

To: Councillor Page (Chair);  
Councillors David Absolom, Ayub, Davies,  
Duveen, Hacker, Hopper, Jones, Terry,  
Whitham and Willis.

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7 January 2015

Your contact is: **Sally Poole - Committee Services**

## NOTICE OF MEETING - TRAFFIC MANAGEMENT SUB-COMMITTEE - 15 JANUARY 2015

A meeting of the Traffic Management Sub-Committee will be held on Thursday 15 January 2015 at 6.30pm in the Council Chamber, Civic Offices, Reading. The meeting Agenda is set out below.

### AGENDA

	<u>PAGE</u> <u>NO</u>
1. FORMER TRANSPORT USERS' FORUM - CONSULTATIVE ITEMS	
(A) QUESTIONS submitted in accordance with the Panel's Terms of Reference	-
(B) PRESENTATION - READING UK CIC	-

Members of the public attending the meeting will be invited to participate in discussion of the above items. All speaking should be through the Chair.

This section of the meeting will finish by 7.30 pm.

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	<u>WARDS AFFECTED</u>	<u>PAGE NO</u>
2. MINUTES OF THE SUB-COMMITTEE'S MEETING HELD ON 4 NOVEMBER 2014	-	1
3. DECLARATIONS OF INTEREST	-	-
4. QUESTIONS FROM COUNCILLORS	-	-
Questions submitted pursuant to Standing Order 36 in relation to matters falling within the Sub-Committee's Powers & Duties which have been submitted in writing and received by the Head of Legal & Democratic Services no later than four clear working days before the meeting.	-	-
5. PETITIONS		
(A) PETITION - ENGLISH MARTYRS CATHOLIC PRIMARY SCHOOL - PETITION FOR A CONTROLLED CROSSING	TILEHURST	13
To report to the Sub-Committee the receipt of a petition requesting that a zebra crossing be installed outside English Martyrs Catholic Primary School on Dee Road, Reading.		
(B) PETITION - AMERSHAM ROAD ESTATE, CAVERSHAM - PETITION FOR A 20MPH ZONE	CAVERSHAM	To follow
To report to the Sub-Committee the receipt of a petition requesting that a 20mph zone be introduced in the Amersham Road Estate to improve road safety.		
(C) OTHER PETITIONS		
To receive any other petitions on traffic management matters submitted in accordance with the Sub-Committee's Terms of Reference.		
6. PETITION UPDATE - REDLANDS SCHOOL - PETITION FOR A SAFER ROUTE TO SCHOOL	REDLANDS	16
A report updating the Sub-Committee on progress made since the receipt of a petition from some parents requesting a safer route to Redlands Primary School.		

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<p>7. RESIDENT'S PARKING REVIEW PHASE 2 - OBJECTIONS TO ADVERTISED TRAFFIC REGULATION ORDERS &amp; INFORMAL CONSULTATION RESULTS FROM WALDECK STREET AND SWAINSTONE ROAD</p> <p>A report informing the Sub-Committee of responses received to the advertised Residents Parking Traffic Regulation Order and seeking approval to carry out statutory consultation for a no waiting restriction within Patrick Road.</p>	<p>ABBEY, CAVERSHAM, KATESGROVE, REDLANDS &amp; PARK</p>	<p>19</p>
<p>8. NEW ZEBRA CROSSING ON CHATHAM STREET ASSOCIATED WITH CHATHAM PLACE</p> <p>A report seeking approval to carry out statutory notice procedures of the intention to establish a pedestrian crossing on Chatham Street.</p>	<p>ABBEY</p>	<p>38</p>
<p>9. KENAVON DRIVE - REVIEW OF ON-STREET PAY AND DISPLAY BAY, REQUEST TO CARRY OUT STATUTORY CONSULTATION</p> <p>A report seeking approval to carry out statutory consultation and implementation, subject to no objections being received, on the addition of residents permit parking to the existing on-street pay &amp; display bay within Kenavon Drive.</p>	<p>ABBEY</p>	<p>42</p>
<p>10. BI-ANNUAL WAITING RESTRICTIONS REVIEW 2014 - STATUTORY CONSULTATION</p> <p>A report seeking approval to carry out statutory consultation and implementation, subject to no objections being received, on requests for or changes to waiting/parking restrictions.</p>	<p>BOROUGHWIDE</p>	<p>45</p>
<p>11. ALL SAINTS JUNIOR SCHOOL - TRAFFIC MANAGEMENT REVIEW</p> <p>A report informing the Sub-Committee about a review of the current traffic measures in the vicinity of All Saints Junior School and seeking approval to carry out a Statutory Consultation on a proposed school keep clear marking on Brownlow Road in the vicinity of the school.</p>	<p>MINSTER</p>	<p>50</p>
<p>12. A33 PINCH POINT SCHEME - UPDATE</p> <p>A report providing the Sub-Committee with a progress update on the A33 Pinch Point Scheme and advising of any further key programme dates.</p>	<p>MINSTER/ WHITLEY</p>	<p>54</p>
<p>13. ANNUAL PARKING REPORT 2013-2014</p> <p>A report informing the Sub-Committee of the publication of the 2013/2014 Parking Services Annual Report under the Traffic Management Act 2004.</p>	<p>BOROUGHWIDE</p>	<p>57</p>

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|-----|---|--------------|-----|
| 14. | READING UNIVERSITY AND ROYAL BERKSHIRE HOSPITAL AREA:<br>ON-STREET PAY AND DISPLAY AND RESIDENTS' PARKING<br>SCOPING UPDATE   | REDLANDS     | 129 |
|     | A report updating the Sub-Committee on the future proposal to develop on-street pay and display and residents' parking proposals in and around the Hospital and University area.  |              |     |
| 15. | HIGHMOOR ROAD/ALBERT ROAD - PETITION FOR A SAFER<br>CROSSROADS - UPDATE   | THAMES       | 134 |
|     | A report updating the Sub-Committee on resultant review of the road safety improvement options to reduce accidents and the concern of accidents at the crossroads of Highmoor Road /Albert Road following the response to statutory consultation. |              |     |
| 16. | READING STATION - HIGHWAY WORKS UPDATE  | ABBEY/BATTLE | 140 |
|     | To provide a progress update on the Reading Station Redevelopment Project and the associated highway works and highlight the key programme dates for future works associated with Reading Station.  |              |     |
| 17. | LOCAL SUSTAINABLE TRANSPORT FUND UPDATE   | BOROUGHWIDE  | 145 |
|     | To update the Sub-Committee on progress with delivery of the Local Sustainable Transport Fund (LSTF) Small Package and the LSTF Large Partnership Package.  |              |     |
| 18. | CYCLE FORUM MEETING NOTES   | BOROUGHWIDE  | 149 |
|     | To inform the Sub-Committee of the discussions and actions arising from the October 2014 meeting of the Cycle Forum under the auspices of the approved Cycling Strategy.  |              |     |

The following motion will be moved by the Chair:

"That, pursuant to Section 100A of the Local Government Act 1972 (as amended) members of the press and public be excluded during consideration of the following item on the agenda, as it is likely that there would be disclosure of exempt information as defined in the relevant Paragraphs of Part 1 of Schedule 12A of that Act"

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| 19. | APPLICATIONS FOR DISCRETIONARY PARKING PERMITS  | A1 |
|     | To consider appeals against the refusal of applications for the issue of discretionary parking permits. |    |

**DATE AND TIME OF NEXT MEETING:**

Thursday 12 March 2015 at 6.30 pm

## TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 4 NOVEMBER 2014

**Present:** Councillors Page (Chair), D.L. Absolom, Ayub, Davies, Duveen, Hacker, Hopper, Jones, Terry, Whitham and Willis (from Item 48)

**Also in attendance:** Councillors Ennis and Vickers.

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

#### (1) Questions

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

#### (2) Presentation - Reading Bridge Strengthening Works

Sam Shean, Assistant Highways Manager, gave a presentation and answered questions on Reading Bridge Strengthening Works.

He explained that the Council had successfully bid for Government funding to carry out repairs to Reading Bridge, which had been slowly deteriorating due to water seepage, damaged concrete and erosion to the stone works. The work would involve pumping concrete into the void under the bridge and repairing the stone pillars and would reduce the need for future maintenance. Consideration had been given to completing the work at night to minimise the disruption to traffic, but this would not be possible due to noise as well as the safety of workers, and so there would be off-peak lane closures from Monday to Friday for this first stage. The work was scheduled to be completed by June 2015.

**Resolved:** That Sam Shean be thanked for his presentation.

### 43. MINUTES

The Minutes of the meeting of 11 September 2014 were confirmed as a correct record and signed by the Chair.

### 44. QUESTIONS FROM COUNCILLORS

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

### 45. PETITIONS

#### (a) Redlands School - Petition for a safer route to school

The Director of Environment and Neighbourhood Services submitted a report on the receipt of a petition with 53 signatures asking the Council to conduct a review of road safety around Redlands Primary School.

The petition read as follows:

*"Every child should have a safe route to school. Cars stopping and turning close to Redlands Primary School around collection and drop off times are causing road safety issues for children on Blenheim Gardens, Hatherley Road and other roads in the vicinity of the school.*

*We want the Council and Police to work together with parents and Redlands Primary School to find a solution to the road safety issue of cars around the school"*

The report stated that the issues raised within the petition were to be fully investigated and a future report submitted to the Sub-Committee for consideration.

Resolved:

- (1) That the report be noted;
- (2) That the issue be investigated and a report be submitted to a future meeting of the Sub-Committee for consideration;
- (3) That the lead petitioner be informed accordingly.

**46. PETITION UPDATE - RESIDENTS OF HOLMES ROAD REQUESTING REDUCTION IN SPEEDING AND ONE WAY PLUG**

Further to Minute 25a of the meeting of 11 September 2014, the Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the investigation carried out by officers following submission of a petition, signed by 12 residents of Holmes Road, requesting that access to Holmes Road in East Reading be restricted through the use of a one way plug and to reduce the speed of vehicles travelling within the road.

The report stated that Holmes Road was a standard width two-way road that was subject to a 30mph speed limit. It was noted at the meeting that this was incorrect as the road was in a 20mph zone.

The report explained that it was the duty of the highway authority to ensure that the highway was as safe as reasonably practicable and that this was achieved by using accident data supplied by the police so that the Council could identify a pattern of those locations that had the worst record. The accident statistics had been checked for Holmes Road and no injury accidents had been recorded in the past five years and the Council had to prioritise funding to areas with high levels of injury accidents.

The report stated that the request to close the road had been investigated and that it was possible, subject to full support from residents, but that access for large vehicles such as refuse collections would have to be protected and so a full design and cost assessment would have to be completed before a decision could be made.

It was proposed that the road continued to be monitored as part of the Council's ongoing road safety strategy and that Vehicle Activated Signs be provided, on a rotation basis, which could record usage and provide speed data.

At the invitation of the Chair, lead petitioner Rachel Benwell addressed the Sub-Committee and stated that the original petition had not sought the closure of the road, as stated in the report, but a one-way plug.

Resolved:

- (1) That the report be noted;
- (2) That Holmes Road continued to be monitored as part of the Council's ongoing road safety strategy and the Vehicle Activated Sign be used when possible as part of the annual sign rotation schedule;

- (3) That the issue be investigated further and a report on available options be submitted to a future meeting of the Sub-Committee for consideration;
- (4) That the lead petitioner be informed accordingly.

#### 47. PETITION UPDATE - RECREATION ROAD AND BLUNDELLS ROAD

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the investigation carried out by officers following the submission of a petition, signed by approximately 100 residents, to the Sub-Committee on 11 September 2014 (Minute 25c refers).

The report explained that Recreation Road and Blundells Road were standard width two-way roads with street lights and that both roads were subject to a 30mph speed limit and had parking on both sides of the road.

The report explained that it was the duty of the highway authority to ensure that the highway was as safe as reasonably practicable and that this was achieved by using accident data supplied by the police so that the Council could identify a pattern of those locations that had the worst record. The accident statistics had been checked for Recreation Road and Blundells Road and two slight injury accidents had been recorded in the past five years but unfortunately the Council had to prioritise funding to areas with higher levels of injury accidents.

Following a discussion at the meeting, it was agreed that further options, with funding implications, should be investigated.

Resolved:

- (1) That the report be noted;
- (2) That Recreation Road and Blundells Road continue to be monitored as part of the Council's ongoing road safety strategy and the Vehicle Activated Sign be used when possible as part of the speed awareness sign rotation schedule;
- (3) That the issue be investigated further and a report on available options, with funding implications, be submitted to a future meeting of the Sub-Committee for consideration;
- (4) That the lead petitioner be informed accordingly.

#### 48. RESIDENTS PARKING - EXTENSION OF RESIDENTS PARKING AREAS

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the requests received from residents and Ward Councillors regarding the amendment or introduction of resident parking areas, details of which were attached to the report at Appendix 1.

The report stated that, following a consultation of affected residents across the Borough in 2011, a reorganisation of all resident parking zones had been carried out to more closely match the available number of kerb side spaces with permits issued. This had resulted in a

reduction from 54 smaller zones to 14 larger zones. A number of minor amendments had been carried out in early 2014 to increase kerb-side space for resident permit holders within the existing areas to provide additional spaces across the zones.

The report explained that following these amendments and discussions with local residents and ward councillors, there had been a number of streets, listed in Appendix 1, that had requested changes to residents parking and it was proposed that these proceeded to statutory consultation.

A number of streets, also listed in Appendix 1, had requested the introduction of resident parking areas and it was proposed that informal consultation in the form of a household questionnaire be carried out in these areas and the results reported back to a future meeting of the Sub-Committee prior to any formal statutory consultation.

Resolved -

- (1) That the report be noted;
- (2) That, in consultation with the Chair of the Sub-Committee/ 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 on the proposals for Patrick Road (01R), Barry Place (03R), Cholmeley Terrace/Regent Street (12R), St Bartholomew's Road (14R) and to re-advertise Upper Redlands Road, Redlands Road, Sutton Walk and Whitley Park Lane from their existing zone numbers to Zone 15R, in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996 and, subject to no objections being received, to implement the proposals;
- (3) That any objections received following the statutory consultation be reported to a future meeting of the Sub-Committee;
- (4) That informal consultation be carried out by Ward Councillors with affected residents of the entire East Newtown area to ascertain whether they wished to remain 10am-4pm or to amend this to 8am-8pm;
- (5) That informal consultation be carried out with affected residents in other roads listed in Appendix 1 where requests had been made for the introduction of new areas of resident parking and that Sutton Place be added to this list;
- (6) That kerbside parking space around the existing Zone 02R area be reviewed and, if there was capacity for additional residents parking spaces, to consult with Ward Councillors prior to proceeding to formal consultation;
- (7) That proposals for waiting restrictions in Foxglove Gardens (05R) be developed in consultation with Ward Councillors.



**49. HIGHMOOR ROAD / ALBERT ROAD - PETITION FOR A SAFER CROSSROADS - OBJECTIONS TO THE ADVERTISED ORDER**

The Director of Environment and Neighbourhood Services submitted a report to update the Sub-Committee on objections, support and other comments received to the proposal to restrict vehicle movements from the west side of Highmoor Road across the junction with Albert Road. Approximately 70 individual representations had been received prior to the issue of the statutory notice and a further 15 received during the statutory period. The original list of options reviewed at the meeting on 11 September 2014 (minute 33 refers) was attached to the report at Appendix 1.

A supplementary report was tabled at the meeting which provided a summary of the representations received at Appendix 2 and set out officer's comments in response.

The report explained that the highway authority had a duty to take steps to both reduce and prevent collisions on the road network and to maintain and manage the road network and secure the safe and expeditious movement of traffic, which included pedestrians. As a result of this, the closure of the west side of Highmoor Road had been promoted to deal with a specific pattern of accidents that had resulted in three injuries within the last four years.

The report stated that the proposal to close the west side of Highmoor Road had prompted a significant response, most of which were from residents of the immediate area concerned with the displacement of traffic onto their street, as Highmoor Road was used by motorists as a link road across Caversham Heights. Concerns had also been raised about speeding on Albert Road.

Simon Beasley, Network Manager, presented pictures to the Sub-Committee to demonstrate the issues faced at this junction and tabled a letter from Rob Wilson MP that detailed results of a consultation that Mr Wilson had undertaken in the area.

**Resolved -**

- (1) That the objections received in response to the statutory consultation to restrict the west side of Highmoor Road at its junction with Albert Road be noted;**
- (2) That the Sub-Committee deferred making a decision asking for the options be investigated further and a report be submitted to the next meeting of the Sub-Committee for consideration;**
- (3) That the lead petitioner be informed accordingly.**

**50. PLAY STREETS UPDATE**

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the progress on Play Streets.

The report explained that Play Streets was a concept whereby residents closed their street to through traffic for a short period of time to allow children to play in the street safely. A list of ten reasons for Play Streets and the positive impact for both children and the

community was attached to the report at Appendix 1 and the current list of Play Streets in Reading was attached to the report at Appendix 2.

The experimental traffic regulation order that had been used to close roads for play streets was reaching the end of the 18 month legal limit and the report recommended that this not be made permanent but that streets should be closed using the Town Police Clauses Act 1847.

The report stated that no objections had been received to any of the current Play Street road closures, although some concerns had been raised about the principle of the scheme. The reasonable grounds for objection had been agreed at the meeting of Traffic Management Advisory Panel on 14 March 2013 (Minute 76 refers) and objections received on these grounds would be reported to the Lead Member for Strategic Environment, Planning and Transport and to a meeting of the Sub-Committee.

Resolved -

- (1) That the report be noted;
- (2) That the current experimental traffic regulation order used for Play Streets be allowed to expire at the end of its 18 month duration;
- (3) That Play Streets be continued using the Town Police Clauses Act 1847 to temporarily close roads;
- (4) That any objections received relating to the temporary closure of roads for Play Streets be reported to a future meeting of the Sub-Committee.

#### 51. FOOTWAY AND VERGE PARKING BAN UPDATE - TILEHURST

The Director of Environment and Neighbourhood Services submitted a report to update the Sub-Committee on the experimental footway and verge parking ban in the Tilehurst area.

The report stated that the original consultation had showed a 70:30 split in favour of a footway/verge parking ban and this level of support had continued throughout the trial. The trial had met the objectives in most areas, with positive feedback particularly related to the additional benefit of cars travelling at a lower speed.

The report explained that the residents of Mayfair had petitioned for the ban to be altered and that an alternative restriction would be sought to protect the grass verges once the Department for Transport had revised the Traffic Signs Regulations and General Directions (TSRGD) as this would allow local highway authorities more flexibility in signage.

The issue of drivers parking on footways outside shops and banks also needed to be addressed and this could be achieved through barriers, which would also provide additional cycle parking and could be delivered through the Local Sustainable Transport Fund (LSTF).

The report noted that the verges in Park Lane had not improved during the trial due to the concerns of residents with regard to traffic flow and so consideration would be given to changes to road markings as the road was sufficiently wide to accommodate on-street parking without disruption to traffic flow.

At the invitation of the Chair, Councillor Vickers addressed the Sub-Committee.

Resolved -

- (1) That the report be noted;
- (2) That the ban on footway and verge parking in Tilehurst (with the exception of Mayfair) be permanently implemented;
- (3) That, following the revised Traffic Signs Regulations and General Directions (TSRGD) an alternative restriction be considered for Mayfair to protect the grass verges;
- (4) That a further report on the issues identified in the report, in particular reseeded of verges, road markings in Park Lane and the introduction of more cycle parking, be submitted to a future meeting of the Sub-Committee.

**52. CIVIC 'B' CAR PARK - CHANGES TO DAYS AND HOURS OF OPERATION AND INTRODUCTION OF EXPERIMENTAL TRAFFIC REGULATION ORDER**

The Director of Environment and Neighbourhood Services submitted a report advising the Sub-Committee of a proposal to change the days and hours of operation and the tariff rate in the Civic 'B' Car Park and the introduction of an experimental 'Off Street' car parking order for 18 months.

The report stated that the car park was currently used by Council employees between 8am and 6pm, Monday to Friday, and was open to members of the public as a Pay and Display car park at other times. Following the move to the new Council Offices, this car park would no longer be used for staff car parking and so it was proposed to introduce an experimental 'Off-Street' Places Order to allow for members of the public to use the car park 24 hours per day and seven days a week at the same tariff rate as was currently offered for evening and weekend parking.

Resolved -

- (1) That the report be noted;
- (2) That the proposed changes to the days and hours of operation and the tariff rate in Civic 'B' Car Park be approved as detailed in the report;
- (3) That season tickets, as detailed in the report, be introduced in Civic 'B' Car Park;
- (4) That, in consultation with the Chair of the Sub-Committee/Lead Councillor for Strategic Environment, Planning and Transport, the Head of Legal and Democratic Services be authorised to carry out the statutory consultation and advertise the Experimental Traffic Regulation Order and, subject to no objections being received within the first six months, to implement the proposal permanently;
- (5) That any objections to the Experimental Order be reported to a future meeting of the Sub-Committee;

- (6) That the Head of Transportation and Streetcare be authorised to implement the changes to tariff in the Civic 'B' Car Park.

**53. WINTER SERVICE PLAN 2014-2015**

The Director of Environment and Neighbourhood Services submitted a report to update the Sub-Committee on the outputs delivered by the 2013/14 Winter Service Plan during the 2013/14 winter period and of the 2014/15 Winter Service Plan which was intended to manage the 2014/15 winter period.

The report stated that the 2013/14 winter had been a wet and relatively mild winter season with no prolonged weather events, although there had been several occasions when marginal temperatures had triggered treatment of the primary network.

The report explained that the 2013/14 Winter Service Plan had been reviewed and the results used to update the 2014/15 Plan.

**Resolved -**

- (1) That the report be noted;
- (2) That the outputs delivered by the 2013/14 Winter Service Plan and subsequent procedures be noted;
- (3) That the 2014/15 Winter Service Plan be endorsed.

**54. PROHIBITION OF MOTOR VEHICLES TO GARAGE AREAS - SOMERSTOWN COURT AND WOOD GREEN CLOSE**

The Director of Environment and Neighbourhood Services submitted a report seeking approval to carry out statutory consultation and, subject to no objections being received, implement a prohibition of motor vehicles except for access for residents, to the garage areas in Wood Green Court and Somerstown Court, to be enforced using physical barriers. Maps showing the location of the garages were attached to the report at Appendix 1.

The report stated that the garage areas of Somerstown Court and Wood Green Close had regularly been used by prostitutes bringing clients in cars and so residents had requested some form of physical barrier to prevent access to non-residents in vehicles. Additional work by the anti-social behaviour team and the police would also help to reduce the problem.

**Resolved -**

- (1) That the report be noted;
- (2) That, in consultation with the Chair of the Sub-Committee/Lead Councillor for Strategic Environment, Planning and Transport, the Head of Legal and Democratic Services be authorised to carry out the statutory consultation and advertise the proposals attached to the report at Appendix 1 in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996 and, subject to no objections being received, to implement the Traffic Regulation Order;

- (3) That any objections received following the statutory advertisement be reported to a future meeting of the Sub-Committee.

**55. READING STATION - HIGHWAY WORKS UPDATE**

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on progress on the Reading Station Redevelopment Project and associated highway works.

The report stated that the work on the Northern Interchange and North public square had been completed and that work on the Southwest Interchange, cycle parking hubs and the South public square was progressing well and should soon be completed.

The remaining works to the west of the station at Cow Lane included a new elevated railway that was supported by a viaduct and a new railway depot facility. As part of the viaduct works, Network Rail were due to remove the arched Cow Lane Bridge over the 2014 Christmas holiday period. This would create a temporary footway beneath the bridge, but there would still be traffic signals for vehicles as the width of the road would not be increased at this stage.

The report explained that a Public Inquiry was required as objections to the Cow Lane Bridges Compulsory Purchase Order (CPO) and Side Roads Order (SRO) had been received by some of the affected landowners and that this had delayed the construction programme. Negotiations had continued with the objectors and there remained a possibility that if the proposed agreements were approved and the objections withdrawn, the Public Inquiry would no longer be required.

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

**56. EAST AREA TRANSPORT STUDY UPDATE**

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on progress with the East Area Transport Study.

The report stated that substantial completion had been achieved on the work along London Road and adjoining streets which had included widening and resurfacing footways and shared cycleways, upgrading of traffic signals and the introduction of raised junction tables.

The highway improvements at Cemetery Junction had included resurfacing of roads and footways, new street furniture such as cycle parking and benches, landscaping and tree planting, the upgrade of traffic signals and a new pedestrian crossing.

The report explained that advisory cycle lanes on Southampton Street and Silver Street would be progressed separately in early 2015 and a pedestrian refuge island installed on Pepper Lane.

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

**57. LOCAL SUSTAINABLE TRANSPORT FUND UPDATE**

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on progress with delivery of the Local Sustainable Transport Fund (LSTF) Small Package, for which £4.9m funding had been approved by the Department for Transport (DfT) in July 2011 and the LSTF Large Partnership Package, for which £20.692m funding had been approved by the DfT in June 2012.

The report provided an update on each of the five delivery themes of the LSTF programme, with particular focus on projects that had reached milestones within the previous three months, including the work that had commenced on the construction of the Pedestrian/Cycle bridge over the River Thames and the proposed new Park and Ride/Rail projects at MereOak, by M4 Junction 11 and at Winnersh Triangle, both in partnership with Wokingham Borough Council and at Theale Station in partnership with West Berkshire Council and First Great Western.

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

**58. NEW ZEBRA CROSSING ON NORTHUMBERLAND AVENUE OUTSIDE GEOFFREY FIELD INFANT AND JUNIOR SCHOOL**

The Director of Environment and Neighbourhood Services submitted a report seeking approval to carry out statutory notice procedures on a proposal to install a new zebra crossing on Northumberland Avenue in the vicinity of the pedestrian entrance to Geoffrey Field Infant and Junior Schools. A drawing showing the location of the proposed crossing was attached to the report at Appendix 1.

The report stated that the proposed zebra crossing would be funded by S106 Planning Contributions from the planning applications to expand the schools which were approved by the Planning Applications Committee on 10 September 2014 (minute 27 refers).

The report explained that as well as the new crossing, anti-skid surfacing would be laid on the approaches to the crossing as a safety measure.

At the invitation of the Chair, Councillor Eden addressed the Sub-Committee and requested that the work on the zebra crossing be postponed until after a more thorough review had been completed on road safety on Northumberland Avenue and other roads in the area. It was agreed that this would best be achieved through the establishment of a South Area Transport Study as this area covered a number of Wards.

**Resolved -**

- (1) That the report be noted;
- (2) That the Head of Legal and Democratic Services be authorised to carry out the statutory notice of the intention to establish a pedestrian crossing on Northumberland Avenue (as shown in Appendix I) in accordance with Section 23 of the Road Traffic Regulation Act 1984;
- (3) That officers, in consultation with the Chair of the Sub-Committee/Lead Councillor for Strategic Environment, Planning and Transport, establish a South Area Transport Study to review a range of road safety options

across this area and that the outcome of the review be reported to a future meeting of the Sub-Committee.

**59. READING GIRL'S SCHOOL - TRAFFIC CALMING MEASURES ALONG NORTHUMBERLAND AVENUE**

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the traffic calming options being considered to mitigate the implications of the increased capacity at Reading Girl's School.

The report stated that the proposed traffic calming measures would be funded by S106 Planning Contributions from the planning application for the demolition of the existing buildings and the construction of a new secondary school which had been approved by the Planning Applications Committee on 10 September 2014 (minute 27 refers).

The report explained that the new school would increase the school's capacity by 10% from 947 pupils to 1050 pupils and it was noted that the existing school was currently under capacity with just 656 pupils on roll and so the new school could result in a considerable increase in the number of children travelling to and from school.

The recommended proposals were to extend the 20mph limit along Northumberland Avenue and to review the existing traffic calming features with the intention of bringing a detailed report to a future meeting of the Sub-Committee.

At the invitation of the Chair, Councillor Eden addressed the Sub-Committee.

Resolved -

- (1) That the report be noted;
- (2) That a further report be prepared as part of the South Area Transport Study and submitted to a future meeting of the Sub-Committee for consideration.

**60. EXCLUSION OF PRESS AND PUBLIC**

Resolved -

That, pursuant to Section 100A of the Local Government Act 1972 (as amended) members of the press and public be excluded during consideration of Items 61 and 62 below, as it was likely that there would be disclosure of exempt information as defined in the relevant Paragraphs of Part 1 of Schedule 12A of that Act.

**61. APPLICATIONS FOR DISCRETIONARY PARKING PERMITS**

The Director of Environment and Neighbourhood Services submitted a report giving details of the background to her decisions to refuse applications for Discretionary Parking Permits from a total of nine applicants, who had subsequently appealed against these decisions.

Resolved -

- (1) That with regard to application 1.2, a discretionary permit be issued, personal to the applicant and charged at the third permit fee, subject to one being available within the allocation for the property;
- (2) That with regard to applications 1.3, 1.7 and 1.8, discretionary permits be issued, personal to the applicants and charged at the third permit fee;
- (3) That with regard to application 1.4, a charity permit be issued, personal to the applicant;
- (4) That with regard to application 1.5, two free books of visitor's permits be issued, personal to the applicant;
- (5) That the Director of Environment and Neighbourhood Services' decisions to refuse applications 1.0, 1.1 and 1.6 be upheld.

## 62. SUTTON WALK - APPLICATIONS FOR DISCRETIONARY PARKING PERMITS

The Director of Environment and Neighbourhood Services submitted a report giving details of the background to her decision to refuse an application for a Discretionary Parking Permit from an applicant in Sutton Walk, who had subsequently appealed against this decision and of a request from residents of Sutton Walk to be included within a residents parking zone.

Resolved -

- (1) That the application be accepted and the permit allocation applied for issued,
- (2) That all residents of Sutton Walk be written to offering the opportunity to apply for discretionary permits,
- (3) That permits then be issued on receipt of the application as if the normal scheme rules applied.
- (4) That Sutton Walk be included in the Residents Permits Traffic Regulation Order for The Mount.

(Exempt information as defined in Paragraphs 1 and 2).

(The meeting started at 6.30pm and finished at 8.57pm).



READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	15 JANUARY 2015	AGENDA ITEM:	5(a)
TITLE:	PETITION FOR A ZEBRA CROSSING OUTSIDE ENGLISH MARTYRS CATHOLIC PRIMARY SCHOOL ON DEE ROAD		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	NORCOT
LEAD OFFICER:	CRIS BUTLER	TEL:	0118 937 2068
JOB TITLE:	ASSISTANT NETWORK MANAGER	E-MAIL:	<a href="mailto:Cris.butler@reading.gov.uk">Cris.butler@reading.gov.uk</a>

1. EXECUTIVE SUMMARY

- 1.1 To report to the Sub-Committee the receipt of a petition asking the Council to install a zebra crossing outside English Martyrs Catholic Primary School on Dee Road.

2. RECOMMENDED ACTION

- 2.1 That the Sub-Committee notes the report.
- 2.2 That the issue is investigated and a future report be submitted to the Sub-Committee for consideration.
- 2.3 That the lead petitioner be informed accordingly.

3. POLICY CONTEXT

- 3.1 The provision of pedestrian crossing facilities and associated criteria is specified within existing Traffic Management Policies and Standards.

#### 4. THE PROPOSAL

- 4.1 A petition containing 900 signatures has been received asking the Council to install a zebra crossing outside English Martyrs Catholic Primary School on Dee Road.

*The petition reads - "KEEP OUR CHILDREN SAFE - Objective:- to make a safer, accessible, child friendly road to ensure the safety of our children! When crossing a VERY busy road to access our school, whilst the road is currently 20mph, drivers go excessively faster than this causing frequent near misses.*

*It is of great concern that one day a child, parent or pedestrian will be seriously hurt*

*Aim:- For a zebra crossing to be installed outside English Martyrs school."*

- 4.2 The issues raised within this petition are to be fully investigated and a future report is to be submitted to the Sub-Committee for consideration.

#### 5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 To promote equality, social inclusion and a safe and healthy environment for all.

#### 6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 The lead petitioner will be informed of the findings of the Sub-Committee.

#### 7. LEGAL IMPLICATIONS

- 7.1 None arising from this report.

#### 8. EQUALITY IMPACT ASSESSMENT

- 8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;

- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

8.2 The Council will carry out an equality impact assessment scoping exercise prior to submitting the update report to a future meeting of the Sub-Committee.

## **9. FINANCIAL IMPLICATIONS**

9.1 None arising from this report.

## **10. BACKGROUND PAPERS**

10.1 None.

## READING BOROUGH COUNCIL

### REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	15 JANUARY 2015	AGENDA ITEM:	6
TITLE:	PETITION UPDATE - REDLANDS PRIMARY SCHOOL		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	REDLANDS
LEAD OFFICER:	ANDREW STURGEON	TEL:	0118 937 2101
JOB TITLE:	ASSISTANT ENGINEER	E-MAIL:	Andrew.sturgeon@reading.gov.uk

#### 1. EXECUTIVE SUMMARY

- 1.1 To update the Sub-Committee on progress made since the receipt of a petition from some parents requesting a safer route to Redlands Primary School.

