an informal consultation was conducted locally, in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors;**
- (3) That a summary of the consultation results and a detailed proposal be submitted to a future meeting of the Sub-Committee.**

**66. WEST READING TRANSPORT STUDY - UPDATE**

Further to Minute 47 of the last meeting and Minute 33 of the meeting held on 14 September 2016, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on progress with the West Reading Transport Study.

## TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 12 JANUARY 2017

The report stated that in addition to the measures that had been set out in the report submitted to the September 2016 meeting it was now proposed to include an additional proposal to extend the waiting restrictions on Southcote Lane at the junction of Bath Road within the statutory consultation, as had previously been proposed through the Council's Annual Waiting Restriction Review. This proposed measure would improve the flow of buses and general traffic on Southcote Lane on the approach to Bath Road.

Implementation of the measure in Southcote, as outlined in the report, were subject to funding being made available from the Community Infrastructure Levy (CIL) contribution from the developer of the former Elvian school site on Southcote Lane.

With regard to Coley Park the feedback from the public exhibition had been reviewed by the Study Steering Group and a number of proposals had been developed for statutory consultation as follows:

- Improvements to the existing pedestrian and cycle link between Southcote and Coley Park;
- Improvements to the pedestrian cycle route between Wensley Road and Coley Avenue (running behind the former DEFRA offices site);
- Enhancements to the pedestrian route between Coley Avenue and Wensley Road;
- Implementation of a partial one way system on the Wensley Road loop to improve the flow of buses (particularly at the north west section);
- Implementation of a pedestrian crossing facility on Wensley Road outside St Mary and All Saints Primary School;
- Implementation of herringbone pattern road markings at the roundabout junction of Wensley Road/Rembrandt Way to reduce traffic speeds and improve pedestrian accessibility;
- Implementation of road markings to reduce traffic speeds on Wensley Road approaching the roundabout junction with Rembrandt Way;
- Provision of inset parking bays on the south side of Wensley Road and Holybrook Road;
- Provision of a passing point for traffic at the summit on Holybrook Road to improve the flow of buses at this existing pinch point;
- Implementation of access protection markings on Boston Avenue and Shaw Road to provide protection for resident's driveways;
- Introduction of an area wide 20mph zone to include all roads within Coley Park south of Berkeley Avenue.

The report proposed that statutory consultation through a Traffic Regulation Order would be carried out for the proposals above, with any objections submitted to the next meeting. In addition, it was also proposed that the Council would continue to monitor the increased demand for parking on Boston Avenue and Shaw Road, in the absence of a clear consensus from residents regarding the introduction of a Resident's Parking Scheme on these roads at the current time.

The report stated that it should be noted that implementation of any measures in Coley Park would be subject to funding being made available from the CIL contribution from the developer of the former DEFRA offices site.

**Resolved -**

- (1) That the report be noted and the proposal that officers continue to work up specific proposals for transport projects in the study area agreed;
- (2) That in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Service be authorised to carry out a statutory consultation and advertise the proposal set out in paragraphs 5.2 and 5.4 of the report in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;
- (3) That subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (4) That any objections received following the statutory consultation be submitted to a future meeting of the Sub-Committee.

**67. BI-ANNUAL WAITING RESTRICTION REVIEW - 2016B STATUTORY CONSULTATION**

The Director of Environment and Neighbourhood Services submitted a report that sought the approval of the Sub-Committee to carry out statutory consultation and implementation, subject to no objections being received, on requests for/changes to waiting/parking restrictions. The Bi-Annual waiting restriction review programme list of streets and officer recommendations was attached to the report at Appendix 1 and drawings to accompany the officer recommendations were attached to the report at Appendix 2.

The report explained that the Council received regular correspondence from the public, Councillors and organisations that had a desire for the Council to consider new or amend existing waiting restrictions. Requests were received on a six monthly basis commencing in March and September each year. It stated that in accordance with the report that had been submitted to the Sub-Committee on 14 September 2016 (Minute 36 refers) consultation with Ward Councillors had been completed.

