

To: Councillor Page (Chair);  
Councillors Debs Absolom, Ayub, Dennis,  
Duveen, Hacker, Hopper, Jones, McDonald,  
Terry and Whitham.

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Your contact is: Richard Woodford - Committee Services

### NOTICE OF MEETING - TRAFFIC MANAGEMENT SUB-COMMITTEE - 14 JANUARY 2016

A meeting of the Traffic Management Sub-Committee will be held on Thursday 14 January 2016 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 - TRANSPORT FUNDING - PAST, PRESENT AND FUTURE	-

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 3 NOVEMBER 2015	-	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 FOR A ZEBRA CROSSING ON GOSBROOK ROAD	CAVERSHAM	18
To report to the Sub-Committee the receipt of a petition asking the Council to install a new zebra crossing on Gosbrook Road.		
(B) PETITION FOR SAFE CROSSING PLACES FOR SCHOOL CHILDREN ON ROTHERFIELD WAY	PEPPARD/ THAMES	20
To report to the Sub-Committee the receipt of a petition asking the Council to implement a crossing place for school children on Rotherfield Way.		
(C) PETITION FOR PERMIT PARKING IN CRESCENT ROAD	PARK	23
To report to the Sub-Committee the receipt of a petition asking the Council for permit parking in Crescent Road.		
(D) OTHER PETITIONS		
To receive any other petitions on traffic management matters submitted in accordance with the Sub-Committee's Terms of Reference.		
6. PETITION FOR A RESIDENTS PARKING PERMIT SCHEME IN LOWER HAMILTON ROAD - UPDATE REPORT	PARK	25
A report to update the Sub-Committee on a petition submitted to the September 2015 meeting requesting the Council to consult with residents over a residents parking permit scheme for Lower Hamilton Road.		
7. TARGET JUNCTION TRIAL TRAFFIC SIGNAL SWITCH-OFF - UPDATE (BROAD STREET/ST MARY'S BUTTS/OXFORD ROAD/WEST STREET)	ABBEY	To Follow
A report to update the Sub-Committee on the changes to the 'Target Junction'.		

8.	BI-ANNUAL WAITING RESTRICTION REVIEW - STATUTORY CONSULTATION	BOROUGHWIDE	28
	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.		
9.	RESIDENTS PARKING - REVIEW OF RESIDENT PERMIT RULES	BOROUGHWIDE	55
	A report to advise the Sub-committee of the proposals to the changes to the Resident Parking Permit Rules and Definitions.		
10.	IMPLICATIONS OF DELAYS TO THE TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS ON CURRENT SCHEMES	BOROUGHWIDE	63
	A report to highlight the implications of the further delay of the new Traffic Signs Regulations and General Directions.		
11.	UNIVERSITY AND HOSPITAL AREA STUDY - UPDATE	REDLANDS	66
	A report to update the Sub-Committee on the latest position with regard to the identification of transport issues and potential solutions in the residential areas around the University of Reading and Royal Berkshire Hospital.		
12.	SCHOOL EXPANSION AND SUSTAINABLE TRANSPORT UPDATE	BOROUGHWIDE	87
	A report to update the Sub-Committee on the progress made towards encouraging sustainable travel to school through the development of new Travel Plans for the Primary Schools that are expanding this autumn.		
13.	CYCLING IN BROAD STREET - RESULTS OF INFORMAL CONSULTATION	ABBEY	94
	A report to update the Sub-Committee on the results of the informal consultation on cycling in Broad Street.		
14.	CONNECTING READING: CAR CLUB AND MULTIMODAL HUBS	BOROUGHWIDE	106
	A report to update the Sub-Committee on the progress towards linking car share to multimodal hubs including ReadyBike, Reading Buses, BetterPoints and cycling and walking routes and to report the results of the recently completed statutory consultation on a proposal to provide two new car club spaces in Reading with links to other modes of transport.		
15.	MAJOR TRANSPORT AND HIGHWAYS PROJECTS - UPDATE	BOROUGHWIDE	112
	A report to update the Sub-Committee on the current major transport and highways projects in Reading.		

To inform the Sub-Committee of the discussions and actions arising from the 7 October 2015 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 items 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”

17. EXTENSION OF WINTER MAINTENANCE TERM CONTRACT 2009 - 2013 (PREVIOUSLY EXTENDED) 123

18. APPLICATIONS FOR DISCRETIONARY PARKING PERMITS 127

To consider appeals against the refusal of applications for the issue of discretionary parking permits.

**DATE AND TIME OF NEXT MEETING:**

Thursday 10 March 2016 at 6.30 pm

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Present: Councillor Page (Chair)

Councillors Debs Absolom, Ayub, Dennis, Duveen, Hacker, Hopper, Jones, McDonald, Terry, and Whitham.

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

#### (1) Questions

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

#### (2) Presentation - USING ROAD PRICING TO MANAGE AND FUND INFRASTRUCTURE IN GREATER READING

Dr John Walker gave a presentation on using road pricing to manage and fund infrastructure in Greater Reading. The presentation covered the history of road pricing, the expected benefits, types of scheme and technologies. The presentation also detailed the experience of other towns and cities, such as Gothenburg, Edinburgh and Manchester, where road pricing had either been introduced or where referendums had been held about its introduction.

Resolved - That Dr Walker be thanked for his presentation.

#### (3) M4 Smart Motorway Scheme

John Booth, Reading Friends of the Earth, told the Forum that The Planning Inspectorate would be holding an Open Floor Hearing at 7.00 pm on 16 November 2015 at Wycliffe Baptist Church, Kings Road, Reading, on the M4 Smart Motorway scheme and that members of the public would be welcome to attend.

Resolved - That the position be noted.

### 33. MINUTES

The Minutes of the meeting of 16 September 2015 were confirmed as a correct record and signed by the Chair.

With regard to Minute 24, Target Junction Trial Traffic Signal Switch-off, and in response to an email, tabled by Councillor Hopper, from Mr J Young, Community Engagement Officer for Guide Dogs in Reading, Councillor Page explained that committee minutes were not produced as a verbatim record of meetings and informed the Sub-Committee that a report on Target Junction would be submitted to the next meeting.

Further to Minute 23, Waiting Restriction Review, Councillor Dennis requested that the proposal in respect of Norcot Road be reinstated in the programme.

Resolved -

- (1) That the position be noted;
- (2) That the proposals in respect of Norcot Road be reinstated in the Waiting Restriction Review programme 2015.

34. QUESTIONS FROM COUNCILLORS

Questions on the following matters were submitted, and answered by the Chair:

Questioner	Subject
Cllr Whitham	Napier Road Underpass
Cllr Whitham	Electric Vehicle Charging Points

(The full text of the questions and replies were made available on the Reading Borough Council website).

35. PETITIONS

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

36. PETITION FOR THE AMERSHAM ROAD ESTATE TO BE A 20MPH ZONE - UPDATE

Further to minute 66b of the meeting on 15 January 2015, the Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the review that had been undertaken following the receipt of a petition asking for the Amersham Road estate to be a 20mph zone to be a safer estate for children.

The report stated that Amersham Road had a mix of traffic calming features consisting of chicanes, roundabouts and cushions and a level of on-street parking which also suppressed driver speed. The rest of the estate had clearly been designed with lower speeds in mind with a mix of raised tables, roundabout features and right angled bends. These features met the current requirement set by government for the lower speed limit and the whole estate made a good candidate for 20mph.

The report also stated that speed surveys had been carried out in January 2013 which recorded average mean speeds of just over 20mph westbound and just under 21mph eastbound which, again, made Amersham Road suitable for a 20mph limit as it only required a small reduction in the average mean speed.

The report explained that the government were reviewing the Traffic Signals Regulations and General Directions (TSRGD) 2002 which was the legislation that highway authorities used when applying road signs and markings to the public highway. It was expected that the requirements around illumination of 20mph speed limit signs, additional signing and the use of road markings would be changed, which would reduce the cost of implementing 20mph.

The report concluded that although Amersham Road estate was a good candidate for the lower speed limit it was not advisable to implement this at present as further alterations might be required the new TSRGD came into force.

The Sub-Committee discussed the report and agreed that a letter should be written to the Secretary of State for Transport urging him to lay before parliament the new Traffic Signs Regulations and General Directions as soon as possible, see Minute 41 below, and asked that a report be submitted to the next meeting setting out the options for 20mph schemes in the Borough.

Resolved -

- (1) That the report be noted;
- (2) That consideration be given to making the Amersham Road Estate 20mph once the implications were known following the revised Traffic Signs Regulations & General Directions;
- (3) That a further report be submitted to a future meeting of Sub-committee once the new version of the sign regulations have come into force;
- (4) That the Lead Petitioner be informed accordingly;
- (5) That a letter be written by officers, in consultation with the Chair of the Sub-Committee, to the Secretary of State for Transport urging him to lay before parliament the new Traffic Signs Regulations and General Directions as soon as possible;
- (6) That a report be submitted to the next meeting setting out the options for 20mph schemes in the Borough.

37. PETITION FOR A RESIDENTS PARKING PERMIT SCHEME IN LOWER HAMILTON ROAD  
- UPDATE

Further to minute 19a of the meeting on 16 September 2015, the Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the review following the receipt of a petition requesting the Council to consider a formal parking scheme and consult with residents on a Residents' Parking Permit Scheme for Lower Hamilton Road.

The report recommended that this request be considered as a part of the current 6-monthly waiting restriction review where the typical review processes would then be followed. Officers were looking at requests in the current review that had been approved at the meeting on 16 September 2015 (minute 23 refers) and would report findings to Ward Councillors in December 2015 with proposals to take forward for statutory consultation to be reported to the Sub-committee in January 2016.

The report explained that during the period of officer review, residents would be asked what their permit requirements were likely to be and this would be used to assess the business case for providing a residents permit parking scheme.

Resolved -

- (1) That the report be noted;
- (2) That the request to consider a formal parking scheme and consult with residents be progressed through the current 6-monthly waiting restriction review;
- (3) That consultation be carried out with local residents, with a further report submitted to the January 2016 meeting of the Sub-committee to take proposals forward for statutory consultation;

(4) That the Lead Petitioner be informed accordingly.

38. PETITION FOR A RESIDENTS PARKING PERMIT SCHEME IN CARDINAL CLOSE AND THE LAY-BY WOLSEY ROAD - UPDATE

Further to minute 19b of the meeting on 16 September 2015, the Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the review following the receipt of a petition asking the Council to introduce a Residents' Parking Permit Scheme in Cardinal Close and the parking layby in Wolsey Road.

The report stated that the petition had included a survey of residents in which they were made aware of the residents parking permit rules and the limit of two permits per household and also ascertained how many permits would be required. This information was helpful in establishing a business case for providing a Residents' Parking Permit Scheme and would be considered as a part of the officer review.

The report explained that officers had met with the lead petitioner prior to the petition being submitted to discuss the particular problem faced by residents to ensure that a delivered scheme resolved the issues in this area as parking was particularly challenging for residents who parked on-street. Whilst Cardinal Close had some off-street parking in the form of garage blocks, these were built many years ago and did not cater for the size of the modern car. The garage areas were particularly tight and parking in front of any garage would cause access problems for other residents. There was evidence of commuter parking for Reading railway station and local business parking that impacted the working week and there was leisure parking at weekends as Wolsey Road led to the River Thames tow path, both of which resulted in residents having to compete with a continuous demand for kerb-side parking.

The report recommended that this request be considered as a part of the current 6-monthly waiting restriction review where the typical review processes would then be followed. Officers were looking at requests in the current review that had been approved at the meeting on 16 September 2015 (minute 23 refers) and would report findings to Ward Councillors in December 2015 with proposals to take forward for statutory consultation to be reported to the Sub-committee in January 2016.

Resolved -

- (1) That the report be noted;
- (2) That the request to consider a formal parking scheme and consult with residents be progressed through the current 6-monthly waiting restriction review;
- (3) That the Lead Petitioner be informed accordingly.

39. REQUEST TO REMOVE THE SCHOOL KEEP CLEAR MARKINGS FROM HONEY END LANE

The Director of Environment and Neighbourhood Services submitted a report to update the Sub-Committee on the request to remove the School Keep Clear restrictions on Honey End Lane that was reported in the waiting restriction review at the meeting of 17 June 2015



(minute 8 refers). A drawing showing the layout of school keep clear markings and zebra crossing was attached to the report at Appendix A.

The report stated that representations had been received from residents of Honey End Lane to remove the school keep clear marking outside their homes which are close the entrance to Prospect School. The request had been made in response to residents (and their visitors) being caught in contravention of the order by the camera enforcement vehicle when stopping outside their properties.

The report explained that waiting restrictions applied to the whole of the highway and some residents were mistaken in the belief that stopping on the footway and behind the actual road marking was allowed, which was possible in this case as the footway was sufficiently wide that a vehicle could stop within the dropped kerb (vehicle crossover) section without blocking pedestrians walking on the footway. However, this had also resulted in the receipt of a penalty charge notice (PCN) in contravention of the school keep clear restriction, which prevented stopping between the hours of 8am and 5pm Monday to Friday.

The report also explained that a number of challenges had been made in appeal to issued PCNs on the grounds of whether or not the restriction applied to the whole of the highway. After some deliberation the Traffic Appeals Tribunal (TPT) agreed that, like all waiting restrictions, school keep clears applied to the whole of the highway. As a consequence, residents requested that the restriction be removed or relaxed so that residents and their visitors could stop outside or closer to their homes.

The report stated that there were two school keep clear markings on both sides of the road in this location separated by a zebra crossing as indicated on the drawing attached to the report at Appendix A. This showed that the school keep clear markings outside numbers 57-59 and 66 were away from the school entrance.

The proposal in the report was to remove the school keep clear and replace it with a single yellow line that restricted parking between 8:15 and 8:45 am and between 2:45 and 3:15 pm. This would maintain the integrity of what the school keep clear was designed to achieve and prevented the temptation to park on the footway at the busiest school arrival and departure times. However, during the time that school children were in school residents (and their visitors) would be able to stop closer to their homes without being in contravention of the waiting restriction.

At the invitation of the Chair Mr and Mrs Harrington addressed the Sub-Committee.

Resolved -

- (1) That the report be noted;
- (2) That the request to remove the School Keep Clear restriction and replace it with a single yellow line timed to school arrival and departure times be advertised as a part of the next waiting restriction review;
- (3) That the residents directly affected by the restriction be informed of the decision taken by the Sub-committee and provided with an expected timeline for the change.

**40. SOUTHCOTE FOOTWAY/VERGE TRIAL PARKING BAN - 6 MONTH REVIEW**

Further to minute 53 of the meeting on 13 November 2013, the Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the experimental footway and verge parking ban in the Southcote area. A map showing the roads included within the ban was attached to the report at Appendix 1 and a document summarising recorded comments and enquiries during the first six months of the ban was attached to the report at Appendix 2.

The report stated that the ban was introduced in February 2015 under an experimental order with a maximum term of 18 months and that additional temporary warning/information notices and gateway signs for the zone were placed around Southcote. The first six months of an experimental order provided the opportunity for people to object and, as a result, alterations could be made to any temporary restriction should there be a need to do so. No objections to the legal order had been received although there had been a number of comments/enquiries which were summarised in Appendix 2.

The report explained that the overall feeling was that the ban had made a positive difference to Southcote with reduced verge parking and slower vehicle speed where vehicles were now parked in the road. Most of the enquiries relating to vehicles that were still parked on verges related to land that was not part of the public highway. In some cases this land was Council controlled (housing land) and officers were considering options, which might lead to a modification of the experimental order to include other Council controlled land.

The report concluded that from the lack of objections and largely positive comments/enquiries that the ban had been regarded as successful and had met its original objectives. There were some areas that needed to be considered and this would take place over the remainder of the experimental order and would be reported back within the West Reading study.

Councillor Ennis, Southcote Ward Councillor, attended the meeting and addressed the Sub-Committee.

Resolved -

- (1) That the report be noted;
- (2) That the comments/enquiries recorded in response to the experimental verge and footway parking ban in Southcote as summarised in Appendix 2 be noted;
- (3) That the experimental Traffic Regulation Order that banned parking on footways and verges in Southcote continue for a further 10 months (to the full term of the 18 months as allowed by the experimental order).

**41. TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS**

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the detail of the additional consultation following the Government review of the current Traffic Signs Regulations and General Directions (TSRGD). The report

also highlighted the delay to the new version of the regulations that had subsequently led to a delay in delivering local schemes that were expected to be affected by the change in signing regulations. A summary of the consultation and the Council's response was attached to the report at Appendix 1.

The report stated that the new version of TSRGD (which would replace the 2002 version) had been completely restructured and would provide significant deregulation, a new approach for local authorities in delivering their traffic management and traffic signs and create a flexible legislative framework for the future. One of the expected changes was to the requirement to illuminate 20mph speed limit signs, which would result in a significant reduction in costs when implementing new schemes. However, until the new TSRGD had been laid before Parliament the Council were legally required to use the current 2002 version.

The report explained that the Government had undertaken extensive levels of stakeholder engagement over the past four years including a full public consultation in 2014 and a series of roadshows across Britain to promote and explain the new policies. Officers had been involved in this consultation at a number of different levels and had given feedback at every opportunity. It had been expected that the new TSRGD would be laid before Parliament and come into force in 2015 but this had been delayed as further consultation had been deemed necessary around a small number of policies which were not part of the earlier public consultation.

The report also explained that there had been no official announcement as to when the new TSRGD would come into force and so the plans to implement 20mph across East Reading remained on hold.

Resolved - That the report be noted.

#### 42. UNIVERSITY AND ROYAL BERKSHIRE HOSPITAL AREA STUDY

The Director of Environment and Neighbourhood Services submitted a report to update the Sub-Committee on the latest position with regard to the identification of transport issues and potential solutions in the residential areas around the University of Reading and Royal Berkshire Hospital. A map that outlined the proposals for the area was attached to the report at Appendix 1.

The report explained that a consultation had been undertaken in May 2012 on the principle of prioritising parking for local residents in the Hospital and University area through introducing a Residents' Parking Scheme, to include elements of pay and display parking, alongside complementary transport measures in the local area. The scheme was proposed to help address the issues previously identified by residents.

The report stated that due to the mixed nature of responses received through the consultation, the study Steering Group took the decision not to proceed with the proposed parking scheme at that time. It was agreed that the study would continue working closely with key stakeholders, including the University and Hospital, to reassess the feasibility of introducing the complementary transport schemes as outlined in the consultation and as supported through feedback received from residents.

This work had continued over the past few years and, alongside detailed discussions with key stakeholders, a second set of proposals had been completed and these were detailed

in Appendix 1. Redlands Ward Councillors had promoted the latest set of proposals via a local leaflet delivered to all properties in the study area, information on the Redlands Councillors website and a local exhibition in September 2015 supported by Council Transport Officers.

The report also stated that the proposed residents parking schemes in Foxhill Road, Cardigan Road, Cardigan Gardens, Donnington Road, Donnington Gardens, Blenheim Road, Blenheim Gardens, and Hatherley Road were intended as parking protection for residents due to the likelihood of displacement from the Hospital and University areas where a change in restriction was proposed. However these roads were narrow and so formalising parking would include the requirement to maintain access for emergency services and larger vehicles such as refuse vehicles at all times.

Resolved -

- (1) That the report be noted;
- (2) That, the review of the consultation continues alongside continuing discussions with the Emergency Services and a further detailed report be submitted to the January 2016 meeting of this Sub-Committee.

#### 43. SCHOOL EXPANSION AND SUSTAINABLE TRANSPORT UPDATE

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the progress made towards encouraging sustainable travel to school through the development of new Travel Plans for the Primary Schools that were expanding this autumn.

The report stated that Reading's school expansion programme was making significant progress in response to population forecasts which would provide provision for 2,520 additional school places by 2021. The schools (listed below) would each be taking their new admission number from Year R (reception), meaning that the schools' population would incrementally increase as the new classes moved up through the school:

- Alfred Sutton Primary
- Churchend Primary
- E P Collier Primary
- Geoffrey Field Infant
- Geoffrey Field Junior
- New Town Primary
- Ridgeway Primary
- Southcote Primary
- St. Martins Primary
- St. Michaels Primary

The programme also included the creation of a new, two form entry primary school called Civitas Academy in Hodsoll Road. They had admitted their first reception intake in September 2015.

The report explained that as part of the planning application process for expansion, schools were required to show how they intended to address both existing and predicted travel and traffic issues by producing a new School Travel Plan.

The report also stated that a second Implementing Travel Plans workshop was proposed to encourage schools to implement the ideas in their Travel Plans. Case studies and examples would be available at the workshop to inspire schools to come up with new and innovative ideas to encourage sustainable travel to school and to join the Modeshift Stars programme, funded by the Department for Transport (DfT), to compete with other schools for Bronze, Silver and Gold recognition for their Travel Plans and for special national awards for innovative projects.

The Sub-Committee discussed the report and requested that a report on Secondary School Expansion Programme be submitted to the next meeting.

Resolved -

- (1) That the report be noted;
- (2) That reports submitted to future meetings on School Expansion and Sustainable Transport include the Secondary School Expansion Programme.

#### 44. PUBLIC LIABILITY INSURANCE POLICY

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the current requirement for applicants to have Public Liability Insurance when working on the public highway and requesting a decision on proposed changes.

The report stated that Council's Streetcare Services required applicants to have a minimum of £10 Million Public Liability Insurance for any work carried out on, under or over the public highway, including the placing of material and plant on the public highway by a third party. However, the Street Café Licences (on the public highway), which were processed through the Licencing Team in Regulatory Services, only required a minimum of £5 Million Public Liability Insurance.

The report explained that a benchmarking exercise had been carried out that showed that the majority of other Local Authorities required £5 Million Public Liability Insurance for Street Café Licences. The results were detailed in the table attached to the report at Appendix A.

Streetcare Services had sought advice from the Local Government Association (LGA), who had indicated that this was a decision for individual councils, and the Council's Insurance Section, who confirmed that there was no statutory basis for setting the Public Liability Insurance indemnity limit but that there was a case for requiring a lower indemnity limit where activity on the highway was less inherently likely to give rise to a loss.

The report also explained that Officers within the Regulatory Services team had reported that the increase in cost to the customer to seek a higher level of insurance was prohibitively expensive and, as it was recognised that outdoor seating, in the right location, could add to the vibrancy of the town a proportionate approach to insurance requirements would be beneficial.

Resolved -

- (1) That the report be noted;

- (2) That the proposal for a two-tier system for Public Liability insurance be adopted.

#### 45. ON STREET PAY AND DISPLAY - PAY BY PHONE

The Director of Environment and Neighbourhood Services submitted a report advising the Sub-Committee of the proposal to introduce the option to Pay by Telephone for On Street Pay and Display bays as well as retaining the existing pay by cash provision.

The report stated that the Council's off street car parks already provided the option for customers to pay at machine or by telephone and it was proposed to use the same provider (RingGo) for on street parking. The RingGo website would provide information about the Parking Locations within Reading, with prices and other information for each site and there was a provision within the Parking Enforcement Contract with NSL Ltd for them to set up and manage this on behalf of the Council.

The report explained that customers could pay by telephone or use an "app" on their mobile telephone to make payment by credit or debit card. Each location would be issued with a location number/code and the customer would be required to specify the location and pay the amount due. There was an additional option for them to receive a reminder text message before their time ran out, which would also give them the opportunity to extend their parking session.

The report also explained that there was a convenience charge of 20p associated with using the service and 10p for the reminder text messages, both of which would be passed onto the customer should they wish to use this service rather than pay by cash.

Resolved -

- (1) That the report be noted;
- (2) That a Pay by Telephone system be introduced as a method of payment for the Borough's On Street Pay & Display parking provision;
- (3) That amendments be made to The Borough of Reading (Pay and Display) (Civil Enforcement Area) Order 2013 and The Borough Of Reading (Pay and Display) (Civil Enforcement Areas) Order 2014 to include Pay by Telephone as a payment method option;
- (4) That the Head of Legal and Democratic Services be authorised to advertise the amendment.