#### 2. RECOMMENDED ACTION

- 2.1 That the Sub-Committee notes the report.

#### 3. POLICY CONTEXT

- 3.1 The provision of waiting restrictions, traffic management and associated criteria is specified within existing Traffic Management Policies and Standards.

#### 4. THE PROPOSAL

- 4.1 A petition was submitted to the November 2014 Traffic Management Sub Committee. This read *“Every child should have a safe route to school. Cars stopping and turning close to Redlands Primary School around collection and drop off times are causing road safety issues for children on Blenheim Gardens, Hatherley Road and other roads in the vicinity of the school.*

*We want the council and police to work together with parents and Redlands Primary School to find a solution to the road safety issues of cars around the school”.*

- 4.2 Following receipt of the petition the council has appointed a school crossing patrol officer. The school crossing patrol commences at the beginning of the spring term. The school crossing patrol officer will be situated on the zebra crossing at Addington Road.
- 4.3 This location was chosen as the majority of pupils reside to the north of the school location and those travelling by foot have to cross on Addington Road. This area has also been promoted as part of the Eastern Area 20mph scheme.
- 4.4 School Keep Clear Markings are present outside the immediate vicinity of the school, to protect the safety of the children during school pick up/drop off time. In addition the section of Lydford Road nearest the school has a prohibition of driving along with associated bollards. Due to the density of dwellings and associated parking, any further restrictions would result in an overall loss of kerb side parking space which would have an impact upon the residents.

## **5. CONTRIBUTION TO STRATEGIC AIMS**

- 5.1 To promote equality, social inclusion and a safe and healthy environment for all.

## **6. COMMUNITY ENGAGEMENT AND INFORMATION**

- 6.1 The council has worked with the school community to find candidates to fill the vacancy for the school crossing patrol.

## **7. LEGAL IMPLICATIONS**

- 7.1 None

## **8. EQUALITY IMPACT ASSESSMENT**

- 8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-
  - eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;

- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

## **9. FINANCIAL IMPLICATIONS**

- 9.1 The funding comes from existing road safety funding for school crossing patrols.

## **10. BACKGROUND PAPERS**

- 10.1 Traffic Management Sub Committee November 2014.

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	15 JANUARY 2015	AGENDA ITEM:	7
TITLE:	Residents Parking Review Phase 2 OBJECTIONS TO ADVERTISED TRAFFIC REGULATION ORDERS & INFORMAL CONSULTATION RESULTS FROM WALDECK STREET AND SWAINSTONE ROAD		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	ABBEY, CAVERSHAM, KATESGROVE, REDLANDS & PARK
LEAD OFFICER:	ANDREW STURGEON	TEL:	0118 937 2101
JOB TITLE:	ASSISTANT ENGINEER	E-MAIL:	Andrew.sturgeon@reading.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 To note the responses received to the advertised Residents Parking (No 2) 2014 Traffic Regulation Order and to seek approval to carry out statutory consultation for a no waiting restriction within Patrick Road
- 1.2 Members must agree on either to implement the proposed schemes as advertised or not to proceed with implementation.
- 1.3 Appendix 1 - Advertised drawings as part of Residents Parking (No2) 2014 Traffic Regulation Order.  
Appendix 2 - Responses received in relation to the advertised Traffic Regulation Order.  
Appendix 3 - Proposed and existing restrictions within Patrick Road.  
Appendix 4 - Responses received in relation to informal consultation carried out in Waldeck Street and Swainstone Road.

## **2. RECOMMENDED ACTION**

- 2.1 That the Sub-Committee note the report.
- 2.2 That objections and comments of support for schemes, noted in Appendix 2 are considered by members and a recommendation is made to either implement or reject the proposals.
- 2.3 That the Head of Legal and Democratic Services be authorised to seal the Traffic Regulation Order (Resident Parking No 2) 2014, and no public inquiry be held into the proposals.
- 2.4 That the objectors be informed of the decisions of the Sub-Committee accordingly.
- 2.5 Should the Sub-Committee decide to proceed with a no waiting restriction on Patrick Road, then in consultation with the Chair of the Sub-Committee, Lead Councillor for Strategic Environment, Planning and Transport and local Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out statutory consultation on a traffic regulation order.
- 2.6 Should the Sub-Committee decide to proceed with a resident parking scheme in Waldeck Street and/or Swainstone Road, then in consultation with the Chair of the Sub-Committee, Lead Councillor for Strategic Environment, Planning and Transport and local Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out statutory consultation on a traffic regulation order.

## **3. POLICY CONTEXT**

- 3.1 To secure the most effective use of resources in the delivery of high quality, best value public service.
- 3.2 To make travel more secure, safe and comfortable for all users of the public highway.

## **4. BACKGROUND**

- 4.1 Barry Place (Abbey)
  - 4.1.1 A number of complaints had been received from residents of Barry Place regarding their difficulty with parking within the cul-de-sac. There are no parking restrictions on street and this often leads to the area becoming fully parked up. Areas for residents parking along with



no waiting at any time were initially advertised as part of the Phase 1 proposals. However this was objected to by the majority of residents within the street, as there was concern that the marked bays not being directly outside their properties would be a hindrance rather than help. Residents submitted their own plan of where they felt the restrictions should go, and based on this a revised proposal was taken to statutory consultation, This is shown in Appendix 1. There have been no responses received to this advertised proposal, but as this is based on residents preferred option, the officer recommendation would be to implement as advertised.

#### 4.2 Patrick Road (Caversham)

4.2.1 Residents of the terraced housing within Patrick Road have for a number of years campaigned for resident parking restrictions within this road. Following the decision of the Traffic Management Sub Committee in September 2014, approval to advertise a shared use resident parking scheme within Patrick Road was granted. Comments from residents received during the statutory consultation tabled in Appendix 2 for member's consideration.

4.2.2 Patrick Road can be split into three distinct areas, the terraced houses at the beginning of the street where shared use residents parking is proposed, the "middle section" where newer properties with off street parking facilities are present and Tamesis Place. Each section has its own parking issues and this is reflected in the responses received to the consultation.

4.2.5 Officers would recommend implementing the shared use resident parking restrictions as advertised and seek approval to carry out statutory consultation on a No waiting Monday to Friday 9am-5.30pm for the "middle section" of Patrick Road, as shown on Appendix 3.

#### 4.3 St Bartholomew's Road and Cholmeley Terrace/Regent Street (Park).

4.3.1 Residents of St Bartholomew's Road have for some time expressed their concern with unrestricted parking on the eastern side of St Bartholomew's Road. During Phase 1 of the resident parking review a shared use proposal was advertised for this section, however this was rejected at the TMSC in September 2014. Following further consultation with ward councillors and residents, a proposal for resident parking or 2 hours no return within 2 hours 8am-8pm, was promoted via statutory consultation. The comments received are tabled in Appendix 1 and the officer recommendation is to implement the proposals as advertised.

4.3.2 Following the removal of the residents parking bay on the south side of Cholmeley Terrace within Phase 1, residents of the area feel there was a net loss in available resident parking spaces. Although pleased

that the section was removed, as this led to footway parking and a very narrow carriageway, residents would like to see the space removed compensated elsewhere. This is achievable by reducing the length of no waiting at any time, and extending the resident parking bays at two locations. No comments have been received during the statutory consultation period, and the officer recommendation is to implement this change.

#### 4.4 Upper Redlands Road, Redlands Road and Whitley Park Lane (Redlands)

4.4.1 Following the introduction of resident parking schemes in The Mount and New Road, residents and ward councillors have asked that the nearby streets be consolidated into Zone 15R. This will fall in line with local and national guidance which suggests single street Resident Parking zones should not be used. Prior to the statutory consultation residents of Redlands Road and Upper Redlands Road expressed support for this, however no comments have been received during the statutory consultation period. The officer recommendation is to implement this change.

#### 4.5 Waldeck Street and Swainstone Road (Katesgrove)

4.5.1 Katesgrove ward councillors and residents of these two streets have expressed support for a resident permit scheme due to the difficulty residents have finding kerb side spaces to park. These roads currently have no waiting restrictions and border Zone 10R within Katesgrove.

4.5.2 In December 2014, an informal survey was distributed to all properties within these two streets to gauge the level of support from residents for a residents parking scheme. The results of the survey are shown in Appendix 4.

4.5.3 Members should consider these responses and decide whether a resident parking scheme for these two roads should proceed to statutory consultation.

### 5. CONTRIBUTION TO STRATEGIC AIMS

5.1 To promote equality, social inclusion and a safe and healthy environment for all.

### 6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 Informal consultations have been carried out with residents prior to the statutory consultation process and statutory consultation was

carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

**7. LEGAL IMPLICATIONS**

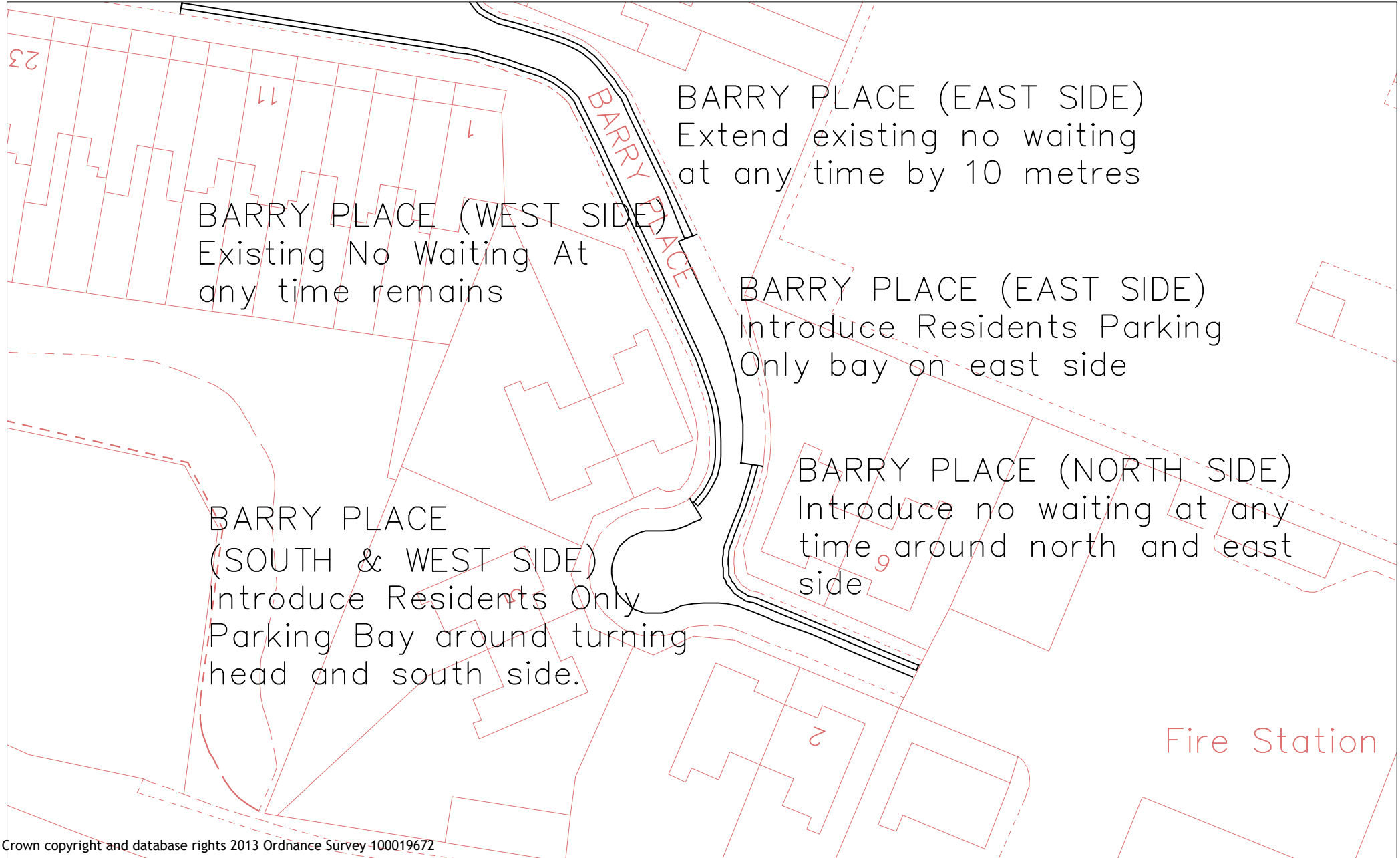
- 7.1 Any proposals for waiting restrictions are advertised under the Road Traffic Regulation Act 1984 as required.

**8. FINANCIAL IMPLICATIONS**

- 8.1 Costs of scheme implementation will be funded through existing transport and parking budgets.

**9. BACKGROUND PAPERS**

- 9.1 Traffic Management Sub-Committee 5<sup>th</sup> November 2014 & 12<sup>th</sup> September 2014.



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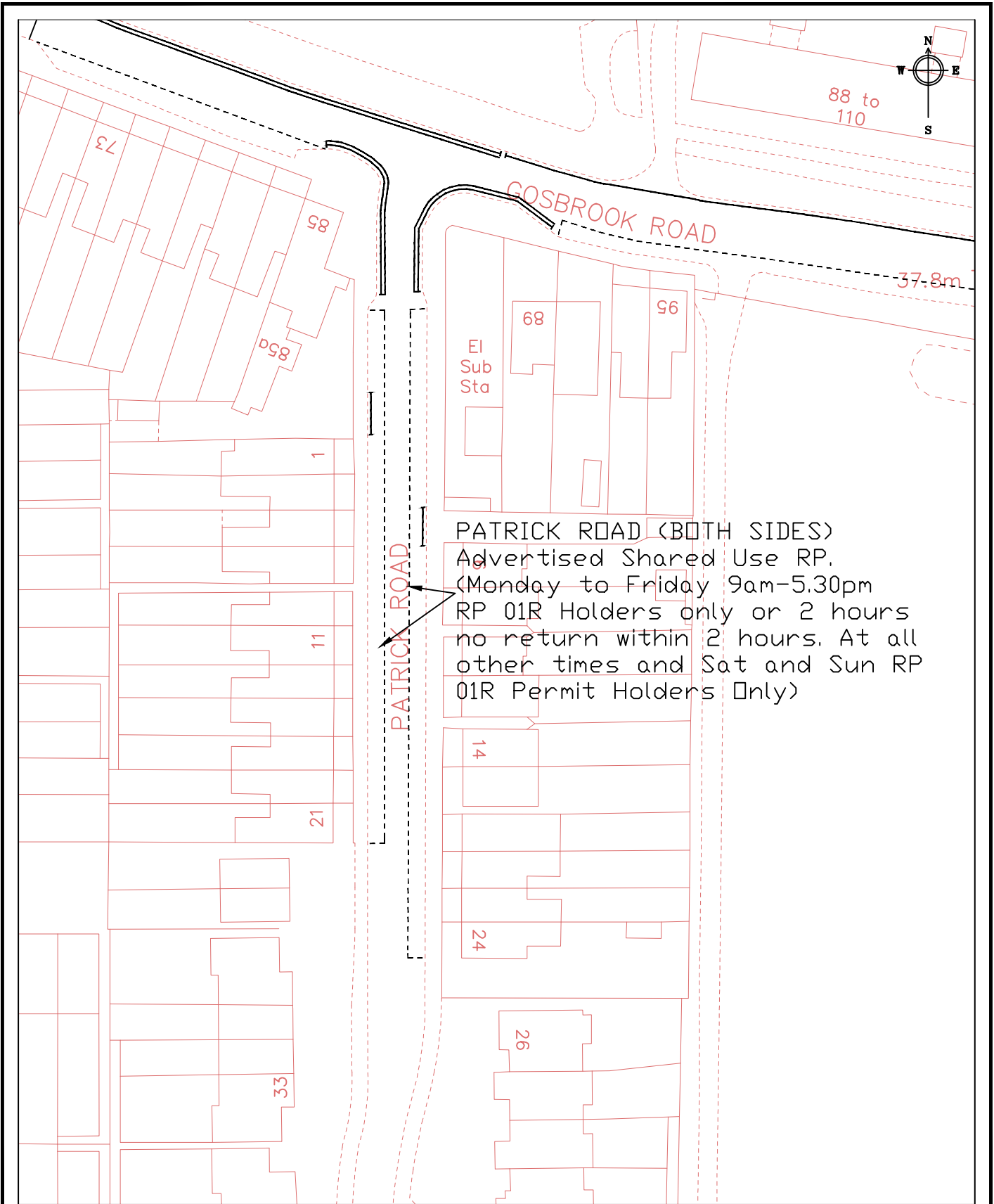
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Residents Parking Zone Review (2)  
-Area 03R - BARRY PLACE

Drawing  
TMSC Jan 2015 Item 4 Appendix 1

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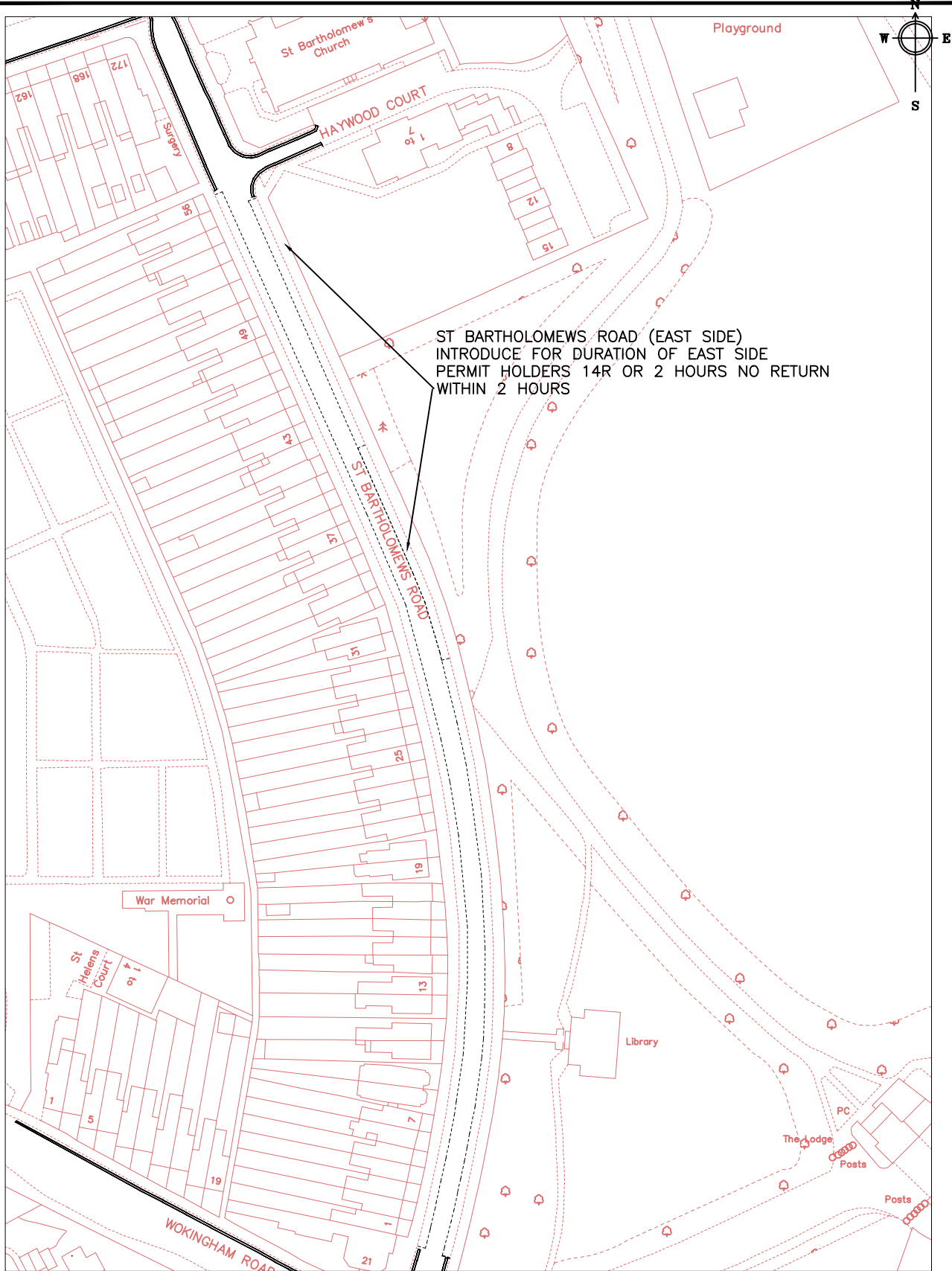
Department of Environment  
Civic Centre  
Reading  
RG1 7TD

Project Residents Parking Zone Review (2) -  
Area 01R PATRICK ROAD

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Project Residents Parking Zone Review (2)  
-Area 14R - ST BARTHOLOMEWS ROAD

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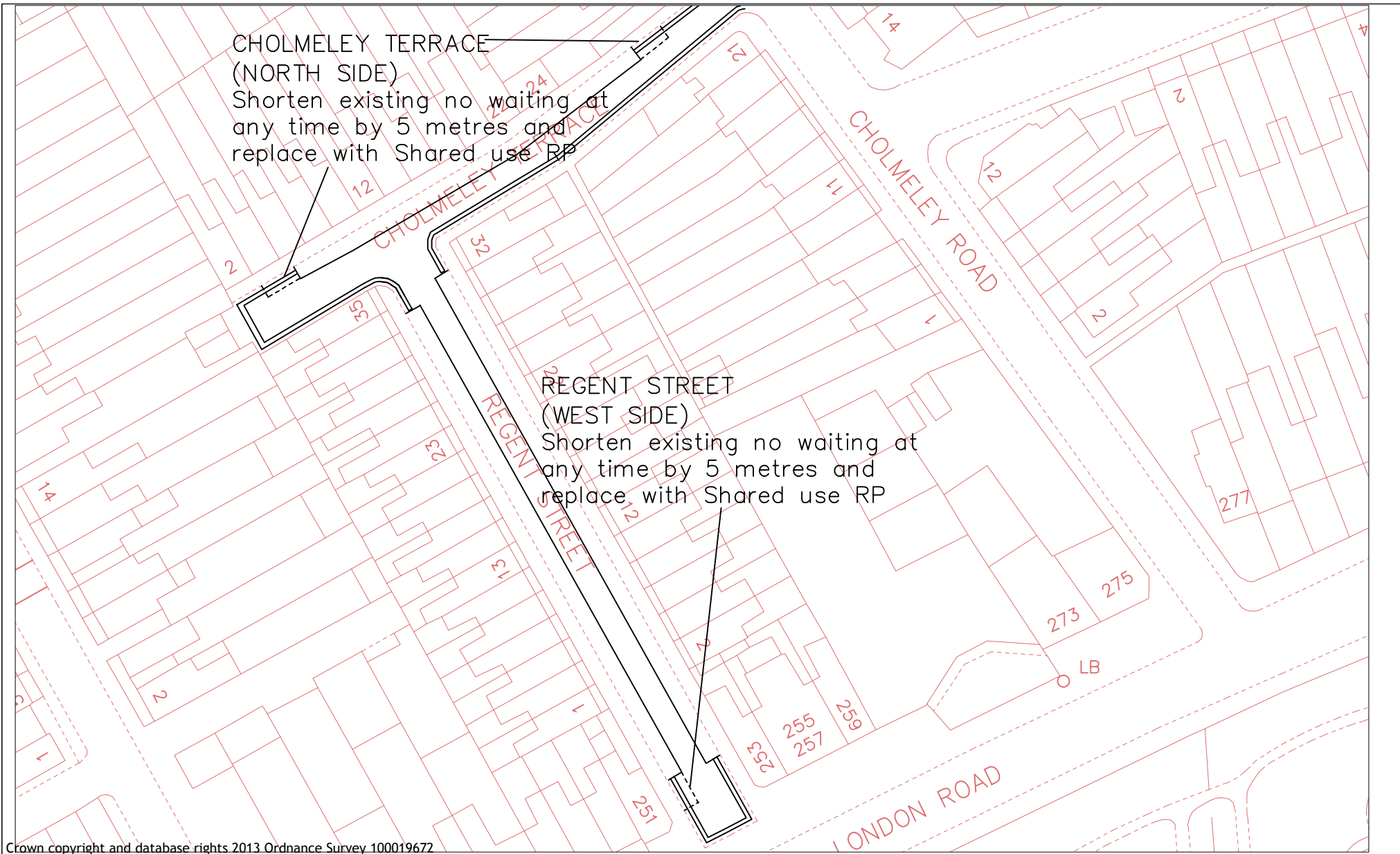
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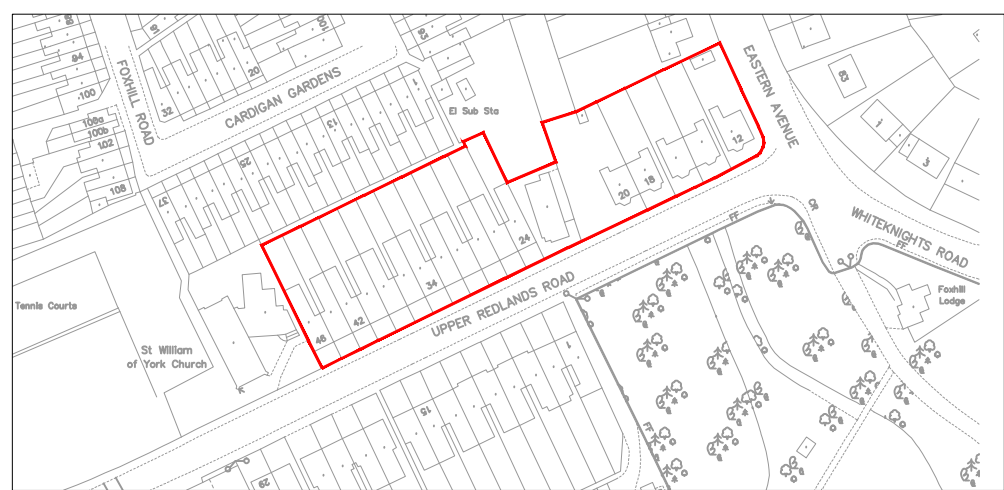
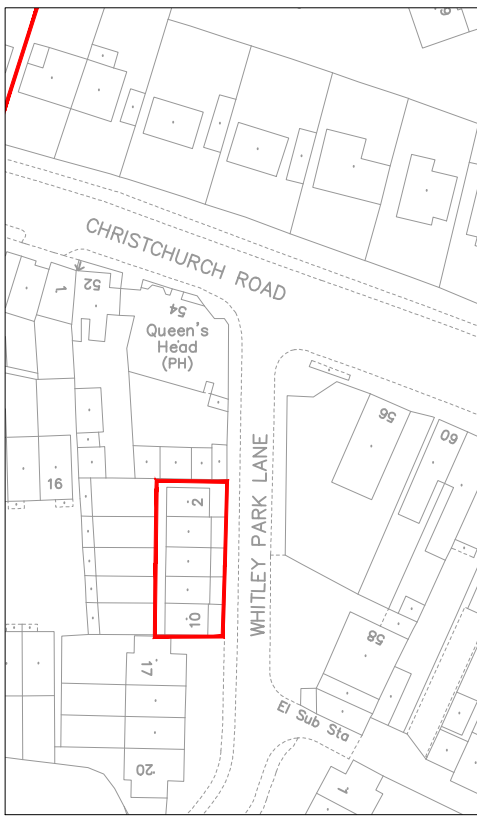
Transportation and Streetcare  
Department of Environment and Neighbourhood Services  
Civic Centre, Reading, RG1 7TD

Project  
Residents Parking Zone Review (2) -  
Area 12R - CHOLMELEY TERRACE &  
REGENT STREET

Drawing  
TMSC Jan 2015 Item 4 Appendix 1

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	Date 10/14	
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Notes. 1) TMSC Nov 2014		





Consolidation of Streets into Zone 15R

Road	Old Zone	New Zone
Redlands Road	B4	15R
Upper Redlands Road	B5	15R
Whitley Park Lane	B6	15R
The Mount	15R	15R
New Road	15R	15R

Eligible properties highlighted

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Project Residents Parking Zone Review (2) - Area 15R - Consolidation of Zone 15R	Scale NTS	Drawn GW
	Date 10/14	Checked AS
	Approved SB	
Drawing TMSC Jan 2015 Item 4 Appendix 1	Drawing No. S/15R(02)/1/Consolidation	



## Residents Parking Order Phase 2

### Appendix 2 : Responses received in relation to the advertised Traffic Regulation Order:

<b>PATRICK ROAD RESIDENT PARKING SCHEME - Responses received to statutory consultation.</b>
<p><b>Resident of Patrick Road - Support</b> "I am writing to express my support for the proposed parking restrictions on Patrick Road, Caversham.</p> <p>Residents of the road are often left unable to access their properties at all times of the day and night, during the week and at weekends. The over parking of the road means those of us who live on the road face serious restrictions on our movements. By using our own vehicles we often risk not being able to park upon our return. The over parking of the road also results in damage to property through people attempting to manoeuvre vehicles into under sized spaces and an increase in litter in the road and our front gardens. Furthermore, medical and nursing staff are often unable to perform routine and emergency visits to our more elderly residences. Local trade is equally affected, with clients unable to visit local shops or businesses.</p> <p>The location of Patrick Rd in relation to Reading town centre and Caversham make it an attractive alternative for those who do not wish to pay to use the council run parking at nearby Hills Meadow. Access to "free" parking also increases congestion in lower Caversham and dissuades the use of green alternatives and public transport. It is wholly unfair that residence should have to tolerate this antisocial and preventable use of our road. The situation can only deteriorate from its current, unacceptable, state following the construction of the foot bridge from Christchurch Meadows (directly accessible from Patrick Rd) to the station.</p> <p>In closing the situation on Patrick Rd has passed the point of being an inconvenience and represents a real hindrance to mine and my neighbours quality of life. I sincerely hope the proposed restrictions, if implemented, will alleviate the, quite frankly, ridiculous situation"</p>
<p><b>Resident of Patrick Road - Support</b> "Please register my strong support for introducing a residents parking scheme for this section of Patrick Road which is long overdue. The roads close proximity to the railway station and the town mean that during the day it is a magnet for commuters taking advantage of the all-day free parking leaving residents and their visitors having difficulty accessing their houses during the day and early evening. Both nearby Elliots Way, Gosbrook Rd and Wolsey Rd have parking restrictions which puts further pressure on Patrick Rd. I therefore urge you to bring Patrick Rd into line with other local streets and bring in the parking restrictions which have been proposed"</p>
<p><b>Resident of Patrick Road - Support</b> "I would just like to email you that I am in full support of the permit Parking Proposal for Patrick Road. Nearly every afternoon/evening I am unable to get a parking space along the road and I have had to resort to parking in front of people's houses further down the road and even then sometimes there are no spaces there. I have had someone scratch the side of my car and damage my wheel resulting in a slow puncture. I hope this permit parking can be put in place early into the New Year as it has already taken a considerable amount of time"</p>
<p><b>Resident of Patrick Road - Objection</b> To all concerned with the proposed Patrick Road Residents Parking Scheme 2014: I wish to raise objections to the Parking Permit Scheme as posted in Patrick Road. At the same time I would like to apply for permission to speak at the proposed meeting on the 15<sup>th</sup> January when I believe this Parking permit scheme is to be discussed. My concerns are as follows:</p> <ol style="list-style-type: none"><li>1. The assumption that parking will be for the benefit of and participation by Patrick Road numbers 1-24 only is not correct as anyone parking within 200 yards of any parking permit scheme is entitled to apply for a permit the granting of which will be down to the Council and not the residents so we have completely lost control, at this point.</li><li>2. The exclusion of Tamesis Place residents from the scheme is therefore no guarantee they will continue not to benefit from the scheme. They will in fact benefit simply by pushing the problem onto Patrick Road residents whether the following occurs or not:</li><li>3. Should the scheme go ahead there is nothing to suggest Highways will not put double yellow lines down the road from Patrick Road to the end of Tamesis Place to prevent 'pirate parking' there, as this</li></ol>

is one area of complaint, where some of the pressure for Patrick Road residents to adopt a scheme has come from. The result will be to inevitably put pressure on parking outside the houses in Patrick Road at all available times, not in Tamesis Place.

4. As the proposed scheme may include parking scheme users from other nearby roads, restricted permit parking over the weekend, will continue from Friday night through to Monday. The current proposal does not guarantee to exclude or restrict them. So residents who are unable to find a space in Patrick Road on Friday may well have a problem all weekend and not just on Friday night.

5. The idea of not having shared parking available for non residents or visitors on Saturdays and Sundays means that the 20 visitors permits in the one free book we are allowed, will soon run out next time a family gathering, party or barbecue, is held, and residents will find themselves paying the council to permit them to have the 'privilege' of visitors. The cost and inconvenience of this will be considerable whereas it costs nothing at present:

6. Restricting residents to 5 books at £22 each book, that is £110 per year in addition to the £80 it has already cost if there is another household member who owns a car = £190 in total.

7. This is in addition to the fact that the council states it will limit a household, (that is not each permit holder!) to 5 books; That means 100 visits only from anyone known to the household per year. I personally do not have what could be described as a wild social life, but only 100 visitors per year? That's not a lot of visits for one household or even one person. I don't find it is very democratic or liberating having the council dictate how many visitors I can have, while at the same time effectively charging me for each visitor.