The Sub-Committee reviewed the programme and agreed that in addition to the officer recommendations, the following request be progressed:

**5. Caversham: South View Avenue and Marsack Street**

At the invitation of the Chair, Philip Smith of St Stephens Close, Caversham addressed the Sub-Committee on behalf of the petitioners regarding item 6 on the schedule and Councillor David Absolom addressed the Sub-Committee regarding item 46 on the schedule. It was noted that, following the Sub-Committee's decisions on the Resident Parking Review (Minute 63 above refers) these requests and all others relating to resident parking permits would be included in the resident parking report to the next meeting of the Sub-Committee.

**Resolved -**

- (1) That the report be noted;



- (2) That in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out statutory consultation and advertise the proposals listed in Appendix 1 to the report, as amended above, in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;
- (3) That subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (4) That any objections received following the statutory advertisement be reported to a future meeting;
- (5) That the Head of Transportation and Streetcare, in consultation with the appropriate Lead Councillor be authorised to make minor changes to the proposals;
- (6) That no public enquiry be held into the proposals.

#### **68. MAJOR TRANSPORT AND HIGHWAYS PROJECTS - UPDATE**

The Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the current major transport and highways projects in Reading, namely:

##### **Reading Station Area Development**

###### **Cow Lane Bridges - Highway Works**

The report stated that Network Rail had confirmed in December 2016 that they were now required to carry out a full procurement process in order to identify a suitable contractor to construct the scheme and had confirmed that this process would delay the start of works until after Reading Festival in August 2017. Officers were awaiting a programme from Network Rail detailing the overall project plan but it was anticipated this would lead to completion in mid-2018.

##### **Thames Valley Berkshire Growth Deal Schemes**

###### **Green Park Station**

A bid had been submitted to the New Stations Fund for £2.8m additional funding which if successful would improve further passenger facilities at the station. A decision was anticipated by Network Rail in Spring 2017.

###### **Reading West Station Upgrade**

The report stated that a decision from Government on the bid to the Local Growth Fund was now expected in January 2017.

###### **South Reading Mass Rapid Transit**

## TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 12 JANUARY 2017

Phases three and four of the scheme had been ranked as the highest priority transport scheme in Berkshire for future funding from the Local Growth Fund and a decision had been anticipated from Government in November 2016.

### East Reading Park & Ride and Mass Rapid Transit

Preparation of the full scheme business case for the MRT scheme was being progressed and the assessment was now anticipated to be submitted to the Berkshire Local Transport Body in March 2017 to seek full financial approval for the MRT scheme. It was noted that the discussion of the Environmental Impact Assessment for the scheme was not expected to impact the planning timetable: a planning application would be submitted in spring 2017.

### National Cycle Network Route 422

A programme for delivery of the full scheme was being agreed between project partners, and it was now anticipated that the works in Reading would be able to commence in February 2017.

### Third Thames Bridge

The report reconfirmed that the Wokingham Strategic Transport Model was currently being updated to enable the modelling and business case work to be undertaken, and a bid had been submitted to the DfT to seek funding to undertake the next stage of the business case work for the scheme.

### Whiteknights Reservoir Scheme

The report stated that progress had fallen behind the original programme due to on-site issues, with the gabion basket retaining structure now due to be completed by early January 2017. Works on the flood wall running along the length of the Mockbeggar Allotment site would now commence in January 2017 with the hand railings now being installed in late February 2017. The single lane closure along Whiteknights Road managed by temporary traffic signals would now be required from 3 January 2017 until mid to late February 2017. The revised completion date was now set as early March 2017.

**Resolved - That the report be noted.**

(Councillor Duveen declared a non-pecuniary interest in this item. Nature of interest: Councillor Duveen's son worked for Network Rail)

(The meeting started at 6.30 pm and finished at 8.22 pm).