#### 46. WINTER SERVICE PLAN

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the review of the 2014/2015 Winter Service Plan and the changes incorporated within the 2015/2016 Winter Service Plan.

The report stated that although the 2014/2015 winter had been relatively mild overall, under the Well Maintained Highways - Code of Practice (Appendix H), which required precautionary salting from a temperature of 1°C and falling, there was a tendency for action rather than no action which resulted in a higher number of salting runs than would

have been expected, but that there had been no reported problems with the availability of salt or maintaining salt stock levels.

The report also stated that a review of the existing 48 grit bins had been carried out confirming their on-going requirement with the exception of the grit bin located outside the former Civic Centre. There had been three requests for new grit bins, but none achieved a score high enough to warrant installation for the 2015/2016 winter service period.

The report explained that the contractual salt stock held by the Council's contractor had been increased from 600 tonnes to 1200 tonnes from the start of the 2010/2011 winter service period and that this stock level would be maintained for the start of the 2015/2016 winter service period, reducing to 600 tonnes by 31 March 2016.

All bus routes had been reviewed and appropriate amendments included within the 2015/2016 Winter Service Plan so that bus routes continued to be on primary or secondary salting routes. In addition, all cross-boundary primary and secondary salting routes corresponded with neighbouring Authorities routes, including the access to the new MereOak Park and Ride facility.

The report also explained that when the Snow Plan was activated (during prolonged adverse weather events) footway snow ploughs continued to be available for use in the Town Centre and on primary pedestrian routes such as the Reading and Caversham Bridges and the new pedestrian/cycle bridge.

The Transport and Streetcare Department had used the full review of the 2014/2015 Winter Service Plan to inform the 2015/2016 Winter Service Plan.

Resolved -

- (1) That the outputs delivered by the 2014/2015 Winter Service Plan be noted;
- (2) That the 2015/2016 Winter Service Plan be noted.

#### 47. LOCAL SUSTAINABLE TRANSPORT FUND - REVENUE SCHEMES 2015/16

The Director of Environment and Neighbourhood Services submitted a report to inform the Sub-Committee of the revised Local Sustainable Transport Fund (LSTF) Revenue 2015/16 programme, for which a grant of £996,000 had been awarded by the Department for Transport (DfT).

The report stated that, building on the previous significant LSTF programme, the updated LSTF Revenue 2015/16 programme included a range of projects to promote the use of sustainable transport in Reading, including:

- Cycling Development Programme - including a series of community cycle clubs, engagement events, cycle training, led-rides and bicycle maintenance sessions;
- Healthy Walks Coordinator - supporting a programme of led-walks to promote healthy living;

- Enhanced Travel Information - including website enhancements and updated cycle maps;
- Enhanced Open Data - provision of new transport data streams for the open data service.

The report explained that the programme included revenue funding support to progress the following sustainable transport schemes which had been allocated indicative capital funding from the Thames Valley Berkshire Local Growth Deal:

- South Reading Mass Rapid Transit (MRT) - proposed series of bus priority measures on the A33 corridor between MereOak Park & Ride and Reading town centre;
- East Reading MRT - proposed new public transport link between Reading Station and the A3290;
- NCN Cycle Route 422 - proposed cross-Berkshire cycle route between Newbury and Windsor;
- Reading Green Park Station - proposed railway station on the Reading to Basingstoke line;
- Reading Transport Model Update - to support the business case development work for the schemes listed above.

Resolved -

- (1) That the report be noted;
- (2) That the scheme and spend approval for the Local Sustainable Transport Fund (LSTF) Revenue 2015/16 project be approved.

#### 48. CYCLING IN BROAD STREET - REVIEW OF RESTRICTIONS

The Director of Environment and Neighbourhood Services submitted a report requesting approval from members of the Sub-Committee to progress to statutory consultation on permitting cycling in Broad Street West. A location map of Broad Street was attached to the report at Appendix 1.

The report stated that Broad Street had been partially pedestrianised in the early 1990's, resulting in the introduction of a cycling ban between the West Street/St Marys Butts Junction and Queen Victoria Street. When the full length of Broad Street was pedestrianised in 2000, the existing cycle links on Broad Street East were retained to allow access via Cross Street and Queen Victoria Street to the north of the Town Centre. However, the existing moving traffic restrictions in Broad Street West remained, including the cycling ban.

The prohibition of cycling in Broad Street West was supported by the existing pedestrian zone restrictions but this was difficult to enforce due to the current layout and inconsistent cycling message.

The report explained that in order to simplify and encourage cycling into and around the town centre, Officers proposed a review of the current restriction in Broad Street West with a view to permitting cycling along the full length of Broad Street. This would provide an important link for cyclists heading through the Town Centre, remove the current inconsistent cycling provision in Broad Street and rectify the current enforcement issues.



The report recommended the completion of a Statutory Consultation on this proposal from November to December 2015 with an implementation date in Spring 2016 if the results were positive.

The report also stated that that if cycling was to be permitted along the entire length of Broad Street, there would be no segregation for cyclists and the route would continue as a shared facility for all users.

The Sub-Committee discussed the report and agreed that an informal consultation take place via the Council's web site, running until the end of the year, based on the options of either permitting cycling along the whole length of Broad Street or banning cycling along the whole length of the street and that a report detailing the results be submitted to the next meeting. A statutory consultation would then take place after the results of the consultation were known.

Resolved -

- (1) That the report be noted;
- (2) That an informal consultation take place via the Council's web site, running until the end of 2015, based on the options of either permitting cycling along the whole length of Broad Street or banning cycling along the whole length of the street;
- (3) That a report detailing the results of the consultation be submitted to the next meeting.

#### 49. MAJOR TRANSPORT AND HIGHWAYS PROJECTS UPDATE

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the current major transport and highway projects in Reading, namely Reading Station Area Improvement, Winnersh Triangle park and ride scheme and the Local Enterprise Partnership schemes, which were Green Park Station, Southern and Eastern Mass Rapid Transit, Eastern Park and Ride, National Cycle Network Route 422 and Third Thames Bridge.

##### Reading Station Area Redevelopment

The report stated that all objections to the Compulsory Purchase Order (CPO) had been withdrawn but as they were outstanding when the public inquiry had been held, the Department for Transport were not able to make a decision until they had received the inspector's report. This process had now been completed and the Secretary of State for Transport had confirmed both the CPO and SRO. In addition, Network Rail had commenced the procurement process for the works and were currently in the process of reviewing the overall delivery programme alongside the potential contractors, with the start date on site to be confirmed. Network Rail would again utilise the area on the west side of Cow Lane between both bridges as a site compound and no works would interfere with the operation and management of Reading Festival. The works were expected to take approximately six months to complete.

The report explained that a new cycle parking hub with a minimum of 300 racks was due to be introduced in the area currently used as a site compound on the corner of the multi-story car park.

#### Winnersh Triangle Park and Ride Schemes

The Winnersh Triangle Park and Ride, located near to Winnersh Triangle Station, had 390 spaces and users had the choice of travelling by bus or train into central Reading. The site replaced the existing Park and Ride site at Loddon Bridge which was prone to flooding. The site opened to the public in October 2015.

#### Local Enterprise Partnership Schemes

##### Green Park Station

Reading Green Park Station was a proposed new railway station on the Reading to Basingstoke line. The station and multi-modal interchange would significantly improve accessibility and connectivity to this area of south Reading which had large-scale development proposed including the expansion of Green Park business park, Green Park Village residential development and the proposed Royal Elm Park mixed use development.

The scheme had been granted financial approval by the Berkshire Local Transport Body in November 2014 but delivery timescales were uncertain due to Network Rail's review of their electrification programme, including electrification of the line between Southcote Junction and Basingstoke, which was critical to the implementation of Green Park Station.

##### South Reading Mass Rapid Transit

South Reading Mass Rapid Transit (MRT) was a proposed series of bus priority measures on the A33 corridor between Mere oak Park & Ride and Reading town centre which would reduce congestion and journey times and improve public transport reliability on the main growth corridor into Reading without reducing existing highway capacity along the A33.

Phases 1 and 2 of the scheme, from M4 J11 to Island Road, were granted indicative funding approval in July 2014 and financial approval would be sought from the Berkshire Local Transport Body in November 2015. Detailed design would be undertaken when financial approval had been secured, with scheme delivery currently scheduled during 2016/17 and 2017/18.

In addition, options for Phase 3 of the MRT scheme were currently being investigated to provide further bus priority measures between Island Road and Reading town centre.

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

East Reading Park & Ride was a proposed park and ride facility off the A3290 and East Reading Mass Rapid Transit (MRT) was a proposed public transport link between central Reading and the park and ride site, running parallel to the Great Western mainline.

The schemes had been granted indicative funding approval in July 2014 and financial approval would be sought from the Berkshire Local Transport Body when the full business case for each scheme had been prepared. Timescales for further development of each scheme were currently under review, subject to the outcome of the business case work.

### National Cycle Network Route 422

National Cycle Network (NCN) Route 422 was a proposed cross-Berkshire cycle route between Newbury and Windsor. The route would provide an enhanced east-west cycle facility through Reading, linking to existing cycle routes to the north and south of the Borough.

The scheme had been granted indicative funding approval in July 2014 and financial approval would be sought from the Berkshire Local Transport Body in November 2015. Detailed design for the scheme would be undertaken when financial approval has been secured.

### Third Thames Bridge

A third bridge over the River Thames was a longstanding element of Reading's transport strategy to improve travel options throughout the wider area. A group had been established to investigate the traffic implications and prepare an outline business case for the proposed bridge, led by Wokingham Borough Council and in partnership with Reading Borough Council, South Oxfordshire District Council, Oxfordshire County Council, Thames Valley Berkshire LEP and Oxfordshire LEP.

The Wokingham Strategic Transport Model was currently being updated to enable the modelling and business case work to be undertaken, with initial results anticipated for Spring 2016 to inform the next steps for the project.

Resolved - That the report be noted.

## 50. ANNUAL PARKING SERVICES REPORT 2014-2015

The Director of Environment and Neighbourhood Services submitted a report stating that the Traffic Management Act 2004 required each local authority with Civil Parking Enforcement to publish an Annual Report about their enforcement activities, covering financial and statistical data.

The Parking Services Annual Report for 2014-15 was attached to the report at Appendix 1 and would be published in November 2015. The Annual Reports for 2008-14 were also available on the Council website.

The report stated that the Statutory Guidance required that the Local Authority included financial details in the Annual Report with regard to total income and expenditure on the parking account and statistical information relating to the number of Penalty Charge Notices (PCNs) issued, cancelled and challenged. The Annual Report also included information for Residents Parking Permits, Bus Lane Enforcement, Blue Badge Issues, Car Parks, Pay and Display and Freedom of Information requests.

The report explained that the Traffic Management Act 2004 and Transport Act 2000 (for bus lane Penalties) set out the appeals process that recipients of Penalty Charge Notices and Bus Lane Penalties must follow if they believed they had grounds for the ticket to be cancelled. A legal requirement of both relevant Acts was for the Council to provide an address where these could be sent. The Council provided two dedicated addresses for motorists and had a secure online facility for direct representation to be made against the penalties. In addition there was a requirement for the registered keeper of the vehicle to

communicate directly with the Council, which meant that a third party could only act on the registered keeper's behalf if legally authorised to do so.

Resolved -

- (1) That the report be noted;
- (2) That the 2014-2015 Annual Parking Report for publication in November 2015 be noted.

#### 51. 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 52 and 53 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.

#### 52. LED STREET LIGHTING - INVEST TO SAVE PROJECT TENDER UPDATE

The Director of Environment and Neighbourhood Services submitted a report updating the Sub-Committee on the tender results for the LED Street Lighting Invest to Save project.

Resolved -

- (1) That the report be noted;
- (2) That the contract for the LED Street Lighting Invest to Save project be awarded as recommended in the report in accordance with the Public Contract Regulations 2015.

#### 53. 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 9 applicants, who had subsequently appealed against these decisions.

Resolved -

- (1) That application 1.0 be withdrawn;
- (2) That with regard to applications 1.1, 1.2 and 1.3, consideration of the applications be deferred to the next meeting to allow officers time to seek further clarification;
- (3) That the Director of Environment and Neighbourhood Services' decision to refuse applications 1.4, 1.5 and 1.6 be upheld;
- (4) That with regard to applications 1.7 and 1.8 a discretionary permit be issued, personal to the applicants and two free books of visitor permits.

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

(The meeting started at 6.30 pm and finished at 9.02 pm).

## READING BOROUGH COUNCIL

### REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	5 (A)
TITLE:	PETITION FOR A ZEBRA CROSSING ON GOSBROOK ROAD		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	CAVERSHAM
LEAD OFFICER:	JAMES PENMAN	TEL:	0118 937 2202
JOB TITLE:	ASSISTANT NETWORK MANAGER	E-MAIL:	<a href="mailto:james.penman@reading.gov.uk">james.penman@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 new zebra crossing on Gosbrook Road.

#### 2. RECOMMENDED ACTION

- 2.1 That the Sub-Committee notes the report.
- 2.2 That the petition is received and officers investigate the issue and report back their findings to a future meeting of the Sub-committee.
- 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 The lead petitioner wishes to submit a petition to the Council, which contains more than 30 signatures.

4.2 The petition requests that the Council installs a zebra crossing on Gosbrook Road.

4.3 The Sub-committee is asked to note the petition and officers will report back their response to a future meeting of the 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 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:	14 JANUARY 2016	AGENDA ITEM:	5 (B)
TITLE:	PETITION FOR SAFE CROSSING PLACES FOR SCHOOL CHILDREN ON ROTHERFIELD WAY		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	THAMES AND PEPPARD
LEAD OFFICER:	JAMES PENMAN	TEL:	0118 937 2202
JOB TITLE:	ASSISTANT NETWORK MANAGER	E-MAIL:	<a href="mailto:james.penman@reading.gov.uk">james.penman@reading.gov.uk</a>

#### 1. EXECUTIVE SUMMARY

- 1.1 To report to the Sub-Committee the receipt of a petition asking the Council to implement a crossing place for school children on Rotherfield Way.

#### 2. RECOMMENDED ACTION

- 2.1 That the Sub-Committee notes the report.
- 2.2 That the petition is received and officers investigate the issue and report back their findings to a future meeting of the Sub-committee.
- 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 An online petition has been created, which, at 31<sup>st</sup> December 2015 has received 462 signatures.

4.2 The wording of the petition reads:

*'We demand Reading Borough Council urgently implement an appropriately located crossing place for school children on Rotherfield Way.'*

*'Why is this important?*

*Every child deserves a safe route to school.*

*There have been two serious incidents involving school children in the last two years. Coupled with a number of near misses, we demand that the council urgently review traffic conditions and the location of crossing places on Rotherfield Way.*

*We believe there is a significant volume of traffic exceeding the speed limit on this very busy road. Additional crossing places are required, in particular by the Surley Row junction where numerous school children are crossing during morning rush hour.*

*We cannot wait for one of our children to die before action is taken.'*

4.3 The Sub-committee is asked to note the petition and officers will report back their response to a future meeting of the 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 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:	14 JANUARY 2016	AGENDA ITEM:	5 (C)
TITLE:	PETITION FOR PERMIT PARKING IN CRESCENT ROAD		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	PARK
LEAD OFFICER:	JAMES PENMAN	TEL:	0118 937 2202
JOB TITLE:	ASSISTANT NETWORK MANAGER	E-MAIL:	<a href="mailto:james.penman@reading.gov.uk">james.penman@reading.gov.uk</a>

#### 1. EXECUTIVE SUMMARY

- 1.1 To report to the Sub-Committee the receipt of a petition asking the Council for permit parking in Crescent Road.

#### 2. RECOMMENDED ACTION

- 2.1 That the Sub-Committee notes the report.
- 2.2 That the petition is received and officers investigate the issue and report back their findings to a future meeting of the Sub-committee.
- 2.3 That the lead petitioner be informed accordingly.

#### 3. POLICY CONTEXT

- 3.1 The provision for permit parking and waiting restrictions is specified within existing Traffic Management Policies and Standards.

#### 4. THE PROPOSAL

- 4.1 A petition has been received from residents of Crescent Road requesting permit parking and contains 41 signatures.

4.2 The wording of the petition reads: *'Parking in the Crescent Road in the evening can be a real struggle. We would like to see residents' parking introduced in our road to improve the situation for people living in the road.'*

4.3 The Sub-committee is asked to note the petition and officers will report back their response to a future meeting of the 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 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:	14 JANUARY 2016	AGENDA ITEM:	6
TITLE:	PETITION FOR A RESIDENTS PARKING PERMIT SCHEME IN LOWER HAMILTON ROAD - UPDATE REPORT		
LEAD COUNCILLOR:	COUNCILLOR TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	PARK
LEAD OFFICER:	SIMON BEASLEY	TEL:	0118 937 2228
JOB TITLE:	NETWORK & PARKING SERVICES MANAGER	E-MAIL:	simon.beasley@reading.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 To update the Sub-Committee on a petition submitted to September TM Sub-committee requesting the council to consult with residents over a residents parking permit scheme for Lower Hamilton Road.
- 1.2 At November TM Sub-committee meeting it was recommended that parking within Hamilton Road be investigated as a part of the current 6-monthly waiting restriction review and a scheme be brought to this meeting following local consultation. However, since November, a further petition has been received from residents of Crescent Road for parking restrictions. These are neighbouring streets and it is clear that they cannot be looked at in isolation therefore it is proposed to investigate and consult both streets at the same time and within the next waiting restriction review.

2. RECOMMENDED ACTION

- 2.1 That the Sub-Committee notes the report.
- 2.2 In light of a petition being received from residents of Crescent Road that the request to consider a formal parking scheme for both Hamilton Road and Crescent Road be investigated as part of the next 6-monthly waiting restriction review.

2.3 That the lead petitioner be informed accordingly.

### 3. POLICY CONTEXT

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

### 4. THE PROPOSAL

4.1 A petition was received at the September 2015 meeting of the Sub-committee requesting the council to consider a formal parking scheme and consult with residents on a residents parking permit scheme for Lower Hamilton Road.

*The wording of the petition reads: 'We are concerned about the parking situation in lower Hamilton Road and recently held a consultation with all the residents to discover their views on sending a petition to the Council about some form of residents parking scheme, or similar, which will address the problems we have. We would be grateful if the Committee would consider this petition and hold a consultation in the area to look at the problems and consider ways forward.'*

*Hamilton Road is long and narrow, as compared with many other roads in the Borough, and cannot accommodate vehicles parked on both sides (4-wheels in the road) as well as through traffic in single file. The result has been a growing use of pavement parking, which is now considered the norm. The impact of this is particularly hard on pedestrians, especially children, anyone who is slow, has a mobility or balance problem, as well as parents with buggies and people in wheelchairs. The other impact on many car owners here is the difficulty they often have in entering and leaving their properties by car because of vehicles obstructing their entrances. There has also been an instance when the fire engine has not been able to get up the road unimpeded.'*

4.2 It was recommended at November TM Sub-committee meeting that parking within Hamilton Road be investigated as a part of the current 6-monthly waiting restriction review and a scheme be brought to this meeting following local consultation. However, since November, a further petition has been received from residents of Crescent Road for parking restrictions. These are neighbouring streets and it is clear that they cannot be looked at in isolation therefore it is proposed to investigate and consult both streets at the same time and within the next waiting restriction review.

## 5. CONTRIBUTION TO STRATEGIC AIMS

### 5.1 Service Priorities contained in the Corporate Plan 2015 - 2019.

- Safeguarding and protecting those that are most vulnerable.
- Keeping the town clean, green and active.
- Providing infrastructure to support the economy.
- Remaining financially sustainable to deliver these service priorities.

## 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.

## 9. FINANCIAL IMPLICATIONS

### 9.1 None arising from this report.

## 10. BACKGROUND PAPERS

### 10.1 Petition report - TM Sub September 2015 & TM Sub November 2015

## READING BOROUGH COUNCIL

### REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	8
TITLE:	BI-ANNUAL WAITING RESTRICTION REVIEW - STATUTORY CONSULTATION		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	ALL
LEAD OFFICERS:	JIM CHEN	TEL:	0118 937 2198
JOB TITLES:	NETWORK MANAGEMENT TECHNICIAN	E-MAIL:	<a href="mailto:Jim.chen@reading.gov.uk">Jim.chen@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 requests for or changes to waiting/parking restrictions.
- 1.2 Appendix 1 - Bi-Annual waiting restriction review programme list of streets and officer's recommendation.