8. This scheme will call an end to any activity which requires visits such as Open Studios events. Culturally this is a dead loss for arts and crafts. The Council can afford only to provide very little for the visual arts, is it now going to put the final nail in the coffin of these self-funded events too?

9. The majority of people have visitors at the weekend, with no shared parking available for even short visits, residents will soon use up their quota of visitors permits. I do not feel this has been thought through fully in the proposal and the implications have clearly not been realised and fully understood by the majority of the residents, quite apart from the additional cost to Council of policing it.

10. It will be an added anxiety for elderly residents who need frequent visitors.

11. If the scheme must go ahead, it must have limited shared parking on the weekend too, when at present there are often many parking spaces in the street, and this must be policed by the Council.

12. A good deal of pressure has come from residents in Tamesis Place, yet they are permitted to convert their garages into living accommodation. If they can apply for visitor's permits as well, they can have as many visitors as they like. I do not see why they should have any say in the matter when it is Patrick Road residents who will be paying the price.

#### **Business on Gosbrook Road - Objection**

"I have a hairdressing salon on the corner of Patrick Road and Gosbrook Road. I have only just been informed of these proposals as my address is 85 Gosbrook Road.

I feel that these changes could have a serious effect on my business. we already are very limited for local parking, this is staff and clients. there are only two parking bays in this area of Gosbrook Rd which are limited to two hours.

However, I appreciate there needs to be something done to stop the public using the free parking in Patrick Rd all day while they walk from there to work or the town centre.

As you can imagine this is also very frustrating for myself, staff and clients especially the disabled. i have good disabled access into my salon but it is marred by the fact that they have to walk, to them, a very long way. I think time restricted parking in part of the road would be of benefit and also allocated areas to permits. including business. I would hope to be included and considered in any new changes and to be kept informed"

#### **Resident of Patrick Road - Comment**

The proposal for Patrick Road NORTH SECTION appears to be a satisfactory solution to a long running problem.

The southern section from 24 (East Side) to 31 (West Side) to the start of Tamesis Place needs attention to avoid significant problems when the new restrictions are in place. The houses have garages and drives however at times it is very difficult to access or exit, due to inconsiderate parking, often half on the pavement, which blocks drives. The majority of these vehicles are left here for the whole working day, consideration should be given to having a time limit to align with the proposals. Further attention is needed to protect the dropped kerb access, there are already some white "T ended" in the road, this method could be used whenever applicable, and a notice prohibiting parking on the pavements would bring further benefits to residents and pedestrians.

**Resident of Patrick Road - Comment**

Vehicles clearly block the pavement with no space for even modern push chairs, causing mums to move into the road, already narrowed by other vehicles parked opposite. This is an everyday experience for all of us in Tamesis Place and Patrick Rd, one of at least 10 regulars. It is reasonable to say that parked cars are causing a dangerous narrowing of a public highway and therefore a criminal offence

**Resident of Patrick Road - Comment**

I see from the Council Notices in Patrick Road that a Residents Permit Scheme is about to be put in operation for the 1<sup>st</sup> one-third of this road. I hope this scheme will be successful. However, as a resident of the 2<sup>nd</sup> one-third of Patrick Road where the road itself narrows very considerably (between house numbers 32 - 46) I wish to comment that by creating a Residents Only Scheme at the start of the road it will exacerbate the "commuter parking" problem that exists in the narrow part of this road. The Residents Only area will send more people further down the road to park. The issue is not whether houses have a driveway to park on, it is about on-pavement parking.

The width of Patrick Road changes from 7.4m to 4.9m after the chicane. It can be extremely tricky getting out of one's driveway if commuter cars are "double parked" on the pavement either side of the road. There can be as many as 9 to 11 cars parked on part road/part pavement on this narrow stretch of Patrick Road.

This section is already a "car park for the station and/or Reading commuters". They park their cars well over the pavement edges and also carelessly over-lapping driveways. Delivery vehicles and Council Refuse lorries do have a problem at times getting through. A removal lorry recently had to go along the road ringing on door bells trying to locate an owner, to no avail.

Families pushing buggies have to walk in the road and, likewise, elderly folk and other residents. I do not believe it is right that people should be expected to walk in the road as parts of the pavement are blocked with cars. It is a recipe for an accident. The pavements should be used for their intended purpose - to walk on. When the pedestrian footbridge opens this may also encourage more commuter parking so the issue is not going to "go away".

We have been talking about this issue for two or three years now and it would be good to know that someone on the Council is listening. We shouldn't have to wait until an accident occurs before action is taken. Perhaps on the 2<sup>nd</sup> narrow one-third of Patrick Road a "No longer than 2 hours waiting time" notice or something similar might deter commuter parking. Please may we have your assurance that this parking on pavement issue will be closely monitored?

**ST BARTHOLOMEWS ROAD RESIDENT PARKING SCHEME - Responses received to statutory consultation.**

**Resident of St Bartholomew's Road - Support**

We support the proposed changes under the reference. TC 2850 / 895 - St. Bartholomew's Road - Parking - East Side

**Resident of St Bartholomew's Road - Support**

I'm writing in support of the proposal. Although parking for residents has been marginally easier since the new bay was introduced on the library side, i.e. on return late at night there is usually a space there, I, as a female 'pensioner' living alone am very unhappy about having to walk almost the length of the road late at night to my house at number 7. The road is actually quite poorly lit at certain points and at night there is very little passing traffic so it doesn't feel safe. Not to mention returning from holiday with luggage or coming back with a supermarket shop. The new system should resolve this problem.

It will also deal with commercial vehicles using it as a car park. During the summer one such minibus was parked opposite my house for three weeks without being moved, even though I twice phoned the number on the side of the vehicle to report it. The driver had gone on holiday! (And I was told he was supposed to park the vehicle outside his own house, which is not in our road.

It is also difficult for my elderly mother and aunt who live in Caversham to visit by car as my disabled aunt is unable to walk far and cannot risk having to park a long way down the road or in the stadium car park. So we no longer have family events at my house because of the parking problem. I hope that this time this proposal will be accepted.

**Resident of St Bartholomew's Road - Support**

"I am writing in support of the plans to address the parking in St Barts. Parking is dire in this road. Non-residents are leaving cars and commercial vans parked overnight, all weekends and longer, preventing residents from parking on return from work or an evening out. My neighbours, who are in their 80s, have had to park in Palmer Park, and walk through the park, late at night - they have lived here for 60 years.

The main problem is after 5pm, overnight and weekends - and anything which addresses this road being a free car and van park for all and sundry, is a good thing.

However, i would prefer to allow non permit holders to park for longer between the hours of 9am - 5 pm. This would enable non permit holders to make use of the local facilities - park, library etc, whilst not taking up parking spaces when they are really needed by residents.

One issue is residents visitors parking. Visitors often stay longer than 2 hours. Visitors parking permits are expensive to buy, particularly as we now often need to use 2 as the slots have been divided up into a.m and p.m.

Perhaps residents could get extra free books - or RBC reduce the cost of extra books ?

I support the proposed changes, but hope you will also consider the suggestions i have made"

**Resident of St Bartholomew's Road - Support**

"In connection with the above proposal to expand the current resident/visitor parking bay. As a resident of the street in an in favour of the changes as it would allow genuine visitors and park users the opportunity to access the park, library and local businesses.

The current arrangement (partial visitor bay on the park side) leaves large sections of the road open to anti-social parking of cars and commercial vehicles semi abandoned preventing those who want to access the park from doing so."

**Resident of St Bartholomew's Road - Support**

"I write in support of the proposed changes to the current residents' parking arrangement. This looks like a well-designed scheme, and I welcome it. I trust that Members will approve the scheme."

**Resident of St Bartholomew's Road - Comment**

"The proposal seems quite good but please be aware: Some residents have grown up children with young families who often visit their parents/grandparents (for longer than 2 hrs).

Some residents are quite elderly and have family visiting for long periods.

Some residents have family who visit from far away and so require "Long Stay" parking and customers to Barts restaurant will be disadvantaged.

If the proposal goes ahead and parking is limited to 2 hrs, parking permits will be used much more frequently by all of the above, therefore if the proposal goes ahead can residents be issued with more Free Parking permits in order to fairly support the proposed plan?

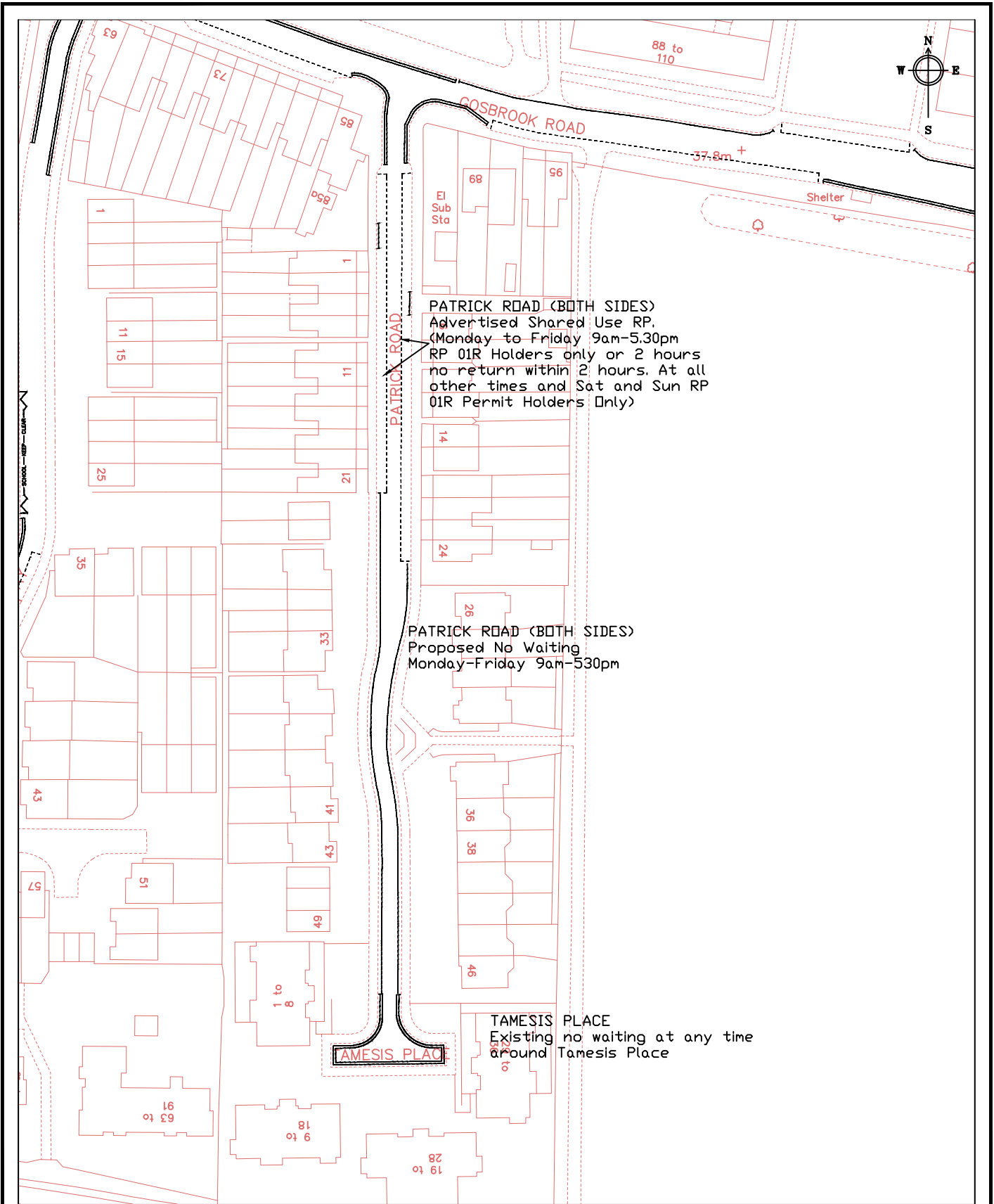
Note: personally we find the current situation preferable because it better supports both extended family life and the business Barts.

**Resident of St Bartholomew's Road - Comment**

"I would just like to put a slightly different perspective on the proposed changes to parking on St Bartholomew's Road. In the early days before any parking restrictions on the library side of the road I could always find a space day or night and never had to concern myself with parking attendants or temporary scratch tickets. Following introduction of the current restriction I have found parking a real chore. On several occasions I have received parking tickets for forgetting to insert a temporary permit (mindlessness following sleepless nights with a young baby). Moreover there is hardly ever parking available outside the current permit zone allowing free and stress free parking.

So fundamentally i can see the new proposal benefiting residents but not regular and long term visitors. I visit at least twice a week with my parents young grandchild and would like to spend well over two hours in their company. As you can imagine this involves a lot of juggling with half day temporary permits, not to mention a jolly good memory and watch (parking attendants are very precise with the timings). So in a time when families are becoming increasing dispersed and family values eroded I feel visiting parents should be made easier not harder. I am confident that 3 or 4 past residents of my generation would also echo the same concerns.

So to offer a solution, I would like a consideration for family passes similar to that of the carer passes that are issued. It would be a great relief to have a pass that doesn't involve scratching and the awkwardness of transition times. They can simply be displayed in the car window any time of day or night to signify the right to park on St Bartholomew's Road - either side ideally"



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**Reading**  
 Borough Council

Working better with you

Department of Environment  
 Civic Centre  
 Reading  
 RG1 7TD

Project PATRICK ROAD & TAMESIS PLACE  
 Existing and proposed restrictions

Drawing TMSC Jan 2015 Item 4 Appendix 3

Drawn JC	Checked AS	Approved SB	Date 12.14
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scale Not to Scale	Drawing no. S/TMSC/0115/4Patrick Road
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Appendix 4 : Responses received in relation to informal consultation carried out in Waldeck Street and Swainstone Road.

**Waldeck Street - Number of properties 122, - Number of responses received 24**

*Question 1: Do you support a residents parking scheme in Waldeck Street*

YES: 16 NO: 8

*Question 2: To help us assess the demand in Waldeck Street how many permits would you require*

NONE: 1 ONE: 9 TWO: 6

*Of those that ticked no to Question 1, 5 respondents requested 2 permits and 3 respondents requested 1 permit should a scheme be implemented*

*Question 3: Any other comments:*

***Waldeck Street - Comments received in support of scheme.***

"Whilst, I do understand that people who live on Southampton Street need somewhere to park, it is beyond me why the only solution for this is making our street an open car park (in the middle of a town where parking is so scarce), with no restriction what so ever on who is parking here. I am not sure what solution can be found to accommodate everyone's needs, but we cannot carry on as it is, as parking here is almost impossible in certain times of the day"

"We need permits as vans from local shops use our road for parking and people doing their shopping in town, along with residents of Southampton Street"

"It would be really nice if work vans could be stopped from parking in the road"

"Often there is no parking in the street, People park here and walk to Town"

"I support a resident parking scheme"

"Our road is a nightmare to park in, as all and sundry use this street for free parking"

"The problem is over 50% of properties are buy to let with many cars"

"I support the scheme but would have concerns if all properties had two permits where everyone would park"

"Parking here is horrendous, cars park anywhere and on paths meaning toddlers and babies in buggies must walk on the road. People leave their cars here all day and walk to town and company vans park here"

*Waldeck Street - Comments received against scheme.*

"I blame the council for some of the problems with parking. You have given permission for several houses to be made into flats or HMOs which has just made the problem with parking worse. These are terraced houses and should have remained as houses"

"Having unrestricted parking is a great asset, it hasn't caused me any problems when family and friends visit"

"Collecting views over 2 weeks at Christmas and not posting letters through all doors is not what I would really call a fair chance..."

"We do not support a RP scheme but if it was introduced we would want 2 permits"

"I don't think RP would help the situation"

"More of a benefit would be marked bays as people park stupidly especially in the evenings"

Swainstone Road - Number of properties 67, - Number of responses received 13

*Question 1: Do you support a residents parking scheme in Swainstone Road*

YES: 12 NO: 1

*Question 2: To help us assess the demand in Waldeck Street how many permits would you require*

NONE: 1 ONE: 10 TWO: 2

*Of those that ticked no to Question 1, the 1 respondent requested 1 permit should a scheme be implemented*

*Question 3: Any other comments:*

***Swainstone Road - Comments received in support of scheme.***

"Many residents from other nearby streets and workers park on Swainstone Rd which is a big problem for us"

"Now that the road is majority buy to let and so filled with several adults per house, the parking here has become ridiculous. In a way the damage has already been done"

"I would very much welcome the introduction of a residents parking scheme. The streets close proximity to the city centre means it is often very difficult to find a place to park."

"In our view the following parking hours for residents only will help: from 5.30pm till 8.30am - all year round. There are loads of HMO and students on Swainstone Road"

"There are too many HMOs in our street which creates huge parking pressure"

"A short length of double yellow lines would be needed at the end so we could turn around, without having to reverse the length of the road"

***Swainstone Road - Comments received against scheme.***

"The frontages are so narrow only space for one car outside each home, A resident scheme would not improve ability to park and would leave disgruntled folk with a sense of entitlement".



**Pictures provided by Mr John Wells  
(Member of public speaking on this item)**



**Sunday 11 am**



**Monday 4:30 pm**

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB COMMITTEE		
DATE:	15 January 2015	AGENDA ITEM:	8
TITLE:	NEW ZEBRA CROSSING ON CHATHAM STREET ASSOCIATED WITH THE CHATHAM PLACE		
LEAD COUNCILLOR:	Cllr PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT PLANNING & TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	ABBEY
LEAD OFFICER:	CHRIS SAUNDERS	TEL:	0118 937 3949
JOB TITLE:	TRANSPORT DEVELOPMENT CONTROL MANAGER	E-MAIL:	chris.saunders@reading.gov.uk

1. PURPOSE AND SUMMARY OF REPORT

- 1.1 To seek approval to carry out statutory notice procedures on a proposal to install a new zebra crossing on Chatham Street in proximity to the IDR roundabout and funded as part of the Chatham Place 2 development.
- 1.2 The proposed zebra crossing will be funded by S106 Planning Contributions from the planning application for Chatham Place 2 which were approved by Planning Applications Committee on the 19<sup>th</sup> September 2012 and is currently under construction.

2. RECOMMENDED ACTION

- 2.1 The Panel note the Report.
- 2.2 That the Head of Legal Service be authorised to carry out the statutory notice procedures of the intention to establish a pedestrian crossing on Chatham Street outside the Chatham Place 2 redevelopment in accordance with Section 23 of the Road Traffic Regulation Act 1984.

3. POLICY CONTEXT

- 3.1 The proposals are in line with current Transport and Planning Policy.

#### **4. THE PROPOSAL**

- 4.1 As part of the Highways improvement package associated with the Chatham Place 2 redevelopment, it is proposed that a new zebra crossing is installed on Chatham Street in the vicinity of the IDR roundabout. The aim of this proposal is to provide a safe crossing facility in the proximity of the roundabout on the only arm not to have a Zebra crossing. This will enable residents to walk safely to the facilities to the north of site including the Hodsoll Road recreation grounds and soon to open primary schools.
- 4.2 The crossing will be located 15 metres west of the IDR roundabout, on both carriageways of Chatham Street as shown on the drawing in Appendix 1.
- 4.3 The principle of the crossing was included within the obligations associated with Planning Application 12/00798/FUL for the construction of Chatham Place Phase 2 and approved by members at Planning Applications Committee. The proposed crossing while improving the crossing facilities for residents of the new development will also be of benefit to residents living in the earlier phases of the Chatham Place redevelopment.
- 4.4 As well as the new crossing, anti skid surfacing will be laid on the approaches to the crossing in the interest of safety.
- 4.5 However before works can commence a statutory notice has to be issued and this report seeks permission to commence this process.

#### **5. CONTRIBUTION TO STRATEGIC AIMS**

- 5.1 To promote equality, social inclusion and a safe and healthy environment for all.

#### **6. COMMUNITY ENGAGEMENT AND INFORMATION**

- 6.1 Community engagement with local residents has been undertaken as part of the planning application for the development.
- 6.2 The Statutory consultation will be carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations.

#### **7. LEGAL IMPLICATIONS**

- 7.1 The crossing will be advertised under Section 23 of the Road Traffic Regulation Act 1984.

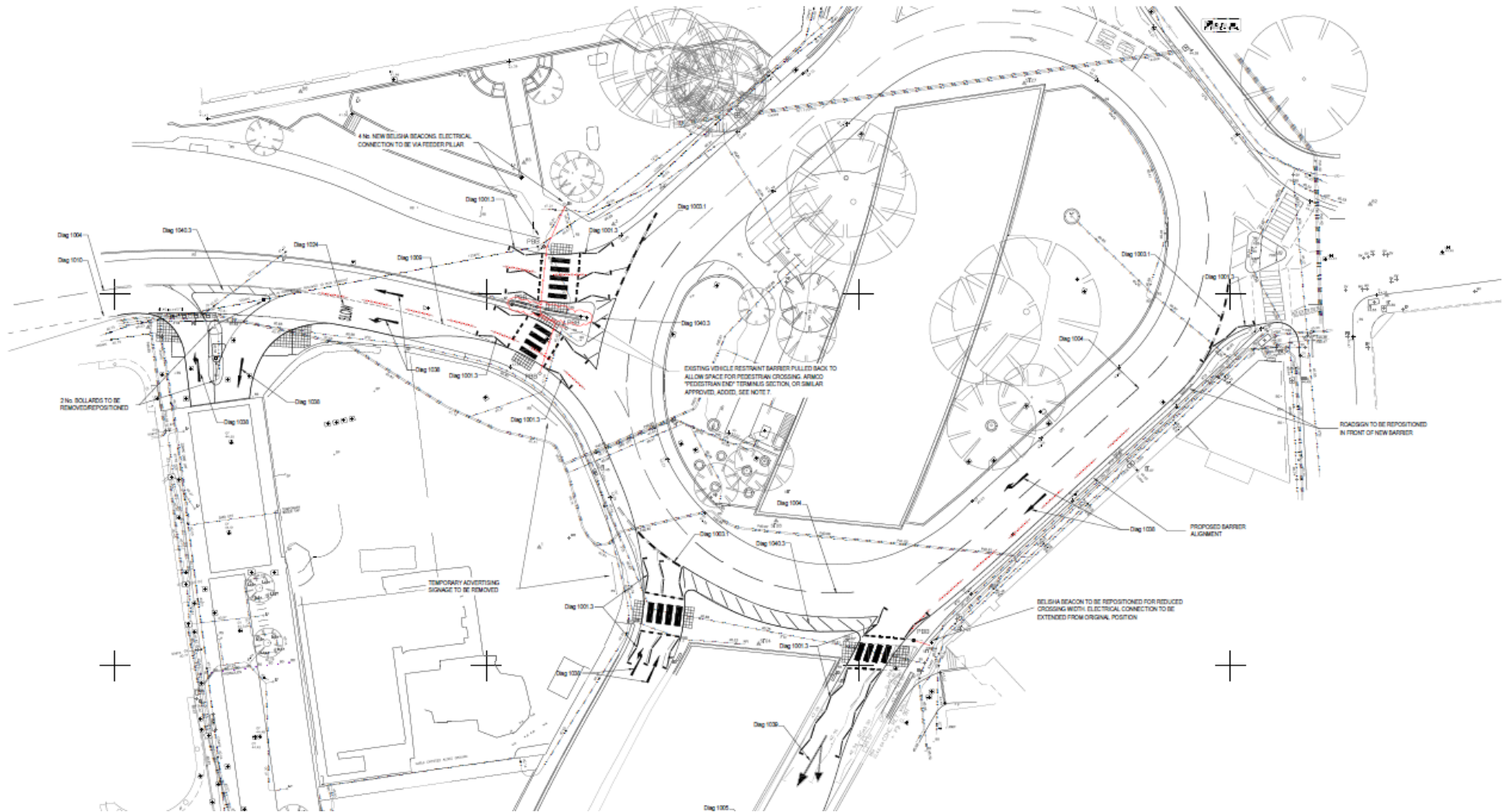
#### **8. FINANCIAL IMPLICATIONS**

- 8.1 The cost of the works will be funded from the Section 106 transport contribution obtained as a result of planning consent.

9. BACKGROUND PAPERS

9.1 Planning Applications Committee, September 12<sup>th</sup> 2012, Agenda Item 7.

# Appendix 1 - Proposed Chatham Street Zebra Crossing



**READING BOROUGH COUNCIL  
REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES**

<b>TO:</b>	TRAFFIC MANAGEMENT SUB-COMMITTEE		
<b>DATE:</b>	15 JANUARY 2015	<b>AGENDA ITEM:</b>	9
<b>TITLE:</b>	KENAVON DRIVE - REVIEW OF ON-STREET P&D BAY, REQUEST TO CARRY OUT STATUTORY CONSULTATION		
<b>LEAD COUNCILLOR:</b>	TONY PAGE	<b>PORTFOLIO:</b>	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
<b>SERVICE:</b>	TRANSPORTATION AND STREETCARE	<b>WARDS:</b>	ABBEY
<b>LEAD OFFICERS:</b>	SIMON BEASLEY	<b>TEL:</b>	0118 937 2228
<b>JOB TITLES:</b>	NETWORK MANAGER	<b>E-MAIL:</b>	<a href="mailto:simon.beasley@reading.gov.uk">simon.beasley@reading.gov.uk</a>

**1. EXECUTIVE SUMMARY**

- 1.1 To seek approval to carry out statutory consultation and implementation, subject to no objections being received, on the addition of residents permit parking to the existing on-street pay & display bay within Kenavon Drive.

**2. RECOMMENDED ACTION**

- 2.1 That the Members of the Sub-Committee note the report.
- 2.2 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 a proposal to add some residents permit parking provision to the on-street pay & display within Kenavon Drive in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.
- 2.3 That subject to no objections received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order.
- 2.4 That any objections received following the statutory advertisement be reported to a future meeting of the Sub-Committee.
- 2.5 That the Head of Transportation and Streetcare, in consultation with the appropriate Lead Councillor be authorised to make minor changes to the proposal.



**2.6 That no public enquiry be held into the proposals.**

**3. POLICY CONTEXT**

- 3.1 The provision of waiting/parking restrictions and associated criteria is specified within existing Traffic Management Policies and Standards.

**4. THE PROPOSAL**

- 4.1 The existing on-street pay & display parking provision within Kenavon Drive is underused most of the week and during the times that the P&D restriction applies. It is suggested that by adding some residents permit parking to the existing on-street P&D bay better use of the road space will be made to the benefit of those that live within this developing residential area.
- 4.2 Approval is sought to carry out the statutory process, in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996, to change the current restriction to allow for some residents permit parking. If no objections are received the Head of Legal and Democratic services is authorised to make the order and the Head of Transport & Streetcare implement the scheme. If objections are received a report will be brought back to the Sub-Committee for resolution.
- 4.3 This change will be advertised and then implemented as a part of Item 7 report to this meeting, the bi-annual waiting restriction review, to minimise costs.

**5. CONTRIBUTION TO STRATEGIC AIMS**

- 5.1 To promote equality, social inclusion and a safe and healthy environment for all.

**6. COMMUNITY ENGAGEMENT AND INFORMATION**

- 6.1 Any Statutory consultation will be carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

**7. LEGAL IMPLICATIONS**

- 7.1 Any proposals for waiting restrictions are advertised under the Traffic Management Act 2004 and/or the Road Traffic Regulation Act 1984 as required.

**8. EQUALITY IMPACT ASSESSMENT**

- 8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;

- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

8.2 The Council has carried out a equality impact assessment scoping exercise, and considers that the proposals do not have a direct impact on any groups with protected characteristics.

## **9. FINANCIAL IMPLICATIONS**

9.1 The works will be funded by existing Transport Budgets.

## **10. BACKGROUND PAPERS**

10.1 None



**READING BOROUGH COUNCIL  
REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES**

<b>TO:</b>	<b>TRAFFIC MANAGEMENT SUB-COMMITTEE</b>		
<b>DATE:</b>	<b>15 JANUARY 2015</b>	<b>AGENDA ITEM:</b>	<b>10</b>
<b>TITLE:</b>	<b>BI-ANNUAL WAITING RESTRICTION REVIEW - STATUTORY CONSULTATION</b>		
<b>LEAD COUNCILLOR:</b>	<b>TONY PAGE</b>	<b>PORTFOLIO:</b>	<b>STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT</b>
<b>SERVICE:</b>	<b>TRANSPORTATION AND STREETCARE</b>	<b>WARDS:</b>	<b>ALL</b>
<b>LEAD OFFICERS:</b>	<b>JIM CHEN</b>	<b>TEL:</b>	<b>0118 937 2198</b>
<b>JOB TITLES:</b>	<b>NETWORK MANAGEMENT TECHNICIAN</b>	<b>E-MAIL:</b>	<b><u><a href="mailto:Jim.chen@reading.gov.uk">Jim.chen@reading.gov.uk</a></u></b>

**1. EXECUTIVE SUMMARY**

- 1.1 To seek approval to carry out statutory consultation and implementation, subject to no objections being received, on requests for or changes to waiting/parking restrictions.
- 1.2 Appendix 1 - Bi-Annual waiting restriction review programme list of streets.

**2. RECOMMENDED ACTION**

- 2.1 That the Members of the Sub-Committee note the report.
- 2.2 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 consultations and advertise the proposals listed in Appendix 1 in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.
- 2.3 That subject to no objections received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order.
- 2.4 That any objections received following the statutory advertisement be reported to a future meeting of the Sub-Committee.

2.5 That the Head of Transportation and Streetcare, in consultation with the appropriate Lead Councillor be authorised to make minor changes to the proposals.

2.6 That no public enquiry be held into the proposals.

### 3. POLICY CONTEXT

3.1 The provision of waiting/parking restrictions and associated criteria is specified within existing Traffic Management Policies and Standards.

### 4. THE PROPOSAL

4.1 The council regularly receives correspondence from the public, councillors and organisations that have a desire for the Council to consider new or amend existing waiting restrictions. Requests are reviewed on a 6 monthly basis commencing in March and September of each year.

4.2 This review has typically involved the investigation and consultation on a number of individual requests. The purpose for carrying out a bi-annual review is to ensure best value as the statutory processes involved are lengthy and expensive.

4.3 In accordance with the report to this Sub-Committee on 11<sup>th</sup> September 2014, consultation with Ward Councillors has been completed, and the resultant proposals where Councillors are happy to proceed with schemes to take forward to the statutory consultation process are listed in Appendix 1.

4.4 This report seeks the approval of the Sub-Committee to carry out the Statutory Consultation in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

### 5. CONTRIBUTION TO STRATEGIC AIMS

5.1 To promote equality, social inclusion and a safe and healthy environment for all.

### 6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 Any Statutory consultation will be carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

### 7. LEGAL IMPLICATIONS

7.1 Any proposals for waiting restrictions are advertised under the Traffic Management Act 2004 and/or the Road Traffic Regulation Act 1984 as required.

## **8. EQUALITY IMPACT ASSESSMENT**

8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

8.2 The Council has carried out a equality impact assessment scoping exercise, and considers that the proposals do not have a direct impact on any groups with protected characteristics.

## **9. FINANCIAL IMPLICATIONS**

9.1 The works will be funded by existing Transport Budgets.

## **10. BACKGROUND PAPERS**

10.1 Traffic Management Sub-Committee 11<sup>th</sup> September 2014

## Appendix 1 - WRR 2014B - Annual Waiting restriction review programme.

List of streets and proposed restrictions requiring statutory consultation.