#### 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 16 September 2015, 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 16<sup>th</sup> September 2015

**APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B**

Ward	Street	Requested by	Summary of request
Abbey	Vastern Road	Resident via Ward Councillor	<p>Request to review a section of existing shared use RP bay to RP only to deter inconsiderate parking across private access</p> <p><u>Officers comments and recommendations</u>                      The existing parking bay fronting to No.19-27 Vastern Road is a share used resident permit bay, when the bay is used by non-residents it causes obstruction to private drive. It is therefore recommended to rearrange/swap the existing share used RP bay and RP only bay as shown in drawing WRR/2015B/AB1 to resolve its current obstruction issue.</p>
Abbey	Gas Works Road	Business	<p>Request to introduce no waiting at any time at its junction with King's Road.</p> <p><u>Officers comments and recommendations</u>                      Vehicles parked closely to the junction are contrary to the Highway Code and causes visibility issues. It is therefore recommended to implement no waiting at any time at the junction as shown in drawing WRR/2015B/AB2.</p>
Abbey	Leopold Walk	Resident	<p>Request to shorten 2m of existing RP bay to discourage obstruction across private access</p> <p><u>Officers comments and recommendations</u>                      The existing RP bay is situated directly opposite a car port on a narrow section of Leopold Walk, preventing resident access to car port. It is therefore recommended to shorten the existing RP bay by approximately 2m as shown in drawing WRR/2015B/AB3.</p>
Abbey	Stratheden Place	Resident	<p>Request of No waiting at any time to deter footway parking.</p> <p><u>Officers comments and recommendations</u>                      Persistent parking is taking place on the kerb in front of private car park causing obstruction to visibility and problem with refuse collection. It is therefore recommended to introduce no waiting at any time as shown in drawing WRR/2015B/AB4.</p>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Abbey	Thames Side Promenade car park	Traffic Management Sub-Committee	Request to include pay by phone as an option for on street pay and display bays. <u>Officers comments and recommendations</u> It was agreed at the November 2015 TMSC meeting to introduce pay by phone as an option for payments. It is therefore recommended to introduce the changes as shown in drawing NM/WRR/2015B/THAMES SIDE PROM
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APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Battle	Albury Close	Business	<p>Parking in the turning head prevent it being used for its purpose especially for lorries. Request for No waiting at any time.</p> <p><u>Officers comments and recommendations</u> The turning area at the end of Albury close is used by businesses as an overflow car park causing obstructions to HGVs. It is therefore recommended to introduce no waiting at any time as shown in drawing WRR/2015B/BA1 to allow the turning area to serve its purpose.</p>
Battle	Kensington Road Recreation ground car park	Neighbourhood officer	<p>Review waiting restriction in the car park around the bottle bank area and consider scheme to better manage existing parking layout. This will be linked to changes already agreed by June 2015 TMSC.</p> <p><u>Officers comments and recommendations</u> It is recommended to implement a car park pay and display scheme as we have done with Thames Side Promenade as shown in drawing WRR/2015B/BA2</p>
Battle	Loverock Road	Business	<p>Consideration for formal waiting restriction to deter double parking on Loverock Road in order to improve access for HGV.</p> <p><u>Officers comments and recommendations</u> Loverock Road serves a large number of HGVs in this industrial estate. However, this may be an isolated incident as there has been no other report of obstruction parking by other business. It is therefore recommended that no further action be taken.</p>
Battle	Prince of Wales Avenue	Resident	<p>Request to convert existing shared use RP to RP only.</p> <p><u>Officers comments and recommendations</u> The majority of the residents are happy with the existing shared use resident permit parking which allows for visitor parking. It is difficult to justify the need to change the existing parking scheme unless it can be demonstrated that the majority of the residents are in support of such change.</p>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Caversham	Elliot's Way	Resident	<p>Request to extend No waiting at any time on the east side to deter inconsiderate parking</p> <p><u>Officers comments and recommendations</u> Residents have requested waiting restriction on the east side of the road to deter parking across driveway. It is therefore recommended to implement no waiting at any time as shown in drawing WRR/2015B/CA1.</p>
Caversham	Hemdean Road	Resident	<p>Request for a disabled bay within existing RP bay.</p> <p><u>Officers comments and recommendations</u> A discretionary disabled parking bay does not require a traffic regulation order and it has now been introduced on the ground.</p>
Caversham	Heron Island	Resident	<p>Request for waiting restrictions at Heron Island entrance to deter inconsiderate parking.</p> <p><u>Officers comments and recommendations</u> Inconsiderate parking is taking place at the entrance to the development. It is therefore recommended to implement no waiting at any time as shown in drawing WRR/2015A/CA3</p>
Caversham	Mill Green	Business	<p>Request to introduce no waiting at any time to deter parking around its junction with The Causeway.</p> <p><u>Officers comments and recommendations</u> Vehicles are parking partially on the footway on this narrow access road which serves businesses including a boatyard, causing obstruction to both vehicles and pedestrians. It is therefore recommended to implement no waiting at any time as shown in drawing WRR/2015B/CA4</p>
Caversham	Westfield Road	Residents	<p>Request for resident permit bay on the east side in addition to the existing RP bay on the west side to create more parking for residents.</p>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

		Resident	<p>In contrast to the above request, a resident has express the need to introduce a full time parking ban on the east side of Westfield Road to improve traffic flow and emergency access.</p> <p><u>Officers comments and recommendations</u> Westfield Road is 7.2m wide with resident parking on the west side and a no waiting Mon-Sat, 8am-6.30pm on the east side. The current arrangement allows residents the flexibility to park partially on the kerb outside the restricted hours without causing disruption to general traffic. Westfield Road is not wide enough to allow for two-way traffic if parking is formalised on both sides. It is therefore recommended that no further action be taken.</p>
Caversham	Henley Road	Ward councillor	<p>Request to improve visibility from Donegal Close.</p> <p><u>Officers comments and recommendations</u> To extend the existing double yellow line around the junction to Donkin Hill on Henley Road and into Donegal Close as shown on drawing WRR2015B/CA6</p>
Caversham	Champion Road	Resident	<p>Request for waiting restrictions on the corner to improve driver's visibility.</p> <p><u>Officers comments and recommendations</u> Vehicles parked closely to the junction are contrary to the Highway Code and causes visibility issues. It is therefore recommended to implement no waiting at any time at the junction as shown in drawing WRR/2015B/CA7.</p>
Caversham	Cardinal Close	Resident via petition	<p>Request for resident permit within Cardinal Close.</p> <p><u>Officers comments and recommendations</u> A petition was submitted to Traffic Management Sub-Committee in September 2015 requesting a resident permit scheme in Cardinal Close and in the lay-by at the end of Wolsey Road. It is recommended to introduce a resident permit scheme, consist of resident permit holder only bay, shared use permit holders bay and waiting restriction as shown in drawing WRR/2015B/CA8</p>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Church	Hazel Crescent	Ward Councillor	Request for waiting restriction around the corner by No.39 to deter inconsiderate parking on pavement.  <u>Officers comments and recommendations</u> Upon site observation there are vehicles parking on a section of narrow footway causing obstruction. It is therefore recommended to introduce no waiting at any time as shown in drawing WRR/2015B/CH1
Church	Willow Gardens	TVP	Request for waiting restriction in Willow Gardens to deter school traffic.  <u>Officers comments and recommendations</u> School pick up & drop off causes some inconvenience to residents for approximately 20mins both in the morning and afternoon. No other parking related issues have been reported outside of school peak hour. Waiting restrictions would also apply to residents and is unlikely to gain support. It is therefore recommended that no further action be taken.
Church	Hillbrow	Development control	Request for waiting restriction at the junction with Whitley Wood Road  <u>Officers comments and recommendations</u> Vehicles parked closely to the junction are contrary to the Highway Code and causes visibility issues. It is therefore recommended to implement no waiting at any time at the junction as shown in drawing WRR/2015B/CH3.
Church	Wellington Avenue	Residents via Ward Councillor	Request for no waiting at any time at the junction with Shinfield Road and Northcourt Avenue and a day time restriction on the north side of Wellington Ave.  <u>Officers comments and recommendations</u> Following on from a recent statutory consultation in August, residents have expressed their desire for a part-time restriction on the north side of Wellington Avenue. It is therefore recommended to introduce the proposed restriction as shown in drawing WRR/2015B/CH4
Whitley/ Church	Northumberland Avenue	Ward Councillor	Request for waiting restriction review outside Reading Youth Community Centre.  Officers comments and recommendations



APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

			It is recommended to convert 10m of existing 2 hours limited waiting bay to blue badge holders only bay as shown in drawing WRR/2015B/WH7_CH
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APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Katesgrove	Elgar Road South	Resident	Request for Waiting restriction opposite its junction with Britten Road.  <u>Officers comments and recommendations</u> The road serves many businesses and a driving test centre and can be quite congested at time. Upon site observation inconsiderate parking occurs in some places causing inconvenience to resident. It is therefore recommended to introduce no waiting at any time as shown in drawing WRR/2015B/KA1
Katesgrove	Canterbury Road	Resident	Request for waiting restriction to deter all day parking by commercial vehicle  <u>Officers comments and recommendations</u> Businesses are taking advantage of unrestricted parking and leaving commercial vehicles parked on a section of Canterbury Road causing road safety concerns and inconvenience to road users. It is therefore recommended to extend existing waiting restriction and introduce no waiting at any time around junctions as shown in drawing WRR/2015B/KA2
Katesgrove	Home Farm Close	Resident via Ward Concillor	Request for footway/Verge parking ban  <u>Officers comments and recommendations</u> Footway and verge parking ban is currently on trial in parts of Reading as an area wide scheme only, to try and anticipate any displacement effects. Further monitoring is require before consideration be given to extend the restriction area or to individual roads. It is therefore recommend deferring such request until the impact of verge and footway parking ban is fully appreciated.
Katesgrove	Katesgrove Lane	Resident	Request to review waiting restriction due to recent development of Katesgrove nursery.  <u>Officers comments and recommendations</u> The 4 properties refer to has now been included in the resident permit scheme. No further action to be taken.
Katesgrove	St Giles Close	Resident	Request for Waiting restriction to deter parking around the junction  <u>Officers comments and recommendations</u>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Ward	Street	Requested by	Summary of request
			Vehicles parked closely to the junction are contrary to the Highway Code and causes visibility issues. It is therefore recommended to implement no waiting at any time at the junction as shown in drawing WRR/2015B/KA5.
Katesgrove	Waterloo Road	Resident	<p>Request for review in Waterloo Road to deter non-resident parking</p> <p><u>Officers comments and recommendations</u>                      Waterloo Road does not fit the criteria for a resident permit scheme, as the majority of the households have off-street parking facilities.                      Any waiting restrictions would also apply to residents and is unlikely to gain support. It is therefore recommended that no further action be taken.</p>
Whitley/ Katesgrove	Long Barn Lane	Resident  Neighbourhood officer	<p>Review to deter all day parking caused by nearby businesses and surgery.</p> <p>An area next to the bottle bank needs to be kept free from parking to allow users access.</p> <p><u>Officers comments and recommendations</u>                      Long Barn Lane serves a mixture of residents, businesses and surgery, and is mainly unrestricted. There has been a long standing issue of all day parking by commuters and businesses in the area, resulting in the lack of parking for visitors to the residents and the surgery. It is therefore recommended to introduce varies of waiting restrictions as shown in drawing WRR/2015B/WH4_KA</p>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Ward	Street		Summary of request
Kentwood	Kentwood Hill	Resident  Ward Councillor	Waiting restriction to deter footway/verge parking ban  Request to review waiting restriction to deter commuter parking  <u>Officers comments and recommendations</u> There has been a long standing issue of commuter parking on Kenwood Hill due to its proximity to train station. It is therefore recommended to introduce waiting restrictions as shown in drawing WRR/2015B/KE1
Kentwood	Lyndhurst Road	Ward Councillor	Waiting restriction to deter footway/verge parking ban  <u>Officers comments and recommendations</u> Footway and verge parking ban is currently on trial in parts of Reading as an area wide scheme only, to try and anticipate any displacement effects. Further monitoring is require before consideration be given to extend the restriction area or to individual roads. It is therefore recommend deferring such request until the impact of verge and footway parking ban is fully appreciated.
Kentwood	Romany Lane	Resident via MP	Request for waiting restriction around the bends to improve driver's forward visibility  <u>Officers comments and recommendations</u> This issue was reported to the previous waiting restriction programme, waiting restriction has now been implemented therefore no further action to be taken.
Kentwood/ Tilehurst	Armour Road	Resident via MP	Request to extend its current 30min limited waiting bay by the recreation ground to allow extended stay.  <u>Officers comments and recommendations</u> The limited waiting bay is too close to the main junction with School Road. It is therefore recommended to shorten the existing limited waiting bay from the junction and relax extend its current limited waiting time from 30mins to 2 hours as shown in drawing WRR/2015B/KE4_TI

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Minster	Cheriton Court	Managing agent	<p>Request for waiting restriction around the turning head to deter parking and allow bin collection vehicles access.</p> <p><u>Officers comments and recommendations</u> Inconsiderate parking around the turning head causing inconvenience to residents and restricting bin lorry manoeuvres. It is therefore recommended to introduce no waiting at any time around the turning head as shown in drawing WRR/2015B/MI1</p>
Minster	Shaw Road	Resident	<p>Request to extend existing No waiting at any time from its junction with Berkeley Avenue to deter obstruction to private drive</p> <p><u>Officers comments and recommendations</u> Vehicles are parked in a small gap between the existing waiting restriction and a private drive causing visibility issue to resident. It is therefore recommended to extend the existing no waiting at any time by approximately 5m as shown in drawing WRR/2015B/MI2</p>
Minster	Wensley Road	Ward Councillor	<p>Request to extend existing No waiting at any time from its junction with Shaw Road to improve visibility at the junction.</p> <p><u>Officers comments and recommendations</u> It is recommended to extend no waiting at any time as shown in drawing WRR/2015B/MI3</p>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Norcot	Brock Gardens	Resident via Ward Councillor	Request for an ambulance bay or bus stop to deter parking in front of care home which is causing inconvenience to residents.  <u>Officers comments and recommendations</u> A full-time Bus stop does not require a traffic regulation order and this is currently in the process of being introduced in Brock Gardens.
Norcot	Edgar Milward Close	Resident vis Ward Councillor	Request for formal waiting restriction to deter footway and non-resident parking.  <u>Officers comments and recommendations</u> The introduction of resident permit scheme on Norcot Road has added parking pressure into this residential Close. It is therefore recommended to introduced a resident permit scheme as shown in drawing WRR/2015B/NO2
Norcot	Elan Close	Resident	Request for waiting restriction review to deter double parking during school pick up and drop off.  <u>Officers comments and recommendations</u> School pick up & drop off causes some inconvenience to resident for approximately 20mins both in the morning and afternoon. No other parking related issues have been reported outside of school peak hour. Waiting restrictions would also apply to residents and is unlikely to gain support. It is therefore recommended that no further action be taken. Residents will be given advice on access protection marking application, should they wish to apply for this.
Norcot	Strathy Close	Transport development	Covert existing Temporary Traffic Regulation order to a permanent order in associate to Dee Park Estate development.  <u>Officers comments and recommendations</u> This temporary waiting restriction has successfully deter inconsiderate parking and maintained traffic flow since the start of Dee Park development. It is therefore recommended to make its current order permanent.
Norcot/ Tilehurst	Tern Close	Resident	Request for review to deter school pick up & drop off parking

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

			<p><u>Officers comments and recommendations</u> School pick up &amp; drop off causes some inconvenience to resident for approximately 20mins both in the morning and afternoon. No other parking related issues have been reported outside of school peak hour. Waiting restrictions would also apply to residents and is unlikely to gain support. It is therefore recommended that no further action be taken. Residents will be given advice on access protection marking application, should they wish to apply for this.</p>
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APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Park	Cholmeley Road	Ward Councillors	<p>Request to introduce waiting/loading ban at the junction with Cholmeley Terrace and London Road</p> <p><u>Officers comments and recommendations</u>            Vehicles are left on the road by a nearby garage which is causing road safety and traffic flow issues. It is therefore recommended to convert existing no waiting at any time to no waiting and no loading at any time as shown in drawing WRR/2015/PA1.</p>
Park	Crescent Road	<p>Ward Councillors</p> <p>Resident</p>	<p>Parking is causing congestion on Crescent Road between Eastern Avenue and Hamilton Road especially during peak hour, request for parking review.</p> <p>Request for part time waiting restriction opposite Crescent Court to allow bin lorry access</p> <p><u>Officers comments and recommendations</u>            Upon site observation vehicles are parked on the northern side of Crescent road and often leaving little or no room for passing traffic causing Mexican stand-off. It is therefore recommended to introduce a section of no waiting at any time as shown in drawing WRR/2015B/PA2. It should be noted that we have received a petition from residents of Crescent Road requesting permit parking - this will be investigated in the next WRR. However, this proposal is recommended to go ahead to help relieve an identified pressure point and this proposal has been agreed with ward councillors.</p>
Park	Wykeham Road	Resident via Ward Councillor	<p>Request to introduce No waiting at any time around all junctions to improve visibility.</p> <p><u>Officers comments and recommendations</u>            Parking is at a premium in this highly dense residential area, however vehicles parked closely to the junction are contrary to the Highway Code and causes visibility issues. It is therefore recommended to implement a sub-standard no waiting at any time at all junctions as shown in drawing WRR/2015B/PA3.</p>
Park	Cumberland Road	Royal Berkshire Fire & rescue	<p>Review parking restrictions to ensure adequate road width for emergency service access</p>



APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

		service	<p><u>Officers comments and recommendations</u>  Cumberland Road is consistently 6.3m wide from end to end. A minimum carriageway width of 2.5m to allow fire engines to pass is achievable as long as vehicles are parked right up to the kerb. It is therefore recommended to advise residents to park close to the kerb as possible to avoid reducing parking capacity should emergency service not able to access this area.</p>
<i>Park</i>	Waybrook Crescent	Ward Councillor	<p>Request for waiting restriction at its junction with Hamilton Road</p> <p><u>Officers comments and recommendations</u>  Vehicles parked closely to the junction are contrary to the Highway Code and causes visibility issues. It is therefore recommended to implement no waiting at any time at the junction as shown in drawing WRR/2015B/PA5.</p>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Ward	Street		Summary of request
Peppard	All Hallows Road	Resident	Request to extend DYL on the east side to deter parking across private access  <u>Officers comments and recommendations</u> It is recommended to introduce no waiting at any time as shown in drawing WRR/2015B/PE1 to improve traffic flow and obstruction to private drive.
Peppard	Marshland Square	Resident	Dangerous parking is taking place at the junction with St Luke's Way, request for waiting review to deter such inconsiderate parking  <u>Officers comments and recommendations</u> Residents are concerned that when vehicles park on the inner bend of Marshland Square junction with St Lukes Way, it forces traffic to drive on the wrong side of the road with limited forward visibility. It is therefore recommended to introduce no waiting at any time as shown in drawing WRR/2015B/PE2.
Peppard	Queensway	Resident	Request to extend DYL across No.22 Queensway.  <u>Officers comments and recommendations</u> Inconsiderate parking close to a chicane outside the school is causing traffic flow issues and inconvenience to residents. It is therefore recommended to extend the existing no waiting at any time as shown in drawing WRR/2015B/PE3

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Redlands	Granby Garden	Ward Councillor	<p>Request to:</p> <ul style="list-style-type: none"> <li>- convert a section of existing SYL to RP bay and</li> <li>- convert a section of DYL to SYL</li> </ul> <p><u>Officers comments and recommendations</u>            Vehicles are currently allowed to park partially on the kerb on the east side towards to the end of Granby Garden, outside the restriction hour. However, the road width does not allow formalise parking on both sides of the road. It is therefore recommended that no further action be taken.</p>
Redlands	Redlands Road	UoR	<p>Request for no waiting at any time on either side of the Wantage Hall access</p> <p><u>Officers comments and recommendations</u>            University to be given advice to Access protection marking.</p>
Redlands	Upper Redlands Road	Transport development	<p>Request for no waiting at any time on the north side at the junction to the new development (Wells Hall).</p> <p><u>Officers comments and recommendations</u>            The request is to protect a newly constructed site access. It is therefore recommended to implement no waiting at any time as shown in drawing WRR/2015B/RE3</p>
Redlands	Cintra Ave & Warwick Rd	Resident via Ward Councillor	<p>Residents have shared their views through an informal ward councillor consultation, proposal to work up these ideas.</p> <p><u>Officers comments and recommendations</u>            Residents objected to a proposal to introduce a part-time waiting restriction on the west side of Cintra Ave in May 2012, alternatively residents in Cintra Avenue were offered Access Protection Marking free of charge to protect private access. A recent survey carried out by ward councillors suggest there is increased pressure on all day/half day commuter parking in recent months and a waiting restriction review should be considered for both streets. It is therefore recommended to</p>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

			introduce a "floating 1 hour restriction" to deter commuter parking issues as shown in drawing WRR/2015B/RE5
Redlands	Hatherley Road	Resident	Request for a motorcycle bay close to the Addington Road end.  <u>Officers comments and recommendations</u> The road is largely free from waiting restrictions and there is no evidence of a high demand for motorcycle parking. It is therefore recommended that no further action be taken.

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Southcote	Ashampstead Road/Hatford Road	Resident via Ward Councillor	Request for waiting restriction review around Manor Primary School to tackle parking issues during school pick up and drop off.  <u>Officers comments and recommendations</u> To be reviewed under West Reading study
Southcote	Shepley Drive	Resident	Request for waiting restriction review on the back of Southcote Primary School to deter inconsiderate parking during school hours  <u>Officers comments and recommendations</u> Waiting restriction was recently introduced in a nearby garaging area, this has successfully deter inconsiderate parking and allow garages to be used for its purpose. It is therefore recommended to introduce waiting restriction as shown in drawing WRR/2015B/SO2
Southcote	Virginia Way	Ward Councillor	Request to introduce waiting restriction around pinch points to allow better access for large vehicles such as refuse vehicles.  <u>Officers comments and recommendations</u> There is evidence that vehicles are parking on the bends, causing difficulties to refuse vehicle access. It is therefore recommended to introduce no waiting at any time on the bends and at the junction as shown in drawing WRR/2015B/SO3
Southcote	Garston Close	Resident	Request for waiting restriction at the turning circle.  <u>Officers comments and recommendations</u> Parking within the turning circle causes obstruction on the footway and restrict vehicle turning movements. All properties have ample off street parking and should not need to park within the turning circle. It is therefore recommended to introduce no waiting at any time as shown in drawing WRR/2015B/SO4
Southcote	Honey End Lane	Petition	Request to remove existing school keep clear.  <u>Officers comments and recommendations</u> It is recommended to convert existing school keep clear to “No waiting Mon-Fri 8.15am-8.45am & 2.45pm-3.15pm as shown in drawing WRR/2015B/SO5

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Ward	Street	Requested by	Summary of request
Thames	Blenheim Road	Resident via Neighbourhood officer	Request for waiting restriction at its junction with Oakley Road  <u>Officers comments and recommendations</u> Vehicles parked closely to the junction are contrary to the Highway Code and causes visibility issues. It is therefore recommended to implement no waiting at any time at the junction as shown in drawing WRR/2015B/TH1.
Thames	Picton Way	Residents	Requests believe the recent introduction of waiting restriction in Newlands Avenue area has move commuter parking issues into Picton Way and would like similar restrictions to be considered to deter non-resident parking.  <u>Officers comments and recommendations</u> It is recommended introduce no waiting at any time as shown in drawing WRR/2015B/TH2

**APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B**

Ward	Street		Summary of request
Tilehurst	Combe Road	Resident via Ward Councillor	Request for waiting restriction to deter non-resident parking  <u>Officers comments and recommendations</u> Combe Road does not fit the criteria for a resident permit scheme, as the majority of the households have off-street parking. Any waiting restrictions would also apply to residents and is unlikely to gain support. It is therefore recommended that no further action be taken.
Tilehurst	Dunsfold Road	Resident via Ward Councillor	Request to review existing no waiting at any time to allow some parking provision for resident.  <u>Officers comments and recommendations</u> It is recommended to relax its current waiting restriction of no waiting at any time to no waiting Mon-Fri, 8am-6pm as shown in drawing WRR/2015B/TI2
Tilehurst	The Meadway	Resident via Councillor	Request for no waiting at any time opposite its junction with New Lane Hill  <u>Officers comments and recommendations</u> Vehicles parked closely to the junction are contrary to the Highway Code and causes visibility issues. It is therefore recommended to implement no waiting at any time at the junction as shown in drawing WRR/2015B/TI3
Tilehurst	Garage area, Combe Road	Ward Councillor	<i>Waiting restriction within the garaging area at the rear of No.47</i>  <u>Officers comments and recommendations</u> Residents who have garages in Combe Road to the rear of properties of No.35-47 are having difficulties accessing these garages due to parking in front of other garages. Waiting restriction around the garaging areas have been introduced elsewhere in Reading which resulted in the increase the usage of garages. It is therefore recommended to introduce no waiting at any time as shown in drawing WRR/2015/TI4
Kentwood/ Tilehurst	Armour Road	Resident via MP	Request to extend its current 30min limited waiting bay by the recreation ground to allow extended stay.  <u>Officers comments and recommendations</u>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Ward	Street		Summary of request
			<p>The limited waiting bay is too close to the main junction with School Road. It is therefore recommended to shorten the existing limited waiting bay from the junction and relax extend its current limited waiting time from 30mins to 2 hours as shown in drawing WRR/2015B/KE4_TI</p>
Norcot/ Tilehurst	Tern Close	Resident	<p>Request for review to deter school pick up &amp; drop off parking</p> <p><u>Officers comments and recommendations</u>            School pick up &amp; drop off causes some inconvenience to resident for approximately 20mins both in the morning and afternoon. No other parking related issues have been reported outside of school peak hour.            Waiting restrictions would also apply to residents and is unlikely to gain support. It is therefore recommended that no further action be taken. Residents will be given advice on access protection marking application, should they wish to apply for this.</p>



APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

Whitley	Ambrook Road	Resident via Ward Councillor	<p>Several crashes have occurred on corners of Ambrook Road. Request to introduce waiting restriction to deter inconsiderate parking and improve road safety.</p> <p><u>Officers comments and recommendations</u> It is recommended to introduce no waiting at any time on the bend as shown in drawing WRR/2015B/WH1 to improve driver's forward visibility.</p>
Whitley	Gweal Avenue	Resident via Ward Councillor	<p>Request for waiting restriction to deter ongoing double parking issues.</p> <p><u>Officers comments and recommendations</u> Transport officers have not been able to establish parking issues in Gweal Avenue.</p>
Whitley	Honiton Road	Residents via Ward Councillor	<p>Request for waiting restriction at its junction with Northumberland Avenue to deter vehicles parking on top of the junction causing visibility issues.</p> <p><u>Officers comments and recommendations</u> Vehicles parked closely to the junction are contrary to the Highway Code and causes visibility issues. It is therefore recommended to implement no waiting at any time at the junction as shown in drawing WRR/2015B/WH3</p>
Whitley/ Katesgrove	Long Barn Lane	Resident  Neighbourhood officer	<p>Review to deter all day parking caused by nearby businesses and surgery.</p> <p>An area next to the bottle bank needs to be kept free from parking to allow users access.</p> <p><u>Officers comments and recommendations</u> Long Barn Lane serves a mixture of residents, businesses and surgery, and is mainly unrestricted. There has been a long standing issue of all day parking by commuters and businesses in the area, resulting in the lack of parking for visitors to the residents and the surgery. It is therefore recommended to introduce varies of waiting restrictions as shown in drawing WRR/2015B/WH4_KA</p>
Whitley	Whitley Wood Lane	Resident via MP	<p>Request for waiting restriction close to St Pauls Mews access to deter football parking which causes sever visibility issues for residents.</p> <p><u>Officers comments and recommendations</u> Parking on this section of Whitley Wood Lane causes road safety issues. It is</p>

APPENDIX 2 - REQUESTS FOR WAITING RESTRICTIONS 2015B

			therefore recommended to extend existing no waiting at any time as shown on drawing WRR/2015B/WH5
Whitley	Gillette Way	Network Management	Continue complaint of traffic flow problems due to parking on both sides of the road.  <u>Officers comments and recommendations</u> Parking is taking place on both sides of the road causing obstruction to buses and HGVs. It is therefore recommended to introduce no waiting at any time on both sides of Gillette Way for the entire length as shown in drawing WRR/2015B/WH6
Whitley/ Church	Northumberland Avenue	Ward Councillor	Request for waiting restriction review outside Reading Youth Community Centre.  <u>Officers comments and recommendations</u> It is recommended to convert 10m of existing 2 hours limited waiting bay to blue badge holders only bay as shown in drawing WRR/2015B/WH7_CH
Whitley	Ashby Court	Residents	Request for football parking ban on match day.  <u>Officers comments and recommendations</u> To be reviewed under Stadium parking study
Whitley	Wrenswood Close	Resident via Ward Councillor	Request to review parking restriction to deter obstruction parking  <u>Officers comments and recommendations</u> Resident to be advice to apply for a discretionary disabled parking bay outside the property.

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	9
TITLE:	RESIDENTS PARKING - REVIEW OF RESIDENT PERMIT RULES		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	LEAD COUNCILLOR FOR STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT ALL
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	ALL
LEAD OFFICER:	ELIZABETH ROBERTSON	TEL:	01189 373767
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1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 This report advises member of the proposal to the changes to the Resident Parking Permit Rules and Definitions.

2. RECOMMENDED ACTION

2.1 That the Sub-Committee agree the changes to the Resident Parking Permit Rules and Definitions as set out in 4.2 as follows:

- Agree Household Definition to include House of Multiple Occupation
- Agree Healthcare Professional definition to include Social Workers from NHS in the approved profession list
- Agree Tradesperson Permit definition to amend proofs required for daily permit
- Decide if the Teacher Permit definition should to include Peripatetic Teachers to be granted "All Zone" permits
- Agree Permit Management Rule charges are amended for 2<sup>nd</sup> Discretionary Resident permit, 2<sup>nd</sup> to 4<sup>th</sup> Charity and Community Agency to £120. To be introduced on 1 February 2016.
- Agree the Refund and Transfer definition is changed to reflect new charges
- Decide if the Refund and Transfer definition is changed to allow transfer of fee to from one applicant to another applicant.
- Agree Temporary Permits definitions to include (Emergency) Temporary Accommodation situations
- Decide if households that do not have any resident permits may be granted a single discretionary visitor permit that allows "ANY" vehicle to park. A charge of £120 would apply and they would waive their entitlement to books of visitor permits.

2.2 That the Sub-Committee agree the permit charges are introduced on the 1 February 2016.

### 3. POLICY CONTEXT

3.1.1 The proposals are in line with current Transport & Planning policy.

### 4. THE PROPOSAL

#### 4.1 Current Position:

4.1.1 The Current Residents Parking Scheme was approved by Cabinet in December 2010, this was following a review of the service undertaken in 2009-2010 and reported through the Cabinet and Scrutiny processes in September 2009, February 2010 and July 2010. A revised scheme was introduced in April 2011.

4.1.2 Amendments to the current Residents Parking scheme and Permit Management Rules were taken through Cabinet, Full Council and Traffic Management Advisory Panel meetings in July 2011, September 2011, June 2012, February 2013, June 2013 and January 2014.

4.1.3 A further review of the service was undertaken through the Council's scrutiny process at the meeting in January 2013.

4.1.4 The Policy Committee meeting held on 30<sup>th</sup> November 2015, agreed to increase the 2<sup>nd</sup> and 3<sup>rd</sup> resident permit charges to £120 and £240 respectively from the 1<sup>st</sup> February 2016.

#### 4.2 Options Proposed

4.2.1 The permit scheme rules were last reviewed at the January 2014 Traffic Management Sub-Committee, when it was agreed to review the permit scheme charges.

4.2.2 It is proposed to make amendments to the rules and definitions of the scheme as per below:

##### "Household" Definition

4.2.3 Household definitions: Update the household definitions to include House of Multiple Occupation (HMO). The proposed definition is set out below (*highlighted in italics*):

*Household* - is a Household within a Permit Parking zone and is a house or flat that is registered for Council Tax, has appropriate planning permissions, and does not have a planning condition and/or informative. Residents may be asked to demonstrate appropriate planning consents.

- a) Houseboats are included in this but must be moored at a fixed site and is therefore liable for Council Tax and will be entitled to apply for a Permit provided the mooring is within a Residents Parking zone.
- b) Residents who live in a household that has a Certificate of Lawful Use may only be considered for 2 resident's permits for the whole property. A discretionary application will apply.
- c) There will be no automatic entitlement to a residents parking permit for Residents who live in a household that has a planning condition and/or informative. A discretionary application will apply.

- d) *Residents who live within a House of Multiple Occupation will only be considered for 2 permits for the whole property.*

#### “Healthcare Professional” Permit Definition Update

4.2.4 At the Traffic Management Advisory Panel meeting on the 12<sup>th</sup> June 2012, it was agreed to include Social Workers to the Healthcare Professional list. The decision was based on Social workers who are employed by Reading Borough Council. There are applications received from Social workers based at NHS locations. It is proposed to clarify that they are included in the list. The proposed new healthcare professional definition is set out in 4.2.5 (*highlighted in italics*).

4.2.5 “Healthcare Professional” means a profession to help

- a) vulnerable adults who need help to maintain their independence
- b) children whose health and/development may be at risk because of a disability, family circumstances or behavioural difficulties.
- c) Medical Professions to carry out their professional duties (not Medical Doctors See “Medical Practitioner”).
- d) The following professions are included: District Nurse, Community Health Nurse, Practice Midwife, Community Midwife, Home Care Assistant, Health Visitor, Midwife, Community Psychiatric/Mental Health Nurse, Consultant Psychiatrist, Clinical Psychologist, Occupational Therapist, and *Social Workers (RBC and NHS)*.
- e) Other occupations will be at the discretion of Council officers.

#### “Tradesperson Permit” Definition - Daily permit proof

4.2.6 The rules/definitions state that in order to obtain a daily Tradesperson’s permit, they are required to provide proof of business address (bank statement, utility bill or current business rates), business use (DVLA registration document or insurance documents) along with a letter detailing the work being carried out, the address, the dates of work, the vehicle registration, make and model.

4.2.7 It is proposed to remove the requirement for proof of business address and business use and issue the permit(s) with only the letter which has details of the company, the work being undertaken, the address the works are taking place, the dates of work, the vehicle registration, make and model. The new definition would state (*highlighted in italics*):

“Tradepersons Permit” means but not limited to a permit issued by Reading Borough Council and will display the Vehicle Registration Mark (VRM), Make, Colour, Zone, unique reference number, date of expiry;

- a) They may be colour coded for ease of identification and for classification of type of Permit without including such text on the Permit itself.
- b) All permits will be valid for a maximum of one year.
- c) They will be valid 7am to 7pm only
- d) Daily permits will be available from Civic Centre and fee will be £10 per day, maximum of 30 per year.
  - i) Landlord only available by post.
- e) Yearly permits will be issued by post and the fee will be that set for discretionary applications for businesses.
- f) Proof of business address and business use will be required for both types.

- i) *In the case of Daily permit - Proof of business address and business use will not be required but a letter which has details of the company or if self-employed, the work being undertaken, the address the works are taking place, the dates of work, the vehicle registration, make and model to be provided.*
  - g) Only 1 permit per vehicle will be issued
  - h) They are NOT valid in Doctors bays, sole Pay & display bays, limited waiting bays etc or any other parking restrictions such as yellow lines.
  - i) They are NOT valid for visiting or working at the applicant's business address if located in a permit parking zone.
  - j) They are NOT valid to park in permit bays whilst visiting a property not in the permit parking zones.
  - k) The address displayed must be within the relevant permit parking zone that the service is being provided to.
  - l) A fee will be applicable.
- 4.2.8 The charge of £10 per permit would still apply.

#### Teacher Permits Definition

4.2.9 At the Traffic Management Advisory Panel meeting on the 12<sup>th</sup> June 2012 it was agreed to amend the rules of the Teacher permits. A request has been received from Cranbury College to amend the rules to allow Peripatetic Teachers to be granted "All Zone" permits.

4.2.10 They have stated "Cranbury College is the pupil referral service for Reading and are part of Reading Borough Council. We employ a team of peripatetic teachers who visit and teach children/young people either in their homes or community centres. These young people are out of school for a variety of reasons and it is vital and a legal requirement that their education continues.

We operate within the Reading area. I am wondering if our peripatetic teachers could be given a parking permit to enable them to visit homes without the risk of a parking ticket in order they can do this vital job for children and young people who live in the Reading area."

4.2.11 They have further advised that they currently employing 10 Peripatetic teachers but that they are recruiting for more due to increasing numbers. They do not believe the 15 permits per site will be sufficient to cover all teachers based at the schools (on College Road and Cranbury Road).

4.2.12 They have advised that the "lessons are usually 1 hour up to as long as 2 hours BUT some staff set up in local libraries and community centres all day and students come to them. We have done this in an effort to reduce travel time and increase the teaching hours that we can offer to students"

4.2.13 If this is agreed the definitions would be amended as per below (*highlighted in italics*)::

"Teacher" means a person qualified to teach, and is employed by the school located in a permit parking zone.

- a) Teaching Assistants are included
- b) Trainee Teachers are included
- c) *Peripatetic Teachers are permitted All Zone permit*

- d) Applications for other members of staff of the education establishments (i.e. non-teaching staff) to be dealt with as discretionary business applications.

“Teacher permit” means but not limited to a permit issued by Reading Borough Council and will display the Vehicle Registration Mark (VRM), Make, Colour, Zone, unique reference number, date of expiry;

- e) They may be colour coded for ease of identification and for classification of type of Permit without including such text on the Permit itself.
- f) A discretionary non-business application will be required.
- g) All permits will be valid for a maximum of one year from issue. The parking permits are restricted to term time only parking, between 7am and 8pm.
- h) The school must have no or little off-street parking.
- i) Proofs of vehicle ownership and confirmation of employment (Job description required to prove applicant is a teacher/teaching assistant and not just a coach/mentor) at the school must be provided to confirm employed as Teacher/Teaching Assistant/Trainee Teacher.
- j) Visitor permits may be issued to the head teacher to cover supply teachers only.
- i) Further books will only be issued upon proof that the permits have used in accordance with above.
- k) There will be no entitlement to renew and new applications will be required annually.
- l) The parking permits are limited in numbers to each school and it is dependant on the number of off-street parking spaces located at each school. A maximum of 15 permits to be issued per school/establishment i.e. not per site, which is reduced depending on zone availability and off-street parking. The primary purpose of the permit parking scheme is for residents to find parking near their home; it is not intended for schools per se. The variation ability from 15 permits would be a discretionary decision of TMS in extenuating circumstances.
- m) *The Peripatetic Teacher permits would be part of the 15 allocated permits, and would still be restricted to term time only, between 7am and 8pm.*
- n) The 15 permits would include any business applications that may be granted. It would be for the school to allocate the permit applications.

#### Permit Management Rules - Charges

4.2.14 At the Policy Committee meeting on the 30<sup>th</sup> November 2015, it was agreed to amend the permit management rules for the 2<sup>nd</sup> and 3<sup>rd</sup> resident permit charges to £120 and £240 respectively.

4.2.15 It is proposed to amend the Permit Management Rules for the other discretionary parking permit charges from 1<sup>st</sup> February 2016 as per below:

- There may be a second permit charge of £120 for the following groups which is in line with resident permits: Charities, Community Agencies and Residents.

#### Refund or Transfer Definitions

4.2.16 It is proposed to update the refund and transfer fee definitions as per the new permit charges of £120. The refund amounts would be amended as per 4.2.17 a) i) & ii) (*highlighted in italics*):

4.2.17 A resident has requested the transfer of the permit fee is amended to allow the fee to be transferred from one applicant to another applicant within the same household. The definitions would be amended as per 4.2.17 c) (*highlighted in italics*)

4.2.18 The new definitions document would be amended as per below:

- a) Refund: Any refund should be in line with current Duplicate/Replacement Fee.
- i) *Maximum of £40 or £80 refund as per below depending on charge paid at time of issue*
  - ii) *Minimum of £10 or £20 refund as per below depending on charge paid at time of issue:*

	Refund £80 Paid	<i>Refund £120 Paid</i>
Permit returned 1-3 (calendar) months since issue	£40	<i>£80</i>
Permit returned 4-6 (calendar) months since issue	£30	<i>£60</i>
Permit returned 7-9 (calendar) months since issue	£20	<i>£40</i>
Permit returned 10 (calendar) months since issue	£10	<i>£20</i>
Permit returned 11-12 (calendar) months since issue	£0	<i>£0</i>

- iii) Refund only approved if original permit returned, resident will be responsible for returning to Council (e.g. sending recorded delivery).
  - iv) Will apply if resident with the 2<sup>nd</sup> Permit moves to another permit zone and requests a refund as they will become first permit holder. Permit must be returned.
  - v) Will apply if resident with the 2<sup>nd</sup> permit request to become first permit holder in same household. Both permits must be returned for refund to apply. Resident will need to find alternative parking or apply for temporary permit whilst refund/re-issue of permit is processed. Temporary permit fee will apply.
- b) Transfer: Second permit fee can be transferred if a resident moves to another or same permit zone within 6 (calendar) months of issue of second permit.
- i) The same expiry date will be held.
  - ii) Both permits must be returned from original household for transfer to apply, to be received within the 6 calendar months.
  - iii) Transfer of fee completed when Residents submits an application with correct proof of residency and vehicle ownership for new household.
  - iv) Resident can still apply for temporary permit(s) when moving into new household. Temporary permit fee will apply. (Full permit application can follow later)
  - v) Residents that move after 6 (calendar) months of issue will not be entitled to transfer the fee and the full charge will apply.
  - vi) The transfer does not apply to first permit holders and a new application will be required.
- c) *Transfer: Second permits fee can be transferred from one applicant to another applicant within the same household. The above conditions would apply and the first applicant confirms they are waiving their right to a refund.*
- d) In all cases permits must be returned to Council for refund/transfer to apply. If a permit is not received, the decision for refund/transfer will be decided by



the Permit team, residents may be asked to make payment until disputes are resolved.

- e) In all cases resident must write and confirm request for refund/transfer and provide details of new address for process of refund/transfer. Letter or e-mail to the Parking Permit team.

#### Temporary Permit definitions

4.2.19 It is proposed to amend the Temporary permit definitions to allow the issue of a second temporary permit to applicants who have been moved into (emergency) temporary accommodation (e.g. moved in Bed & Breakfast).

4.2.20 If agreed the definitions would be updated as per below (*highlighted in italics*):

“Temporary” means a permit issued for a maximum of 8 weeks in the following circumstances:

- a) New resident moved into a parking permit zone household
- b) Change of vehicle
- c) Temporary change of vehicle
- d) Discretionary temporary permit
  - i. *Temporary/emergency accommodation - (e.g. resident moved to Bed & Breakfast) may be granted a second temporary permit under discretionary temporary permit and fee still applies.*
- e) Resident requests change from 2<sup>nd</sup> permit holder to 1<sup>st</sup> permit holder (fee still applies)

#### Visitor Permits Definitions

4.2.21 The current rules allow for 7 books of visitor permits to be issued per household per year (2 free books and 5 charged books, currently £22 per book). Additional visitor books may be purchased under the discretionary application process. Households are normally issued up to 5 additional discretionary books per year.

4.2.22 The 5 books of visitor permits will cost households £110 per year.

4.2.23 It is proposed that a household that does not hold a residents permit waives their entitlement to the books of visitor permits but are issued a single visitor parking permit that is non vehicle specific. A charge of £120 would be applied. The definitions would be amended as per below:

“Visitor Parking Permit - Discretionary”: means but not limited to a permit issued by Reading Borough Council and will display the Zone, unique reference number, date of expiry;

- a) They may be colour coded for ease of identification and for classification of type of Permit without including such text on the Permit itself.
- b) All permits will be valid for a maximum of one year from date of issue.
- c) Only 1 visitors permit per household will be issued.
- d) Household will not have a residents parking permit issued, and will waive their entitlement to the books of “visitor parking permits”
- e) Proof of residency must be provided.
- f) If any books of visitor permits have been issued, they must be returned.
- g) A fee of £120 will apply.

4.2.24A single visitor permit would limit the household to only one visitor per day/time. The books of visitor permits allows for multiple visitors.

## 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 Residents Parking Review included a survey of all 12,000 households within the current Residents Parking zones completed in 2010.

## 7. LEGAL IMPLICATIONS

7.1 There are no legal implications arising from this report.

## 8. FINANCIAL IMPLICATIONS

8.1 The Financial implications are based on a full year of charges.

8.2 The change to the charges could generate additional income of £2,800 as per the table below:

Permit Type	2014-2015 Issued	New Charge	Total Income	Additional Income 2016/2017
2 <sup>nd</sup> Resident Discretionary Charged	62	£120.00	£7,440.00	£2,480.00
Charity/Community Agency Charged	8	£120.00	£960.00	£320.00
				£2,800.00

## 9. BACKGROUND PAPERS

9.1 September 2009, February 2010, July 2010 and December 2010, July 2011 and June 2012 Cabinet reports. January 2013 Scrutiny Review and February 2013 Full Council reports.

9.2 Traffic Management Advisory Panel June 2012

9.3 Traffic Management Sub-Committee reports January 2014

9.4 Policy Committee report 30 November 2015

## 10. APPENDIX

10.1 None

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	10
TITLE:	IMPLICATIONS OF DELAYS TO THE TRAFFIC SIGNS REGULATIONS AND GENERAL DIRECTIONS ON CURRENT SCHEMES		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	LEAD COUNCILLOR FOR STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT ALL
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	
LEAD OFFICER:	SIMON BEASLEY	TEL:	0118 937 2228
JOB TITLE:	NETWORK & PARKING SERVICES MANAGER	E-MAIL:	<a href="mailto:simon.beasley@reading.gov.uk">simon.beasley@reading.gov.uk</a>

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 As reported to the November meeting of the Sub-committee the government have been reviewing the current Traffic Signs Regulations and General Directions (TSRGD) following a review of signing policy culminating in 'Signing the Way', published in 2011. It is typical for the government to review the TSRGD every 10-15 years and the current 2002 version is out of date and in need of an overhaul.
- 1.2 It has been expected that the new TSRGD will be laid before Parliament in 2015 and coming into force before the end of the year. However, this has now been delayed for further consultation to which the Department of Transport is now considering all responses. The purpose of this report is to highlight the implications to us of this further delay.
- 1.3 At the start of the review process the government committed to making it more cost effective for local highway authorities to use 20mph within the urban environment. We consulted on an area wide 20mph scheme for east Reading and the expectation of the new TSRGD is that illumination of 20mph signs will no longer be required. This has significant cost implications for our scheme where currently around 80 signs require illumination.

2. RECOMMENDED ACTION

- 2.1 That the Sub-committee note the report.
- 2.2 That the Sub-Committee agree to go ahead with the East Reading 20mph scheme without illumination of the signs before May 2016 as set out within this report.

### 3. POLICY CONTEXT

- 3.1 The government have been reviewing the current Traffic Signs Regulations and General Directions (TSRGD) following a review of signing policy culminating in 'Signing the Way', published in 2011. It is typical for the government to review the TSRGD every 10-15 years and the current 2002 version is out of date and in need of an overhaul.
- 3.2 The new version (which will replace the 2002 version) has been completely restructured. The purpose of the new version is to provide significant deregulation and a new approach for local authorities in delivering their traffic management and traffic signs. This review is about creating a flexible legislative framework for the future, rather than new signs. The appearance of the signs themselves to road users will not change.
- 3.3 Local Highway Authorities are bound by an Act of Parliament to use the TSRGD for signing and lining the public highway. Until the new version is laid before Parliament and comes into law we must continue to use the current 2002 version.

### 4. CURRENT POSITION AND RECOMMENDED ACTION

- 4.1 As previously reported the delay to the new TSRGD is significant to all local highway authorities as there are a number of changes expected in the new version. Most noticeably we are expecting a change to the requirement to illuminate 20mph speed limit signs. This will have an impact on the costs of delivery of 20mph (significantly within east Reading) as previously reported to the Sub-committee. However, until the new TSRGD has been laid before Parliament we are legally required to use the current 2002 version.
- 4.2 There has been no official announcement as to when the new TSRGD will come into force. However, the draft documentation has now been presented to the European Union suggesting that no further changes will be made to the current draft version.
- 4.3 Our plans to implement 20mph in east Reading have been on hold for around 18 months which means that the 2-year deadline for implementing an advertised Traffic Regulation Order (TRO) is fast approaching. We are required to implement a TRO within 2-years of advertising otherwise the restriction will have to be re-advertised. This will come at an additional cost unless we implement the scheme and seal the order before May 2016. The cost of advertising the east Reading scheme was in the region of £8K. This is money that will be better spent on implementation of the scheme rather than repeating the legal process.
- 4.4 We have already considered the costs of illumination of the 20mph signs for east Reading. The current market value estimated to connect the speed limit signs to mains electricity is £180K to £200K. To use solar powered illuminated signs to cost is around half at £100k. For signs only with no illumination the cost of implementing the east Reading scheme is estimated at £35K.
- 4.5 With the revised TSRGD expected later in 2016 the recommendation is to implement the east Reading scheme without illumination at an estimated cost of £35K for the signs. The Sub-committee is asked to approve this

recommendation now to ensure that the scheme can be delivered before the 2-year time limit is reached on the advertised TRO.

## 5. CONTRIBUTION TO STRATEGIC AIMS

5.1 This proposal supports the aims and objectives of the Local Transport Plan and contributes to the Council's strategic aims, as set out below:

- Keeping the town clean, green and active.
- Providing infrastructure to support the economy.
- Remaining financially sustainable to deliver these service priorities.

## 6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 We have taken every opportunity to engage with the Department for Transport through their official consultation and workshops events since 2011. We have already consulted formally and informally on 20mph for east Reading.

## 7. LEGAL IMPLICATIONS

7.1 We are legally required to continue to use the 2002 version of the regulations until a new version comes into force. If the new version of the TSRGD is not available by May 2016 we will have to re-take the decision to introduce 20mph in east Reading and possibly re-advertise the restriction. Officers are recommending that the east Reading 20mph scheme is implemented before May 2016 without illumination.

## 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 To implement new signing particularly 20 mph schemes are likely to cost significantly more under the 2002 version of the TSRGD. It is recommended that 20mph is implemented without illumination at an estimated cost of £35K. This money will be found within the LTP and LSTF contributions.

## 10. BACKGROUND PAPERS

10.1 Various TMAP and TM Sub-committee reports on 20mph and east Reading 20mph.

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	11
TITLE:	UNIVERSITY & HOSPITAL AREA STUDY - UPDATE		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	REDLANDS
LEAD OFFICERS:	CRIS BUTLER CHRIS MADDOCKS	TEL:	0118 937 2068 0118 937 2138
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1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update the Sub-Committee on the latest position with regard to the identification of transport issues and potential solutions in the residential areas around the University of Reading and Royal Berkshire Hospital.
- 1.2 A consultation was undertaken in May 2012 on the principle of prioritising parking for local residents through introducing a Residents' Parking Scheme, to include elements of pay and display parking, alongside complementary transport measures in the local area. The scheme was proposed to help address the issues previously identified by residents through the study.
- 1.3 Due to the mixed nature of responses received through the consultation, the study Steering Group took the decision not to proceed with the proposed parking scheme at that time. It was agreed that the study would continue working closely with key stakeholders, including the University and Hospital, to reassess the feasibility of introducing the complementary transport schemes as outlined in the consultation and as supported through feedback received from residents.