<b>Abbey</b> Anstey Road	Convert existing no waiting Mon-Sat 8am-6.30pm to no waiting at any time on both sides of the bend opposite Salvation Army
<b>Battle</b> Barnwood Close	Introduce no waiting at any time around the edge of the garages
<b>Battle</b> Broughton Close	Introduce no waiting at any time on the eastern side from the first access on the east side to opposite the access on the west side
<b>Battle</b> Elm Park	Extend no waiting at any time from existing restrictions to Tilehurst Road. Introduce no waiting 6pm to 8am on northern side between existing no waiting at any time
<b>Battle</b> Wilton Road	Remove section of shared use bay and replace it with no waiting at any time opposite bend of Wilton Road near junction with Kensington Road
<b>Caversham</b> Rufus Issac Road	Implement no waiting at any time on eastern side for full length between Henley Road and Fairfax Close
<b>Caversham</b> Piggots Road	Extend existing no waiting at any time from Monkley Court to Mill Green
<b>Church</b> Cressingham Road	Implement no waiting at any time at the junction with Shinfield Road and adjacent to the pedestrian refuge island
<b>Katesgrove</b> London Street	Relocate doctors bay to separate layby outside doctors surgery and extend pay and display to where doctors bay was
<b>Katesgrove/Redlands</b> Vicarage Road	Extend no waiting at any time from Christchurch Road to school keep clear on west side and from corner of Vicarage Road to current bus stand on east side
<b>Kentwood</b> Edenhall Close	Introduce no waiting Mon-Fri 7am to 3pm around entire close
<b>Kentwood</b> Dartington Close	Introduce no waiting at any time around its junction with Wealden Way and opposite the junction
<b>Minster</b> Armadale Court	Introduce no waiting at any time along alternate sides of Armadale Court
<b>Minster</b> Edenham Crescent	Introduce no waiting at any time at the junction of Edenham Crescent/Ashley Road
<b>Minster</b> Temple Place	Remove section of parking and replace with no waiting at any time. Extend permit holders only back to north end of Temple Place
<b>Minster</b> Bexley Court	Following consultation with Councillors Bexley Court has been removed from the programme
<b>Minster</b> Tazewell Court	Introduce no waiting at any time around southern turning head
<b>Norcot</b> Amblecote Road	Introduce no waiting at any time at its junction with Dee Road
<b>Park</b> Wokingham Road	Introduce 2 x 7m loading only bays within the area of existing parking
<b>Peppard</b> Eric Avenue	Introduce no waiting at any time at its junction with Highdown Hill Road
<b>Peppard</b> Grove Road	Extend existing no waiting at any time for a further 10 meters
<b>Redlands</b> Cintra Avenue	Introduce no waiting at any time at its junctions with the private road accesses
<b>Redlands</b> Lancaster Close/Whitby Drive	Introduce no waiting Mon-Fri 8am-6.30pm in both Lancaster Close and Whitby Drive

<b>Thames/Mapledurham</b> Richmond Rd/Albert Rd	Introduce no waiting at any at the junctions
<b>Thames</b> Berrylands Rd/Ridgeway	Introduce part time waiting restrictions
<b>Tilehurst</b> Lemart Close	Introduce no waiting at any time to protect access to properties.
<b>Tilehurst</b> Corwen Rd	Introduce no waiting at any time near chicane
<b>Tilehurst/Kentwood</b> Armour Rd	Convert existing limited waiting to no waiting at any time
<b>Tilehurst/Kentwood</b> Norcot Rd	Convert existing limited waiting to no waiting at any time
<b>Whitley</b> Heroes Walk	Introduce no waiting at any time on corner of Heroes Walk
<b>Whitley</b> Manor Farm Road	Introduce a loading ban opposite the bus stop

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	15 JANUARY 2015	AGENDA ITEM:	11
TITLE:	ALL SAINTS JUNIOR SCHOOL - TRAFFIC MANAGEMENT REVIEW		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	MINSTER
LEAD OFFICER:	GRACE WARREN	TEL:	0118 937 2906
JOB TITLE:	NETWORK MANAGEMENT TECHNICIAN	E-MAIL:	grace.warren@reading.gov.uk

**1. EXECUTIVE SUMMARY**

- 1.1 To report to the Sub-Committee a review of the current traffic management measures in the vicinity of All Saints Junior School. This review follows representations made by Ward Councillors about increased vehicular movements in the area and Officers have also been asked to investigate a one way system on Maitland Road.
- 1.2 This report seeks approval to carry out a Statutory Consultation on a proposed school keep clear marking on Brownlow Road in the vicinity of All Saints Junior School.
- 1.3 Appendix 1 - Maitland Road and Brownlow Road location plan

**2. RECOMMENDED ACTION**

- 2.1 That the Sub-Committee notes the report.
- 2.2 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 a statutory consultation and advertise the proposed school keep clear restriction in Brownlow Road as shown in Appendix 1 in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

- 2.3 That subject to no objections received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order.
- 2.4 That any objections received following the statutory consultation be reported to a future meeting of the Sub-Committee.
- 2.5 That Officers investigate in detail the proposal for a one-way restriction in Maitland Road and report the results of the review to a future Sub-Committee.

### **3. POLICY CONTEXT**

- 3.1 The provision of waiting restrictions, traffic management and associated criteria is specified within existing Traffic Management Policies and Standards.

### **4. THE PROPOSAL**

- 4.1 All Saints Junior School, which opened in September 2012, is situated on Brownlow Road, opposite the existing All Saints Infant School.
- 4.2 There are currently two school keep clear markings on the eastern side of Brownlow Road for All Saints Infant School in order to protect access, egress and visibility for users of the school. All Saints Junior School does not currently benefit from the same facility and it is therefore proposed to install a school keep clear marking on the western side of the road.
- 4.3 Officers were approached by Councillor Terry and Councillor Gittings to investigate the possibility of making Maitland Road one way. It was suggested the entrance into Maitland Road be from Tilehurst Road due to current visibility constraints. Officers will investigate this request in detail and report the results of the review to a future Sub-Committee.

### **5. CONTRIBUTION TO STRATEGIC AIMS**

- 5.1 To promote equality, social inclusion and a safe and healthy environment for all.

### **6. COMMUNITY ENGAGEMENT AND INFORMATION**

6.1 Statutory Consultation will be carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

## **7. LEGAL IMPLICATIONS**

7.1 Any resultant traffic regulation order will be made under the Road Traffic Regulation Act 1984.

## **8. EQUALITY IMPACT ASSESSMENT**

8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

8.2 The Council will carry out an equality impact assessment scoping exercise prior to submitting the update report to a future meeting of the Sub-Committee.

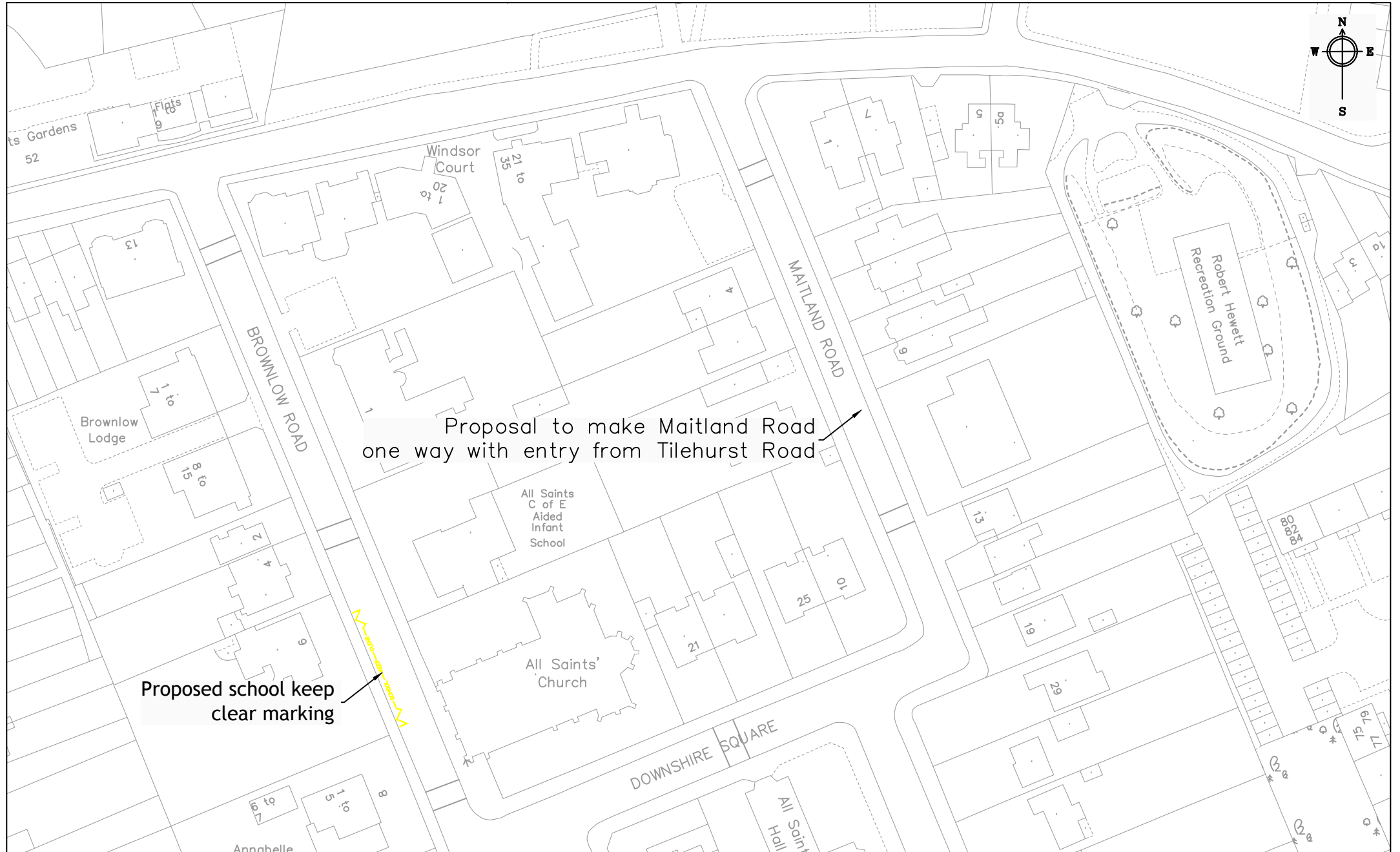
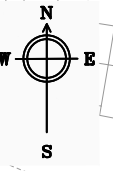
## **9. FINANCIAL IMPLICATIONS**

9.1 The funding comes from S106 monies secured to mitigate the transport impacts of the new All Saints Junior School along Brownlow Road which was approved by Planning Applications Committee on 9<sup>th</sup> November 2011.

## **10. BACKGROUND PAPERS**

10.1 None.





Proposal to make Maitland Road one way with entry from Tilehurst Road

Proposed school keep clear marking

Project	Scale	Drawn	GW
	NTS	Checked	CB
Drawing	Date	Approved	SB
	19.12.14	Drawing No.	001
All Saints Junior School		Proposed improvements	

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	15 JANUARY 2015	AGENDA ITEM:	12
TITLE:	A33 PINCH POINT SCHEME - UPDATE		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	MINSTER & WHITLEY
LEAD OFFICER:	CRIS BUTLER	TEL:	0118 937 2068
JOB TITLE:	ASSISTANT NETWORK MANAGER	E-MAIL:	Cris.butler@reading.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 The A33 Pinch Point Scheme has been the subject of various reports to the Traffic Management Sub-Committee over the past 12 months.
- 1.2 In August and September 2014 a tender process was completed in order to progress the scheme to construction.
- 1.3 At the November 2014 meeting of Policy Committee, Members approved the award of a contract to Fergal Contracting Co Ltd to construct the scheme.
- 1.4 Works commenced on 1<sup>st</sup> December 2014 with completion expected early Summer 2015.
- 1.5 This report provides a progress update and advises of any future key programme dates.

2. RECOMMENDED ACTION

- 2.1 That the Sub-Committee note the report

3. POLICY CONTEXT

- 3.1 To secure the most effective use of resources in the delivery of high quality, best value public service.

#### 4. THE PROPOSAL

- 4.1 The A33 Pinch Point Scheme has been the subject of various reports to the Traffic Management Sub-Committee over the past 12 months.
- 4.2 The scheme comprises of a range of measures to improve journey time reliability and reduce congestion along the corridor. This includes extending the left-turn filter lanes for exiting the A33 onto Rose Kiln Lane (north and southbound); providing more direct pedestrian and cycle links alongside the A33 crossing of the Kennet and providing an alternative pedestrian and cycle route to negotiate seasonal flooding along the A33 between Rose Kiln Lane and Bennet Road.
- 4.3 In August and September 2014, a tender process was completed in order to appoint a contractor to construct the scheme.
- 4.4 Following completion of the Tender process, in November 2014, Policy Committee approved the award of the contract to Fergal Contracting Co Ltd.
- 4.5 Works commenced on 1<sup>st</sup> December 2014 and are expected to run until early Summer 2015.
- 4.6 Phase one of the project focusses on extending the left-turn filter lane at the A33/Rose Kiln Lane north (near Matalan) junction, and extend the left and right turn filter lanes at the A33/Rose Kiln Lane south junction. This will help to alleviate traffic congestion at these important junctions.
- 4.7 The project team is aiming to minimise any disruption while the improvement works take place by limiting any necessary lane closures to off peak hours only (09.30 to 15.30) between January and May. Bus services running to and from Kennet Island, Madejski Stadium, Green Park and Reading International Business Park will run as normal.
- 4.8 The wider scheme will provide more direct pedestrian and cycle links alongside the A33 crossing of the River Kennet. A new raised pedestrian and cycle route along the A33 between Rose Kiln Lane and Bennet Road will also be built. The current path is affected by seasonal flooding and this new path will be built up at road level which will be usable all year round, as well as being safer for cyclists and pedestrians alike.
- 4.9 A temporary 30mph speed limit will be in operation on the A33 between Rose Kiln Lane south and the Bennet Road gyratory while the works take place.
- 4.10 Members are asked to note the contents of this report.

## **5. CONTRIBUTION TO STRATEGIC AIMS**

5.1 To promote equality, social inclusion and a safe and healthy environment for all.

## **6. COMMUNITY ENGAGEMENT AND INFORMATION**

6.1 The project has been communicated to the local community through local exhibitions and Council meetings.

## **7. LEGAL IMPLICATIONS**

7.1 None relating to this report.

## **8. EQUALITY IMPACT ASSESSMENT**

8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

8.2 The Council has carried out a equality impact assessment scoping exercise, and considers that the proposals do not have a direct impact on any groups with protected characteristics.

## **9. FINANCIAL IMPLICATIONS**

9.1 The cost of the A33 Pinch Point Scheme contract is met by the DfT Pinch Point project.

## **10. BACKGROUND PAPERS**

10.1 Traffic Management Sub-Committee reports.

10.2 Policy Committee Report – November 2014.

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	15 JANUARY 2015	AGENDA ITEM:	13
TITLE:	ANNUAL PARKING REPORT 2013-2014		
LEAD COUNCILLOR:	COUNCILLOR T PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	PARKING SERVICES	WARDS:	BOROUGHWIDE
LEAD OFFICER:	ELIZABETH ROBERTSON	TEL:	01189 373767
JOB TITLE:	CIVIL ENFORCEMENT MANAGER	E-MAIL:	<a href="mailto:Elizabeth.robertson@reading.gov.uk">Elizabeth.robertson@reading.gov.uk</a>

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

1.1 The Traffic Management Act 2004 states that each local authority with Civil Parking Enforcement should publish an Annual Report about their enforcement activities covering financial and statistical data. The previous annual reports were reported at Cabinet in 2011, the Traffic Management Advisory Panel in January 2013 and the Traffic Management Sub-Committee in November 2013.

1.2 Appendix 1 Parking Services Annual Report 2013-2014

2. RECOMMENDED ACTION

2.1 That Members note the contents of this report and that the annual reports for 2008-2013 are available on the Council's website.

2.2 That Members note the annual report for 2013-2014 is intended to be published in January 2015.

3. POLICY CONTEXT

3.1 The Council is a Civil Enforcement Authority under the Traffic Management Act 2004 and is therefore required to produce an annual report.

4. THE PROPOSAL

4.1 Reading Borough Council took up statutory powers under the Road Traffic Act 1991 (as amended) in 2000 to become a Special Parking Area (SPA) taking over parking enforcement from the Police. In April 2008 every Local Authority with SPA powers became a Civil Enforcement Area (CEA) under the Traffic Management Act 2004 (TMA). One of the requirements of the TMA is that each Local Authority submits an Annual Parking Report to the Department for Transport (DfT) each year. The Secretary of State's Statutory Guidance to Local Authorities on the Civil Enforcement of Parking Contraventions sets out the minimum information to be included in the Annual Parking Report.

- 4.2 The Statutory Guidance requires that as a minimum the Local Authority must include financial details relating to total income and expenditure on the parking account and statistical information relating to the number of Penalty Charge Notices (PCNs) issued, paid, cancelled and challenged.
- 4.3 The annual report for 2013-2014 includes the Statutory Guidance requirements and also includes information for Residents Parking Permits, Bus Lane Enforcement, Blue Badge Issues, Car Parks, Pay and Display and Freedom of Information requests.
- 4.4 The number of Bus Lane Penalty Charge Notices issued has increased by 30% this year compared with the previous year. This is due to the introduction of five new bus lanes around the Reading Railway Station and the upgrade to digital enforcement of five existing bus lanes. The new bus lanes around the station were introduced to protect access and prioritise public transport. The Council issued over 3,700 warning notices in the three weeks prior to enforcement commencing in August 2013. In the eight month period that the Council enforced the Bus lanes (in 2013/2014), there were 9,740 PCNs issued in those particular bus lanes. The warning period therefore allowed those who regularly use this area to adjust to the changes around the Station prior to enforcement.
- 4.5 This meant that the income increased in the last financial year compared to the previous year. However, the overall compliance for bus lane restrictions is improving as the Council has seen a reduction (8%) in the number of PCNs issued this year, which will be included in the next annual report.
- 4.6 The number of Parking Penalty Charge Notices issued in 2013/2014 was 3% lower than the previous year. This shows improved compliance of the parking restrictions in Reading.
- 4.7 The Cabinet report in January 2011 stated future reports were to be published on the Council's website. The annual parking reports for 2008-2009, 2009-2010, 2010-2011, 2011-2012 and 2012-2013 are available through the Council's website at: <http://beta.reading.gov.uk/article/2854/Where-can-I-read-the-Councils-annual-parking-reports>
- 4.8 The annual report for 2013-2014 is intended to be published in January 2015.

## 5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 To promote equality, social inclusion and a safe and healthy environment for all.

## 6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 The Annual Parking Report will have wider accessibility by being published on the Council's website.

## 7. LEGAL IMPLICATIONS

- 7.1 The Local Authority is required to produce an Annual Parking Report under the Traffic Management Act 2004.

**8. FINANCIAL IMPLICATIONS**

8.1 As reported in the Annual Report.

**9. BACKGROUND PAPERS**

9.1 Cabinet Report - Annual Parking Report dated 17<sup>th</sup> January 2011

9.2 Traffic Management Advisory Panel - Annual Parking Report dated 17<sup>th</sup> January 2013

9.3 Traffic Management Sub-Committee - Annual Parking Services report 5<sup>th</sup> November 2013

**10. APPENDICES**

10.1 Appendix 1 - Annual Parking Services Report 2013-2014

# **PARKING SERVICES ANNUAL REPORT 2013/2014**



**Reading**  
Borough Council

Working better with you



## Foreword - Councillor Page

Welcome to Reading Borough Council's sixth Parking Services Annual Report, which summarises the parking and traffic enforcement responsibilities conducted by the Council in 2013/2014, and provides details of activities and related financial information.

The Reading area is a key economic hub in the Thames Valley and wider South-East. However, businesses in the local area have highlighted that one of their key concerns, and a restraint to future growth, is the lack of capacity in transport infrastructure, seen through overcrowding and traffic congestion levels. We are working to address these concerns, through initiatives such as the Local Sustainable Transport Fund (LSTF) programme to provide significant improvements to sustainable transport provision, supporting a reduction in carbon alongside sustaining growth in the local economy. The provision of safe and convenient travel routes and parking locations provide an environment that will enable both new and existing businesses to thrive.

The key objective of the enforcement policy is to maintain an appropriate balance between the requirements of residents, visitors, businesses and access for disabled people and thereby contributing to the economic growth and success of the town. Enforcement is conducted both on- and off-street by Reading Borough Council Parking Services and Civil Enforcement Officers employed through a term contractor. These officers actively patrol and enforce parking restrictions supporting traffic management and safety responsibilities imposed on local authorities by legislation, directing patrol efforts to strategically important routes, areas of high contravention and sensitive locations in response to public demand.

In 2012, we introduced a dedicated vehicle that continues to be used to enforce contraventions of waiting restrictions such as school zigzag markings, bus stop clearways and loading bans. This has continued to improve road safety especially around school entrances.

The new Northern Interchange at Reading Railway Station opened in July 2013, which included the opening of all new bus lanes, bus stops, the majority of taxi ranks, new pedestrian crossings and new street furniture. The Council has received positive feedback with users of the area making increasing use of the new facilities.

Enforcement of various parking restrictions is approached in a fair and reasonable manner across the town. The Parking Services team takes continual care when dealing with representations from the public against the Penalty Charge Notices to ensure that all the circumstances are fully considered on a case by case basis. We are fully committed to being transparent about our Parking Services and enforcement activity. This report provides an extensive record of activities during the 2013/2014 financial year and explains how the service is managed and aims to develop an understanding and acceptance of such enforcement activity.

**Cllr Tony Page**

**Lead Member for Strategic Environment, Planning & Transport, and Deputy Leader of the Council**

## Chapter 1 - Content

The Secretary of State's 'Statutory Guidance to Local Authorities on the Civil Enforcement of Parking Contraventions' states that local authorities should produce annual reports about their enforcement activities. It is considered good practice to publish a report which provides the public with information about the way enforcement is undertaken and provides reassurance that enforcement is being undertaken properly. The view of the Secretary of State is that transparency about the civil enforcement of parking regulations enables the public to understand and accept the enforcement of parking contraventions.

This Annual Report provides a record of activities during the 2013/2014 financial year and explains how the service is managed and aims to develop an understanding and acceptance of such enforcement activity.

The 2013/2014 is structured as follows:

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• Chapter 4 - Bus Lane Enforcement	12-16
• Chapter 5 - Challenges, Representations and Appeals	17-20
• Chapter 6 - How to Park	21-22
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## Chapter 2 - Policy Context

Reading Borough Council introduced Parking Enforcement in 2000, when responsibility for enforcement of parking contraventions passed from Thames Valley Police to the Local Authority. The current legislation that allows for Reading to enforce parking and waiting restrictions is under The Traffic Management Act 2004. This also permitted local authorities to enforce restrictions by other methods which are now known as ‘Civil Parking Enforcement’. Parking offences are classified as civil offences rather than criminal offences under Civil Parking Enforcement.

Reading Borough Council has an integrated Parking Service, which manages both on-street and off-street activities. The Council introduced Civil Parking Enforcement under Part 6 of the Traffic Management Act 2004 from 31<sup>st</sup> March 2008.

The current guiding transport policy document is its Local Transport Plan (LTP) 2011- 2026. The Local Transport Plan includes a 15-year strategy document and a rolling 3-year implementation programme. The LTP programme is reviewed annually to ensure the aims and objectives are being delivered. The statement below summarises the vision for transport in Reading:

*“Transport in Reading will better connect people to the places that they want to go: easily, swiftly, safely, sustainably and in comfort. We will meet the challenges of a dynamic, low-carbon future to promote prosperity for Reading.*

*Whichever way you choose to travel, by foot or bicycle, motorcycle, bus, rail, car or boat whether to work or education, to leisure or the services you need, our transport system will help you get there”.*

Although it is not possible to specifically measure the contribution of Civil Parking Enforcement on all the objectives, as there are a wide range of other factors that influence them, it is clear that well considered and implemented enforcement will support this vision.

## Chapter 3 - Parking Enforcement

Enforcement is conducted both on- and off-street by Reading Borough Council Parking Services through Civil Enforcement Officers employed through a contractor. Each officer receives specific training resulting in qualifications which are:

- City and Guilds 1889-001 Roles and Responsibilities of a Civil Enforcement Officer; and
- City and Guilds 1889-002 Conflict Management.

These qualifications have been updated and are now known as:

- WAMITAB Level 2 Award for Parking Enforcement Officers (QCF) (Ofqual qualification number: 601/1781/3)

Civil Enforcement Officers are salaried and are not part of any incentive scheme. Their only enforcement requirement is to ensure that any Penalty Charge Notice is issued correctly and that all the supporting evidence (including photographs) is gathered and recorded.

The Traffic Management Act introduced regulations that allow for enforcement through an approved camera device in areas that are difficult or sensitive. In the autumn of 2012 the Council introduced an enforcement vehicle; it is used to enforce contraventions of waiting restrictions with an early focus on school zigzag markings, bus stop clearways and loading bans. Enforcement with an approved device is not used where permits or exemptions (such as resident's permits or Blue Badges) may be in use. The primary objective of the camera enforcement system is to ensure the safe and efficient operation of the road network by deterring motorists from breaking road traffic restrictions and detecting those that do.

Reading Borough Council Parking Services currently enforces on-street parking restrictions (including through approved device method), off-street Council car parks and on-street resident parking schemes.

The Parking Services team at Reading Borough Council have completed the City and Guilds Notice Processing - QCT 1916, (now known as WAMITAB Level 3 Award in Notice Processing (QCF) (Ofqual qualification number: 601/1941/X). This qualification recognises the importance of back office staff, having the required skills, knowledge and detail when dealing with challenges, representation and appeals.

The Reading Borough Council Parking Services team have a duty to consider all aspects of a case. The Secretary of States guidance states that even when a clear contravention has occurred, the Council has discretionary power to cancel a Penalty Charge Notice, and this duty is adhered too - *“under general principles of public law, authorities have a duty to act fairly and proportionately and are encouraged to exercise discretion sensibly and reasonably and with due regard to the public interest”*. This exercise of discretion is approached objectively and without regard to any financial interest (in the penalty or decisions) that may have been taken at an earlier stage. However, discretion can be used to cancel or enforce a Penalty Charge Notice and some motorists who challenge their Penalty Charge Notice may not always receive the decision that they were looking for.

### **Penalty Charge Notices (PCNs)**

Penalty Charge Notices are issued when people contravene the parking code. Penalty Charge Notice tickets can be categorised as higher or lower depending on the seriousness of the contravention. Higher level tickets for more serious breaches are £70 (e.g. parking on yellow lines) and lower level tickets for less serious breaches are £50 (e.g. parking with an expired permit or pay & display ticket).

Road markings (such as yellow lines, loading bays, bus stops and residents zones) indicate that some sort of restriction applies and signs nearby will always explain the parking restrictions (see Chapter 6). If these restrictions are breached, a contravention has occurred and a Penalty Charge Notice will be issued.

In the Council’s public car parks Penalty Charge Notices may be issued if you fail to pay the correct amount at a pay and display ticket machine or for parking in a space for longer than you are permitted to. Also, if your car is reported to be causing a safety hazard, a source of congestion or an obstruction the Police may remove it. Drivers are responsible for making sure that their vehicles are parked correctly and not causing any obstructions. If vehicles are parked correctly they should not be issued with a Penalty Charge Notice.

### **Traffic Management Act 2004 Statutory Process - Direct Issue Process**

The following process applies where the Civil Enforcement Officer has directly issued the Penalty Charge Notice to the vehicle or handed it to the driver. Please see section below for information about the process involved when the Penalty Charge Notice is sent by post.

Please refer to Chapter 5 for information about challenges, representations and appeals.

- After 14 days of the date of issue of the Penalty Charge Notice
  - The right to pay the discounted sum (£35/£25) after 14 days is lost. The 14 days starts with the date on which the Penalty Charge Notice was issued.
- After 28 days of the date of issue of the Penalty Charge Notice

- If the charge is not paid 28 days from the date the Penalty Charge Notice was issued a Notice to Owner will be sent to the registered keeper of the vehicle.
- At this point you can either pay the full charge within 28 days (£70/£50) or make representation to Reading Borough Council.
- Failure to act on the Notice to Owner may result in a Charge Certificate being issued.
- After 28 days of the date of issue of the Notice to Owner
  - A Charge Certificate may be sent to the registered keeper of the vehicle, notifying the keeper that the charge has been increased by 50% (£105/£75). If you receive a Charge Certificate you must pay within 14 days. There is no right to appeal at this stage.
- After 14 days of the date of issue of the Charge Certificate
  - If the Charge Certificate is not paid within 14 days, the debt may be registered at the Traffic Enforcement Centre and a registration fee of £7.00 will be added to the charge (£112/£82). An Order for Recovery will be sent to the registered keeper of the vehicle.
  - If you receive an Order for Recovery you must either pay the outstanding charge within 21 days or file a witness statement.
- After 21 days after the Debt Registration
  - If the charge has not been paid or a witness statement has not been made, the Traffic Enforcement Centre will grant authority for a Warrant to be issued and a certificated bailiff will be requested to recover the debt from you. The bailiff will charge you for this.

### **Traffic Management Act 2004 Statutory Process - Postal Issue Process**

The following process applies where the Penalty Charge Notice has been issued by post. This occurs in circumstances where the Civil Enforcement Officer was prevented from issuing the Penalty Charge Notice at the time, or the vehicle drove away before affixing it to the vehicle/handing it to the driver. A Penalty Charge Notice may also be issued by post from an approved device i.e. a camera recording.

Please refer to Chapter 5 for information about challenges, representations and appeals.

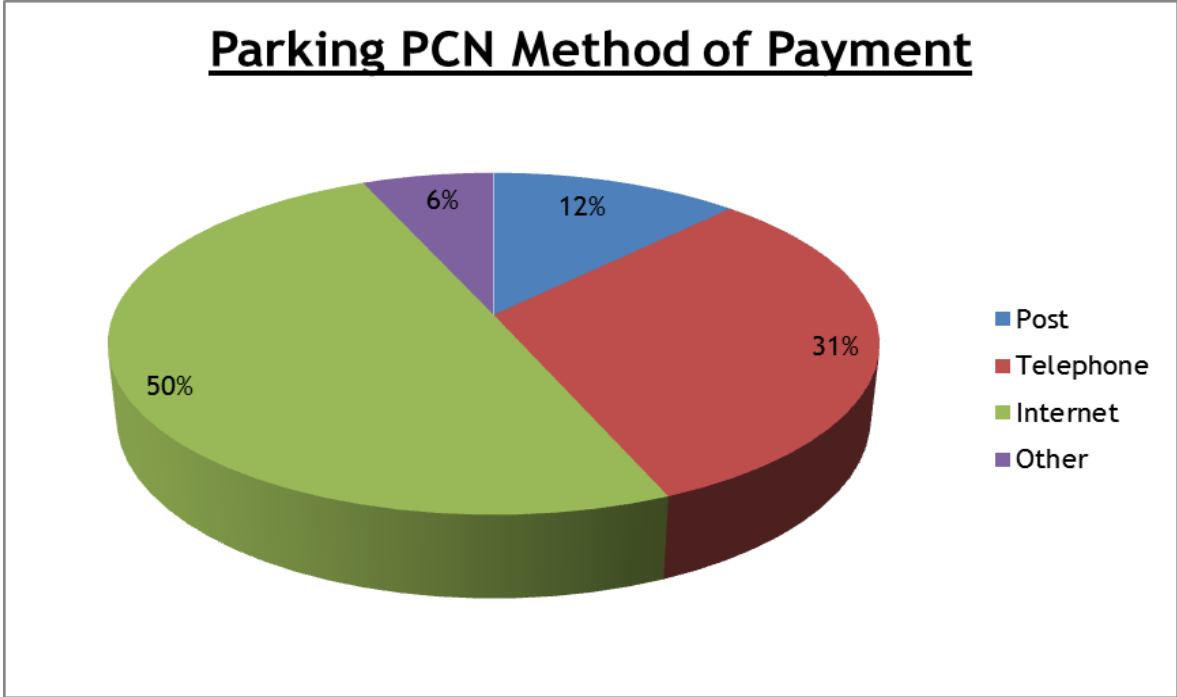
- The Penalty Charge Notice will be sent to the registered keeper of the vehicle; at this point you can either:
  - Pay the discount within 14 days (£35/£25) or 21 days if the contravention was detected by an approved device.

- If the discount is not paid in the 14/21 days, pay the full charge within 28 days (£70/£50).
- Make representation to Reading Borough Council.
- After 28 days of the date of issue of the Penalty Charge Notice
  - A Charge Certificate may be sent to the registered keeper of the vehicle, notifying the keeper that the charge has been increased by 50% (£105/£75). If you receive a Charge Certificate you must pay within 14 days. There is no right to appeal at this stage.
- After 14 days of the date of issue of the Charge Certificate
  - If the Charge Certificate is not paid within 14 days, the debt may be registered at the Traffic Enforcement Centre and a registration fee of £7.00 will be added to the charge (£112/£82). An Order for Recovery will be sent to the registered keeper of the vehicle.
  - If you receive an Order for Recovery you must either pay the outstanding charge within 21 days or file a witness statement.
- After 21 days after the Debt Registration
  - If the charge has not been paid or a witness statement has not been made, the Traffic Enforcement Centre will grant authority for a Warrant to be issued and a certificated enforcement agent will be requested to recover the debt from you. The enforcement agent will charge you for this.

**Paying a Penalty Charge Notice**

Penalty Charge Notices can be paid either online, by post or by phone. Once payment has been made, the driver/owner/hirer has accepted liability for the penalty charge and can no longer make a challenge/representation against the Penalty Charge Notice. Reading Borough Council’s interpretation of the relevant legislation (which is supported by the House of Commons Transport Committee) is that the recipient of a Penalty Charge Notice can pay the penalty or challenge the Penalty Charge Notice - it is not possible to do both.

The graph below shows the percentage of the different methods of payment used. It should be noted that the other includes payment made via the Enforcement Agents.





The table below shows the number of Penalty Charge Notices issued for 2013/2014<sup>1</sup>. A copy of Penalty Charge Notices issued by ward, street and contravention code is provided in Appendix A.