- 1.4 This work has continued over the past few years, and alongside detailed discussions with key stakeholders, a second set of proposals has recently been completed. A local consultation including a local exhibition has since taken place in September and October 2015 by the Redlands Ward Councillors on the latest plans.
- 1.5 The results of the consultation have been reviewed, and liaison with key stakeholders such as the Emergency Services has been completed. This report provides an update on the proposed next steps.
- 1.6 Appendix 1 - Proposals East of Alexandra Road  
Appendix 2 - Proposals West of Alexandra Road (inc Alexandra Road)  
Appendix 3 - Equality Impact Assessment - Scoping Report

## 2. RECOMMENDED ACTION

- 2.1 That 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 a statutory consultation on the proposed new waiting restrictions as shown in Appendix 2 and 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 in consultation with the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, that the Head of Transportation and Streetcare be authorised to make minor alterations to the proposals following the Statutory Consultation process.
- 2.6 That the proposals shown in Appendix 1 are progressed no further.

## 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 Reading's transport strategy is contained within the LTP 2011-2026, which reviews challenges and opportunities throughout Reading and proposes Local Action Plans to be developed in neighbourhoods to address these challenges. These Action Plan Areas are based on a division of the urban area identified in the LTP 2006-2011, and represent continuity in implementing multi-targeted transport measures throughout Reading.
- 4.2 The LTP's vision is based on the vision for Reading set out in the Sustainable Communities Strategy by the Local Strategic Partnership. The vision is supported by a number of overarching objectives and enabling policies, which are in turn supported by detailed policies and objectives on a variety of themes, from cycling and parking to road safety and travel information. The policies and objectives for each theme are designed to help identify actions to address issues in local neighbourhoods.
- 4.3 In line with the LTP, a consultation was undertaken in May 2012 on the principle of prioritising parking in the Hospital and University area for local residents through introducing a Residents' Parking Scheme, to include elements of pay and display parking, alongside complementary transport measures in the local area. The scheme was proposed to help address the issues previously identified by residents through the study.
- 4.4 Due to the mixed nature of responses received through the consultation, the study Steering Group took the decision not to proceed with the proposed parking scheme at that time. It was agreed to continue with the study and focus on continuing to work closely with key stakeholders, including the University and Hospital, to reassess the feasibility of introducing the complementary transport schemes as outlined in the consultation and as supported through feedback received from residents.
- 4.5 This work has continued over the past few years, and recently, a second set of proposals were prepared by the Council and presented for consultation by the Redlands Ward Councillors.
- 4.6 Redlands Ward Councillors promoted the latest set of proposals via a local leaflet delivered to all properties in the study area, information on the Redlands Councillors website, and a local exhibition took place at St Lukes Church Hall on Monday 28 September 2015 between 5:00pm to 7:00pm supported by Council Transport Officers.

#### East of Alexandra Road Proposals

- 4.7 The proposed residents parking schemes in Foxhill Road, Cardigan Road, Cardigan Gardens, Donnington Road, Donnington Gardens, Blenheim Road, Blenheim Gardens, and Hatherley Road are intended as parking protection for residents due to the likelihood of displacement from the Hospital and University areas where a change in restriction is proposed. These proposals are shown in Appendix 1.



- 4.8 These roads are narrow, and whilst parking is currently unrestricted and commonly seen on both sides of the road, formalising parking will include the requirement to maintain access for emergency services and larger vehicles such as refuse vehicles at all times. This will change the way in which vehicles can park and in some cases parking can only be provided on one side of the road due to the available road space.
- 4.9 The majority of feedback from residents at the local exhibition was focused on the reduction in parking spaces in the areas as explained in paragraph 4.7 and 4.8 above. A review of the written feedback received from residents also focused on this area, with the majority objecting to such a scheme progressing.
- 4.10 Officers have also completed the review of the proposals alongside the Emergency Services and have concluded that the proposed parking protection scheme in the roads listed in paragraph 4.7 above cannot be altered any further in order to increase parking provision with a formalized parking scheme.
- 4.11 It is therefore recommended that no further action be taken in these roads as part of this exercise, and any future issues be considered on a road by road basis alongside detailed liaison with the Ward Councillors.

#### West of Alexandra Road Proposals (Inc Alexandra Road)

- 4.12 The proposals detailed in Alexandra Road and to the west include new areas of pay and display parking and residents parking in order to create a managed parking scheme to improve parking allocation and turnover. The proposals are shown in Appendix 2.
- 4.13 Feedback on these ideas was in general positive, and it is therefore recommended that the proposals are progressed to the formal three week Statutory Consultation and any objections be reported to a future meeting of the Traffic Management Sub-Committee.

#### 5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The delivery of the projects outlined in this report help to deliver the following Corporate Plan Service Priorities:
- Keeping the town clean, safe, green and active.
  - Providing infrastructure to support the economy.

#### 6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 The projects have and will continue to be communicated to the local community through local exhibitions and Council meetings.

## 7. LEGAL IMPLICATIONS

7.1 The Statutory Consultation will be completed in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.

## 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.

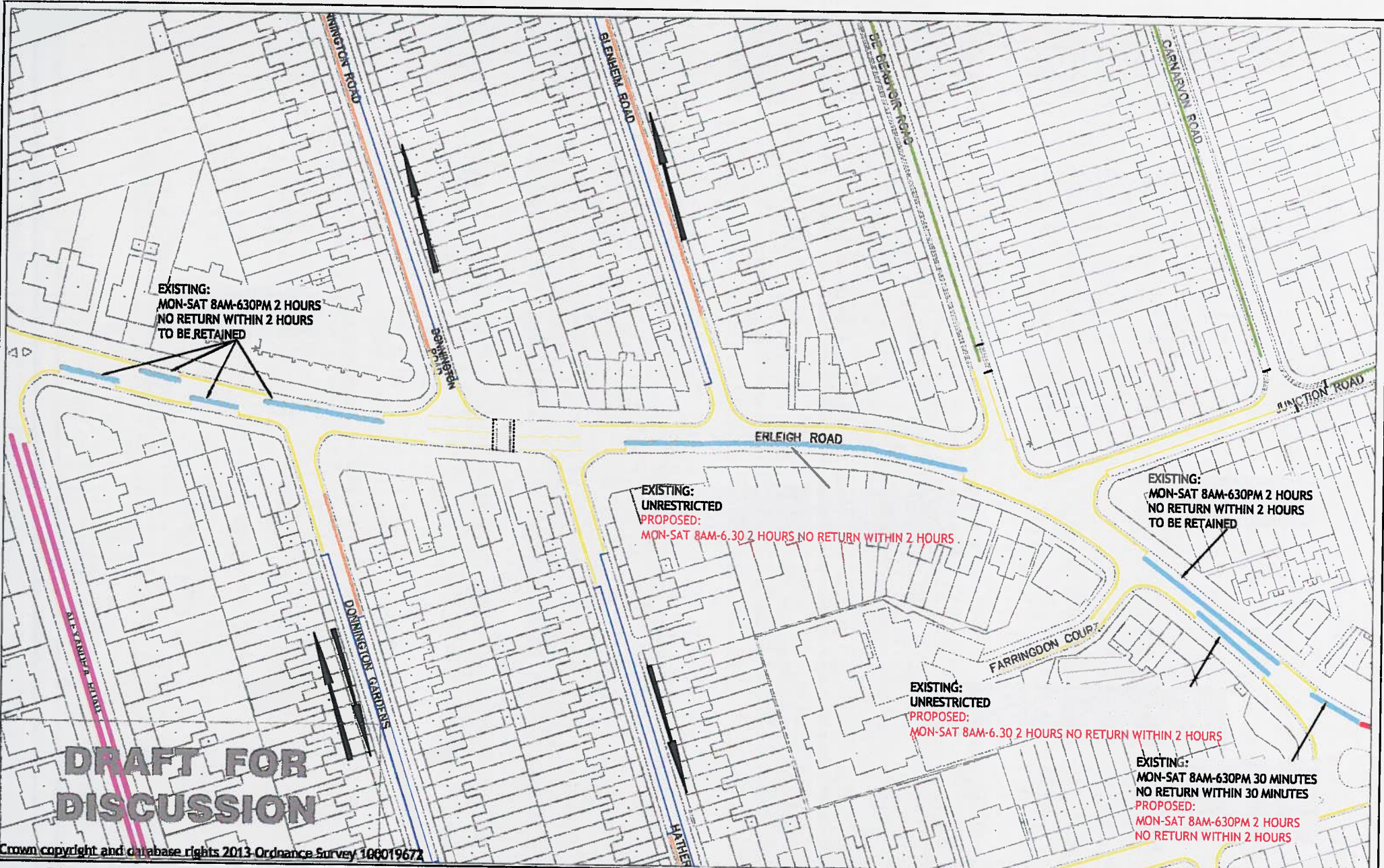
8.2 The Council has carried out an Equality Impact Assessment scoping exercise and considers that the proposals do not have a direct impact on any groups with protected characteristics. The document is attached as Appendix 3.

## 9. FINANCIAL IMPLICATIONS

9.1 None relating to this report.

## 10. BACKGROUND PAPERS

10.1 Traffic Management Sub-Committee reports.



**Reading**  
Borough Council

Working better with you

Transportation & Streetcare Services  
Civic Offices  
Bridge Street  
Reading  
RG1 2LU

Project  
PARKING REVIEW  
HOSPITAL & UNIVERSITY AREA

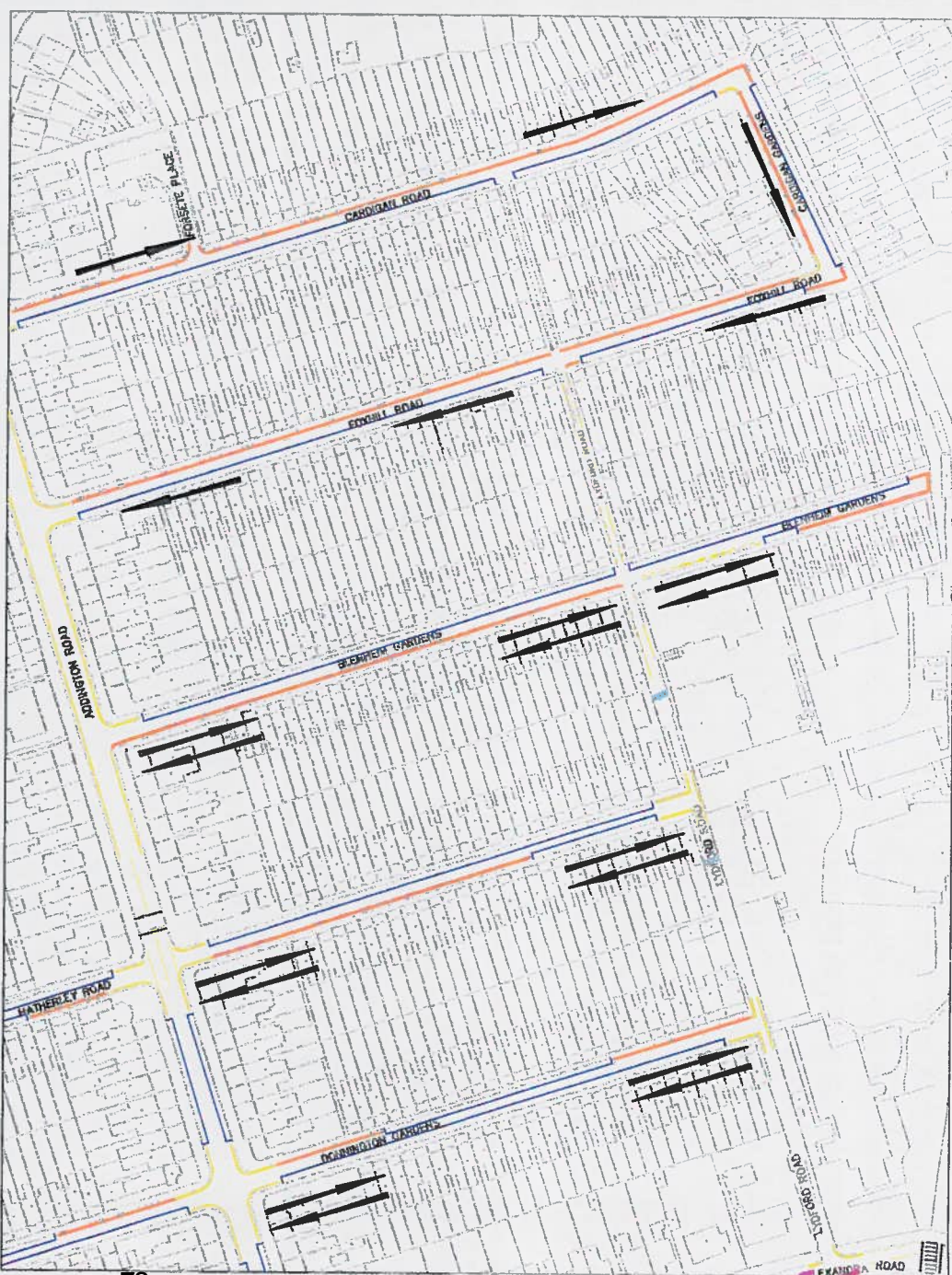
Drawing  
ERLEIGH ROAD (BETWEEN  
ALEXANDRA & ADDINGTON ROAD

Scale  
N.T.S  
Date  
07.15

Drawn  
Checked  
Approved

Drawing No.  
UH011/Erleigh/E/1





**KEY**

**EXISTING RESTRICTIONS**  
 No Waiting At Any Time

**PROPOSED RESTRICTIONS**  
 No Waiting At Any Time

Proposed Residents Parking Area  
 (Residents Parking Only Mon-Fri 8am-530pm)



**Reading**  
 Borough Council  
 Working better with you RG1 2LU

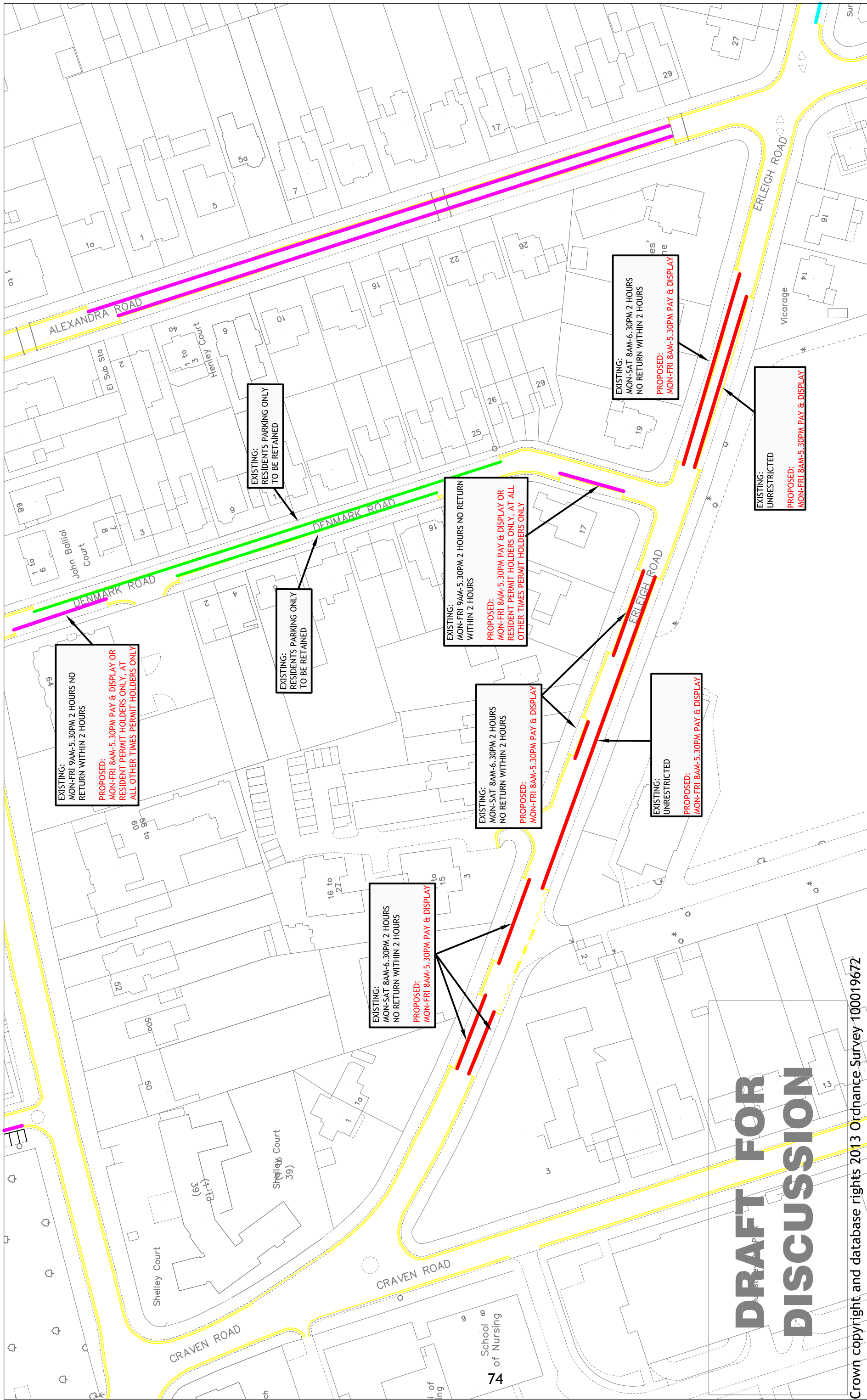
Transportation & Streetcare Services  
 Civic Offices  
 Bridge Street  
 Reading  
 RG1 2LU

Project	PARKING REVIEW HOSPITAL & UNIVERSITY AREA	Scale	N.T.S	Drawn	KCB	Checked	
Drawing no.	OLD REDLANDS AREA PARKING PROTECTION	Drawing no.	UH110/OldRedlandsArea/1	Approved			
				Date	07.15		Rev
							B









**DRAFT FOR DISCUSSION**

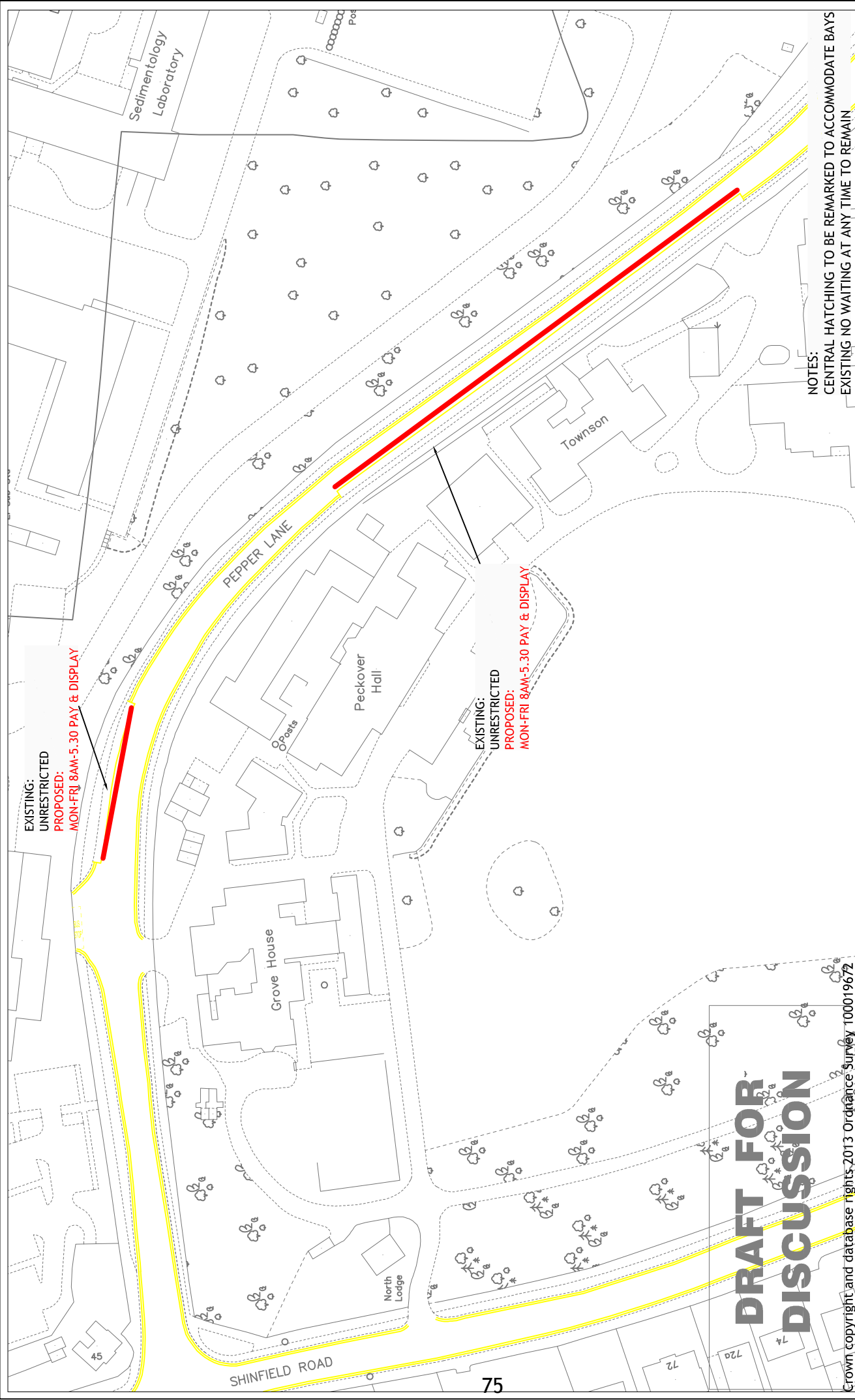
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Transportation & Streetcare Services  
Civic Offices  
Bridge Street  
Reading  
RG1 2LU

Project	Scale	Drawn
	N.T.S	Checked
Drawing	Date	Approved
	07.15	
Drawing No.		Rev.
UH005/Erleigh/1		B

PARKING REVIEW  
HOSPITAL & UNIVERSITY AREA  
ERLEIGH ROAD AND  
DENMARK ROAD



EXISTING:  
UNRESTRICTED  
PROPOSED:  
MON-FRI 8AM-5.30 PAY & DISPLAY

EXISTING:  
UNRESTRICTED  
PROPOSED:  
MON-FRI 8AM-5.30 PAY & DISPLAY

NOTES:  
CENTRAL HATCHING TO BE REMARKED TO ACCOMMODATE BAYS  
EXISTING NO WAITING AT ANY TIME TO REMAIN

**DRAFT FOR DISCUSSION**

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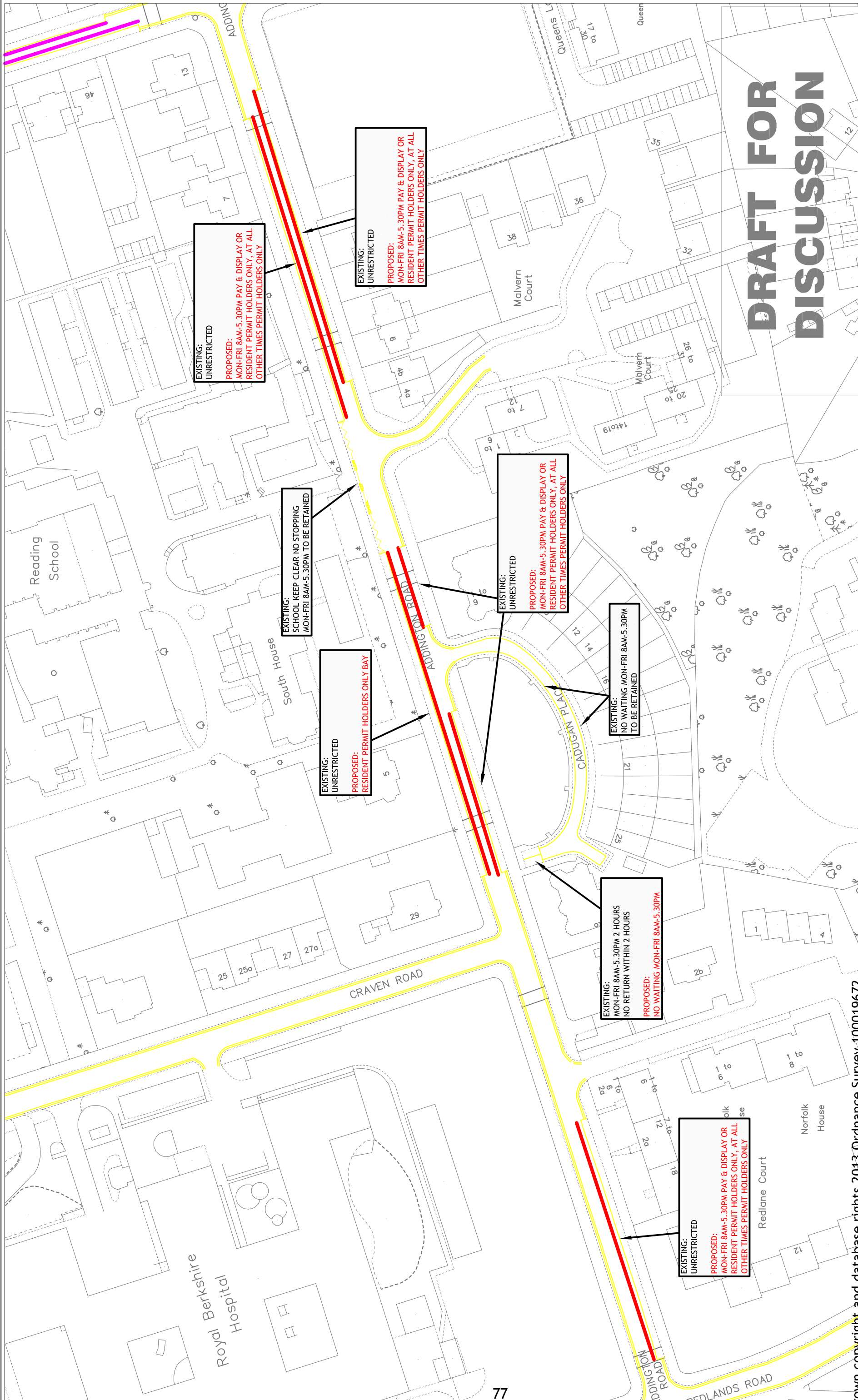
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	Date 07.15	Checked Approved
Drawing PEPPER LANE	Drawing No.	UH009/Pepper/1

Transportation & Streetcare Services  
Civic Offices  
Bridge Street  
Reading  
RG1 2LU









EXISTING:  
UNRESTRICTED  
PROPOSED:  
MON-FRI 8AM-5.30PM PAY & DISPLAY OR  
RESIDENT PERMIT HOLDERS ONLY, AT ALL  
OTHER TIMES PERMIT HOLDERS ONLY

EXISTING:  
UNRESTRICTED  
PROPOSED:  
MON-FRI 8AM-5.30PM PAY & DISPLAY OR  
RESIDENT PERMIT HOLDERS ONLY, AT ALL  
OTHER TIMES PERMIT HOLDERS ONLY

EXISTING:  
SCHOOL KEEP CLEAR NO STOPPING  
MON-FRI 8AM-5.30PM TO BE RETAINED

EXISTING:  
UNRESTRICTED  
PROPOSED:  
RESIDENT PERMIT HOLDERS ONLY BAY

EXISTING:  
UNRESTRICTED  
PROPOSED:  
MON-FRI 8AM-5.30PM PAY & DISPLAY OR  
RESIDENT PERMIT HOLDERS ONLY, AT ALL  
OTHER TIMES PERMIT HOLDERS ONLY

EXISTING:  
NO WAITING MON-FRI 8AM-5.30PM  
TO BE RETAINED

EXISTING:  
MON-FRI 8AM-5.30PM 2 HOURS  
NO RETURN WITHIN 2 HOURS  
PROPOSED:  
NO WAITING MON-FRI 8AM-5.30PM

EXISTING:  
UNRESTRICTED  
PROPOSED:  
MON-FRI 8AM-5.30PM PAY & DISPLAY OR  
RESIDENT PERMIT HOLDERS ONLY, AT ALL  
OTHER TIMES PERMIT HOLDERS ONLY

# DRAFT FOR DISCUSSION

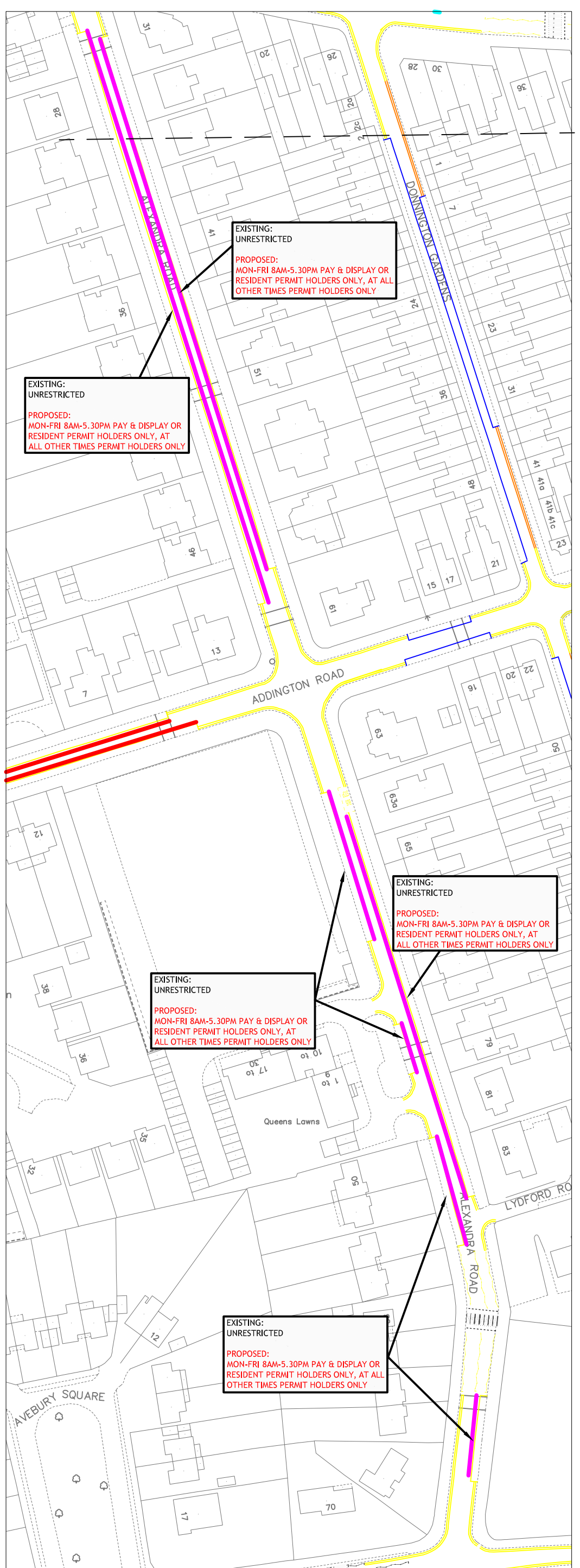
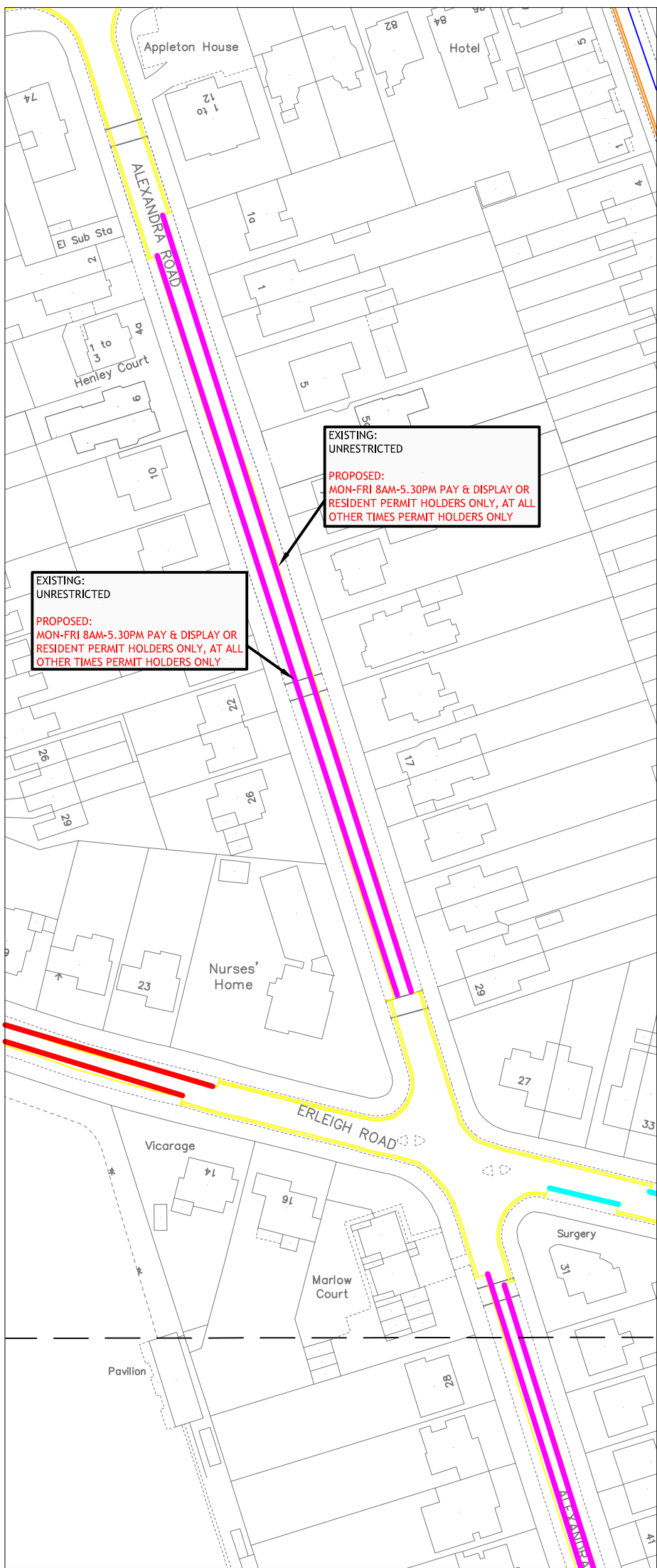
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**Reading**  
Borough Council  
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Civic Offices  
Bridge Street  
Reading  
RG1 2LU

Project PARKING REVIEW HOSPITAL & UNIVERSITY AREA	Scale N.T.S	Drawn
	Date 07.15	Checked Approved
Drawing ADDINGTON ROAD (Between Redlands Rd & Alexandra Rd)	Drawing No. UH006/Addington/1	Rev. B



**DRAFT FOR DISCUSSION**



**Reading**  
Borough Council  
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Transportation & Streetcare Services  
Civic Offices  
Bridge Street  
Reading  
RG1 2LU

Project  
PARKING REVIEW  
HOSPITAL & UNIVERSITY AREA  
Drawing  
ALEXANDRA ROAD

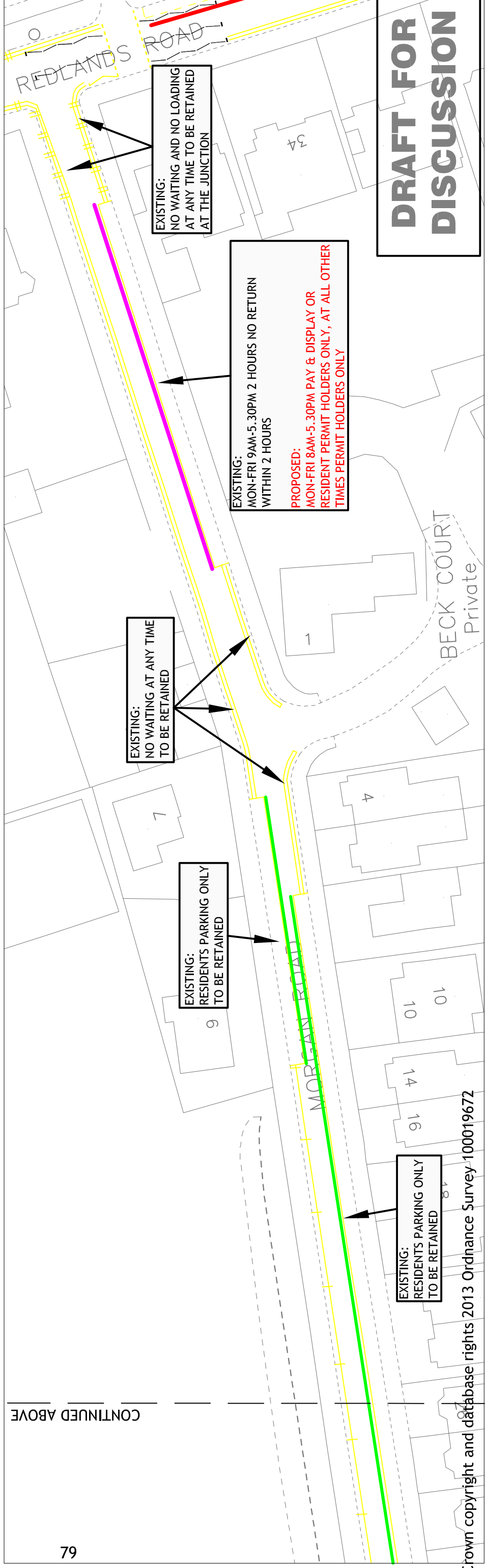
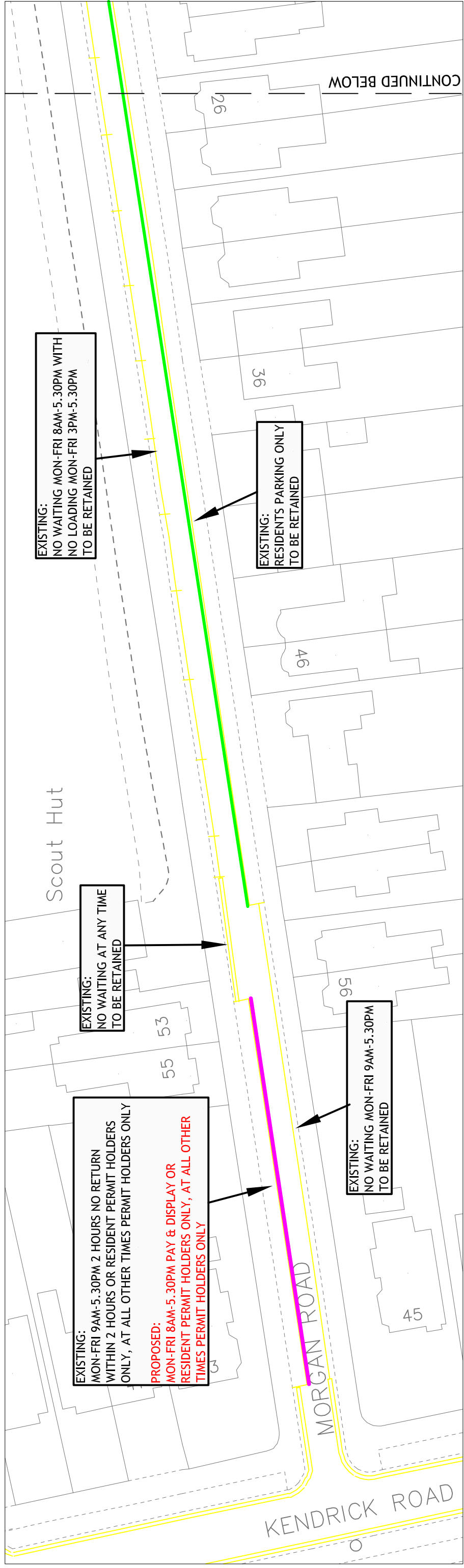
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Date 07.15

Drawing no.  
UH010/Alexandra/1

Rev  
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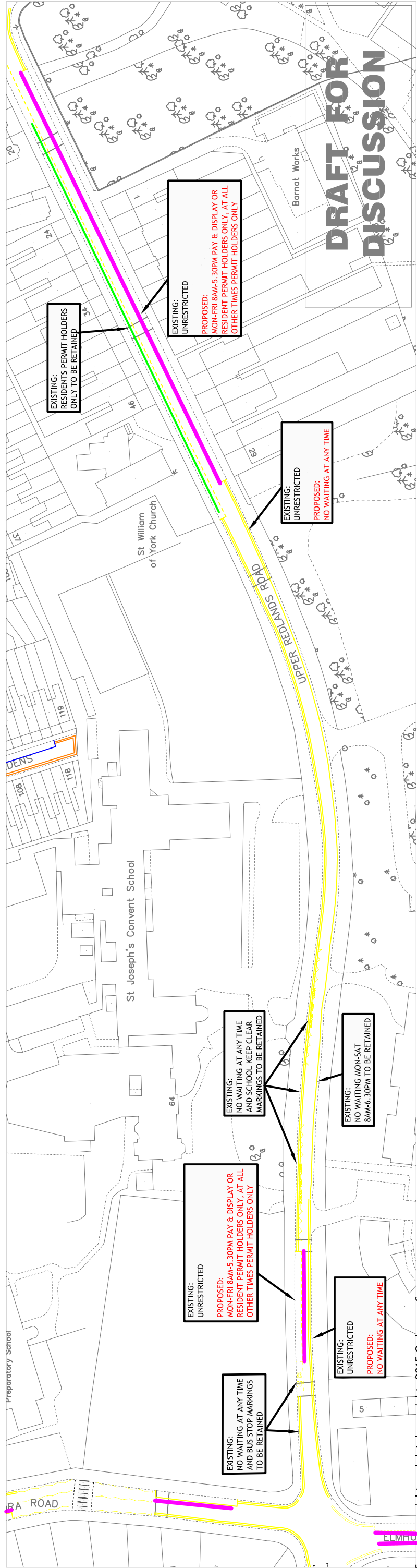
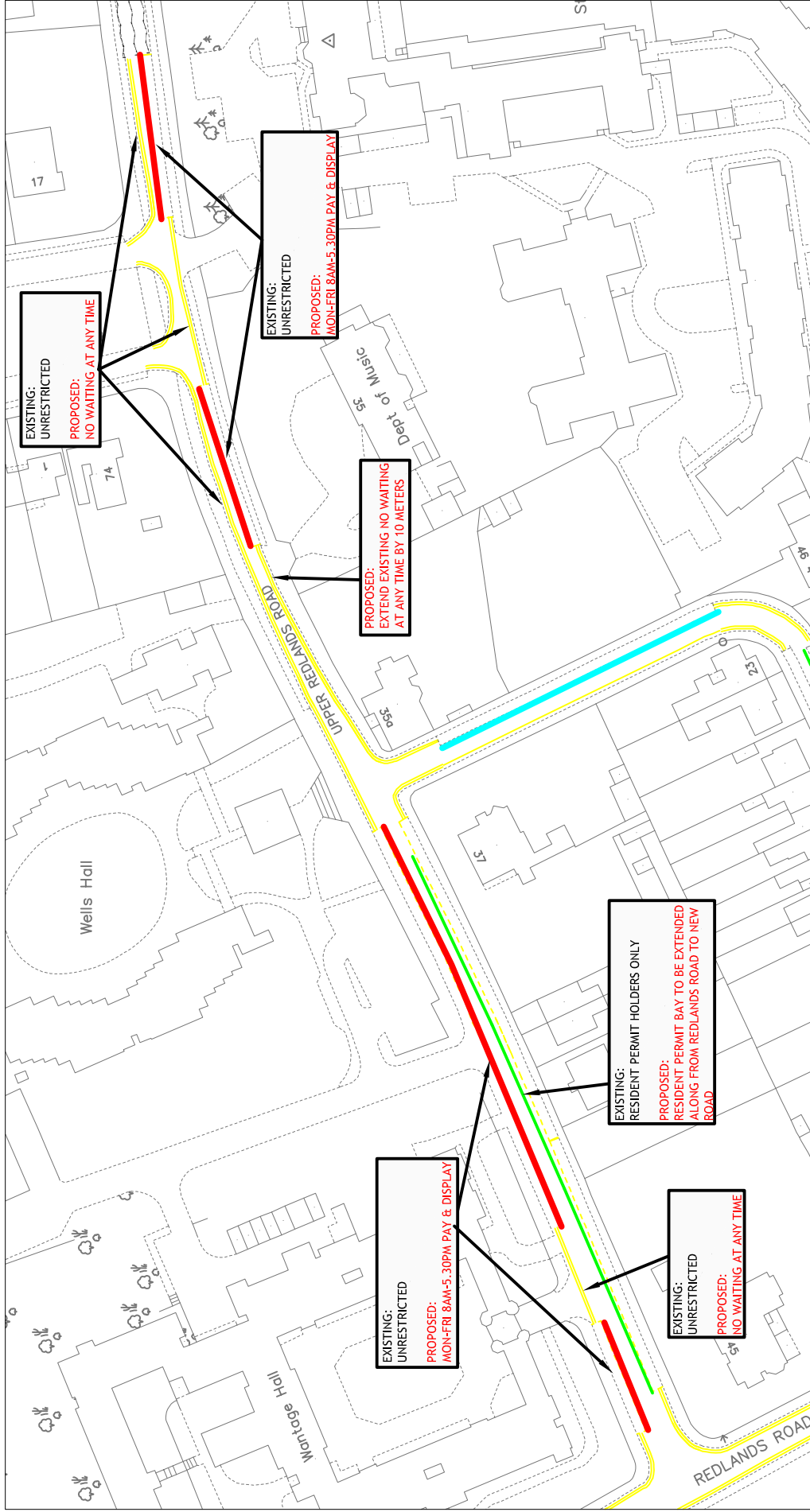
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Approved			
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Rev.	B		

Project  
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 HOSPITAL & UNIVERSITY AREA  
 Drawing  
 MORGAN ROAD

Transportation & Streetcare Services  
 Civic Offices  
 Bridge Street  
 Reading  
 RG1 2LU