Penalty Charge Notice Issued	2012/2013	Percentage	2013/2014	Percentage
Total Penalty Charge Notices Issued	45,771		44,197	
Number of higher level Penalty Charge Notices issued	29,616	65%	29,597	67%
Number of lower level Penalty Charge Notices	16,070	35%	14,570	33%
Number of Penalty Charge Notices with no charge level e.g. warning notice	85	0.20%	19	0.04%
Number of Penalty Charge Notices paid	34,213	75%	32,131	73%
Number of Penalty Charge Notices paid at discount	27,660	60%	25,914	59%
Number of Applications registered at TEC (dated 01/10/2014)	6,074	13%	2,795	6%
Number of Penalty Charge Notices against which a formal or informal representation was made	9,842	22%	9,253	21%
Number of Penalty Charge Notices cancelled as a result of a formal or informal representation	1,624	4%	1,988	4%
Number of Penalty Charge Notices written off for other reasons	1,391	3%	2,930	7%

<sup>1</sup> Please note that this data is constantly changing and the data provided is that recorded on 1<sup>st</sup> October 2014.

Overall the number of Penalty Charge Notices (PCNs) issued in 2013/2014 was 3% lower than the previous year. This shows improved compliance of the parking restrictions in Reading.

The Council introduced an experimental footway and verge parking ban in the Tilehurst area in May 2013, this covered 11 streets: Westwood Road (whole length), School Road (whole length), Recreation Road (between car park entrance and School Road), Church End Lane (whole length), Lower Elmstone Drive (whole length), Park Lane (whole length), Mayfair (whole length), The Meadway (between Church End Lane & Mayfair), Overdown Road (between Kentwood Hill and Brooksby Road), Norcot Road (between Church End Lane and School Road) and Oak Tree Road (whole length).

The objectives of the scheme set out to protect the footways and verges from parking and reduce speeds through increased on-street parking. The number of PCNs issued was 44 in 2013/2014 and has started to have a positive effect on meeting those objectives. The trial will last for 18 months before deciding whether to make it permanent or not.

The number of PCNs issued through the approved device (enforcement vehicle) was 5,160 for the year, an increase on the previous year. This would be due to enforcement commencing part way through 2012/2013 year (started November 2012). A breakdown of the notices issued by the approved device for street and contravention code is provided in Appendix A.

The number of challenges & representations received was lower than the previous year; however there was a slight increase in the number of cancelled tickets.

### **Further Information**

Further information can be found on the Council's website: [www.reading.gov.uk](http://www.reading.gov.uk) or [www.PATROL-uk.info](http://www.PATROL-uk.info)

## Chapter 4 - Bus Lane Enforcement

Reading Borough Council has more bus lanes per mile of road than anywhere else in the UK and a greater proportion of people travel by bus than in most other cities and towns in the UK. Reading Borough Council and its partners want to make public transport reliable and punctual. Bus lanes, when operating properly, help improve journey times, punctuality and reliability which may help make public transport a more attractive option and in turn relieve congestion.

When bus lanes are misused they are less effective, hence the need for effective enforcement. When people ignore bus lanes they can cause delays to public transport and increase the risk of accidents as other road users are unlikely to be aware of their presence.

In October 2005, powers were introduced under the Transport Act 2000 that made it possible for Reading Borough Council to enforce the regulations governing the use of bus lanes in the Borough. The Police may still take action against persons driving in bus lanes or ignoring road signs, however, Reading Borough Council's enforcement by approved device camera's has substantially increased the likelihood of those abusing bus lanes being caught out.

The penalty for being caught in a bus lane is a £60 Penalty Charge Notice. Cameras record vehicles using bus lanes and penalties are issued based on this information. Enforcement officers check the recordings to determine whether a contravention of the rules has taken place or if there may be other circumstances e.g. to avoid an accident. It is possible to make a representation against the Penalty Charge Notice within 28 days of it being issued.

In 2013/2014, the Council introduced six approved device cameras on the network: Five of those relate to new bus lanes introduced around the Reading Station:

- Access Road (Southbound),
- Access Road (Northbound),
- Vastern Road (Northside),
- Vastern Road (West Side Northbound) and
- Vastern Road (East Side Southbound)

And one existing bus lane:

- Bath Road

The Council also upgraded five existing cameras:

- A429 Wokingham Road,
- Kings Road,
- London Street (Northern Section),
- The Forbury (East/West Section) and
- Oxford Road.

Appendix B provides a breakdown of information per bus lane.

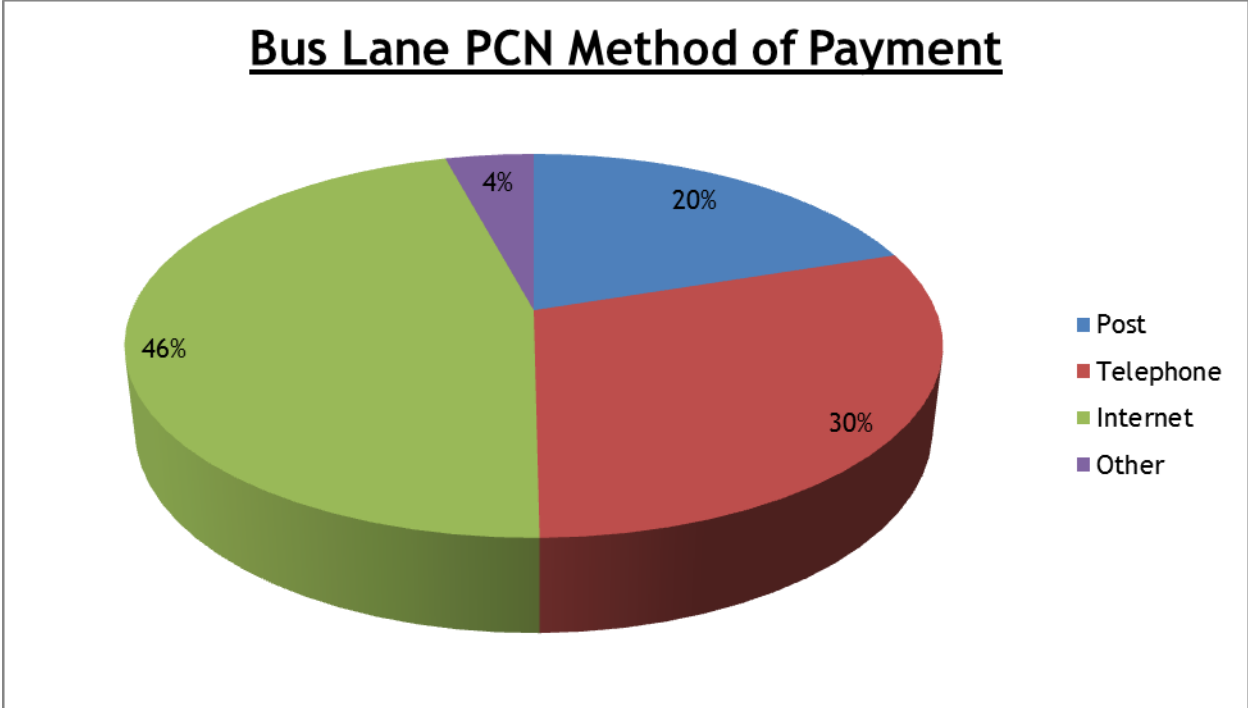
## Transport Act 2000 Statutory Process

Please refer to Chapter 5 for information about challenges, representations and appeals.

- The Penalty Charge Notice will be sent to the registered keeper of the vehicle; at this point you can either:
  - Pay the discount within 14 days (£30).
  - If the discount is not paid in the 14 days, pay the full charge within 28 days (£60).
  - Make representation to Reading Borough Council.
- After 28 days of the date of issue of the Penalty Charge Notice
  - A Charge Certificate may be sent to the registered keeper of the vehicle, notifying the keeper that the charge has been increased by 50% (£90). If you receive a Charge Certificate you must pay within 14 days. There is no right to appeal at this stage.
- After 14 days of the date of issue of the Charge Certificate
  - If the Charge Certificate is not paid within 14 days, the debt will be registered at the Traffic Enforcement Centre and a registration fee of £7 will be added to the charge (£97). An Order for Recovery will be sent to the registered keeper of the vehicle.
  - If you receive an Order for Recovery you must either pay the outstanding charge within 21 days or file a statutory declaration.
- After 21 days after the Debt Registration
  - If the charge has not been paid or a statutory declaration has not been made, the Traffic Enforcement Centre will grant authority for a Warrant to be issued and a certificated bailiff will be requested to recover the debt from you. The bailiff will charge you for this.

**Paying a Penalty Charge Notice**

Penalty Charge Notices can be paid either online, by post or by phone. The graph below shows the percentage of the different methods of payment used for Penalty Charge Notices relating to bus lanes. It should be noted that the other includes payment made via the Enforcement Agent (formerly known as bailiffs).



The table below shows the number of Penalty Charge Notices issued for entering bus lanes in 2013/2014<sup>2</sup>. A copy of Penalty Charge Notices issued by street for entering bus lanes is provided in Appendix B.

Penalty Charge Notice Issued	2012/2013	Percentage of Total Issued	2013/2014	Percentage of Total Issued
Total Penalty Charge Notices Issued (including re-issued Penalty Charge Notices e.g. new keeper)	71,406		102,659	
Total Penalty Charge Notice Contraventions recorded	72,360		101,971	
Number of Penalty Charge Notices paid	60,716	84%	82,614	80%
Number of Penalty Charge Notices paid at discount	53,618	74%	72,301	70%
Number of Penalty Charge Notices against which a formal representation was made	12,172	17%	17,129	17%
Number of Penalty Charge Notices cancelled as a result of a formal representation	2,276	3%	3,112	3%
Number of Penalty Charge Notices written off for other reasons	2,461	3%	3,788	4%

The number of Bus Lane Penalty Charge Notices issued has increased by 30% this year compared with the previous year. This is due to the introduction of five new bus lanes around the Reading Railway Station and the upgrade to digital enforcement of five existing bus lanes. The new bus lanes around the Station were introduced to protect access and prioritise public transport. The Council issued over 3,700 warning notices in the three weeks prior to enforcement commencing in August 2013. In the eight month period that the Council enforced the Bus lanes (in 2013/2014), there were 9,740 PCNs issued in those particular bus lanes. The warning period therefore allowed those who regularly use this area to adjust to the changes around the Station prior to enforcement.

A breakdown of the individual bus lanes is shown in Appendix B.

<sup>2</sup> Please note that this data is constantly changing and the data provided is that recorded on 1<sup>st</sup> October 2014.

The percentage of representations and cancelled tickets has remained the same compared with previous year. The percentage of Penalty Charge Notices paid has decreased this year, 80% compared with 84%.

**Further Information**

Further information can be found on the Council's website: [www.reading.gov.uk](http://www.reading.gov.uk) or [www.PATROL-uk.info](http://www.PATROL-uk.info)

## Chapter 5 - Challenges, Representations and Appeals

If a driver is issued a Parking Penalty Charge Notice, which they feel is unwarranted, they have the right to challenge the Penalty Charge Notice. This is done in 3 stages. The first stage is an informal challenge to Reading Borough Council which is followed up by the second stage which is a formal representation to the Council. If the representation to the Council is unsuccessful, the third stage is an appeal to the Traffic Penalty Tribunal. It should be noted that for Penalty Charge Notice issued by post (either parking or bus lane related) there is no informal challenge.

The Reading Borough Council Parking Services will deal with each case on its own merits and will take into account the evidence recorded by the Civil Enforcement Officer and the information provided for a case. There are statutory time limits for dealing with representations and appeals, whereas guidance is provided for informal challenges. In all cases the Reading Borough Council Parking Services aim to deal with challenges, representation and appeals in an efficient, effective and impartial way.

### Stage 1 - Making an Informal Challenge

Reading Borough Council Parking Services have a legal obligation to consider all informal challenges received. If an informal challenge is made within 14 days of the Penalty Charge Notice being issued, the discount period will be put on hold until the Council can deal with the challenge. A letter from the driver explaining the reasons why they feel they have grounds for an appeal should be made as soon as possible to the address given on the Penalty Charge Notice. The letter can be submitted by writing to the Council using surface mail or making a challenge by way of a secure website. A letter will be replied to if the challenge is upheld and the Penalty Charge Notice will be cancelled. If the challenge is not upheld, provided the challenge was made within 14 days of the Penalty Charge Notice being issued, a further 14 days to pay the Penalty Charge Notice at a discounted rate will be granted.

### Stage 2 - Representations

A representation (under the Traffic Management Act 2004) can only be made upon receipt of a Notice to Owner, in cases where the PCN has been affixed to the vehicle or handed to the driver. The Notice to Owner will be sent to the registered keeper of the vehicle 28 days after the issue of the Penalty Charge Notice. Should a Penalty Charge Notice have already been paid the case is considered closed and no representation or appeal may be made. Once a Notice to Owner has been issued, the vehicle owner has 28 days to make a representation. The Council has a legal obligation to consider all representations received and must reply within 56 days of receiving the representation, if the Council does not reply in this time period, the Penalty Charge Notice is automatically cancelled.

Should a representation be unsuccessful the owner will be liable to pay the Penalty Charge Notice at the full rate. If the Council rejects the representation, an appeal may then be made to the Traffic Penalty Tribunal. Where a Penalty Charge Notice



has been issued by post the registered keeper has 28 days to make a representation to the Council. If those representations are made within the discount period, the Council will generally hold the discount and if the decision is made to reject the Penalty Charge Notice, this will be re-offered again. However, should an appeal be made to the Tribunal, the full charge would then apply, even if it is within the re-offered discount period. This process is set down by the Traffic Management Act 2004 (and accompanying regulations) for parking contraventions. The process is the same for bus lane contraventions issued under the Transport Act 2000, however, there is no informal challenge or time limit set for the Council to reply to a representation. These are the only ways to query a Penalty Charge Notice.

Complaints about the parking scheme itself should be made in writing to Reading Borough Council. General enquiries concerning parking issues may be made by telephone, however, Reading Borough Council cannot accept challenges or representations made by email or telephone.

The table below shows items of correspondence received in relation to informal challenges, parking and bus lane representations for 2013/2014<sup>3</sup>.

2013/2014	Informal Challenges	Incoming Parking Representations	Incoming Bus Lane Representations	Total
April	468	382	1580	2,430
May	423	295	1234	1,952
June	630	294	1779	2,703
July	587	353	1620	2,560
August	468	333	1390	2,191
September	456	310	1459	2,225
October	572	284	1787	2,643
November	539	262	1465	2,266
December	454	206	1368	2,028
January	433	139	1321	1,893
February	539	186	1237	1,962
March	462	178	899	1,539
<b>Total</b>	<b>6,031</b>	<b>3,222</b>	<b>17,129</b>	<b>26,392</b>

<sup>3</sup> Please note that this data is that recorded on 1<sup>st</sup> October 2014. This data includes PCNs that have made multiple challenges and/or representations

### Stage 3 - Appeal to the Traffic Penalty Tribunal

The Traffic Penalty Tribunal is a body independent of the Council. Adjudicators are people with at least five years legal experience who consider the evidence for appeals against Penalty Charge Notices issued by Local Authorities. Their decision is final and binding on both parties.

Should a Representation to the Council be unsuccessful a Notice of Rejection and a Notice of Appeal will be sent to the registered keeper. This is the form that must be used to appeal to the Traffic Penalty Tribunal. A Traffic Penalty Tribunal appeal can only be made should a representation to the Council already have been rejected. When they receive a 'Notice of Appeal', the Traffic Penalty Tribunal staff will make some basic checks and if everything is in order it will be registered as a formal appeal. The registered keeper will receive acknowledgement of this and a date as to when the appeal is due to be decided. The Council will also be notified that the appeal has been lodged and will be given a date for which to submit their evidence to the Adjudicator. In the case of a personal appeal being asked for, the Traffic Penalty Tribunal staff will schedule it for the next appropriate hearing at the registered keepers preferred location and give 21 days notice of the precise date, time and venue.

The table below shows how many appeals were dealt with by the adjudicators<sup>4</sup>.

2013/2014	Parking Penalty Charge Notices	Percentage of Total PCNs Issued	Percentage of Appeals Received	Bus Lane PCN	Percentage of Total PCNs Issued	Percentage of Appeals Received
Total Penalty Charge Notices Issued	44,197			102,659		
Total Appeals Received	293	0.66%		388	0.38%	
Dismissed by Adjudicator	68	0.15%	23.21%	158	0.15%	40.72%
Allowed by Adjudicator	41	0.09%	13.99%	66	0.06%	17.01%
Not Contested by Council	166	0.38%	56.66%	126	0.12%	32.47%
Consent Order	15	0.03%	5.12%	34	0.03%	8.76%
Awaiting decision inc. other	3	0.01%	1.02%	4	0.004%	1.03%

<sup>4</sup> Please note that this data is constantly changing and the data provided is that recorded on 1<sup>st</sup> October 2014.

Consent Order means the Council and Appellant have reached an agreement over the appeal.

The number of parking appeals to the adjudicator has fallen compared to appeals received in 2013/2014 (293 compared with 358 for 2012/2013). The Council reviews all adjudicator decisions and through the feedback from them will try to ensure that unnecessary appeals are not registered. A fresh review of the case is made when an appeal is registered, regardless of the decision made at representation stage.

The number of bus lane appeals to the Traffic Penalty Tribunal has increased compared to appeals received 2013/2014 (388 compared with 361 for 2012/2013). Each case is dealt with on their own merits and a fresh review is made when the appeal is received from the Traffic Penalty Tribunal. The Council, as with parking appeals, reviews all decision and uses the feedback from the adjudicator to ensure bus lane appeals are pursued in a fair and impartial manner.

The annual report from the Traffic Penalty Tribunal on their service was not available at the time of this report.

### **Further Information**

Further information can be found on the Council's website: [www.reading.gov.uk](http://www.reading.gov.uk) or [www.PATROL-uk.info](http://www.PATROL-uk.info)

The Traffic Penalty Tribunal's website: [www.trafficpenaltytribunal.gov.uk](http://www.trafficpenaltytribunal.gov.uk)

## Chapter 6 - How to Park

Road markings such as yellow lines, loading bays, bus stops and residents zones, indicate that some sort of restriction applies. Signs nearby will always explain the parking restrictions. If in doubt check the signs. Drivers are responsible for making sure that their vehicles are parked correctly and not causing any obstructions. If vehicles are parked correctly they should not be issued with Penalty Charge Notices.

If you are in doubt where you can park, and for how long, check the markings on the road and nearby signs. The following sections provide a brief overview of some of the most commonly used parking signs in Reading.

### Waiting Restrictions

Waiting restrictions apply to the carriageway, pavement and verge. A single yellow line on the road shows a restriction that applies for part of the day and/or on certain days of the week. The timing of the restriction will be shown on an adjacent sign. Double yellow lines on the road mean that you cannot park or wait in the vehicle in this area at any time (if the restrictions are seasonal that will be indicated on nearby signs). Double yellow lines are a national restriction and there is no requirement to sign this restriction. None of the wheels of your vehicle should be on the double yellow lines. You are allowed to stop temporarily on double yellow lines to load/unload or to drop passengers (see also loading restrictions). Once you have done so you should move your vehicle immediately.



### Loading Restrictions

Yellow markings on the kerb or at the edge of the carriageway mean loading and unloading is prohibited. A single yellow bar means loading is not permitted at the times shown on the nearby signs (the terms used on the signs are the same as those explained above for waiting restrictions). Two yellow bars mean loading is not permitted at any time. Loading bays are usually marked on the road and shown on signs. You may not wait in these areas unless you are loading or unloading. Some of these bays may be restricted to Goods Vehicles only.



## School Markings

You must not stop, park, nor pick up nor drop off passengers on areas shown by school keep clear zig zag markings including no parking on the adjacent footpath.

## Permit Bays and Shared Use Bays

Reading has a number of different parking permits which are available across the town (see Chapter 7). Household within a permit zone are entitled to parking permits, the permits will have a zone printed on them, and these are the only zones the permits are valid in. The zones were re-organised in 2011 and there are currently two permit zones stated on the signs, this is because there are still valid visitor permits issued in 2009-2010 that are still valid with the old permit zones. These permits will cease to be valid at the end of 2014.

There are a number of shared use permit parking bays in the zones, this allows non-residents to park without a permit. The majority of these shared use bays allows non-permit holders to park between 8am and 8pm Monday to Sunday, outside of the hours stated the bays are reserved for permit holders only. There are variations to the 8am to 8pm time periods and it is the responsibility of the motorist to check the signs each and every time they park to confirm the restrictions.

In some permitted streets within the town centre, the shared use bays are pay and display with permits (see Chapter 11 for information on pay and display). Non-permits holders can park in these bays but will need to purchase a pay & display ticket, between the hours stated on the sign. The majority of pay and display shared bays hours are between 8am and 8pm or 10am to 4pm Monday to Sunday and motorist must check the signs when parking each and every time. Outside of the hours stated the bays are reserved for permit holders.

The restrictions are applicable to the side of road that the signs are situated and there should not be an assumption that parking on one side of the street will have the same restriction as across the road.

## Other Restrictions

Parking is governed by rules 238-252 of the Highway Code. The rules contained in the Highway Code have the force of law and apply to the drivers and passengers of all vehicles and to cyclists and pedestrians. It is the responsibility of all drivers to be and remain familiar with the Highway Code. 'The Highway Code' Crown copyright is reproduced with the permission of the controller of Her Majesty's Stationery Office.



## Chapter 7 - Permits

Permit Parking Zones came to Reading in the mid 1970's with the intention to enable residents to park in streets that would have otherwise been occupied by shoppers or commuters parking in the town centre. As levels of car ownership and traffic patterns have developed, the zones have spread away from central Reading to other parts of the town affected by parking problems.

In 2011/2012, the parking permit service and the zoning system was updated with zones becoming larger and a better split between the number of permits being issued and the number of on-street parking spaces being made available. Changes to the permit scheme are made so it is vital people continue to check the signs and lines where they park

There are currently three main types of permits available, resident, visitor and business, however, temporary permits and other discretionary permits are also available.

The permit must be displayed in its registered vehicle at all times when the vehicle is parked in a permit bay. The permit should be displayed on the windscreen and be readable so that the information contained on it is legible. The information on the permit will contain; the vehicles registration, the permit zone, the expiry date, and the make of the vehicle.

From April 2012 residents were able to renew their permits online without the requirement to re-apply and provide evidence. The table below shows that the majority of residents preferred this method of renewing their permits.

Permit Type	Total Renewed Online 2013/2014	Total Issued 2013/2014	Percentage renewed
Business	12	42	29%
Resident	4541	8600	53%
Visitor	996	10377	10%

There was an increase in the number of residents and visitor permits being renewed online compared with 2012/2013 (48% and 8% respectively).

All other permit types will require a new application, as these are issued at the discretion of the Council. The Council must be satisfied that the same conditions apply for discretionary permits and there is no automatic right of renewal.

### Resident Permits

Resident Parking Permits are provided in controlled parking areas for residents of Reading. Following an extensive consultation, parking zones were simplified and re-organised providing a longer and more flexible parking solution. Permits will run



for 12 months from the date of issue and it is up to the user to renew a permit before it expires.

A maximum of two permits are available to be issued per household. To comply as a household the house or flat must; lie within a Permit Parking Zone, be registered for Council Tax, have appropriate planning permission, and not have a planning condition that prohibits the issue of permits. The first permit per household is currently free however the second is £80. It is down to the discretion of the home owner as to what name goes on which permit. When first applying for a permit, proof of residence and proof of car ownership will be required to be sent with the application. Once a permit has been granted, it can be renewed the following year online without the need for re-applying or supplying evidence.

### **Business Permits**

Business Parking Permits are available to businesses that operate within a permit parking zone. The criteria to be eligible for a Business Parking Permit are; the staff and operators may not reside in the permit zone, the premises must have no associated off-street parking, and the staff for whom the permits are intended for should require regular and frequent use of their vehicles during the working day.

Businesses are eligible to apply for one permit per business with any further requests to be made on the discretionary application form. When applying for a permit, the business must provide proof of address and proof of vehicle ownership. Business permit applications must be made by post.

### **Visitor Permits**

Both residents and businesses within permit parking areas can offer visitor permits. All households in permit' parking zones are entitled to visitor permits. Visitor permits are scratch cards each for half days. They are issued in books of 20 permits. The first two books are free and a further five books are available at a cost of £22 per book. Proof of residence is required when applying for visitor permits. Businesses are able to purchase up to 100 visitor permits, Community Agencies are able to purchase an unlimited number of visitor permit. Like with the Residents' visitor permits, Business visitor permits are scratch cards for half a day and are also issued in books of 20 at £22 per book. Once the books have been granted, they can be renewed the following year, online without the need for re-applying or supplying evidence. Visitor Books can not be renewed, if more than a year has passed since they were originally issued.

### **Temporary Permits**

Temporary permits can be obtained by post or in person by visiting the Civic Centre Reception. Temporary permits are normally issued to residents who have just moved into the permit zone or have changed their vehicle. Temporary permit are

issued for 8-weeks to allow time to submit full proofs. Temporary permit cover is not extended after the 8 week period as it is felt this is enough time to have obtained the full proofs required.

### Discretionary Parking Permits

Reading Borough Council has recognised that there are those who, from time to time, may have business within the permit zones which, the Council may decide at its discretion as the Highway Authority to be legitimate reason to grant a permit. Other such permits that the Council issues include: Medical Practitioners, Healthcare Professional, Carer, Charity, Tradesperson, Teacher, Nanny and Other Resident/Business/Visitor Discretionary.



The table below shows the total permits issued by type<sup>5</sup> and the permits zones and the number of permits<sup>6</sup> on issue

Permit Type	Total issued in 2012/2013	Total issued in 2013/2014
Business	30	21
Business Discretionary	7	15
Charity (free and charged)	42	30
Carer	161	157
Doctor	70	67
Health Care Professional	482	568
Resident Discretionary (free and charged)	97	190
Resident - Free Permits	7,083	7,218
Resident - Second Permit	1,422	1,382
Non-UK Registered Vehicle Permits	1	2
Nanny	0	0
Teacher	33	30
Tradesperson - Annual	85	86
Tradesperson - Daily	373	586
Temporary Permits	3,790	3,728
Visitor Books - Free	7,577	8,379
Visitor Books - Charged	2,388	1,998
Visitor Business	30	42
Visitor Discretionary	175	364
<b>Total</b>	<b>23,846</b>	<b>24,863</b>

### Further Information

Further information can be found on the Council's website: [www.reading.gov.uk](http://www.reading.gov.uk)

<sup>5</sup> Please note that this data is that recorded on 1<sup>st</sup> October 2014.

<sup>6</sup> Please note that this data is constantly changing and the data provided is that recorded on 17<sup>th</sup> April 2014.

Permit Zone	Approx. Spaces on street	Resident Permits	Resident Discretionary	Business Permits	Business Discretionary	Carer Permits	Charity Permits	Total Permits	Capacity
01R	539	538	9	2	2	15	0	566	105%
02R	180	266	9	2	1	5	0	283	157%
03R	537	513	7	0	1	16	0	537	100%
04R	99	57	7	3	4	0	5	71	72%
05R	547	423	31	2	2	12	2	475	87%
06R	534	495	10	0	0	9	0	516	97%
07R	1,526	1,317	43	1	3	13	11	1,377	90%
08R	775	674	30	6	2	14	0	737	95%
09R	462	434	1	1	2	7	2	445	96%
10R	1,194	1,157	18	1	1	18	0	1,197	100%
11R	348	365	1	2	1	4	2	373	107%
12R	1227	1,142	14	2	0	21	0	1,181	96%
13R	230	222	2	0	0	4	0	228	99%
14R	184	176	4	0	0	4	0	184	100%
B4	6	3	0	0	0	0	0	3	50%
B5	5	16	1	0	0	0	0	17	46%
B6	6	4	0	0	0	0	0	4	67%
C4	18	7	0	0	0	0	1	8	44%
W1	20	17	0	0	0	0	0	17	85%
Z1	25	16	0	0	0	0	0	16	64%
<b>Total</b>	<b>8,462</b>							<b>8,235</b>	<b>97%</b>

## Chapter 8 - Blue Badges

Blue Badges provide a vital lifeline to over 2.5 million people every year allowing disabled people to access employment, shops and other services. Blue Badge fraud is a growing issue across the country. Abuse of the scheme means that priority spaces are unable to be used by those who need them most.

It is therefore vital that Reading Borough Council put measures in place to try and reduce the number of incidences of Blue Badge fraud.

Since the 1<sup>st</sup> January 2012, the Department for Transport (DfT) has introduced a new Blue Badge Improvement Service (BBIS) scheme which is intended to tackle this problem. The scheme comprises of a central nationwide database and a new assessment process to ensure badges only go to those who need them. The scheme will be managed nationally by Northgate Public Services.

The new Blue Badges nationally use security style inks and techniques making them almost impossible to reproduce, tamper with or amend. It is now an offence for anyone who is not the actual badge holder to use the Blue Badge, or to park in an on-street Blue Badge parking bay without displaying a badge. Reading Borough Council has set-up a Fraud Hotline (0500500777) and an on-line Fraud Reporting Form should anyone notice and want to report someone committing these fraudulent offences.

The Department for Transport has issued a booklet called 'The Blue Badge Scheme: Rights and Responsibilities in England'. This booklet explains to the holder of a Blue badge their responsibilities, places where they can and cannot park, and further travel advice. This also includes information on how to display the badge, where parking is for free and where time limits do/do not apply.

The table below shows the Blue Badges issued in 2013/2014 and total on issue as of 31<sup>st</sup> March 2014, compared with previous year.

Blue Badge Allocation	Issued in 2012/2013	On issue as of 31st March 2013	Issued in 2013/2014	On issue as of 31st March 2014
Total number of valid Blue Badges	1,556	4,698	1,869	5,565
Total number of Blue Badges on issue to organisations	54	170	19	69

### **National Fraud Initiative**

The purpose the National Fraud Initiative is to recover those Blue Badges which should have been returned following a death. Reading Borough Council is part of this initiative. Following the national redesign of Blue Badges, it should make it easier for Local Authorities to both cross check and identify fraudulent badges.

### **Further Information**

A free phone hotline for anyone who suspects Blue Badge fraud in the area is: 0500500777.

Further information on how to obtain a Blue Badge can be found on the Council's website: [www.reading.gov.uk](http://www.reading.gov.uk)

## Chapter 9 - Signs and Lines Maintenance

Reading Borough Council's Highways team deals with the maintenance of existing signs and lines. The Area Highway Inspectors carry out safety inspections and defects in lines or missing signs will be identified and any associated works ordered. The frequency of inspections varies depending on the road classification. Monthly inspections are carried out for A- class road, quarterly inspections for B- and C-class roads and unclassified roads annually.

Any other defects identified through observations or checks made by the Civil Enforcement Officers, Ward Councillors and members of the public are also actioned as appropriate.

In addition to signs and lines, the Highway Inspectors as part of their safety inspections will identify defects to direction signage, carriageways/footways/cycleways and gullies and order repair works as necessary. The Inspectors also undertake Night Scouts monthly to identify street lighting faults and order repair works.

There is also an annual resurfacing programme usually carried out during the summer which often affects lines. These will be replaced as soon as possible after surfacing work has been completed.

Snow will cover lines particularly on local residential roads where gritting does not take place. The parking restrictions remain in operation as set out in the appropriate Traffic Regulation Order.

On the principal roads and the main bus routes gritting is undertaken in accordance with the Winter Service Plan but the channel lines where road markings are will often remain covered until a thaw takes place.

A Penalty Charge Notice will only be issued where the Civil Enforcement Officer has checked that the lines and signs are in an acceptable condition. A motorist's attention should be drawn to the restriction when parking (See Chapter 6 for further information). The Council is unable to maintain the lines and signs in a perfect condition at all times, and it is recognised by the Traffic Penalty Tribunal that the lines and signs will over a period of time be subject to wear and tear.

Regulation 18 of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 states that: '*Where an order relating to any road has been made, the order making authority shall take such steps as are necessary to secure a) ... the placing on or near the road of such traffic signs in such positions as the order making authority may consider requisite for securing that adequate information as to the effect of the order is made available to persons using the road*'. The Council complies with this Order and will ensure that restrictions are clearly marked for motorists.

## Chapter 10 - Car Parks

The current parking strategy is a core element of the Local Transport Plan. The strategy essentially aims to manage the level of long stay/commuter parking in the town centre. A key feature of the strategy is pricing of town centre parking to reflect the availability of alternatives, especially long stay parking provided by park and ride.

Reading Borough Council has a partnership contract with National Car Parks Limited (NCP). NCP manages the Council's car parks on a daily basis and maintains the car park cleanliness and deal with any other ad hoc duties e.g. maintaining lifts, removal of abandoned vehicles etc. The partnership has been in place from April 2007 and since this time, there has been a large investment made into the car parking infrastructure. This investment has included: updating the payment machines, replacing entry/exit barriers, improved lighting, improved tariff boards, and re-surfacing/re-lining car parks. More specific improvements are the waterproofing and drainage works at Queens Road and Broad Street Mall, fencing to Kings Meadow and a front end tidy up at the Cattle Market car park. Reading Borough Council and NCP review the tariff structure on an annual basis. Season tickets are available for Queens Road, Hills Meadow and Chester Street car parks. Season tickets are available annually, 6 monthly, 3 monthly and 1 monthly (except Chester Street which only offers annual permits).

The table below shows the spaces available in each car park.