**Reading**  
 Borough Council  
 Working better with you

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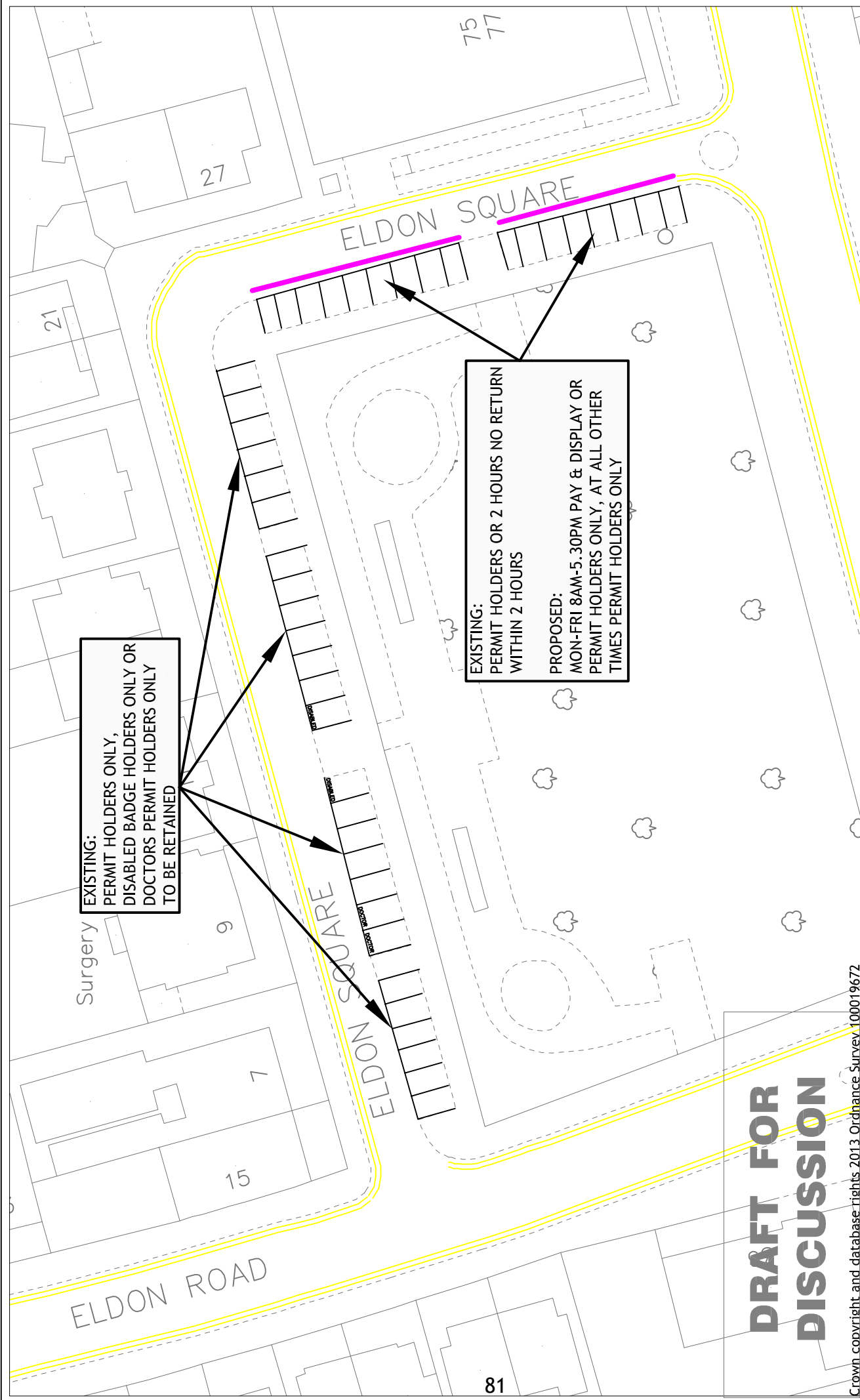


Project	Scale	Checked
	PARKING REVIEW HOSPITAL & UNIVERSITY AREA	Drawn
Drawing	Drawing no.	Date
	UPPER REDLANDS ROAD	UH007/URR/1
	Rev	B

Transportation & Streetcare Services  
 Civic Offices  
 Bridge Street  
 Reading  
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**EXISTING:**  
 PERMIT HOLDERS ONLY,  
 DISABLED BADGE HOLDERS ONLY OR  
 DOCTORS PERMIT HOLDERS ONLY  
 TO BE RETAINED

**EXISTING:**  
 PERMIT HOLDERS OR 2 HOURS NO RETURN  
 WITHIN 2 HOURS

**PROPOSED:**  
 MON-FRI 8AM-5.30PM PAY & DISPLAY OR  
 PERMIT HOLDERS ONLY, AT ALL OTHER  
 TIMES PERMIT HOLDERS ONLY

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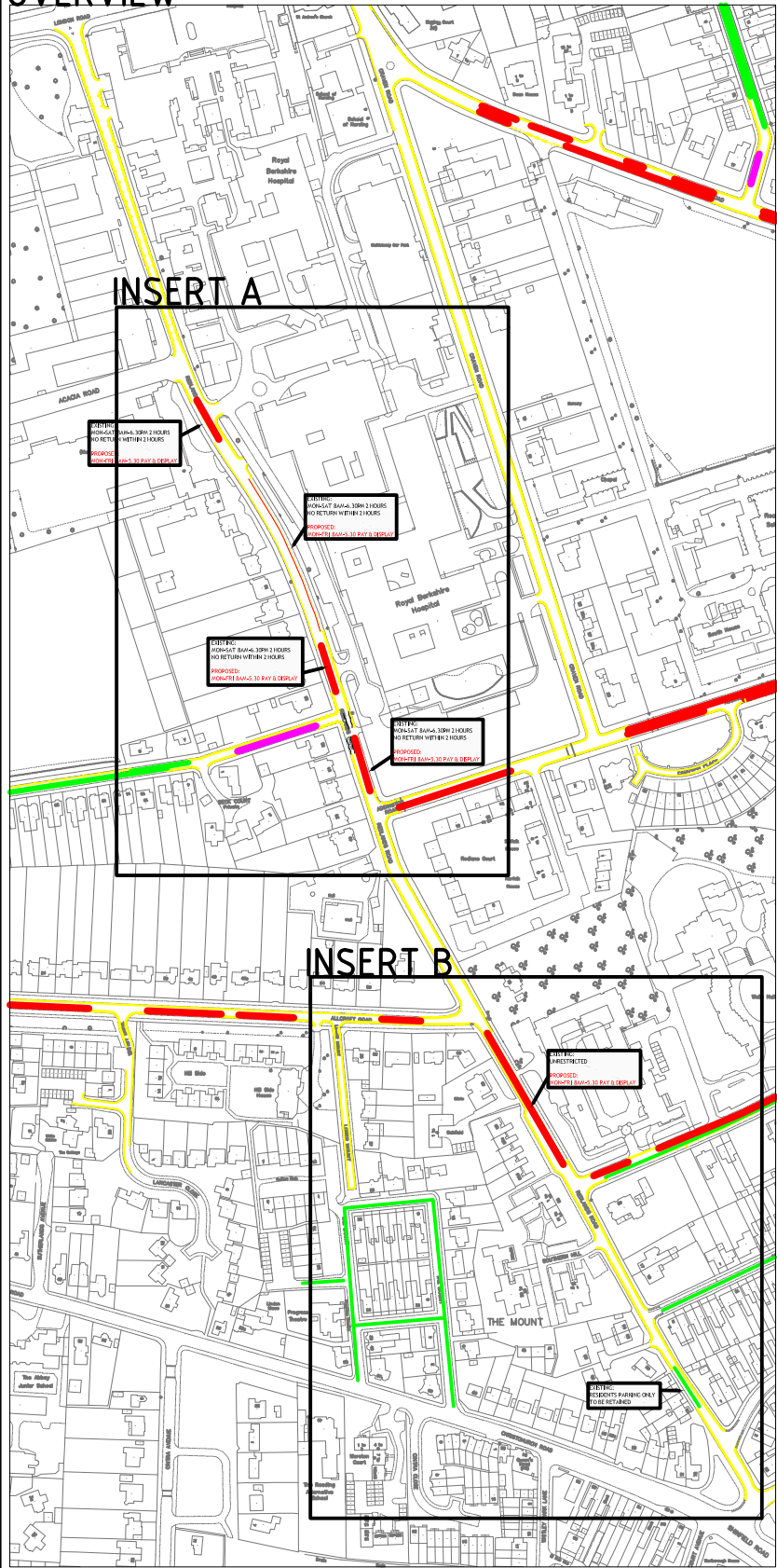
**Reading**  
 Borough Council  
 Working better with you

Transportation & Streetcare Services  
 Civic Offices  
 Bridge Street  
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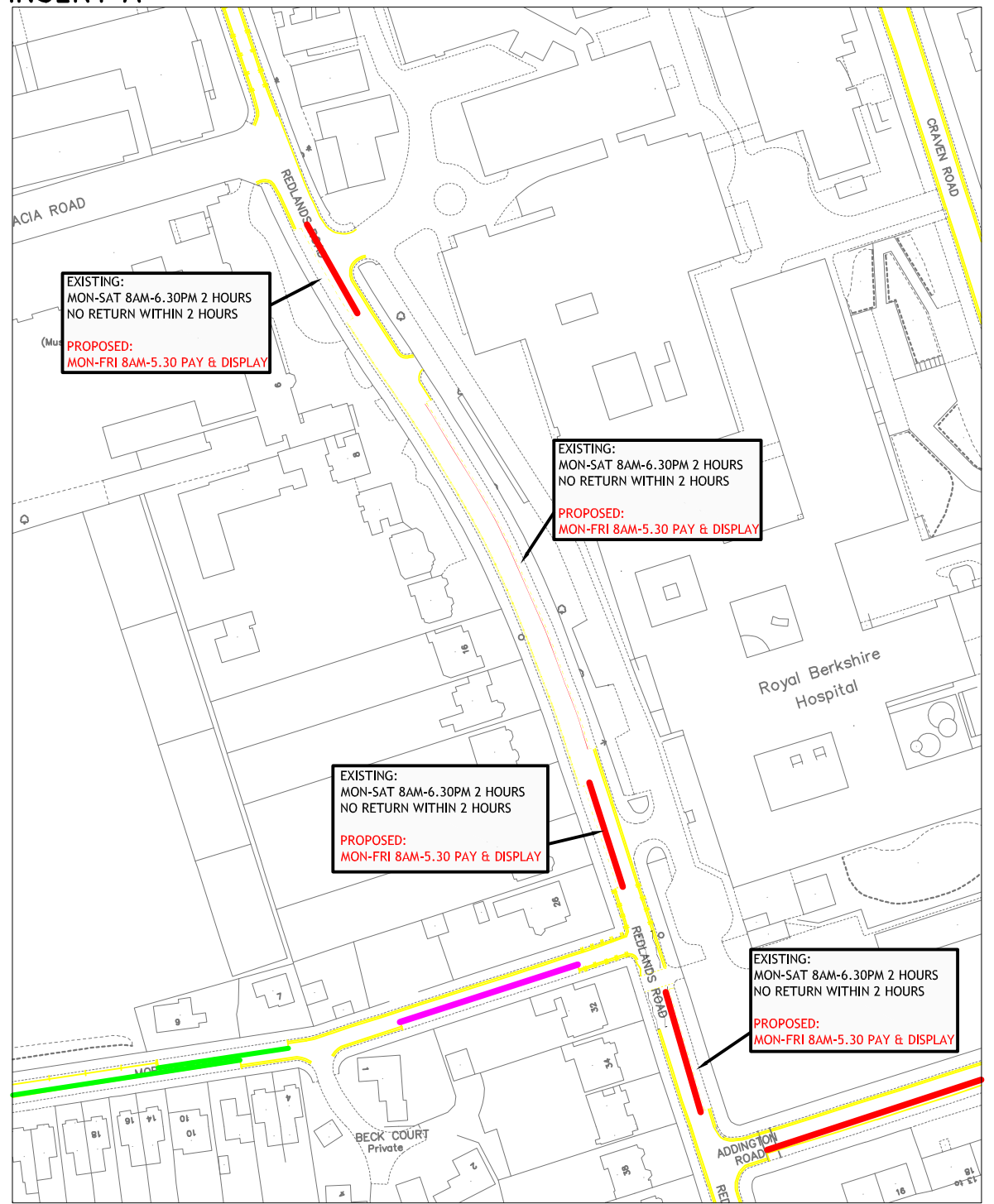
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Drawing No.	Date	Approved
	07.15	
Project		UH012/Eldon/1
PARKING REVIEW HOSPITAL & UNIVERSITY AREA		
Drawing		ELDON SQUARE



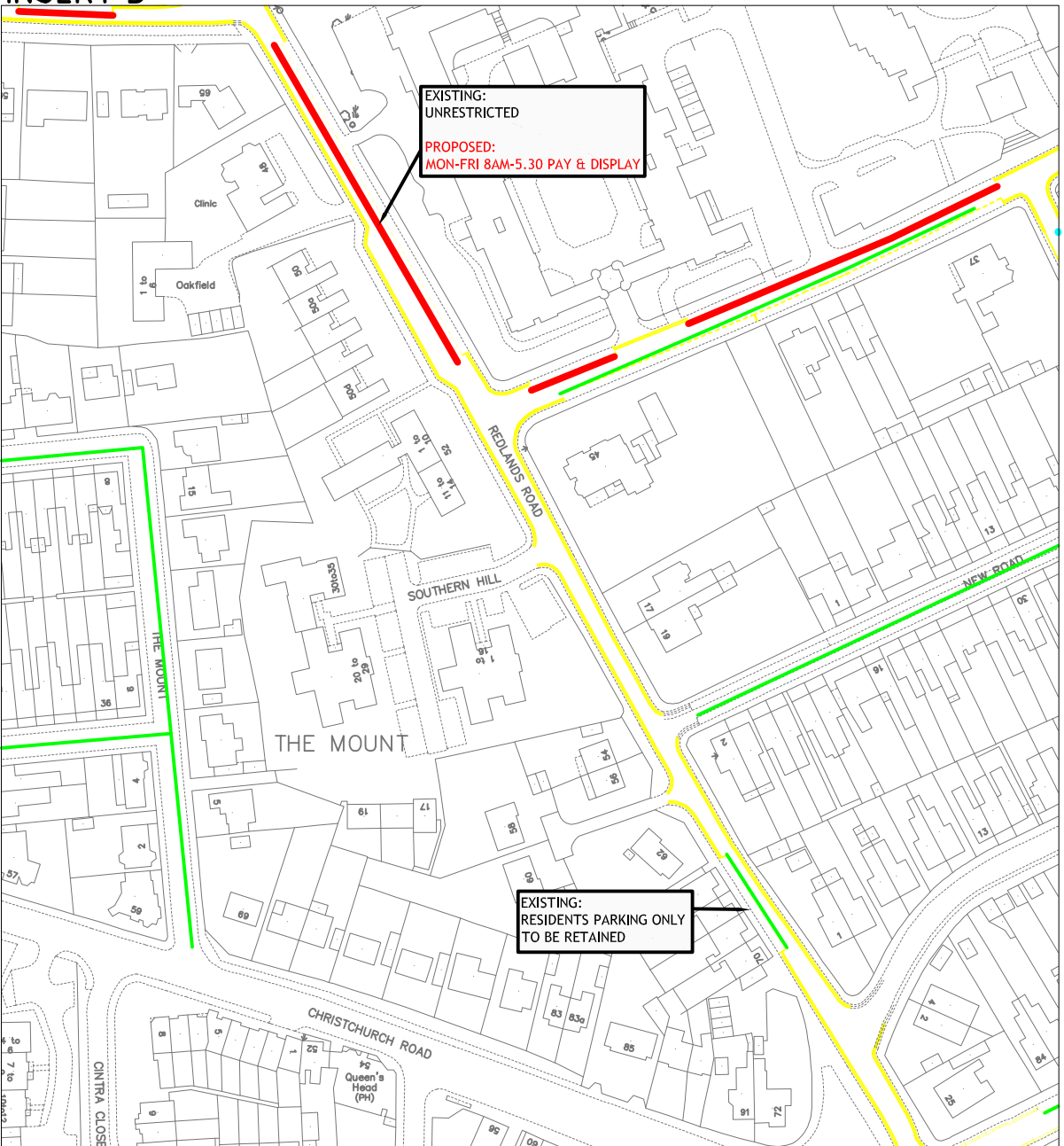
**OVERVIEW**



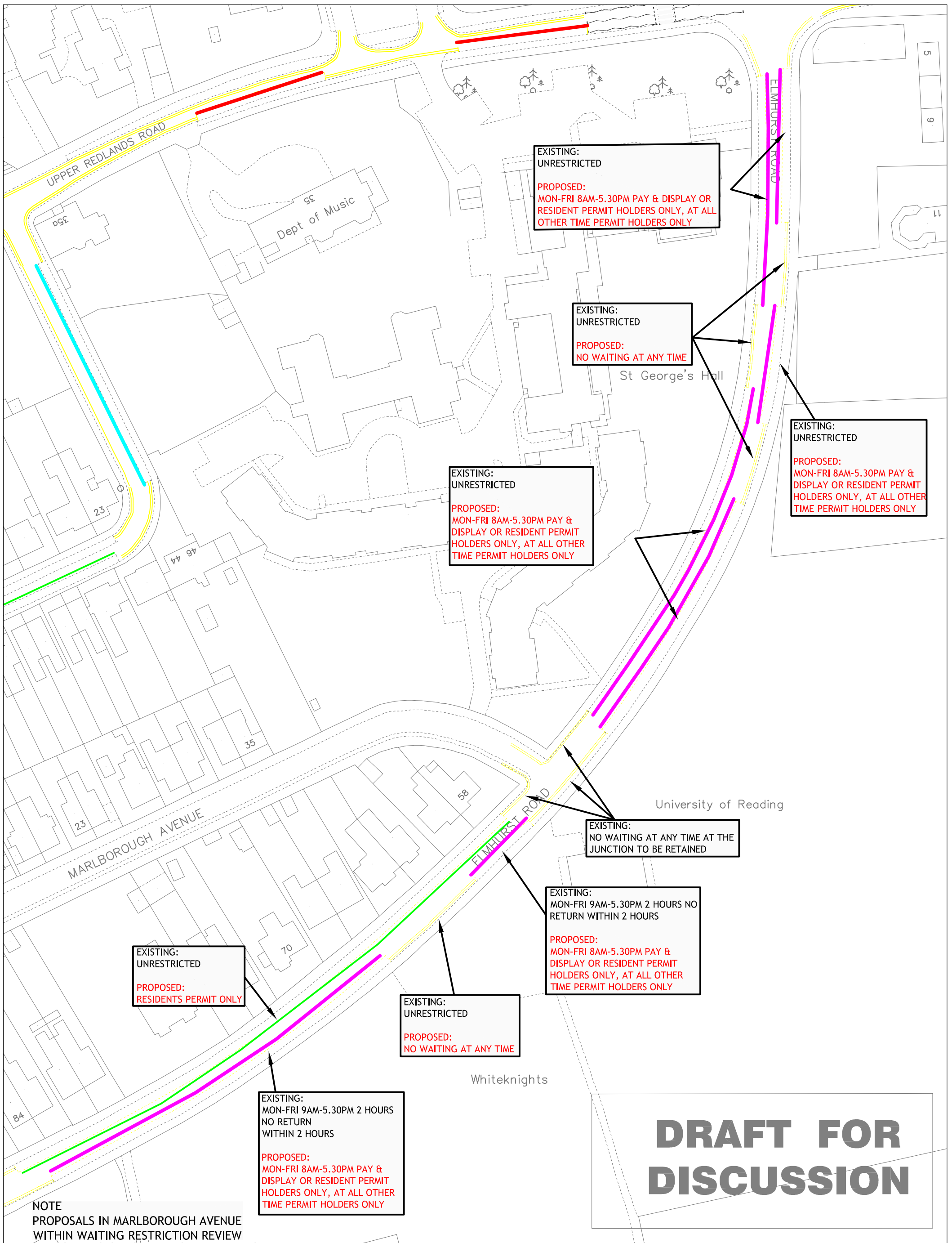
**INSERT A**



**INSERT B**



**DRAFT FOR DISCUSSION**



**DRAFT FOR DISCUSSION**

NOTE  
 PROPOSALS IN MARLBOROUGH AVENUE  
 WITHIN WAITING RESTRICTION REVIEW

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 Civic Offices  
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 Reading RG1 2LU

Project  
 PARKING REVIEW  
 HOSPITAL & UNIVERSITY AREA

Drawing  
 ELMHURST ROAD  
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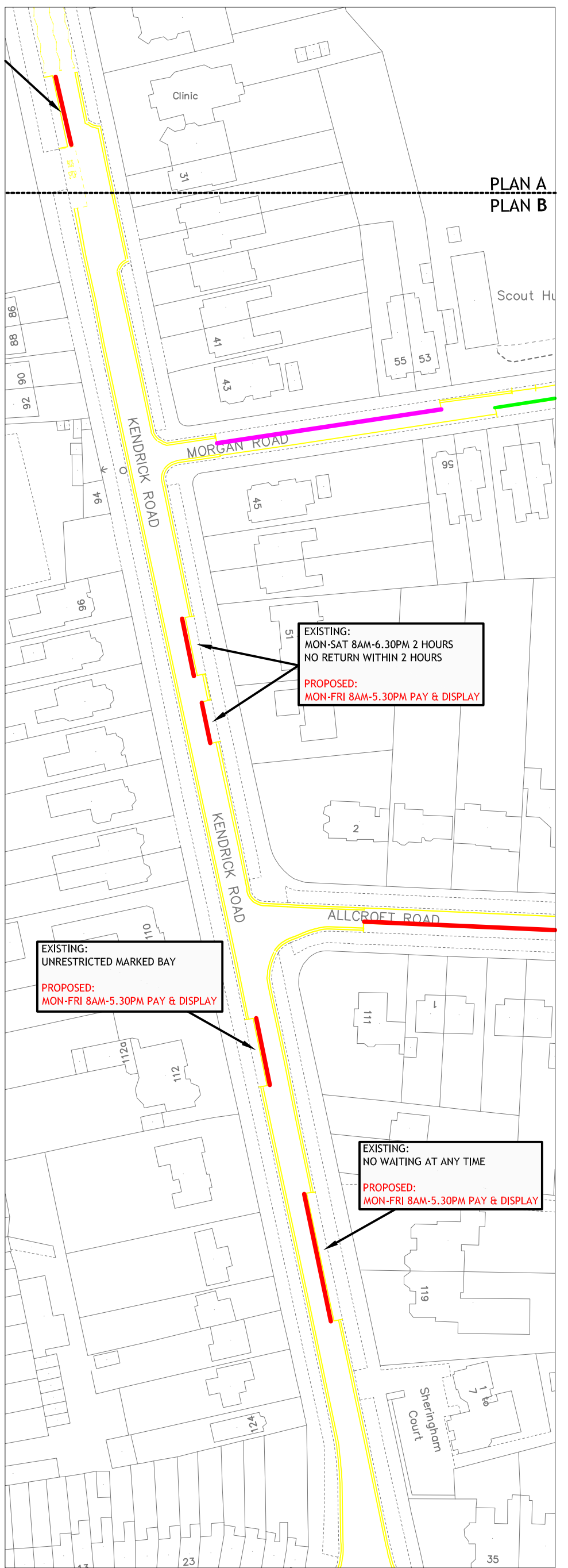
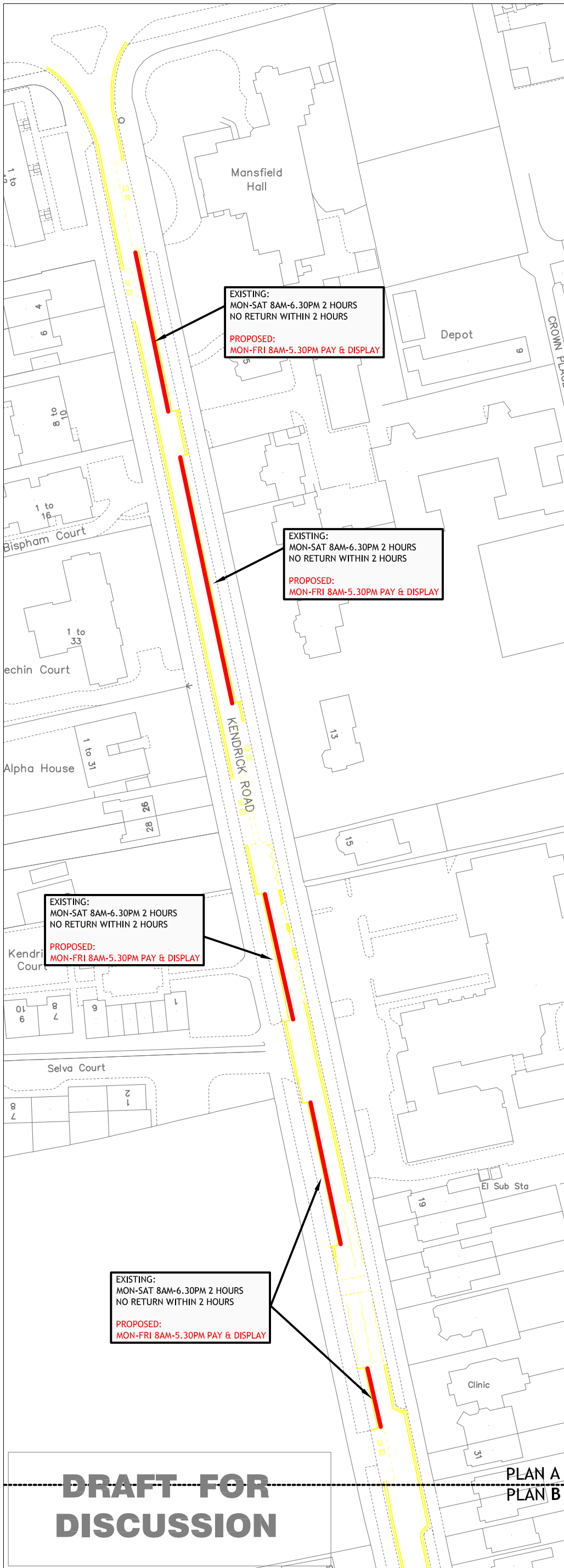
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Rev.  
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PLAN A  
PLAN B

**DRAFT FOR DISCUSSION**

PLAN A  
PLAN B

**NOTES:**  
ALL EXISTING NO WAITING AT ANY TIME,  
SCHOOL KEEP CLEAR MARKINGS & BUS STOPS  
TO REMAIN IN SITU EXCEPT WHERE NOTED



Transportation & Streetcare Services  
Civic Offices  
Bridge Street  
Reading  
RG1 2LU

Project PARKING REVIEW HOSPITAL & UNIVERSITY AREA	Scale N.T.S	Drawn AS	Checked
Drawing KENDRICK ROAD	Drawing no. UH001/KENDRICK/1	Approved	Rev B
		Date 07.15	





Provide basic details

**Name of proposal/activity/policy to be assessed:** Proposed residents parking and pay and display parking restrictions in the vicinity of the Royal Berkshire Hospital and Reading University

**Directorate:** ~~Children, Education & Early Help Services / Adult Care & Health Services / DENS / CSS (delete as appropriate)~~

**Service:** Transport

**Name and job title of person doing the assessment**

**Name:** Cris Butler

**Job Title:** Strategic Transport Programme Manager

**Date of assessment:** November 2015

---

Scope your proposal

**What is the aim of your policy or new service/what changes are you proposing?**

To implement a series of new parking restrictions in the vicinity of the Royal Berkshire Hospital and Reading University Area to prioritise parking for local residents and service users through introducing a Residents' Parking Scheme, to include elements of pay and display parking and parking protection at or near junctions.