Car Park	Spaces
Broad Street Mall	784
Queens Road	700
Hills Meadow	298
Civic B Car Park	170
Kings Meadow	95
Cattle Market	90
Chester Street, Caversham	60
Recreation Road, Tilehurst	80
Dunstall Close, Tilehurst	47
<b>Total</b>	<b>2,324</b>

### Further Information

Further information can be found on the Council's website: [www.reading.gov.uk](http://www.reading.gov.uk) or the NCP website <http://www.ncp.co.uk/>

## Chapter 11 - Pay and Display

Reading Borough Council introduced on-street pay and display in October 2010, this offered alternative short-term parking for the Town Centre. Following the Town Centre Redevelopment Works associated with the Reading Station upgrade, a total of 198 pay and display bays were introduced at that time. The bays are located across the town centre and provide more flexible parking options for visitors.

In January 2013, an additional 20 Pay and Display bays were introduced into the Town Centre. These were located in Oxford Road (on the bridge near Travel lodge), St Mary's Butts (on Island, opposite Church), Thorn Street outside Beadle Chrome shop, opposite Travel lodge), and Vachel Road (Dead end section, next to IDR)

The majority of the bays are operational between 8am and 8pm, Monday to Sunday, but there are a few locations that are shared with permit parking (See Chapters 6 and 7 for further information).

In line with the Department for Transport under 'The Blue Badge Scheme: Rights and Responsibilities in England', holders of the blue badges can park for free and without time limit in the pay and display bays. However, in the shared use bays it is only for free and without limit during the hours a pay and display ticket is required, outside of the hours a parking permit is required. (See Chapter 8 for further information)

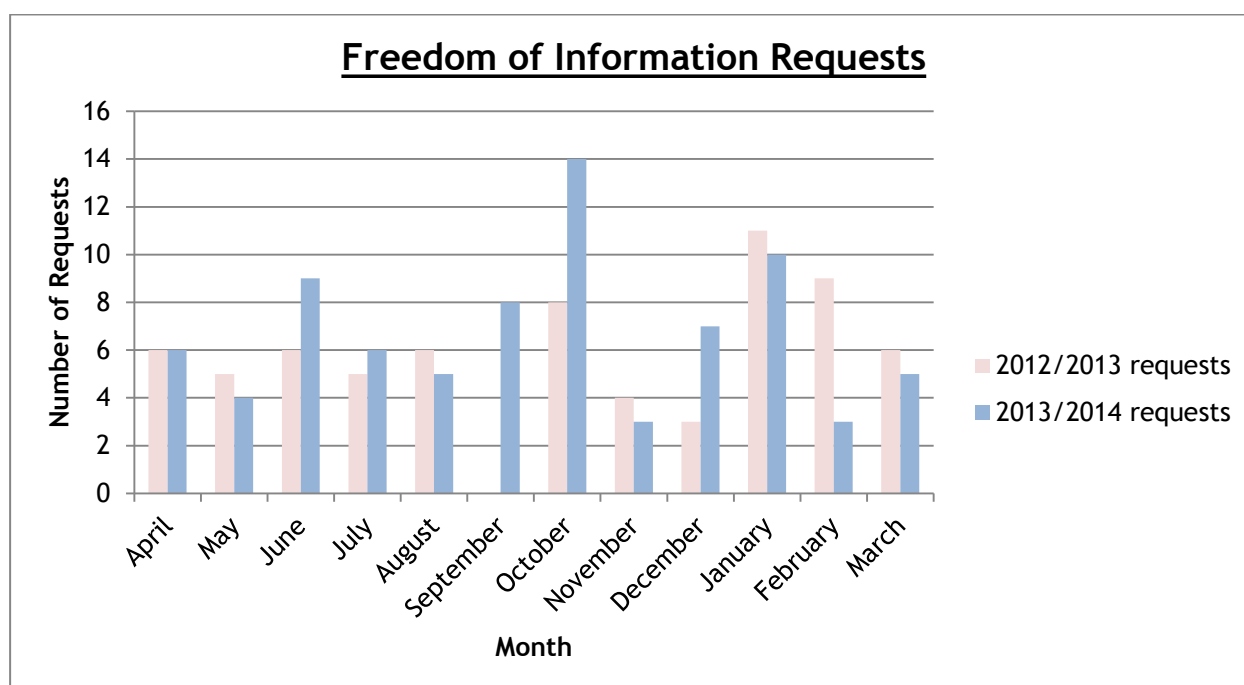
### **Further Information**

Further information can be found on the Council's website: [www.reading.gov.uk](http://www.reading.gov.uk)

## Chapter 12 - Freedom of Information

The Freedom of Information Act came into effect in January 2005. This requires Reading Borough Council to provide information which is held available to the general public. The Freedom of Information Act requires that Reading Borough Council respond to requests within 20 working days. Reading Borough Council is only required to respond with information that is held - it does not require the Council to analyse the information.

The graph below shows the number of Freedom of Information requests on monthly basis received by the Reading Borough Council Parking Services team in 2012/2013 and 2013/2014<sup>7</sup>. In 2013/2014, a total of 80 Freedom of Information requests were received by the Reading Borough Council Parking Services team. This was 11 more than the previous year.



The Reading Borough Council Parking Services team often receive the majority of Freedom of Information requests from motorists that have received a Penalty Charge Notice. Such requests are seeking to obtain information about Penalty Charge Notices issued in the same location. Whilst the team seek to respond to requests within 20 working days, there are some instances where the request has been too broad e.g. no date range, specific types of challenges, Penalty Charge Notices issued to non-Reading based motorists. Therefore, if a manual search of each Penalty Charge Notice is required, this can take between 30 seconds to 2 minutes to investigate. As Reading Borough Council hold thousands of records for the majority of requests made, it would exceed the 18 hour time limit for such a request making it exempt. The table below shows some of the most common Freedom of Information requests received.

<sup>7</sup> Please note that this data is that recorded on 7<sup>th</sup> November 2014.



<b>Freedom of Information Request</b>	<b>Information</b>
Penalty Charge Notices issued by location	See Chapter 3 for an overview. A copy of Penalty Charge Notices issued by ward, street and contravention code is provided in Appendix A.
Bus lane Penalty Charge Notices issued	See Chapter 4 for an overview. A copy of Penalty Charge Notices issued by street for entering bus lanes is provided in Appendix B.
Penalty Charge Notices paid/cancelled	See Chapters 3 and 4.
Challenges Received	See Chapter 5.
Appeals	See Chapter 5.
Income/expenditure for parking and/or bus lanes and permit scheme	See Chapter 13.
Copy of parking Traffic Regulation Orders	Copies of the relevant parking Traffic Regulation Orders are made available by writing to Reading Borough Council Network Management or Legal Services.
Copy of bus lane Traffic Regulation Orders	Each of these documents are publically available. Information on each of these is now available at <a href="http://beta.reading.gov.uk/article/2778/Bus-Lane-Enforcement">http://beta.reading.gov.uk/article/2778/Bus-Lane-Enforcement</a>
Copy of Secretary of State approval for bus lane cameras	
Copy of Department for Transport Approval for bus lane signs in Minster Street, Friar Street (Eastbound), Friar Street (Westbound), St Mary's Butts, Stanshawe Road and Blagrove Street	
Reading Borough Council's policy on discretion	Reading Borough Council's policy on the exercise of discretion is to deal with each case on its own merits.

## Chapter 13 - Financial Information

The Statutory Guidance states that for good governance, enforcement authorities need to forecast revenue in advance. Raising revenue should not be the objective of Civil Parking Enforcement, nor may the authority set targets for revenue or the number of Penalty Charge Notices issued.

The purpose of penalty charges is to deter motorists from contravening parking restrictions. Payments received (whether for on street or off street enforcement) must only be used in accordance with Section 55 (as amended) of the Road Traffic Regulation Act 1984. This Act limits the purposes to which a Local Authority may apply any surplus resulting from income derived from on-street parking spaces. This was however, amended by the Traffic Management Act and restrictions on Councils that do not require further off-street parking were relaxed to permit any surplus to be used for general transport measures and other purposes on which the Local Authority lawfully incurs expenditure.

Reading Borough Council has seen compliance with the parking and bus lane restrictions increase over the years.

It should be noted that any surplus received is used to help fund the ReadiBus, concessionary bus fares and supported contract bus service provision.

The table below shows the financial information for Reading Borough Council for 2013/2014. A comparison can be made with last year's financial information.

	Total Expenditure 2013/2014	Total Income 2013/2014	Net Surplus (Cost) 2013/2014	Total Expenditure 2012/2013	Total Income 2012/2013	Net Surplus (Cost) 2012/2013
Parking Penalty Charge Notices	£1,728,900	£1,406,100	(£322,800)	£1,796,300	£1,397,600	(£398,700)
Bus Lane Penalty Charge Notices	£865,900	£3,147,400	£2,281,500	£746,400	£2,095,400	£1,349,000
Resident Parking Permit	£198,800	£223,700	£24,900	£233,200	£184,600	(£48,600)
Car Parks	£2,663,500	£4,060,000	£1,396,500	£2,855,700	£4,037,400	£1,181,700
Pay and Display	£99,400	£559,600	£460,200	£155,600	£463,100	£307,500

## Key Contacts and More Information

The process described in this report about challenging a PCN is set down by the Traffic Management Act 2004 or Transport Act 2000 (and accompanying regulations) and is the only way to query a Penalty Charge Notice. Complaints about the parking scheme itself should be made in writing to Reading Borough Council.

General enquiries concerning parking issues may be made by telephone, however Reading Borough Council cannot accept challenges or representations made by email or telephone. The Reading Borough Council Parking Services telephone number for general enquiries is 0118 9373767.

There are specific postal addresses provided for motorists to query a Parking Penalty Charge Notice and a Bus Lane Penalty Charge Notice. These separate postal addresses ensure challenges/representations are assigned to the case file quickly and are dealt with promptly.

To Challenge a Parking Penalty Charge Notice the address is:

Reading Borough Council,  
Parking Services,  
PO BOX 3011,  
Reading,  
RG1 9RY.

To Challenge a Bus Lane Penalty Charge Notice the address is:

Reading Borough Council BL,  
Parking Services,  
PO BOX 3012,  
Reading,  
RG1 9RZ.

To view or pay your Penalty Charge Notice (both parking and bus lane):

<https://parking.reading.gov.uk/>

There is also a separate telephone number for parking/bus lane enquiries which is 0843 357 1551, this also allows motorists to pay their Penalty Charge Notice.

### Other Useful Contacts

Traffic Penalty Tribunal:  
Website: <https://trafficpenaltytribunal.gov.uk>  
Telephone: 016125 44 55 55

Car Park Season Tickets are available by telephoning 0845 050 7080

## Appendix A - Parking Penalty Charge Notices - by Ward

PENALTY CHARGE NOTICES ISSUED BY WARD			
WARD	ON-STREET	OFF-STREET	TOTAL
ABBEY	21,759	1,030	22,789
BATTLE	4,560	0	4,560
CAVERSHAM	2,405	813	3,218
CHURCH	21	0	21
KATESGROVE	3,856	0	3,856
KENTWOOD	56	0	56
MAPLEDURHAM	0	0	0
MINSTER	817	0	817
NORCOT	743	0	743
PARK	4,548	0	4,548
PEPPARD	48	0	48
REDLANDS	2,589	0	2,589
SOUTHCOTE	23	0	23
THAMES	285	0	285
TILEHURST	229	35	264
WHITLEY	236	0	236

## Appendix A - Parking Penalty Charge Notices - By Street

Note:

“On Street” means a ticket issued on the Public Highway

“Off Street” means a ticket issued in a Council owned Car Park

“Postal Issue - Approved Device - On Street” means a ticket issued from the enforcement vehicle, whereby the PCN is posted to the DVLA registered keeper.

“Direct Issue - On Street” means a ticket issued by a Civil Enforcement Officer direct to the vehicle.

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
A33	2	2	0	0	2
ABBEY SQUARE	49	49	0	0	49
ABBEY STREET	157	157	0	0	157
ABBOTS WALK	4	4	0	0	4
ABBOTSMEAD PLACE	0	0	0	0	0
ACCESS FROM RICHFIELD AVENUE TO RIVERMEAD LEISURE	0	0	0	0	0
ACRE ROAD	93	93	0	92	1
ADDINGTON ROAD	174	174	0	64	110
ADDISON ROAD	166	166	0	0	166
ADELAIDE ROAD	2	2	0	0	2
ALBANY ROAD	111	111	0	0	111
ALBURY CLOSE	11	11	0	0	11
ALDWORTH CLOSE	0	0	0	0	0
ALEXANDER COURT (BAKER STREET)	0	0	0	0	0
ALEXANDRA ROAD	176	176	0	150	26
ALFRED STREET	32	32	0	0	32
ALL HALLOWS ROAD	20	20	0	9	11

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
ALLCROFT ROAD	14	14	0	0	14
ALMA STREET	14	14	0	0	14
ALPINE STREET	197	197	0	0	197
AMBLECOTE ROAD	0	0	0	0	0
AMBROOK ROAD	0	0	0	0	0
AMERSHAM ROAD	0	0	0	0	0
AMHERST ROAD	0	0	0	0	0
AMITY ROAD	235	235	0	0	235
AMITY STREET	66	66	0	0	66
ANGLERS WAY	2	2	0	0	2
ANSTEY ROAD	95	95	0	0	95
APPLEFORD ROAD	0	0	0	0	0
ARCHWAY ROAD	0	0	0	0	0
ARDLER ROAD	1	1	0	0	1
ARGYLE ROAD	95	95	0	0	95
ARGYLE STREET	147	147	0	0	147
ARKWRIGHT ROAD	1	1	0	0	1
ARMADALE COURT	0	0	0	0	0
ARMOUR ROAD	3	3	0	0	3
ARTHUR PLACE	0	0	0	0	0
ASHAMPSTEAD ROAD	11	11	0	11	0
ASHBY COURT	1	1	0	0	1
ASHDENE GARDENS	0	0	0	0	0
ASHLEY ROAD	0	0	0	0	0
ASHMERE TERRACE	1	1	0	0	1
ASHMORE ROAD	1	1	0	0	1
AUCKLAND ROAD	0	0	0	0	0
AUDLEY STREET	154	154	0	0	154
AVON PLACE	15	15	0	0	15
AYRTON SENNA ROAD	0	0	0	0	0
BAKER STREET	261	261	0	0	261

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
BAMBURGH CLOSE	0	0	0	0	0
BARNSDALE ROAD	0	0	0	0	0
BARNWOOD CLOSE	70	70	0	0	70
BARON COURT	0	0	0	0	0
BARRY PLACE	7	7	0	0	7
BASINGSTOKE ROAD	148	148	0	59	89
BATH ROAD	3	3	0	1	2
BATTLE STREET	118	118	0	0	118
BATTLE STREET CAR PARK	0	0	0	0	0
BEDFORD ROAD	262	262	0	1	261
BEECHAM ROAD	54	54	0	0	54
BELLE VUE ROAD	27	27	0	0	27
BELMONT ROAD	261	261	0	2	259
BEMBRIDGE PLACE	2	2	0	0	2
BENNET ROAD	14	14	0	0	14
BENSON CLOSE	0	0	0	0	0
BENYON COURT	0	0	0	0	0
BERESFORD ROAD	284	284	0	0	284
BERKELEY AVENUE	46	46	0	0	46
BETAM ROAD	5	5	0	0	5
BISHOPS ROAD	7	7	0	0	7
BLAGDON ROAD	1	1	0	0	1
BLAGRAVE STREET	244	244	0	15	229
BLAKES COTTAGES	129	129	0	0	129
BLANDFORD ROAD	1	1	0	0	1
BLENHEIM GARDENS	15	15	0	0	15
BLENHEIM ROAD (CAVERSHAM)	6	6	0	0	6
BLENHEIM ROAD (READING)	22	22	0	0	22
BLUNDELLS ROAD	0	0	0	0	0
BOARDED LANE	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
BODY ROAD	17	17	0	0	17
BOSTON AVENUE	0	0	0	0	0
BOULT STREET	16	16	0	0	16
BOULTON ROAD	23	23	0	0	23
BOURNE AVENUE	7	7	0	0	7
BRACKENDALE WAY	0	0	0	0	0
BRAYFORD ROAD	0	0	0	0	0
BRIANTS AVENUE	5	5	0	0	5
BRIDGE STREET (CAVERSHAM)	0	0	0	0	0
BRIDGE STREET (READING)	279	279	0	268	11
BRIGHAM ROAD	128	128	0	1	127
BRIGHTON ROAD	2	2	0	0	2
BRISBANE ROAD	2	2	0	0	2
BRIXHAM ROAD	0	0	0	0	0
BROAD STREET	57	57	0	0	57
BROCK GARDENS	1	1	0	0	1
BROOK STREET WEST	45	45	0	0	45
BROOMFIELD ROAD	0	0	0	0	0
BROUGHTON CLOSE	6	6	0	0	6
BROWNLOW ROAD	25	25	0	19	6
BRUNEL ROAD	0	0	0	0	0
BRUNSWICK HILL	79	79	0	0	79
BRUNSWICK STREET	9	9	0	0	9
BUCKINGHAM DRIVE	0	0	0	0	0
BUCKLAND ROAD	0	0	0	0	0
BULMERSHE ROAD	2	2	0	0	2
BURFORD COURT (CAROLINE STREET)	0	0	0	0	0
BURGHFIELD ROAD	1	1	0	0	1
BUTTER MARKET	1	1	0	0	1



PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
BYEFIELD ROAD	0	0	0	0	0
BYWORTH CLOSE	0	0	0	0	0
CADUGAN PLACE	7	7	0	0	7
CALLINGTON ROAD	0	0	0	0	0
CAMBRIDGE STREET	82	82	0	0	82
CANAL WAY	0	0	0	0	0
CANFORD COURT	13	13	0	0	13
CANNON STREET	18	18	0	0	18
CANTERBURY ROAD	0	0	0	0	0
CARDIFF ROAD	73	73	0	0	73
CARDIGAN GARDENS	5	5	0	0	5
CARDIGAN ROAD	2	2	0	0	2
CARDINAL CLOSE	1	1	0	0	1
CAREY STREET	125	125	0	0	125
CARLISLE ROAD	4	4	0	0	4
CARNARVON ROAD	101	101	0	0	101
CAROLINE COURT	0	0	0	0	0
CAROLINE STREET	9	9	0	0	9
CARSDALE CLOSE	0	0	0	0	0
CASTLE CRESCENT	34	34	0	0	34
CASTLE HILL	9	9	0	2	7
CASTLE STREET	567	567	0	0	567
CASTLE STREET SERVICE ROAD	27	27	0	0	27
CATHERINE STREET	167	167	0	0	167
CATTLE MARKET CAR PARK	299	0	299	0	0
CAVENDISH ROAD	0	0	0	0	0
CAVERSHAM BRIDGE (CAVERSHAM ROAD)	2	2	0	0	2
CAVERSHAM ROAD	298	298	0	7	291
CAXTON CLOSE	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
CEDAR ROAD	0	0	0	0	0
CHAIN STREET	0	0	0	0	0
CHAMPION ROAD	0	0	0	0	0
CHARLES STREET	45	45	0	0	45
CHARNDON CLOSE	0	0	0	0	0
CHATHAM PLACE SERVICE ROAD	22	22	0	0	22
CHATHAM STREET	28	28	0	18	10
CHATHAM STREET CAR PARK (CHATHAM STREET)	0	0	0	0	0
CHAUCER CLOSE	0	0	0	0	0
CHEAPSIDE	1,647	1,647	0	577	1,070
CHESTER STREET (CAVERSHAM)	55	55	0	0	55
CHESTER STREET (READING)	26	26	0	0	26
CHESTER STREET CAR PARK ( CAV)	413	0	413	0	0
CHESTERMAN STREET	174	174	0	0	174
CHICHESTER ROAD	0	0	0	0	0
CHILTERN COURT	1	1	0	1	0
CHILTERN ROAD	264	264	0	257	7
CHOLMELEY PLACE	12	12	0	0	12
CHOLMELEY ROAD	181	181	0	9	172
CHOLMELEY TERRACE	34	34	0	0	34
CHRISTCHURCH GARDENS	0	0	0	0	0
CHRISTCHURCH ROAD	1	1	0	0	1
CHURCH END LANE	29	29	0	23	6
CHURCH ROAD (CAVERSHAM)	60	60	0	0	60
CHURCH STREET (CAVERSHAM)	12	12	0	0	12
CHURCH STREET (READING)	14	14	0	0	14

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
CINTRA AVENUE	0	0	0	0	0
CIRCUIT LANE	0	0	0	0	0
CIRCUIT LANE (GARAGE AREA)	0	0	0	0	0
CITY ROAD	0	0	0	0	0
CIVIC 'B' CAR PARK	146	0	146	0	0
CIVIC CENTRE SERVICE ROAD	16	16	0	0	16
CLARENDEN ROAD	0	0	0	0	0
CLENT ROAD	3	3	0	0	3
CLEVEDON ROAD	4	4	0	0	4
CLIFTON PARK ROAD	0	0	0	0	0
CLIFTON STREET	26	26	0	0	26
COCKNEY HILL	0	0	0	0	0
COLDICUTT STREET	52	52	0	0	52
COLEY AVENUE	2	2	0	0	2
COLEY HILL	37	37	0	0	37
COLEY PARK ROAD	3	3	0	0	3
COLEY PLACE	28	28	0	0	28
COLEY STREET	0	0	0	0	0
COLLEGE ROAD	13	13	0	0	13
COLLIS STREET	8	8	0	0	8
COMMERCIAL ROAD	14	14	0	0	14
CONISTON DRIVE	1	1	0	0	1
CONNAUGHT CLOSE	2	2	0	0	2
CONNAUGHT ROAD	117	117	0	0	117
CONSTITUTION ROAD	19	19	0	0	19
COOPER CLOSE	0	0	0	0	0
CORBRIDGE ROAD	4	4	0	0	4
CORINNE CLOSE	0	0	0	0	0
CORK STREET	0	0	0	0	0
CORONATION SQUARE	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
CORWEN ROAD	7	7	0	6	1
COVENTRY ROAD	174	174	0	0	174
COW LANE	2	2	0	0	2
CRADOCK ROAD	2	2	0	0	2
CRAIG AVENUE	132	132	0	0	132
CRANBURY ROAD	144	144	0	7	137
CRANE WHARF	0	0	0	0	0
CRAVEN ROAD	47	47	0	1	46
CREMYLL ROAD	1	1	0	0	1
CRESCENT ROAD	8	8	0	1	7
CRESSINGHAM ROAD	0	0	0	0	0
CROMWELL ROAD	66	66	0	0	66
CROSS STREET	1	1	0	0	1
CROSSLAND ROAD	8	8	0	0	8
CROWN PLACE	6	6	0	0	6
CROWN STREET	9	9	0	0	9
CULVER ROAD	21	21	0	0	21
CUMBERLAND ROAD	223	223	0	0	223
CURZON STREET	184	184	0	0	184
DALE ROAD	6	6	0	0	6
DARTINGTON CLOSE	0	0	0	0	0
DARWIN CLOSE	5	5	0	0	5
DE BEAUVOIR ROAD	158	158	0	0	158
DE BOHUN ROAD	0	0	0	0	0
DE MONTFORT ROAD	69	69	0	0	69
DEACON WAY	3	3	0	0	3
DEANSGATE ROAD	205	205	0	0	205
DEE ROAD	2	2	0	2	0
DEEPDENE CLOSE	99	99	0	0	99
DENMARK ROAD	168	168	0	0	168

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
DERBY STREET	19	19	0	0	19
DERWENT AVENUE	0	0	0	0	0
DONEGAL CLOSE	0	0	0	0	0
DONKIN HILL	0	0	0	0	0
DONNINGTON GARDENS	10	10	0	0	10
DONNINGTON ROAD	23	23	0	0	23
DOROTHY STREET	29	29	0	0	29
DOUGLAS ROAD	0	0	0	0	0
DOVER STREET	14	14	0	0	14
DOWNING ROAD	2	2	0	1	1
DOWNSHIRE SQUARE	68	68	0	0	68
DRAKE WAY	10	10	0	0	10
DRAYTON ROAD	2	2	0	0	2
DUKE STREET	1	1	0	0	1
DUNCAN PLACE	7	7	0	0	7
DUNSFOLD ROAD	1	1	0	0	1
DUNSFOLD ROAD (SPUR)	0	0	0	0	0
DUNSTALL CLOSE	20	20	0	17	3
DUNSTALL CLOSE CAR PARK	10	0	10	0	0
DUNSTER CLOSE	1	1	0	1	0
DURHAM CLOSE	0	0	0	0	0
DWYER ROAD	0	0	0	0	0
EAST STREET	130	130	0	0	130
EASTERN AVENUE	73	73	0	0	73
EATON PLACE	63	63	0	16	47
EDGEHILL STREET	96	96	0	0	96
EDINBURGH ROAD	86	86	0	0	86
ELDON PLACE	23	23	0	0	23
ELDON ROAD	1	1	0	0	1
ELDON SQUARE	197	197	0	0	197

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
ELDON STREET	15	15	0	0	15
ELDON TERRACE	43	43	0	0	43
ELGAR ROAD	220	220	0	0	220
ELGAR ROAD SOUTH	4	4	0	0	4
ELLIOTS WAY	6	6	0	0	6
ELM LODGE AVENUE	40	40	0	0	40
ELM PARK	0	0	0	0	0
ELM PARK ROAD	133	133	0	0	133
ELM ROAD	0	0	0	0	0
ELMHURST ROAD	9	9	0	0	9
ELSLEY ROAD	0	0	0	0	0
EPPING CLOSE	8	8	0	0	8
EPSOM COURT	0	0	0	0	0
ERLEIGH ROAD	152	152	0	29	123
ESSEX STREET	172	172	0	1	171
EVESHAM ROAD	0	0	0	0	0
EXBOURNE ROAD	8	8	0	5	3
FAIRCROSS ROAD	0	0	0	0	0
FALKLAND ROAD	62	62	0	0	62
FATHERSON ROAD	91	91	0	0	91
FAWLEY ROAD	0	0	0	0	0
FERNBROOK ROAD	0	0	0	0	0
FIELD ROAD	84	84	0	0	84
FILEY ROAD	146	146	0	0	146
FLINT STREET	0	0	0	0	0
FOBNEY STREET	131	131	0	0	131
FONTWELL DRIVE	0	0	0	0	0
FORBURY ROAD	8	8	0	0	8
FORBURY THE	427	427	0	0	427
FOREST HILL	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
FORGE CLOSE	0	0	0	0	0
FOUNDRY STREET	0	0	0	0	0
FOXGLOVE GARDENS	0	0	0	0	0
FOXHILL ROAD	4	4	0	0	4
FRANCIS STREET	145	145	0	0	145
FRANKLIN STREET	25	25	0	0	25
FRESHWATER ROAD	135	135	0	0	135
FRIAR STREET	593	593	0	185	408
FRIARS WALK	2	2	0	2	0
FRILSHAM ROAD	0	0	0	0	0
GARNET HILL	14	14	0	0	14
GARNET STREET	58	58	0	0	58
GARRARD STREET	337	337	0	0	337
GAS WORKS ROAD	0	0	0	0	0
GEORGE STREET (CAVERSHAM)	30	30	0	3	27
GEORGE STREET (READING)	274	274	0	0	274
GILLETTE WAY	7	7	0	0	7
GIPSY LANE	0	0	0	0	0
GLEBE ROAD	22	22	0	0	22
GLENROSA ROAD	0	0	0	0	0
GLOUCESTER ROAD	122	122	0	0	122
GOLDSMID ROAD	36	36	0	0	36
GORDON PLACE	20	20	0	0	20
GOSBROOK ROAD	68	68	0	2	66
GOWER STREET	139	139	0	0	139
GRAFTON ROAD	0	0	0	0	0
GRANBY GARDENS	64	64	0	0	64
GRANGE AVENUE	252	252	0	0	252
GRANVILLE ROAD	0	0	0	0	0
GRATWICKE ROAD	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
GREAT KNOLLYS STREET	472	472	0	105	367
GREEN PARK ROAD	0	0	0	0	0
GREEN PARK SERVICE ROAD	0	0	0	0	0
GREEN ROAD	0	0	0	0	0
GREENWOOD ROAD	3	3	0	0	3
GREYFRIARS ROAD	105	105	0	0	105
GREYS COURT	0	0	0	0	0
GROVE COTTAGES	0	0	0	0	0
GROVE ROAD	8	8	0	2	6
GROVE THE	64	64	0	0	64
GROVELANDS ROAD	3	3	0	0	3
GUN STREET	11	11	0	0	11
HAGLEY ROAD	3	3	0	0	3
HALLS ROAD	0	0	0	0	0
HAMILTON ROAD	4	4	0	0	4
HAMPDEN ROAD	17	17	0	0	17
HARLEY ROAD	9	9	0	0	9
HARROW COURT	0	0	0	0	0
HART STREET	17	17	0	0	17
HARTLAND ROAD	3	3	0	3	0
HATFORD ROAD	0	0	0	0	0
HATHERLEY ROAD	27	27	0	0	27
HAYWOOD COURT	3	3	0	0	3
HEATH ROAD	0	0	0	0	0
HEMDEAN HILL	41	41	0	0	41
HEMDEAN RISE	21	21	0	0	21
HEMDEAN ROAD	102	102	0	10	92
HENLEY ROAD	2	2	0	0	2
HENRIETTA STREET	0	0	0	0	0
HENRY STREET	65	65	0	0	65



PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
HERON WAY	0	0	0	0	0
HEXHAM ROAD	0	0	0	0	0
HIGH STREET	6	6	0	0	6
HIGHBRIDGE WHARF	7	7	0	0	7
HIGHGROVE STREET	269	269	0	0	269
HIGHGROVE TERRACE	13	13	0	0	13
HILCOT ROAD	26	26	0	0	26
HILL STREET	82	82	0	0	82
HILLBROW	0	0	0	0	0
HILLS MEADOW CAR PARK (GEORGE STREET)	400	0	400	0	0
HODSOLL ROAD	1	1	0	0	1
HOGARTH AVENUE	0	0	0	0	0
HOLMES ROAD	0	0	0	0	0
HOME FARM CLOSE	0	0	0	0	0
HONEY END LANE	15	15	0	13	2
HOSIER STREET	223	223	0	0	223
HOWARD STREET	741	741	0	1	740
HURST WAY	0	0	0	0	0
ILIFFE CLOSE	20	20	0	0	20
IMPERIAL WAY	3	3	0	0	3
ISLAND ROAD	0	0	0	0	0
JAMES STREET	10	10	0	0	10
JANSON COURT	0	0	0	0	0
JESSE TERRACE	121	121	0	0	121
JUBILEE SQUARE	16	16	0	0	16
JUNCTION ROAD	25	25	0	0	25
KATESGROVE LANE	67	67	0	0	67
KENAVON DRIVE	33	33	0	0	33
KENDRICK ROAD	92	92	0	0	92

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
KENNET SIDE	2	2	0	0	2
KENNET STREET	4	4	0	0	4
KENNETSIDE	0	0	0	0	0
KENSINGTON ROAD	191	191	0	5	186
KENT ROAD	26	26	0	0	26
KENTWOOD HILL	0	0	0	0	0
KIDMORE END ROAD	9	9	0	0	9
KING STREET	130	130	0	0	130
KINGS MEADOW CAR PARK (NAPIER)	322	0	322	0	0
KINGS MEADOW ROAD	46	46	0	0	46
KINGS ROAD	1,359	1,359	0	25	1,334
KINGS ROAD (CAVERSHAM)	135	135	0	0	135
KINGSGATE PLACE (KINGSGATE STREET)	4	4	0	0	4
KINGSGATE STREET	51	51	0	0	51
KNIGHTS WAY	0	0	0	0	0
LANCING CLOSE	0	0	0	0	0
LANDRAKE CRESCENT	0	0	0	0	0
LEMART CLOSE	0	0	0	0	0
LENNOX ROAD	0	0	0	0	0
LEOPOLD ROAD (LEOPOLD WALK)	0	0	0	0	0
LESFORD ROAD	6	6	0	0	6
LETCOMBE STREET	1	1	0	0	1
LIEBENROOD ROAD	2	2	0	0	2
LIMA COURT	40	40	0	0	40
LINCOLN ROAD	23	23	0	0	23
LINDEN ROAD	0	0	0	0	0
LINDISFARNE WAY	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
LINGHOLM CLOSE	0	0	0	0	0
LITTLE JOHNS LANE	22	22	0	0	22
LITTLE STREET	9	9	0	0	9
LIVERPOOL ROAD	318	318	0	0	318
LOCK PLACE	1	1	0	0	1
LONDON ROAD	1,261	1,261	0	1,148	113
LONDON STREET	568	568	0	4	564
LONG BARN LANE	0	0	0	0	0
LORNE STREET	108	108	0	0	108
LOVEROCK ROAD	20	20	0	0	20
LOWER BROOK STREET	7	7	0	0	7
LOWER ELMSTONE DRIVE	1	1	0	0	1
LOWER FIELD ROAD	51	51	0	0	51
LOWER HENLEY ROAD	0	0	0	0	0
LOWER MOUNT	4	4	0	0	4
LOWER THORN STREET (THORN ST)	0	0	0	0	0
LOWFIELD ROAD	0	0	0	0	0
LULWORTH ROAD	0	0	0	0	0
LUSCINIA VIEW	20	20	0	0	20
LYDFORD ROAD	6	6	0	0	6
LYNDHURST ROAD	0	0	0	0	0
LYNMOUTH ROAD	110	110	0	0	110
LYON SQUARE	0	0	0	0	0
M4/A33 ROUNDABOUT	0	0	0	0	0
MAITLAND ROAD	20	20	0	0	20
MALDON CLOSE	0	0	0	0	0
MALL CAR PARK	104	0	104	0	0
MALTHOUSE LANE	40	40	0	0	40
MALVERN COURT	10	10	0	0	10

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
MANCHESTER ROAD	109	109	0	0	109
MANDEVILLE CLOSE	0	0	0	0	0
MANOR FARM ROAD	0	0	0	0	0
MANSFIELD ROAD	19	19	0	0	19
MARKET PLACE	22	22	0	0	22
MARLBOROUGH AVENUE	0	0	0	0	0
MARSACK STREET	0	0	0	0	0
MARSH COURT (WILTON ROAD)	0	0	0	0	0
MASON STREET	152	152	0	0	152
MAYFAIR	8	8	0	0	8
MEADOW ROAD	22	22	0	0	22
MEADWAY CAR PARK	0	0	0	0	0
MEADWAY THE	15	15	0	0	15
MELROSE AVENUE	0	0	0	0	0
MERCHANTS PLACE	117	117	0	0	117
MERTON ROAD NORTH	0	0	0	0	0
MERTON ROAD SOUTH	0	0	0	0	0
MICKLANDS ROAD	0	0	0	0	0
MILFORD ROAD	14	14	0	0	14
MILL GREEN	0	0	0	0	0
MILL LANE	2	2	0	0	2
MILL LANE (NORTH)	0	0	0	0	0
MILL LANE (SOUTH)	0	0	0	0	0
MILL ROAD	0	0	0	0	0
MILMAN ROAD	113	113	0	0	113
MINSTER STREET	3	3	0	0	3
MITCHAM CLOSE	7	7	0	0	7
MONKLEY COURT	0	0	0	0	0
MONTAGUE STREET (CAVERSHAM)	3	3	0	1	2

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
MONTAGUE STREET (READING)	20	20	0	0	20
MORGAN ROAD	247	247	0	0	247
MORLANDS AVENUE	0	0	0	0	0
MOUNT PLEASANT	125	125	0	2	123
MOUNT PLEASANT GROVE	18	18	0	0	18
MOUNT STREET	38	38	0	0	38
MOUNT THE (CAVERSHAM)	0	0	0	0	0
MOUNT THE (READING)	1	1	0	0	1
MUIRFIELD CLOSE	17	17	0	0	17
MUNDESLEY STREET	6	6	0	0	6
NAPIER ROAD	3	3	0	0	3
NELSON ROAD	2	2	0	0	2
NEW BRIGHT STREET	0	0	0	0	0
NEW LANE HILL	2	2	0	0	2
NEW ROAD	2	2	0	0	2
NEWARK STREET	14	14	0	0	14
NEWCASTLE ROAD	0	0	0	0	0
NEWPORT ROAD	84	84	0	0	84
NICHOLAS COURT (PROSPECT STREET)	0	0	0	0	0
NORCOT ROAD	13	13	0	0	13
NORFOLK ROAD	36	36	0	0	36
NORMAN PLACE	0	0	0	0	0
NORRIS ROAD	253	253	0	0	253
NORTH STREET (CAVERSHAM)	31	31	0	0	31
NORTH STREET (READING)	4	4	0	0	4
NORTHCOURT AVENUE	2	2	0	0	2
NORTHFIELD ROAD	175	175	0	1	174
NORTHUMBERLAN AVENUE	113	113	0	94	19
NORTON ROAD	161	161	0	1	160

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
NORWOOD ROAD	35	35	0	0	35
OAK TREE ROAD	12	12	0	0	12
OAKDALE CLOSE	0	0	0	0	0
OAKLEY ROAD	1	1	0	0	1
ORCHARD STREET	30	30	0	0	30
ORMSBY STREET	54	54	0	0	54
ORTS ROAD	142	142	0	0	142
OVERDOWN ROAD	16	16	0	0	16
OXFORD ROAD	3,390	3,390	0	1,269	2,121
OXFORD STREET	347	347	0	2	345
PALMER PARK AVENUE	55	55	0	0	55
PALMER PARK CAR PARK	0	0	0	0	0
PANGBOURNE STREET	0	0	0	0	0
PARK LANE	10	10	0	0	10
PARKSIDE ROAD	0	0	0	0	0
PARTHIA CLOSE	11	11	0	0	11
PATRICK ROAD	0	0	0	0	0
PATRIOT PLACE	0	0	0	0	0
PELL STREET	34	34	0	0	34
PENDDENNIS AVENUE	2	2	0	2	0
PENROATH AVENUE	0	0	0	0	0
PEPPARD ROAD	0	0	0	0	0
PEPPER LANE	0	0	0	0	0
PIGGOTTS ROAD	1	1	0	0	1
PITCROFT AVENUE	126	126	0	0	126
PORTMAN ROAD	1	1	0	0	1
PRIEST HILL	64	64	0	0	64
PRINCE OF WALES AVENUE	66	66	0	0	66
PRINCES STREET	232	232	0	0	232
PRIORY AVENUE	489	489	0	0	489

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
PROMENADE ROAD	19	19	0	0	19
PROSPECT STREET (CAVERSHAM)	3	3	0	0	3
PROSPECT STREET (READING)	138	138	0	0	138
QUEEN VICTORIA STREET	16	16	0	0	16
QUEEN VICTORIA STREET (NORTH TO SOUTH)	0	0	0	0	0
QUEENS COTTAGES	0	0	0	0	0
QUEENS ROAD (CAVERSHAM)	103	103	0	0	103
QUEENS ROAD (READING)	170	170	0	27	143
QUEENS ROAD CAR PARK	33	0	33	0	0
QUEENS ROAD SLIP ROAD	4	4	0	0	4
QUEENSWAY	6	6	0	5	1
RADSTOCK ROAD	261	261	0	0	261
RAGLEY MEWS	1	1	0	1	0
RANDOLPH ROAD	45	45	0	0	45
RECREATION ROAD	34	34	0	11	23
RECREATION ROAD CAR PARK	25	0	25	0	0
RECTORY ROAD	173	173	0	0	173
REDLANDS ROAD	406	406	0	0	406
REDLANE COURT	0	0	0	0	0
REGENT COURT	3	3	0	0	3
REGENT STREET	82	82	0	0	82
RELEIF ROAD (A33)	0	0	0	0	0
RICHFIELD AVENUE	24	24	0	0	24
RICHMOND ROAD	50	50	0	0	50
RINGWOOD ROAD	0	0	0	0	0
RIPLEY ROAD	0	0	0	0	0
RIVER ROAD	13	13	0	0	13
RIVERMEAD CAR PARK	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
RODWAY ROAD	2	2	0	0	2
ROMANY CLOSE	0	0	0	0	0
ROMANY LANE	0	0	0	0	0
ROMSEY ROAD	0	0	0	0	0
ROSE KILN LANE	1	1	0	0	1
ROSS ROAD	48	48	0	2	46
ROSSENDALE ROAD	0	0	0	0	0
ROTHERFIELD WAY	0	0	0	0	0
ROUTH LANE	0	0	0	0	0
ROWLEY ROAD	2	2	0	0	2
RUPERT STREET	75	75	0	0	75
RUSSELL STREET	388	388	0	1	387
RUTLAND ROAD	5	5	0	0	5
SACKVILLE STREET	762	762	0	0	762
SALISBURY ROAD	292	292	0	66	226
SANCTUARY CLOSE	0	0	0	0	0
SCHOOL LANE	0	0	0	0	0
SCHOOL ROAD	62	62	0	52	10
SCHOOL TERRACE	32	32	0	7	25
SCOTT CLOSE	0	0	0	0	0
SCOURS LANE	0	0	0	0	0
SEND ROAD	0	0	0	0	0
SHAFTESBURY ROAD	21	21	0	0	21
SHAW ROAD	1	1	0	0	1
SHENSTONE ROAD	6	6	0	0	6
SHEPLEY DRIVE	0	0	0	0	0
SHERMAN ROAD	139	139	0	0	139
SHERWOOD STREET	58	58	0	0	58
SHINFIELD RISE	0	0	0	0	0
SHINFIELD ROAD	0	0	0	0	0



PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
SHORT STREET	34	34	0	0	34
SHORT STREET (CAVERSHAM)	2	2	0	0	2
SIDMOUTH STREET	180	180	0	0	180
SILCHESTER ROAD	0	0	0	0	0
SILVER STREET	7	7	0	3	4
SMALLMEAD ROAD	1	1	0	0	1
SOMERSTOWN COURT	9	9	0	0	9
SOUTH OAK WAY	0	0	0	0	0
SOUTH READING CAR PARK	0	0	0	0	0
SOUTH STREET (CAVERSHAM)	28	28	0	0	28
SOUTH STREET (READING)	689	689	0	0	689
SOUTH VIEW AVENUE	6	6	0	2	4
SOUTHAMPTON STREET	31	31	0	11	20
SOUTHCOTE LANE	3	3	0	3	0
SOUTHCOTE ROAD	1	1	0	0	1
SOUTHDOWN ROAD	0	0	0	0	0
SPENCER ROAD	0	0	0	0	0
SPEY ROAD	0	0	0	0	0
SPRING GARDENS	25	25	0	0	25
SPRING GROVE	6	6	0	0	6
ST ANNES ROAD	2	2	0	0	2
ST BARNABAS ROAD	0	0	0	0	0
ST BARTHOLOMEWS ROAD	140	140	0	0	140
ST EDWARDS ROAD	29	29	0	0	29
ST GEORGES ROAD	28	28	0	0	28
ST GEORGES TERRACE	10	10	0	0	10
ST GILES CLOSE	55	55	0	0	55
ST JOHNS HILL	34	34	0	0	34
ST JOHNS ROAD (CAVERSHAM)	1	1	0	0	1
ST JOHNS ROAD (READING)	25	25	0	0	25

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
ST JOHNS STREET	48	48	0	0	48
ST MARY BUTTS (VICARAGE SITE LOADING AREA)	0	0	0	0	0
ST MARYS BUTTS	320	320	0	1	319
ST MICHAELS ROAD	16	16	0	0	16
ST PAUL COURT SERVICE ROAD	4	4	0	0	4
ST PETERS AVENUE	0	0	0	0	0
ST PETERS ROAD	73	73	0	11	62
ST RONANS ROAD	8	8	0	0	8
ST SAVIOURS ROAD	0	0	0	0	0
ST SAVIOURS TERRACE	0	0	0	0	0
STANLEY GROVE	42	42	0	0	42
STANLEY STREET	100	100	0	0	100
STANSHAW ROAD	204	204	0	4	200
STAR LANE	0	0	0	0	0
STAR ROAD	1	1	0	0	1
STATION APPROACH	7	7	0	0	7
STATION HILL	1	1	0	0	1
STATION ROAD	26	26	0	19	7
SUFFOLK ROAD	5	5	0	0	5
SUN STREET	6	6	0	0	6
SURLEY ROW	2	2	0	2	0
SURREY ROAD	102	102	0	0	102
SWAINSTONE ROAD	4	4	0	0	4
SWANSEA ROAD	112	112	0	8	104
SYCAMORE ROAD	0	0	0	0	0
TAFF WAY	0	0	0	0	0
TALFOURD AVENUE	0	0	0	0	0
TAMARISK AVENUE	0	0	0	0	0
TAVISTOCK ROAD	0	0	0	0	0

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
TAYLOR COURT (TILEHURST ROAD)	0	0	0	0	0
TEMPLE PLACE	104	104	0	0	104
TESSA ROAD	6	6	0	0	6
THAMES AVENUE	65	65	0	0	65
THAMES SIDE PROMENADE	14	14	0	0	14
THAMES SIDE PROMENADE CAR PARK	126	0	126	0	0
THIRLMERE AVENUE	12	12	0	0	12
THORN LANE	3	3	0	0	3
THORN STREET	337	337	0	0	337
THORN WALK	1	1	0	0	1
TILEHURST ROAD	14	14	0	3	11
TOFRECK TERRACE	5	5	0	0	5
TOKERS GREEN LANE	0	0	0	0	0
TRAFFORD ROAD	6	6	0	0	6
TRIANGLE THE	9	9	0	0	9
TRINITY PLACE	22	22	0	0	22
TUDOR ROAD	6	6	0	0	6
TUNS HILL COTTAGES	18	18	0	0	18
UPAVON DRIVE	0	0	0	0	0
UPLANDS ROAD	0	0	0	0	0
UPPER CROWN STREET	45	45	0	0	45
UPPER REDLANDS ROAD	42	42	0	0	42
UPTON ROAD	0	0	0	0	0
USK ROAD	17	17	0	17	0
VACHEL ROAD	731	731	0	0	731
VALENTIA CLOSE	0	0	0	0	0
VALENTIA ROAD	65	65	0	0	65
VALPY STREET	648	648	0	0	648
VASTEREN ROAD	169	169	0	0	169

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
VASTERN ROAD (SERVICE ROAD)	10	10	0	0	10
VICARAGE ROAD	17	17	0	13	4
VICTORIA ROAD (READING)	2	2	0	0	2
VICTORIA ROAD (TILEHURST)	1	1	0	0	1
VICTORIA STREET	12	12	0	0	12
WALDECK STREET	4	4	0	0	4
WALNUT WAY	9	9	0	6	3
WANTAGE ROAD	183	183	0	0	183
WARWICK ROAD	0	0	0	0	0
WASHINGTON ROAD	58	58	0	51	7
WATER ROAD	0	0	0	0	0
WATERLOO ROAD	7	7	0	0	7
WATLINGTON STREET	340	340	0	0	340
WAVERLEY ROAD	23	23	0	0	23
WAYLEN STREET	638	638	0	192	446
WEALD RISE	0	0	0	0	0
WELDALE STREET	84	84	0	0	84
WENSLEY ROAD	2	2	0	0	2
WEST HILL	8	8	0	0	8
WEST STREET	388	388	0	0	388
WESTBOURNE TERRACE	35	35	0	0	35
WESTCOTE ROAD	0	0	0	0	0
WESTERN ELMS AVENUE	80	80	0	0	80
WESTERN ROAD	4	4	0	0	4
WESTFIELD ROAD	73	73	0	0	73
WESTWOOD ROAD	15	15	0	0	15
WETHERBY CLOSE	0	0	0	0	0
WHITEKNIGHTS ROAD	0	0	0	0	0
WHITLEY PARK LANE	7	7	0	0	7
WHITLEY STREET	80	80	0	4	76

PENALTY CHARGE NOTICES (PCN) ISSUED BY STREET					
LOCATION	TOTAL PCN ISSUED	TOTAL ON-STREET	TOTAL OFF-STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - ON STREET
WHITLEY WOOD LANE	0	0	0	0	0
WHITLEY WOOD ROAD	1	1	0	0	1
WIGMORE LANE	1	1	0	0	1
WILLIAM STREET	89	89	0	0	89
WILLOW GARDENS	0	0	0	0	0
WILLOW STREET	1	1	0	0	1
WILSON ROAD	101	101	0	0	101
WILTON ROAD	101	101	0	0	101
WINCHESTER ROAD	100	100	0	0	100
WINGROVE ROAD	0	0	0	0	0
WINTON ROAD	0	0	0	0	0
WOKINGHAM ROAD	139	139	0	58	81
WOLSELEY STREET	82	82	0	0	82
WOLSEY ROAD	43	43	0	0	43
WOOD GREEN CLOSE	1	1	0	0	1
WOODCOTE WAY	0	0	0	0	0
WOODSTOCK STREET	6	6	0	0	6
WYKEHAM ROAD	15	15	0	0	15
YIELD HALL LANE	1	1	0	0	1
YIELD HALL PLACE	0	0	0	0	0
YORK ROAD	189	189	0	2	187
ZINZAN STREET	588	588	0	26	562

## Appendix A - Parking Penalty Charge Notices - By Contravention

Notes:

“Direct Issue - On Street” means tickets issued by a Civil Enforcement Officer direct to the vehicle whilst parked on the Public Highway.

“Postal Issue - Approved Device - On Street” means tickets issued from the enforcement vehicle, whereby the PCN is posted to the DVLA registered keeper.

“Direct Issue - Off Street” means tickets issued by a Civil Enforcement Officer direct to the vehicle whilst parked in a Council Owned car park.

PENALTY CHARGE NOTICES ISSUED BY CONTRAVENTION					
CONTRAVENTION CODE	TOTAL ISSUED 2013/2014	PERCENTAGE	DIRECT ISSUE - ON STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - OFF STREET
<b>HIGHER LEVEL (ON STREET)</b>					
PARKED IN A RESTRICTED STREET DURING PRESCRIBED HOURS	4,881	11.08%	4,881	0	0
PARKED OR LOADING/UNLOADING IN A RESTRICTED STREET WHERE WAITING AND LOADING/UNLOADING RESTRICTIONS ARE IN FORCE	5,343	12.13%	733	4,610	0
PARKED IN A RESIDENTS' OR SHARED USE PARKING PLACE OR ZONE WITHOUT CLEARLY DISPLAYING EITHER A PERMIT OR VOUCHER OR PAY AND DISPLAY TICKET ISSUED FOR THAT PLACE	8,412	19.10%	8,412	0	0
PARKED IN A PERMIT SPACE WITHOUT DISPLAYING A VALID PERMIT	7,364	16.72%	7,364	0	0
PARKED IN A LOADING GAP MARKED BY A YELLOW LINE	0	0.00%	0	0	0
PARKED IN A SUSPENDED BAY OR SPACE OR PART OF BAY OR SPACE	177	0.40%	175	2	0
PARKED IN A PARKING PLACE OR AREA NOT DESIGNATED FOR THAT CLASS OF VEHICLE	192	0.44%	192	0	0

PENALTY CHARGE NOTICES ISSUED BY CONTRAVENTION					
CONTRAVENTION CODE	TOTAL ISSUED 2012/2013	PERCENTAGE	DIRECT ISSUE - ON STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - OFF STREET
PARKED IN A LOADING PLACE DURING RESTRICTED HOURS WITHOUT LOADING	592	1.34%	592	0	0
PARKED IN A SPECIAL ENFORCEMENT AREA MORE THAN 50 CM† FROM THE EDGE OF THE CARRIAGEWAY AND NOT WITHIN A DESIGNATED PARKING PLACE	25	0.06%	25	0	0
PARKED IN A SPECIAL ENFORCEMENT AREA ADJACENT TO A DROPPED FOOTWAY	2	0.005%	2	0	0
PARKED IN A DESIGNATED DISABLED PERSON'S PARKING PLACE WITHOUT DISPLAYING A VALID DISABLED PERSON'S BADGE IN THE PRESCRIBED MANNER	1,374	3.12%	1,374	0	0
PARKED IN A PARKING PLACE DESIGNATED FOR POLICE VEHICLES	30	0.07%	30	0	0
PARKED ON A TAXI RANK	58	0.13%	31	27	0
STOPPED WHERE PROHIBITED (ON A RED ROUTE OR CLEARWAY)	19	0.04%	19	0	0
STOPPED ON A RESTRICTED BUS STOP OR STAND	189	0.43%	54	135	0
STOPPED IN A RESTRICTED AREA OUTSIDE A SCHOOL WHEN PROHIBITED	359	0.81%	68	291	0
PARKED WITH ONE OR MORE WHEELS ON OR OVER A FOOTPATH OR ANY PART OF A ROAD OTHER THAN A CARRIAGEWAY.	44	0.10%	44	0	0
STOPPED ON A PEDESTRIAN CROSSING OR CROSSING AREA MARKED BY ZIGZAGS	109	0.25%	14	95	0
<b>LOWER LEVEL (ON-STREET)</b>					
PARKED AFTER THE EXPIRY OF PAID FOR TIME	2,373	5.39%	2,373	0	0

PENALTY CHARGE NOTICES ISSUED BY CONTRAVENTION					
CONTRAVENTION CODE	TOTAL ISSUED 2012/2013	PERCENTAGE	DIRECT ISSUE - ON STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - OFF STREET
PARKED WITHOUT CLEARLY DISPLAYING A VALID PAY & DISPLAY TICKET OR VOUCHER	3,538	8.03%	3,538	0	0
PARKED WITH PAYMENT MADE TO EXTEND THE STAY BEYOND INITIAL TIME	2	0.005%	2	0	0
PARKED IN A RESIDENTS' OR SHARED USE PARKING PLACE OR ZONE DISPLAYING AN INVALID PERMIT, AN INVALID VOUCHER OR AN INVALID PAY & DISPLAY TICKET	2,929	6.65%	2,929	0	0
RE-PARKED IN THE SAME PARKING PLACE OR ZONE WITHIN ONE HOUR* OF LEAVING	52	0.12%	52	0	0
NOT PARKED CORRECTLY WITHIN THE MARKINGS OF THE BAY OR SPACE	213	0.48%	213	0	0
PARKED FOR LONGER THAN PERMITTED	3,835	8.71%	3,835	0	0
<b>HIGHER LEVEL (OFF-STREET (CAR PARKS))</b>					
PARKED IN A LOADING AREA DURING RESTRICTED HOURS WITHOUT REASONABLE EXCUSE	0	0.00%	0	0	0
PARKED IN A RESTRICTED AREA IN A CAR PARK	88	0.20%	0	0	88
PARKED IN A PERMIT BAY WITHOUT CLEARLY DISPLAYING A VALID PERMIT	38	0.09%	0	0	38



PENALTY CHARGE NOTICES ISSUED BY CONTRAVENTION					
CONTRAVENTION CODE	TOTAL ISSUED 2012/2013	PERCENTAGE	DIRECT ISSUE - ON STREET	POSTAL ISSUE - APPROVED DEVICE - ON STREET	DIRECT ISSUE - OFF STREET
PARKED IN A DESIGNATED DISABLED PERSON'S PARKING PLACE WITHOUT DISPLAYING A VALID DISABLED PERSON'S BADGE IN THE PRESCRIBED MANNER	123	0.28%	0	0	123
PARKED IN A CAR PARK OR AREA NOT DESIGNATED FOR THAT CLASS OF VEHICLE	2	0.005%	0	0	2
<b>LOWER LEVEL (OFF-STREET (CAR PARKS))</b>					
PARKED AFTER THE EXPIRY OF PAID FOR TIME	277	0.63%	0	0	277
PARKED IN A CAR PARK WITHOUT CLEARLY DISPLAYING A VALID PAY & DISPLAY TICKET OR VOUCHER OR PARKING CLOCK	1,147	2.60%	0	0	1,147
PARKED WITH ADDITIONAL PAYMENT MADE TO EXTEND THE STAY BEYOND TIME FIRST PURCHASED	0	0.00%	0	0	0
PARKED BEYOND THE BAY MARKINGS	203	0.46%	0	0	203
RE-PARKED WITHIN ONE HOUR* OF LEAVING A BAY OR SPACE IN A CAR PARK	0	0.00%	0	0	0

## Appendix B - Bus Lane Penalty Charge Notices - By Street

PENALTY CHARGE NOTICES ISSUED BY LOCATION	2013/2014	PERCENTAGE
A329 WOKINGHAM ROAD	2,383	2.3%
ACCESS ROAD (NORTHBOUND)	511	0.5%
ACCESS ROAD (SOUTHBOUND)	674	0.7%
BASINGSTOKE ROAD	0	0.0%
BASINGSTOKE ROAD (SOUTHBOUND)	9,641	9.4%
BATH ROAD	2,002	2.0%
BLAGRAVE STREET (EAST TO WEST SECTION)	10,021	9.8%
BRIDGE STREET	0	0.0%
FRIAR STREET (EAST BOUND)	8,470	8.3%
FRIAR STREET (WEST BOUND)	9,398	9.2%
GUN STREET	0	0.0%
HEMDEAN ROAD	4,832	4.7%
KING'S ROAD	867	0.8%
LONDON STREET (NORTHERN SECTION)	12,066	11.8%
LONDON STREET (SOUTH)	0	0.0%
MINSTER STREET (WESTBOUND)	9,228	9.0%
NORCOT ROAD (EAST BOUND)	1,038	1.0%
OXFORD ROAD	3,614	3.5%
SOUTHCOTE LANE	2,644	2.6%
ST MARYS BUTTS (NORTHBOUND)	7,420	7.2%
STANSHAW ROAD	6,903	6.7%
THE FORBURY	2,392	2.3%
VASTEREN ROAD (EAST SIDE SOUTHBOUND)	5,273	5.1%
VASTEREN ROAD (NORTHSIDE 1)	450	0.4%
VASTEREN ROAD (NORTHSIDE 2)	1,662	1.6%
VASTEREN ROAD (WEST SIDE NORTHBOUND)	1,170	1.1%
WEST STREET	0	0.0%

## Appendix B - Bus Lane Penalty Charge Notices - Comparison

PENALTY CHARGE NOTICES ISSUED BY LOCATION	2012/ 2013	2013/ 2014	CHANGE PREVIOUS YEAR
A329 WOKINGHAM ROAD*	190	2,383	NEW UNATTENDED CAMERA
ACCESS ROAD (NORTHBOUND)	N/A	511	N/A
ACCESS ROAD (SOUTHBOUND)	N/A	674	N/A
BASINGSTOKE ROAD	7	0	-100%
BASINGSTOKE ROAD (SOUTHBOUND)	13,090	9,641	-26%
BATH ROAD	N/A	2,002	N/A
BLAGRAVE STREET (EAST TO WEST SECTION)	8,085	10,021	24%
BRIDGE STREET	11	0	-100%
FRIAR STREET (EAST BOUND)	9,400	8,470	-10%
FRIAR STREET (WEST BOUND)	8,681	9,398	8%
GUN STREET	1	0	-100%
HEMDEAN ROAD**	1,368	4,832	253%
KING'S ROAD*	4	867	NEW UNATTENDED CAMERA
LONDON STREET (NORTHERN SECTION)*	462	12,066	NEW UNATTENDED CAMERA
LONDON STREET (SOUTH)	0	0	N/A
MINSTER STREET (WESTBOUND)	12,020	9,228	-23%
NORCOT ROAD (EAST BOUND)	2,174	1,038	-52%
OXFORD ROAD*	106	3,614	NEW UNATTENDED CAMERA
SOUTHCOTE LANE	1,879	2,644	41%
ST MARYS BUTTS (NORTHBOUND)	7,368	7,420	1%
STANSHAW ROAD	5,237	6,903	32%
STATION APPROACH (EAST TO WEST) ***	2	0	-100%
STATION APPROACH (WEST TO EAST) ***	2	0	-100%
THE FORBURY*	1,319	2,392	NEW UNATTENDED CAMERA
VASTERN ROAD (EAST SIDE SOUTHBOUND)	N/A	5,273	N/A
VASTERN ROAD (NORTHSIDE 1)	N/A	450	N/A
VASTERN ROAD (NORTHSIDE 2)	N/A	1,662	N/A
VASTERN ROAD (WEST SIDE NORTHBOUND)	N/A	1,170	N/A
WEST STREET	0	0	N/A

\* NEW UNATTENDED CAMERAS INSTALLED IN 2013/2014

\*\*HEMDEAN ROAD CAMERA INSTALLED PART WAY THROUGH 2012/2013

\*\*\* BUS LANES REMOVED

## READING BOROUGH COUNCIL

### REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	15 JANUARY 2015	AGENDA ITEM:	14
TITLE:	UNIVERSITY & HOSPITAL AREA: ON-STREET PAY AND DISPLAY AND RESIDENTS' PARKING SCOPING UPDATE		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	ABBAY
LEAD OFFICER:	RUTH LEUILLETTE	TEL:	0118 937 2069
JOB TITLES:	DEPUTY HEAD OF HIGHWAYS & TRANSPORT	E-MAIL:	ruth.leuillette@reading.gov.uk

#### 1. EXECUTIVE SUMMARY

- 1.1 To report to the Sub-Committee a future proposal to introduce additional areas of on-street pay and display in and around the Hospital and University area, in the context of managing the demand for this type of parking and in light of recently received planning application from the Royal Berkshire Hospital and an anticipated planning proposal from the University, both of which have changes to their own parking provision.

#### 2. RECOMMENDED ACTION

- 2.1 That the Sub-Committee notes the report and endorses the next steps outlined in 4.7 to be undertaken by officers to develop detailed pay and display scheme and Resident's Parking proposals for future statutory advertising.

#### 3. POLICY CONTEXT

- 3.1 The proposals are in line with current Transport and Planning Policy.

#### 4. THE PROPOSAL

- 4.1 On-street pay and display restrictions enable more efficient enforcement of on-street parking restrictions, resulting in less abuse and greater turnover of spaces, whilst still accommodating residents parking where permit zones currently exist.

- 4.2 Historically the roads around the Hospital and the University have been an area where on-street parking has come under significant pressure. This area continues to be affected by ongoing high demand for on-street parking. In 2012 an informal consultation was undertaken within the neighbourhood to establish whether a combined pay and display and Residents' Parking (RP) scheme would assist in dealing with this.
- 4.3 A planning application has recently been submitted by the Royal Berkshire Hospital for a new Pre-Operative Assessment and 24 bed ward to be built on the site of the current Addington Road car park, with consequential amendments to the provision of surface car parking and to the management of the multi storey car park. There are clearly transport implications (as well as planning implications) that will need to be considered in greater detail as part of the planning application process given the wide catchment area for patients that will inevitably drive to access the RBH facilities. From a transportation perspective we would need to be satisfied that any implications were suitably managed and mitigated. This would likely include introducing pay and display in order to manage the overall on street parking provision, whilst taking into consideration the needs of local residents.
- 4.4 The Hospital Trust have stated that they will promote staff travel to work by sustainable means and will consider how additional parking can be accommodated both on and off site. They are also considering how hospital services may be provided at other sites across the area, including potentially in Bracknell and Newbury.
- 4.5 In addition we anticipate receiving a planning application from the University relating to their on campus parking provision and this will also need to be considered in relation to the relevant transport and planning policies.
- 4.6 In the context of flexibility of on-street parking provision, several areas of pay and display bays have been introduced in and around central Reading. The purpose of such restrictions is to encourage turnover of spaces and provide further flexibility to accommodate parking for blue badge holders who are also able to use these bays at no charge in accordance with the national Blue Badge Scheme. Some of the existing pay and display bays are also already shared with Residents Parking bays in order to balance the needs of local residents, alongside visitors.
- 4.7 A previous report to the then Traffic Management Advisory Panel in June 2012, already sought and had ratified by Cabinet, the authority to advertise the statutory Traffic Regulation Order (TRO) that would have then enabled the formal consultation to be undertaken and then consider any objections. This aspect was not progressed as it was considered premature in the wider Eastern Area study context. Having now completed a large number of improvements along the Eastern corridor which support more active travel, as well as improvements for bus passengers, upgrading of traffic signals and low energy, low carbon street lighting upgrades as part of the Local Sustainable Transport Fund programme, it is considered appropriate for officers to develop the detailed pay and display scheme and Resident Parking proposals that will be reported back to a future meeting of this Committee.

4.8 The following roads have been identified as having potential for future pay and display and Resident Parking in the Hospital and University areas:

- Redlands Road (east & west sides)
- Addington Road (north & south sides)
- Erleigh Road (north & south sides)
- Morgan Road (east & west sides)
- Kendrick Road
- Alexandra Road
- Allcroft Road
- Elmhurst Road
- Upper Redlands Road

4.9 The proposed restrictions to be advertised would need to consider the hours of operation of a scheme and the charging tariff, which would likely be different to the existing town centre pay and display hours and tariffs. The tariff structure and payment scales would also consider those in place at the Hospital and University, and there is a clear need for each of those organisations to maintain dialogue with the Council over any future changes. With regard to the time period for parking, it would be possible to consult on a scheme that did not necessarily limit the maximum stay, for example in order to retain the ability for people to park for longer periods should they have the need to do so when visiting the Hospital, whilst still balancing this with the objective to encourage greater turnover of on-street parking. The timing of restrictions is subject to change pending a future statutory consultation period.

## 5. CONTRIBUTION TO STRATEGIC AIMS

5.1 To promote equality, social inclusion and a safe and healthy environment for all.

## 6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 Future statutory consultation will be carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

## 7. LEGAL IMPLICATIONS

7.1 Any proposals for waiting restrictions are advertised under the Road Traffic Regulation Act 1984.

## 8. EQUALITY IMPACT ASSESSMENT

8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;

- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

8.2 The Council has carried out an equality impact assessment scoping exercise, and considers that the proposals do not have a direct impact on any groups with protected characteristics.

## **9. FINANCIAL IMPLICATIONS**

9.1 The project development will be funded by existing Transport budgets.

## **10. BACKGROUND PAPERS**

10.1 Traffic Management Advisory Panel, June 2012.

10.2 Policy Committee, September 2014.



READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	15 JANUARY 2015	AGENDA ITEM:	15
TITLE:	HIGHMOOR ROAD / ALBERT ROAD - PETITION FOR A SAFER CROSSROADS - UPDATE		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	THAMES
LEAD OFFICER:	SIMON BEASLEY	TEL:	0118 937 2228
JOB TITLE:	NETWORK MANAGER	E-MAIL:	simon.beasley@reading.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 To update the Sub-Committee on the resultant review of the road safety improvement options to reduce accidents and the concern of accidents at the crossroads of Highmoor Road/Albert Road following the response to statutory consultation.
- 1.2 Appendix 1 lists a revision of the options with the responses to the statutory consultation taken into account. The original concept of closing one side of the junction was clearly not popular.
- 1.3 Based on the review of the options and taking into account the responses to the original proposal it is recommendation is to change the priorities at the junction introducing STOP, as appropriate, on both Albert Road approaches to the junction. Whilst this does not meet the request of the original petition it is a direct response to the injury accidents that have occurred.
- 1.4 The review of this junction forms part of the annual road safety programme.

## **2. RECOMMENDED ACTION**

- 2.1 That the Sub-Committee note the review of the options (Appendix 1) to improve safety at the junction of Highmoor Road with Albert Road.**
- 2.2 That the Sub-Committee approve the officer recommendation to change priorities at the junction.**

## **3. POLICY CONTEXT**

- 3.1 Under the 1988 Road Traffic Act the highway authority has a duty to take steps to both reduce and prevent collisions on the road network. In addition under the Traffic Management Act 2004 the authority has a duty to maintain and manage the road network and secure the safe and expeditious movement of traffic. Traffic is defined as encompassing all road users including pedestrians.

## **4. RECOMMENDATION**

- 4.1 Appendix 1 reviews the road safety options for the junction of Highmoor Road with Albert Road. This further review of the options takes into account the responses to the statutory consultation to close one side of the junction.
- 4.2 The review of the options concludes that changing priorities at the junction of Highmoor Road with Albert Road should improve road safety by reducing injury accidents. There will be a need to review the current coloured road surfacing and include a contrasting coloured surface on Albert Road. The STOP markings will need to be removed from Highmoor Road and this will damage the current red surfacing. The red surfacing shall remain so it will need to be refreshed as a part of the works. Albert Road approaches to the junction shall be applied with a buff surfacing as a lighter colour that will serve to highlight the junction. The change to priorities, whilst not requiring any further statutory process, currently needs central government approval. However, this approval is being relaxed in the Traffic Signs Regulations and General Directions review expected to be endorsed by parliament within the next few months.
- 4.3 Whilst there are additional risks associated with changing well established priorities at this junction freshly applied surface colour and road markings will alert drivers to the change. Once the priorities have been changed there will be a continued period of review.

## **5. CONTRIBUTION TO STRATEGIC AIMS**

5.1 To promote equality, social inclusion and a safe and healthy environment for all.

## **6. COMMUNITY ENGAGEMENT AND INFORMATION**

6.1 Statutory consultation will be carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996. The list of options has been shared with the lead petitioner and ward members for wider circulation within the community.

## **7. LEGAL IMPLICATIONS**

7.1 Proposals for movement restrictions are advertised under the Road Traffic Regulation Act 1984.

## **8. EQUALITY IMPACT ASSESSMENT**

8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

## **9. FINANCIAL IMPLICATIONS**

9.1 It is expected that the initial change of priority and surface colour will cost £25K. The annual road safety programme is funded through existing Transport Capital Budgets.

## **10. BACKGROUND PAPERS**

10.1 TM Sub Committee 16<sup>th</sup> January 2014 petition submission. TM Sub Committee 13<sup>th</sup> March 2014 Annual Road Safety Review. TM Sub Committee 11<sup>th</sup> September 2014. TM Sub Committee 4<sup>th</sup> November 2014.

Albert Road junction with Highmoor Road. Further analysis of alternative options following response to close west side of Highmoor Road at its junction with Albert Road.

OPTIONS

1. **Traffic signals** are arguably the next best option in meeting the expectations of the original petition as well as dealing with the very specific accident problem at this junction. Traffic signals will completely remove the Highmoor Road and Albert Road conflicts whilst maintaining all movements at and through the junction. However, due to the very limited space with relatively narrow footways the traffic signals would only be a very basic set-up. Anything other than a two stage operation allowing both opposing approaches on Highmoor Road and then Albert Road to run together is likely to create unacceptable delay. Whilst traffic signals will remove the visibility problems they will not cater for the opposing right turning movements that will have to give way to on-coming vehicles. At busy times a single right turning vehicle will completely block the ability for all following vehicles to proceed. As previously reported a very basic fixed time traffic signal controlled junction could cost in the region of £50,000. Whilst there was some limited support expressed for traffic signals their use in this location is not likely to be popular. This option, not only likely to be unpopular, is relatively expensive to deliver when a more cost effective injury reduction option may be available. Traffic signals should remain a consideration if other measures are not successful in reducing injuries.
2. **Change the priorities at the junction** by making Albert Road stop to Highmoor Road traffic. This option does not change the visibility problem and relies on Albert Road drivers obeying the stop signs and giving way to crossing drivers from Highmoor Road. The perception is that vehicle speed on Albert Road is as much to blame for the accidents at this junction. Whilst changing priorities will have an added positive impact on Albert Road traffic speed, residents of Highmoor Road are likely to be worried that speeding will increase outside their homes. Additional traffic calming measures may be required on all approaches to the junction to support this change and reduce speeds. In making this change there is a fear that it may create new accidents until the change in priorities are fully realised by drivers. This option is by far the most cost effective solution although it has its limitations and does not meet the wider concerns of the original petition. It is, however, worth changing the priorities thus reducing the impact of the very restricted visibility within Highmoor Road. This option can be delivered without any further legal process so it is the easiest and quickest option to deliver.
3. **4-Way STOP** had been raised a number of times within responses to the initial consultation. The Traffic Signs Regulations and General Directions (TSRGD) prohibit the use of STOP or GIVE WAY signs on all

approaches to a junction, as this would cause uncertainty as to which vehicles had priority. The TSRGD is an act of parliament and something that we are unable to change therefore we are unable to promote this option.

4. **Re-position the fence line on the south west side of the junction** to improve visibility to the right for drivers exiting Highmoor Road west side. Whilst this may seem an attractive option the fence line and the land that sits behind it is private. In addition, other street furniture (telecommunications cabinet) would also require relocation. Even if the landowner were willing to give up the land, legal processes involved to ensure any future owner does not reclaim the fence line may be lengthy and expensive. This option should remain a consideration depending upon the success of the change in priorities.
5. **A mini roundabout at the junction** was raised in a number of replies to the consultation. Unfortunately this is not a viable option as it requires drivers to give way slightly further back from the junction that currently worsening visibility for drivers. This option offers no obvious benefit and may only worsen safety at this junction.
6. **Remove the central hatch on Albert Road and push the stop line on the west side of Highmoor Road** further into the junction. There was not a lot of call for this within the recent consultation responses. Although, this has been raised by a couple of residents and also CADRA previously. Whilst this may slightly improve visibility concern would be that accidents would thereafter increase.
  - a. This is because the previous right turn accidents may return.
  - b. Also this option may increase the number of drivers not fully stopping and spending less time properly looking before crossing the junction.

This option can remain a consideration as a part of the change of priorities and on-going monitoring of the junction.

7. **Traffic calming measures on Albert Road** to slow speed of drivers travelling north/south. Many of the responses to the consultation raised speeds on Albert Road and this is perceived to be a safety issue that needs addressing. Although, there was a real mix of responses in how to slow drivers on Albert Road with some support for traffic calming and others for a 20mph limit only. Specifically the introduction of road humps received a divided response. Some respondents strongly support the use of road humps whilst others strongly oppose such measures. Other physical measures such as build-outs and chicanes require a regular and even flow in both directions to be effective. The traffic flows on both Highmoor Road and Albert Road are relatively light and tend to be quite tidal. Such traffic conditions do not benefit from build-outs and chicanes so it is

unlikely that speeds will be reduced to the extent that will improve safety at the junction. Some on-street parking does exist within Albert Road creating natural chicanes from time to time and yet despite this the accident problem exists at the junction. Should we choose to use physical traffic calming measures we would typically promote speed cushions as both Highmoor Road and Albert Road are bus routes. Speed cushions are designed to improve the ride for public transport passengers and emergency services. However, with larger cars and wider wheel bases now typical speed cushions are arguably become less effective. Whilst speed within Albert Road received a significant number of comments it does not solve the main cause of the accidents at the junction. Slowing vehicle speeds on Albert Road may reduce the severity of the accident but may not reduce the number of accidents occurring. Sinusoidal humps were raised a few times as a solution for dealing with Albert Road vehicle speed. The sinusoidal profile is similar to that of a round-top hump but has a radiused initial rise. They were found to be just as effective at reducing vehicle speeds as the conventional humps, but were far more comfortable to cycle over. As the accidents are specific to vehicles crossing from Highmoor Road west side to east side promoting a much wider traffic calming scheme is much more difficult to demonstrate best value.

8. **Close the eastern side of Highmoor Road to West-East traffic** in the form of a "build out", thus preventing Highmore Road traffic crossing the junction west to east as well as left and right turns from Albert Road. This option is not likely to gain support and we should expect a similar reaction to any closure to that already received. Furthermore, this option would not solve the visibility problems that currently exist. This is not an option that should remain a consideration.
9. **Close Albert Road northbound at the junction of Highmoor Road** except to public transport and other public services, such as the emergency services. This removes the vehicle conflict completely but is not likely to gain support as Albert Road is considered as one of the main residential routes serving Caversham Heights. This is similar to the closure already promoted and likely to receive the same response. This is not an option that should remain a consideration.
10. **Use of a Mirror at the junction.** Mirrors are not an approved road sign and are not available of use without specific central government approval. We are required to demonstrate that we have tried other options before applying for approval to use a mirror. Mirrors are restricted on road safety grounds as it is very difficult to judge vehicle speed in a reflection. This is not an option that should remain a consideration.

**READING BOROUGH COUNCIL  
REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES**

<b>TO:</b>	<b>TRAFFIC MANAGEMENT SUB-COMMITTEE</b>		
<b>DATE:</b>	<b>15 JANUARY 2015</b>	<b>AGENDA ITEM:</b>	<b>16</b>
<b>TITLE:</b>	<b>READING STATION - HIGHWAY WORKS UPDATE</b>		
<b>LEAD COUNCILLOR:</b>	<b>TONY PAGE</b>	<b>PORTFOLIO:</b>	<b>STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT</b>
<b>SERVICE:</b>	<b>TRANSPORTATION &amp; STREETCARE</b>	<b>WARDS:</b>	<b>ABBAY &amp; BATTLE</b>
<b>LEAD OFFICER:</b>	<b>CRIS BUTLER</b>	<b>TEL:</b>	<b>0118 937 2068</b>
<b>JOB TITLE:</b>	<b>ASSISTANT NETWORK MANAGER</b>	<b>E-MAIL:</b>	<b>Cris.butler@reading.gov.uk</b>

**1. EXECUTIVE SUMMARY**

- 1.1 As previously reported to the Traffic Management Advisory Panel (the predecessor to this Sub-Committee), in April 2011 Reading Borough Council completed the Central Area Highway Works which facilitates the redevelopment of Reading Station and provides enhanced public transport interchange facilities around the Town Centre.
- 1.2 This report provides a progress update on the Reading Station Redevelopment Project and the associated highway works.
- 1.3 The report highlights the key programme dates for future works associated with Reading Station.

**2. RECOMMENDED ACTION**

- 2.1 That the Sub-Committee note the report.

**3. POLICY CONTEXT**

- 3.1 The proposals are in line with current Transport and Planning Policy.

## 4. THE PROPOSAL

### Reading Station - Transport Interchanges

4.1 Cabinet at its meeting on 28<sup>th</sup> November 2011 agreed the recommendations of the Traffic Management Advisory Panel report on the new Reading Station Interchanges and the separate report to award the construction contracts to complete the new public transport interchanges. The contractor has been appointed and has since been working alongside Network Rail in order to deliver the interchanges.

#### 4.2 Northern Interchange

The formal opening of the new interchange took place on Monday 8<sup>th</sup> July 2013. This included the opening of all new bus lanes, the taxi ranks, new pedestrian crossings and new street furniture. Use of the area has substantially increased since the interchange was opened to the public and the new facilities have been well received.

#### 4.3 Cycle Parking on the North

A new cycle parking hub with a minimum of 300 racks is due to be introduced in the area currently used as a site compound on the corner of the multi-storey car park. Works are due to commence in January 2015 with completion planned at the end of March 2015. In the interim, cycle parking for 212 bikes has been introduced to cater for the high demand in this area.

#### 4.4 North public square

Works to create the new north public square were accelerated and completion was achieved on 16<sup>th</sup> July 2014 to coincide with the official opening of Reading Station by the Queen on 17<sup>th</sup> July 2014. The new square played an integral part of the official opening ceremony and fully compliments the new northern entrance and facilities at Reading Station.

#### 4.5 Southwest Interchange

The new southwest interchange has been completed and opened to the public on 31<sup>st</sup> October 2014. This interchange includes taxi ranks, a drop off/pick up area and bus stops for the services serving the Oxfordshire area and Madejski Stadium events. The public realm has been created with new paving, new street furniture, cctv, cycle parking and several new tree's and planting.



#### 4.6 South public square

The new public square was completed in December 2014. This new area has been created with new paving, several new trees, street furniture, cctv and cycle parking. Similarly to the north public square, the new area to the south fully compliments the new station entrance and facilities at Reading Station.

#### New Viaduct and Cow Lane Bridges

4.7 The remaining works to the west of the Station at Cow Lane include a new elevated railway supported by a viaduct that is located above the northern Cow Lane bridge and a new railway depot facility off Cow Lane/Richfield Avenue. The depot facility is now fully operational and was opened by the Secretary of State for Transport.

4.8 As part of the viaduct works, Network Rail are due to remove the arched Cow Lane bridge at the end of January 2015. The works will take place under a full road closure, with access being maintained to local businesses either side of the bridge at all times. Once complete, a temporary footway can be created to improve pedestrian access beneath the bridge but it will still be necessary to manage traffic flow by traffic signals as the width of the road is not increased at this stage.

#### 4.9 Cow Lane Bridges - Compulsory Purchase Order (CPO) and Side Roads Order (SRO)

At the 17<sup>th</sup> February 2014 meeting of the Council's Policy Committee, approval was granted to progress the modified CPO and SRO in order to facilitate improvements to existing highway and where necessary the stopping up of highway adjacent to Cow Lane and Cardiff Road and the closure and re-provision of private means of access.

4.10 The Orders were made by the Council under the provisions of the Highways Act 1980 and were submitted to the Secretary of State for Transport to request their confirmation.

4.11 The 2014 CPO and modifications to the SRO were made on 30 May 2014.

4.12 There was a statutory period in June and early July 2014 for any objections to the CPO and the SRO modifications running until 3<sup>rd</sup> July 2014 and 18<sup>th</sup> July 2014 respectively. Any objections are made by notice to the Secretary of State for Transport.

4.13 At the end of the consultation process, objections have been received by some of the affected landowners and in accordance with the CPO and SRO procedures, the Secretary of State for Transport has confirmed it will be necessary to hold a Public Inquiry. This has therefore delayed the construction programme.

4.14 The Inquiry is due to commence on 13<sup>th</sup> January 2015, with a decision from the Inquiry Inspector potentially expected at the end of June 2015. Subject to the outcome of the Inquiry and no High Court Challenges being made (6 weeks from publication of notice of decision), construction of the highway works could commence in late summer 2015.

4.15 Members of the Sub-Committee are asked to note the contents of this report.

## **5. CONTRIBUTION TO STRATEGIC AIMS**

5.1 To promote equality, social inclusion and a safe and healthy environment for all.

## **6. COMMUNITY ENGAGEMENT AND INFORMATION**

6.1 Statutory consultation was carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

6.2 Local exhibitions have been completed alongside Network Rail throughout the works.

6.3 CPO and SRO procedures in accordance with the Highways Act 1980.

## **7. LEGAL IMPLICATIONS**

7.1 None relating to this report.

## **8. EQUALITY IMPACT ASSESSMENT**

8.1 In addition to the Human Rights Act 1998 the Council is required to comply with the Equalities Act 2010. Section 149 of the Equalities Act 2010 requires the Council to have due regard to the need to:-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;

- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

8.2 The Council has carried out a equality impact assessment scoping exercise, and considers that the proposals do not have a direct impact on any groups with protected characteristics.

## 9. FINANCIAL IMPLICATIONS

9.1 The interchange works are funded by the DfT via the Council's successful Regional Funding Allocation bid with local contributions secured through S106 and other Transport budgets. Works at Cow Lane form part of the Network Rail led Reading Station Redevelopment Project.

## 10. BACKGROUND PAPERS

10.1 TMAP reports - 10 September 2009, 11 November 2009, 10 June 2010, 4 November 2010, 17 March 2011, June 2011, November 2011, January 2012, March 2012, June 2012, September 2012, November 2012 and January 2013.

10.2 Cabinet reports - 11 April 2011, 12 April 2010, 14 April 2009, 1 December 2008, 29 September 2008, 29 October 2007 and 14 February 2005.

10.3 Traffic Management Sub-Committee reports - June 2013, September 2013, November 2013, January 2014, March 2014, June 2014, September 2014 and November 2014.

## READING BOROUGH COUNCIL

### REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	15 January 2015	AGENDA ITEM:	17
TITLE:	LOCAL SUSTAINABLE TRANSPORT FUND UPDATE		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	BOROUGH WIDE
LEAD OFFICER:	RUTH LEUILLETTE / CHRIS MADDOCKS	TEL:	0118 937 2069 / 0118 937 4950
JOB TITLE:	DEPUTY HEAD OF HIGHWAYS & TRANSPORT / SENIOR TRANSPORT PLANNER	E-MAIL:	ruth.leuillette@reading.gov.uk / chris.maddocks@reading.gov.uk

#### 1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update the Sub-Committee on progress with delivery of the Local Sustainable Transport Fund (LSTF) Small Package, for which £4.9m funding was approved by the Department for Transport (DfT) in July 2011 and the LSTF Large Partnership Package, for which £20.692m funding was approved by the DfT in June 2012.
- 1.2 Detailed decisions are mainly delegated to the Steering Group level in consultation with the Lead Member for Strategic Environment, Planning & Transport. The Steering Group comprises corporate and transport officers and representatives from the Public Health team and the Local Enterprise Partnership (LEP). This report includes records of recent decisions made by the Steering Group for the Sub-Committee to note.
- 1.3 This report provides an update on each of the five delivery themes of the LSTF programme, with particular focus on projects that have reached milestones within the last three months.

#### 2. RECOMMENDED ACTION

The Sub-Committee is asked to note:

- 2.1 The progress made on the Local Sustainable Transport Fund Projects since the last report and that officers continue to deliver this programme and report progress to this Sub-Committee.

### 3. POLICY CONTEXT

- 3.1 The LSTF is a £560m fund made available by the DfT with the aim of implementing local sustainable transport measures that will deliver lasting benefits to support the local economy and reduce carbon.
- 3.2 Reading successfully secured £4.9m funding in July 2011 for a LSTF Small Project to deliver a package of transport investment measures which are complementary to those already being progressed through the core Local Transport Plan (LTP) implementation programme. The package is also complementary to key planning documents including the Core Strategy, Reading Central Area Action Plan and Reading Station Area Framework.
- 3.3 In partnership with Wokingham Borough Council, West Berkshire Council, the Thames Valley Local Enterprise Partnership (LEP) and the NHS Berkshire West Primary Care Trust (public health function now located within the Local Authority), Reading secured a further £20.692m for an LSTF Large Project in June 2012 to deliver a package of transport investment measures to benefit the wider urban area.
- 3.4 In addition, the DfT announced in July 2014 that Reading Borough Council has been awarded £996k LSTF revenue funding for 2015/16. The project proposal includes a range of sustainable transport initiatives focused on neighbourhood-based active travel interventions and developing more interactive online resources.

### 4. PROGRAMME PROGRESS

- 4.1 The five delivery themes of the complete LSTF Package are Personalised Travel Planning; Fares, Ticketing and Information; Cycle Hire; Active Travel; and Park and Ride/Rail. Over 25 projects have been identified within these themes, as set out in the bid and since further developed. Substantial progress has been made on all of these projects to date and many are reaching significant milestones shortly. A summary of progress by delivery theme is outlined below.
- 4.2 **Personalised Travel Planning:** The substantial programme of Personalised Travel Planning was completed in October, involving Travel Advisors providing sustainable travel advice to residents and businesses throughout the Reading urban area. An evaluation of the success of the PTP programme will be undertaken as part of the overall LSTF monitoring activities.
- 4.3 **Fares, Ticketing and Information:** The first and second phases of the traffic signal upgrades is underway with works recently completed at George Street/Gosbrook Road, Church Road/Church Street and Caversham Park Road/Henley Road junctions. The upgrades to the method of control of the signals will improve junction efficiency and provide benefits across modes.
- 4.4 **Cycle Hire:** Usage of the ReadyBike cycle hire scheme continues to be positive, with the docking stations at Town Hall Square, Reading Station North, Reading University and Caversham Centre continuing to have particularly high levels of usage. Total rentals to the end of November are recorded as 14,634, covering an estimated 83,200 miles. Over half of rentals were for under 30 minutes with an ongoing mix of leisure, commuter and student use. Day tickets are the most

popular product sold, although annual membership pass holders represent 70 per cent of usage currently. This reflects day tickets being popular for trying out the system and for occasional use, but we have a loyal annual membership which uses the bikes regularly.

- 4.5 The cycle hire docking station at Reading Station South has been installed following works to upgrade the southern interchange, with promotional activities undertaken to publicise availability of the new docking station.
- 4.6 **Active Travel:** The major construction works for the pedestrian cycle bridge over the River Thames are underway with expected completion in summer 2015. Once complete, the bridge will provide a key new route for pedestrians and cyclists between Caversham, Reading Station and central Reading.
- 4.7 Construction of the reconfigured junction at St Mary's Butts / Castle Street is underway, providing improvements for all users including signal upgrades, extended pavements and crossings on key desire lines for pedestrians.
- 4.8 A contractor has been appointed to undertake the repair and upgrade works to the Grade II-listed St Laurence's Church Wall and associated pedestrian route, with works scheduled to be completed in spring 2015.
- 4.9 A Health Walks Coordinator has been appointed to support both LSTF and Public Health objectives, with responsibility for managing the delivery of health walks lead by fully trained volunteers, and the promotion and monitoring of relevant activities to ensure that the programme complies with Walking for Health requirements and their accreditation scheme.
- 4.10 **Park & Ride/Rail:** Construction works are underway for the new park & ride sites at Mere oak and Winnersh Triangle, which together will deliver nearly 1,000 parking spaces. The two sites are being constructed simultaneously with a planned completion date of late spring 2015.
- 4.11 The Mere oak Park & Ride site, located south of M4 junction 11, will provide 579 parking spaces and will be served by the regular Greenwave bus service to and from Central Reading, as well as serving GreenPark and Reading International Business Park. The site will include a terminal building and improved pedestrian and cycle paths alongside the car park, linking to the provision at Junction 11 to connect over the M4.
- 4.12 The Winnersh Triangle Park & Ride site, located near to Winnersh Station, will have 390 spaces and users will have the choice of travelling by bus or train into central Reading. The site will replace the existing Park & Ride site at Loddon Bridge which is prone to flooding.
- 4.13 Construction works are on-going for the Park & Rail site at Theale Station. This project is being led by West Berkshire Council and First Great Western, alongside Network Rail.

## 5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The LSTF Project supports the aims and objectives of the LTP and contributes to the Council's strategic aims, as set out below:

- To develop Reading as a Green City with a sustainable environment and economy at the heart of the Thames Valley.
- To promote equality, social inclusion and a safe and healthy environment for all.

## **6. COMMUNITY ENGAGEMENT AND INFORMATION**

- 6.1 Consultation activities on LTP3 during its development contributed to the LSTF submissions. Engagement is a key component of the LSTF programme and consultation with stakeholders and local communities has been undertaken throughout the project.
- 6.2 Individual consultations on key LSTF projects have been undertaken throughout the duration of the programme, including consultation forms being published and updated on the corporate website as appropriate.

## **7. LEGAL IMPLICATIONS**

- 7.1 Legal support has been allocated to progress planning and land acquisition requirements for key projects and to offer contractual advice for procurement exercises.

## **8. FINANCIAL IMPLICATIONS**

- 8.1 Funding approved by DfT for the Reading LSTF Small Package and the LSTF Large Partnership Package comprises both revenue and capital ring-fenced grants and local contributions.

## **9. BACKGROUND PAPERS**

- 9.1 Cabinet reports - 11<sup>th</sup> April 2011 and 28<sup>th</sup> November 2011.
- 9.2 Traffic Management Advisory Panel reports - 9<sup>th</sup> September 2011 to 14<sup>th</sup> March 2013.
- 9.3 Traffic Management Sub-Committee reports since 13<sup>th</sup> June 2013.

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB COMMITTEE		
DATE:	15 JANUARY 2015	AGENDA ITEM:	18
TITLE:	CYCLE FORUM MEETING NOTES		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING & TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	ALL
LEAD OFFICER:	EMMA BAKER	TEL:	0118 937 4881 (x74881)
JOB TITLE:	TRANSPORT PLANNER	E-MAIL:	EMMA.BAKER@READING.GOV.UK

1. EXECUTIVE SUMMARY

- 1.1 This report is to inform Members of the discussions and actions arising from the October 2014 meeting of the Cycle Forum under the auspices of the approved Cycling Strategy.
- 1.2 Cycle Forum Meeting Notes 22<sup>nd</sup> October 2014 appended.

2. RECOMMENDED ACTION

- 2.1 That the Sub Committee notes the attached notes from the Cycle Forum meeting held on 22<sup>nd</sup> October 2014.

3. POLICY CONTEXT

- 3.1 Reading Borough Council adopted the document entitled *Cycling Strategy: September 2008* at full Council on 14 October 2008 as a supporting strategy under the Local Transport Plan 2006-2011. This document recommended regular cycling meetings to be held with relevant stakeholders to help deliver the strategy in partnership with appropriate organisations.
- 3.2 The updated Cycling Strategy 2014, *Bridging Gaps, Overcoming Barriers and Promoting Safer Cycling* was available for consultation until 10th January 2014 and adopted as Council policy on 19<sup>th</sup> March 2014 at Strategic Environment, Planning and Transport Committee. The document builds on the achievements of the 2008 Cycling Strategy, and sets out the overall ambition of encouraging more people to choose cycling as a way of getting around. This includes aiming for 2,300 additional cycle



trips every day by April 2015, and doubling the percentage of people cycling to work. This will be achieved through the delivery of various cycle improvements, including the new pedestrian and cycle bridge, initiatives supporting new or infrequent cyclists such as cycle training and hosting community workshops in neighbourhoods to better understand the issues experienced by communities when travelling locally.

#### **4. THE PROPOSAL**

- 4.1 The meeting of the Cycle Forum held on 22<sup>nd</sup> October 2014 was chaired by Councillor Tony Page and attended by Councillors Paul Gittings and Jamie Whitham as well as Reading Borough Council Officers and representatives of various local cycling groups. The notes of the meeting are attached.

#### **5. CONTRIBUTION TO STRATEGIC AIMS**

- 5.1 To Develop Reading as a Green City with a sustainable environment and economy at the heart of the Thames Valley

To promote equality, social inclusion and a safe and healthy environment for all.

#### **6. COMMUNITY ENGAGEMENT AND INFORMATION**

- 6.1 As described above.

#### **7. LEGAL IMPLICATIONS**

- 7.1 None.

#### **8. FINANCIAL IMPLICATIONS**

- 8.1 None at present.

#### **9. BACKGROUND PAPERS**

- 9.1 Cycle Forum Meeting Note 3<sup>rd</sup> April 2014.

## CYCLE FORUM NOTES - 22<sup>nd</sup> October 2014, 6pm, CR5

### 1. Introductions/Apologies

#### Attendees

Councillor Page (Chair)  
Councillor Gittings  
Councillor Whitham  
Adrian Lawson (RCC)  
John Lee (RCC)  
Richard Pearson (RCC/Reading CTC)  
Peter Chan (GREN)  
Tanja Rebel (GREN)  
Jenny Hicks  
Steve Goodman (Sustrans/RCC)  
Anthony Bolton (RBC)  
Emma Baker (RBC)  
Javed Saddique (CTC/RBC)  
Stuart Williams (CTC)  
Brian Madden (Sustrans/RBC)

#### Apologies

Alex McKnight (Sustrans)  
Councillor Willis  
Councillor Duveen

### 2. Minutes from 3<sup>rd</sup> April 2014

Minutes from the meeting on 3<sup>rd</sup> April were agreed.

### 3. Local Sustainable Transport Fund - Presentation/Update

Officers gave a presentation on schemes delivered through the LSTF programme based around the themes identified in the Cycling Strategy: Training and Education, Events and Campaigns, and Infrastructure. CTC and Sustrans updated the group on their programmes, including CTC LSTF programme, Challenge Fund and Pocket Places. A plan illustrating the layout of the cycle parking hub was also shared and a discussion took place around existing CCTV in the area.

AL asked about to/from Napier Road underpass and whether RCC evidence submitted to support a cycle tracks claim along the Thames could be reconsidered in light of the underpass and pedestrian and cycle bridge.

ACTION - RBC to review evidence submitted by RCC in relation to the Thames Path and improved cycle links linking to LSTF infrastructure projects.

ACTION - RBC to print an A0 plan of town centre cycle routes for Reading Bicycle Kitchen.

### 4. Updated Cycling Strategy Action Chart (Standard item)

Progress outlined in spreadsheet was noted.

### 5. Pinch Point Schemes - Update

The group were updated on the A33 Pinch Point scheme, including the tender process and the programme commencing on-site from late November following the award of contract in early November. Officers highlighted the constraints of pinch point funding in terms of the short funding period. AL requested that cycle signing is reviewed along A33 between South Oak Way and the Park and Ride site.

ACTION - Circulate the plans for Rose Kiln Lane improvements.

ACTION - Advise the group whether a ramp between Rose Kiln Lane and Kennet Island is included in the proposed scheme.

ACTION - Review cycle signing as part of scheme.

## 6. Issues Raised by Forum Members (Standard Item)

### a) Promotion of Cycling

A discussion took place around the impact of unplanned motorway closures around Reading that brought the town to a standstill and whether encouraging more people to cycle would have aided the situation.

### b) Maintenance & Obstruction of Shared-Use Facilities

A discussion took place around the need for regular sweeping of cycle facilities along London Road and A33 and issues with A-frames and mopeds obstructing shared-use paths.

ACTION - Officers to arrange for London Road outside the RBH to be swept before the weekend.

ACTION - Officers to confirm the value of the East Reading scheme.

### c) Consultation & Engagement

Forum Members raised their concerns regarding advisory cycle lanes on Lower Henley Road and requested feedback in relation to comments submitted by AL, JL and JH. The group also requested plans for Mere oak Park and Ride and that signing be reviewed as per the action under item 5.

ACTION - Officers to circulate responses to correspondence received from the above Forum Members to the group.

ACTION - Officers to circulate plans for Mere oak Park and Ride.

### d) Town Centre & Reading Station

Forum Members raised issues with access into and around the town centre, including utility works at Friar Street/Greyfriars Road junction and accessing Garrard Street. They also requested improvements at Reading Station Southern Interchange, including a cycle lane on approach from Station Road, and improvements along Bath Road /Castle Hill. Officers informed the group that RBC and four other Berkshire authorities have provisionally secured indicative funding for cycle improvements between east and west Reading from the Local Enterprise Partnership from 2016/17. Signing around the town centre was also discussed, including additional signing and the removal of non-regulated signs.

ACTION - Confirm when utility works will be complete at Friar Street/Greyfriars Road junction.

## 7. AOB

## 8. Date of Next Meeting

A town centre signing workshop is scheduled to take place on **21<sup>st</sup> January 2015** and a further workshop on Oxford Road will be arranged for early 2015.

Agenda Item	Action	Expected
3	Provide AL with large scale town centre cycle map	Complete
3	RBC to review Thames Path evidence submitted by RCC in relation to cycle track claim.	Summer 2015
5	Circulate plans for A33 Pinch Point scheme	Complete
5	Advise whether ramp included in proposed scheme between Rose Kiln Lane and Kennet Island	Complete
5	Review cycle signing between South Oak Way and Park and Ride site	Spring 2015
6	Confirm value of East Reading Transport Study contract	Complete

6	Arrange for London Road shared-use path to be swept	Complete
6	Circulate response to group in relation to AL, JL & JH comments on Lower Henley Road	Complete
6	Circulate plans for Mere oak Park and Ride cycle facilities	Complete
6	Confirm when Greyfriars Road will be reopen to cyclists	Complete
8	Host town centre signing workshop	21/01/2014
8	Organise update meeting on Oxford Road	February/March 2015