**Who will benefit from this proposal and how?**

The residents and visitors of the area will benefit from a managed residents parking system and a pay and display facility that will create a higher turnaround of parking spaces. The proposed restrictions will also improve road safety by protecting junctions.

**What outcomes does the change aim to achieve and for whom?**

As above.

**Who are the main stakeholders and what do they want?**

Residents, visitors and users of facilities in the vicinity of the Royal Berkshire Hospital and Reading University.

Parking protection for residents and their visitors. More short term parking facilities for visitors to the Hospital and University.

**Assess whether an EqlA is Relevant**

How does your proposal relate to eliminating discrimination; promoting equality of opportunity; promoting good community relations?

Do you have evidence or reason to believe that some (racial, disability, gender, sexuality, age and religious belief) groups may be affected differently than others? (Think about your monitoring information, research, national data/reports etc.)

Yes / No (delete as appropriate)

Is there already public concern about potentially discriminatory practices/impact or could there be? Think about your complaints, consultation, and feedback.

Yes / No (delete as appropriate)

If the answer is **Yes** to any of the above you need to do an Equality Impact Assessment.

If **No** you **MUST** complete this statement

An Equality Impact Assessment is not relevant because: the proposals will improve parking facilities and parking space turnaround for all users in the vicinity of the Royal Berkshire Hospital and Reading University.

Signed (completing officer)

Date November 2015



Signed (Lead Officer)

Date November 2015

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	12
TITLE:	SCHOOL EXPANSION AND SUSTAINABLE TRANSPORT UPDATE		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	BOROUGHWIDE
LEAD OFFICER:	MARIAN MARSH	TEL:	0118 937 2451
JOB TITLE:	TRANSPORT PLANNER	E-MAIL:	<a href="mailto:marian.marsh@reading.gov.uk">marian.marsh@reading.gov.uk</a>

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to provide a further update to the Sub-Committee on the progress made towards encouraging sustainable travel to school through the development of new Travel Plans for the Primary Schools that are expanding this autumn.
- 1.2 Appendix 1 - list of works identified within the development process.

2. RECOMMENDED ACTION

- 2.1 To note the contents of this report and the list of works as identified in Appendix 1.

3. POLICY CONTEXT

- 3.1 The proposals are in line with current Transport, Education and Planning Policy.
- 3.2 Specifically, the proposals are in line with the objectives set out in The Sustainable Modes of Travel Strategy (SMOTS), March 2010, and the School Expansion and Sustainable Travel in Reading Traffic Management Sub-Committee report, March 2014.

#### 4. THE PROPOSAL

4.1 As a part of the development process a number of alterations, works and proposals have already been identified in improving access to the schools being expanded.

4.2 Appendix 1 identifies works that have already taken place or will be carried out as a part of the development process and those requested for additional spend of the S106 monies to mitigate the impact of a larger school.

#### 5. CONTRIBUTION TO STRATEGIC AIMS

5.1 The delivery of School Travel Plans as outlined in this report help to deliver the following Corporate Plan Service Priorities:

- Providing the best life through education, early help and healthy living.
- Keeping the town clean, safe, green and active.

#### 6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 Public planning exhibition events were held at each expanding school for parents, pupils, staff and the neighbouring communities in 2014 to inform the community about the proposed building works and their impact. Comments and concerns related to transport issues, particularly parking and extra road traffic were gathered at these events and informed the planning application submissions and the School Travel Plans. Once the Travel Plans are submitted, these are accessible to the public on the Council's website.

#### 7. LEGAL IMPLICATIONS

7.1 Any future proposals for waiting and movement restrictions would be 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.
- 8.3 School travel plans are by their nature inclusive, since they plan for the needs of children, their parents and carers and the wider community around the school neighbourhood. By encouraging active travel, the needs of all people are included in the Travel Plan regardless of car ownership or access to a car. By including pupils in the monitoring and review process, children have a voice in the decisions made. In this way, the Travel Plans will help promote equality, social inclusion and a safe and healthy environment for all.

## 9. FINANCIAL IMPLICATIONS

- 9.1 There are no financial implications resulting from this report.

## 10. BACKGROUND PAPERS

- 10.1 The Sustainable Modes of Travel Strategy (SMOTS) March 2010.
- 10.2 School Expansion and Sustainable Travel in Reading, Traffic Management Sub-Committee report, March 2014 & November 2015.

## Appendix 1 - list of works identified within the development process.

### Geoffrey Field Infant / Junior Schools

Pedestrian crossing on Northumberland Avenue.  
Infants school - 3nr new pedestrian barriers on Northumberland Avenue protecting new pedestrian entrance into school.

### EP Collier Primary

New vehicle staff car park entrance on Ross Road.  
Stopping up and reinstatement of footpaths at existing vehicle entrances on York Road.  
Relocation of pedestrian barriers on York Road to reflect new pedestrian access into school.  
Disabled pedestrian access ramp to new school entrance from Swansea Road  
New cycle shelter & 6 Sheffield cycle stands for staff  
Cycle store with 3 Sheffield cycle stands and scooter pod for 10 scooters for pupils  
Cycle store with 9 Sheffield cycle stands for pupils

### Ridgeway Primary School

School keep clear markings on Linden Road - to be re-marked  
New school vehicle entrance on from highways land on Hillbrow - new vehicle only entrance to school  
TRO - yellow lines on junction of Hillbrow / Whitley wood Road to prevent parking on junction.  
2 new cycle shelters with 5 Sheffield cycle stands and scooter pods in each shelter for pupils  
1 new cycle shelter with 10 Sheffield cycle stands for pupils  
1 new cycle shelter with 5 Sheffield cycle stands for staff

### Southcote Primary School

TRO - new school keep clear markings on Silchester road to protect new pedestrian entrance to school  
2 new school car park entrance/exits on Silchester road to form new staff car park  
Re-line marking of junction Silchester Road and Ross Road to accommodate new staff carpark entrance at junction  
New cycle shelter with 5 Sheffield cycle stands for staff  
New cycle shelter with scooter pod for 10 scooters for pupils  
New pedestrian entrances into school on Silchester Road to reflect new access into school  
New pedestrian entrance off highways footpath off Shepley Drive to improve pedestrian access into school

### Alfred Sutton Primary School

A new entrance for vehicles in to the school car park

### St Michaels Primary

2 pedestrian crossings on Dee Road outside St Michaels Primary and English Martyrs.

New pedestrian entrance into school on Dee Road to new reception playground

New pedestrian entrance into school on Dee Road for ks2 children

New cycle shelter with 5 Sheffield hoops

New cycle shelter with 10 Sheffield hoops

### St Martin's Primary

Walking route signing

Relining of yellow 'keep clear'

### Churchend Primary

New car park coming off Conwy Close

Pedestrian crossing over Conwy Close in front of school site

2 new cycle shelters

Tarmacing of footpath from Usk Road to Conwy Close

Need for bollard at end of Usk Road footpath to ensure use by pedestrians only

### Hodsoll Road - new school

All new cycle shelters

Works on Hodsoll Road to create pedestrian crossings

New car park

Path along Victoria Park to provide off-street route for children coming from Oxford Road School as well as Civitas (new school) to the new pitch facilities.

## Appendix 1 - list of works identified within the development process.

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Infants school - 3nr new pedestrian barriers on Northumberland Avenue protecting new pedestrian entrance into school.

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New cycle shelter with 5 Sheffield cycle stands for staff  
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READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	13
TITLE:	CYCLING IN BROAD STREET - RESULTS OF INFORMAL CONSULTATION		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	ABBEY
LEAD OFFICERS:	CRIS BUTLER	TEL:	0118 937 2068
JOB TITLE:	STRATEGIC TRANSPORTATION PROGRAMME MANAGER	E-MAIL:	Cris.butler@reading.gov.uk

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update members of the Sub-Committee on the results of the informal consultation on cycling in Broad Street.
- 1.2 Subject to approval from members of the sub-committee, the report also requests approval to complete a statutory consultation on the most popular option discovered during the consultation process.
- 1.3 Appendix 1 - Broad Street location plan  
Appendix 2 - Consultation report  
Appendix 3 - Equality Impact Assessment

2. RECOMMENDED ACTION

- 2.1 That 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 a statutory consultation on permitting cycling in Broad Street West as shown in Appendix 1 and 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.

### 3. POLICY CONTEXT

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

### 4. THE PROPOSAL

#### Background

- 4.1 In the early 1990's, Broad Street was initially partially pedestrianised resulting in the introduction of a cycling ban between the West Street/St Marys Butts Junction and Queen Victoria Street.
- 4.2 When the full length of Broad Street was pedestrianised in 2000, the existing cycle links on Broad Street East were retained to allow access via Cross Street and Queen Victoria Street to the north of the Town Centre. However, the existing moving traffic restrictions in Broad Street West remained, including the cycling ban.
- 4.3 The current prohibition of cycling in Broad Street West is supported by the existing pedestrian zone restrictions at the Queen Victoria Street/Broad Street junction. This part of the pedestrian zone includes a "No Vehicles" restriction and pedal cycles are included within this restriction type.
- 4.4 Enforcement of the current cycling ban in Broad Street West is the responsibility of the Police. Unfortunately, enforcement action has historically been difficult due to the current layout and inconsistent cycling message.
- 4.5 At the November 2015 meeting of this Sub-Committee, a report was submitted requesting approval to complete a consultation on permitting cycling for the entire length of Broad Street.
- 4.6 Members of the Sub-Committee reviewed the report, and decided that an informal consultation should take place first before any Statutory Consultation can commence. The members of the Sub-Committee agreed that the informal consultation should focus on three questions which were:-

- 1) *I support cycling along the whole length of Broad Street*
- 2) *I support a ban of cycling along the whole length of Broad Street*
- 3) *No change to the current system*

4.7 The Consultation started on Monday 9th November 2015, running until 31<sup>st</sup> December 2015. The consultation was available on the Council website, or written feedback was welcomed for those with no internet access

4.8 The results of the consultation is as follows:-

Total number of responses - 1283 (6 in written response)

- 1) Support whole length - 796 (62%)
- 2) Ban whole length - 448 (35%)
- 3) No change - 39 (3%)

More detailed information about the consultation is shown in Appendix 2.

4.9 Alongside the comments sent in through the website consultation, the Council also received three separate letters commenting on the proposal. One was from a resident supporting the proposal, and two from residents objecting to the proposal. It is not clear if they also completed the online form. One of letters objecting also commented on the Equality Impact Assessment Scoping Report stating they did not agree with the outcome of the report. In response to this, Officers have now completed a full Equality Impact Assessment and this is attached as Appendix 3.

4.10 Based on the majority of consultation responses in support of permitting cycling the whole length of Broad Street, it is recommended that the formal Statutory Consultation now commences, and any objections be reported to a future meeting of the Traffic Management Sub-Committee.

4.11 It must be noted that if cycling is permitted along the entire length of Broad Street, there will be no segregation for cyclists and the route would continue as a shared facility for all users.

## 5. CONTRIBUTION TO STRATEGIC AIMS

5.1 The delivery of the projects outlined in this report help to deliver the following Corporate Plan Service Priorities:

- Keeping the town clean, safe, green and active.
- Providing infrastructure to support the economy.

## 6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 The proposals have been and will continue to be communicated to the local community through the informal consultation, the Statutory Consultation process, Council Meetings and forums.

## 7. LEGAL IMPLICATIONS

7.1 Any 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.

8.2 The Council has previously 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.

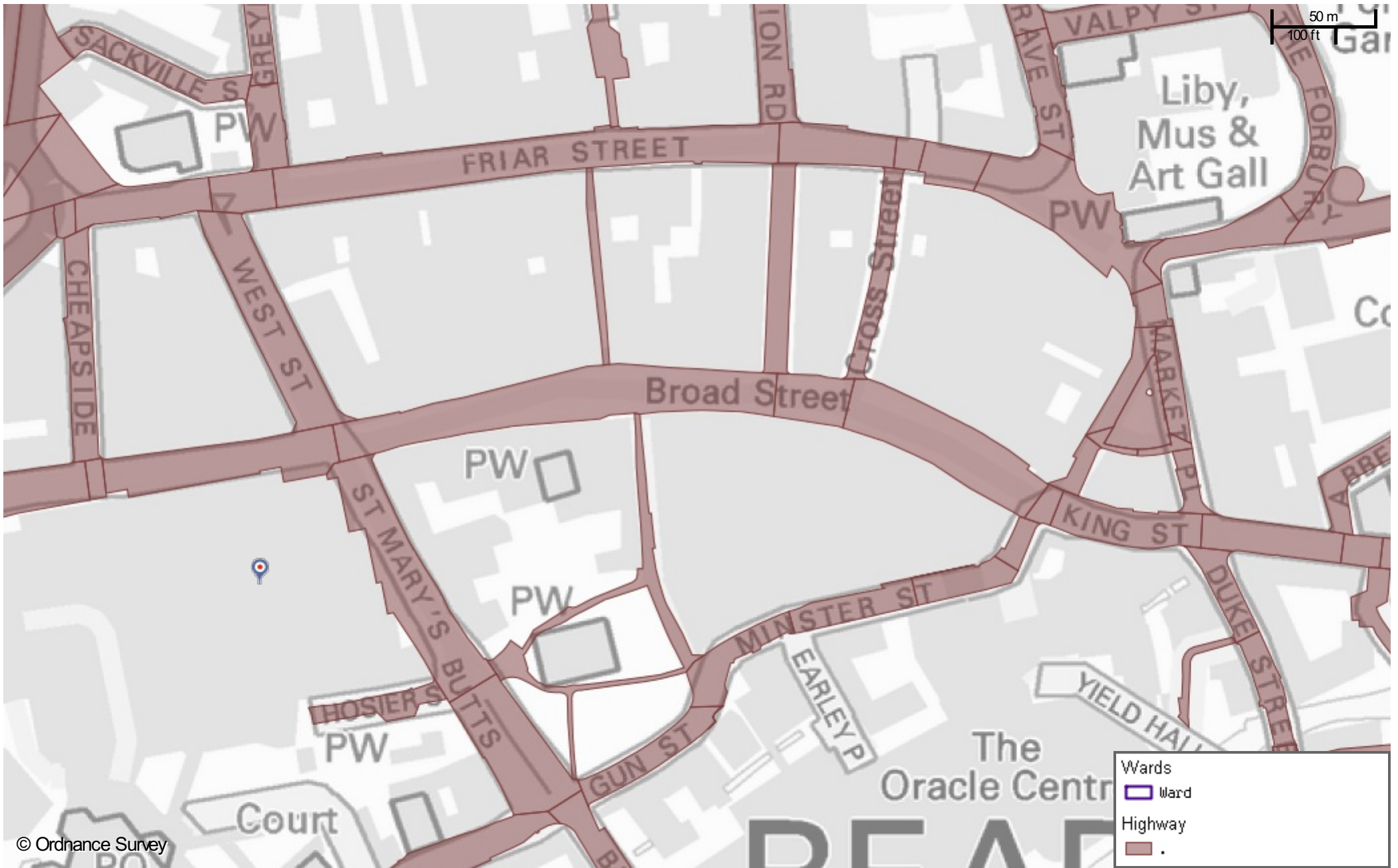
8.3 However, in light of comments received during the informal consultation process, officers have also completed a full EqlA and this is shown in Appendix 3.

## 9. FINANCIAL IMPLICATIONS

9.1 The proposals will be funded from existing Transport budgets

## 10. BACKGROUND PAPERS

10.1 Traffic Management Sub-Committee report - November 2015.



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## Broad Street - Cycling Consultation 2015

Overall 1277 respondents completed this questionnaire.  
The report has been filtered to show the responses for 'All Respondents'.  
The following charts are restricted to the top 12 codes.

### \* Which of these statements do you most agree with:-

I support cycling along the whole length of Broad Street (796)  
I support a ban of cycling along the whole length of Broad Street (442)  
No change (39)

### Are you?

Male (779) 63%

Female (457) 37%

### Which age group do you belong to?

Under 16 (9)  
18 - 24 years (62)  
25 - 34 years (228)  
35 - 44 years (276)  
45 - 54 years (290)  
55 - 64 years (227)  
65 - 74 years (138)  
75 years plus (31)

### Please indicate if you consider yourself to have any of the following disabilities /conditions? ( Do you consider yourself to have a disability or long term health condition which limits what you are able to do?)

None / Not applicable (991)  
Mobility - getting around (77)  
Hearing (71)  
Eyesight (39)  
Difficulties using hands / fingers (11)  
Learning disability (12)  
Mental health problem (21)  
Other - please state below: (15)

### Other

MS

asthma and parkinsons

asthma

I am an asthmatic and use my bike to keep fit and get around town, but the air quality some days is so bad it triggers my asthma. Having at least part of my early morning commute through a street with no cars

I am a wheelchair user

i have asthma

Slower reflexes due to normal aging process

Asthmatic

**Do you have access to a car?**

Yes (923)

No (326)

**How do you usually travel across the borough?**

Car (527)

Walk (586)

Bus (510)

Bicycle (665)

Train (138)

Taxi (74)

Other (30)





Provide basic details

Name of proposal/activity/policy to be assessed: Review of existing cycling restrictions on Broad Street

Directorate: ~~Children, Education & Early Help Services / Adult Care & Health Services / DENS / CSS~~ (delete as appropriate)

Service: Transport

Name and job title of person doing the assessment

Name: Cris Butler

Job Title: Strategic Transport Programme Manager

Date of assessment: October 2015 - Revised January 2016

Scope your proposal

**What is the aim of your policy or new service/what changes are you proposing?**

To review the current cycling restrictions in Broad Street.

**Who will benefit from this proposal and how?**

Potentially all users of the Town Centre due to formal clarification of the current cycling restrictions in Broad Street. This is because currently half of Broad Street permits cycling (East end) and half of Broad Street doesn't permit cycling (West end).

Cyclists - if the result of the consultation results in permitting cycling along the entire length of Broad Street.

**What outcomes does the change aim to achieve and for whom?**

As above.

**Who are the main stakeholders and what do they want?**

All users of the Town Centre.

Confirmation of cycling status along Broad Street.

### Assess whether an EqlA is Relevant

How does your proposal relate to eliminating discrimination; promoting equality of opportunity; promoting good community relations?

Do you have evidence or reason to believe that some (racial, disability, gender, sexuality, age and religious belief) groups may be affected differently than others? (Think about your monitoring information, research, national data/reports etc.)

Yes / No (delete as appropriate)

Is there already public concern about potentially discriminatory practices/impact or could there be? Think about your complaints, consultation, and feedback.

Yes / No (delete as appropriate)

---

**Consultation**

How have you consulted with or do you plan to consult with relevant groups and experts.		
<b>Relevant groups/experts</b>	<b>How were/will the views of these groups be obtained</b>	<b>Date when contacted</b>
Traffic Management Sub-Committee	Through discussion, and encouraging feedback.	November 2015
Access and Disabilities Working Group	Presentation of proposals, and encouraged feedback through the informal consultation	November/December 2015
Older Peoples Working Group	Presentation of proposals, and encouraged feedback through the informal consultation	November/December 2015
Reading Business Improvement District	Presentation of proposals, and encouraged feedback through the informal consultation	November/December 2015
RBC Social Media	Promoted informal consultation throughout consultation process	November/December 2015
Informal Consultation on RBC website	Detailed information on reasons for consultation	November/December 2015
Traffic Management Sub-Committee	Proposal to proceed to Statutory Consultation	January/February 2016
Statutory Consultee's and any interested parties	Statutory three week consultation	February 2016

## Collect and Assess your Data

### Describe how this proposal could impact on Racial groups

None

Is there a negative impact?      Yes                      No                      ~~Not sure~~

### Describe how this proposal could impact on Gender/transgender (cover pregnancy and maternity, marriage)

None

Is there a negative impact?      Yes                      No                      ~~Not sure~~

### Describe how this proposal could impact on Disability

Cycling is already permitted in Broad Street East in a mixed pedestrian and cycling environment. The proposals if approved will formally permit cycling in Broad Street West. Initially this may cause some uncertainty for users of Broad Street who are not aware of such a change. However, this could help with clarity on which modes are permitted, and assist with overall awareness when using the shared areas.

Is there a negative impact?      Yes                      No                      Not sure

### Describe how this proposal could impact on Sexual orientation (cover civil partnership)

None

Is there a negative impact?      Yes                      No                      ~~Not sure~~

### Describe how this proposal could impact on Age

Cycling is already permitted in Broad Street East in a mixed pedestrian and cycling environment. The proposals if approved will formally permit cycling in Broad Street West. Initially this may cause some uncertainty for users of Broad Street who are not aware of such a change. However, this could help with clarity on which modes are permitted, and assist with overall awareness when using the shared areas.

Is there a negative impact?      Yes                      No                      Not sure

### Describe how this proposal could impact on Religious belief?

None

Is there a negative impact?      Yes                      No                      ~~Not sure~~

### Make a Decision

If the impact is negative then you must consider whether you can legally justify it. If not you must set out how you will reduce or eliminate the impact. If you are not sure what the impact will be you MUST assume that there could be a negative impact. You may have to do further consultation or test out your proposal and monitor the impact before full implementation.

Tick which applies (Please delete relevant ticks)

1. No negative impact identified
2. Negative impact identified but there is a justifiable reason
3. Negative impact identified or uncertain

**What action will you take to eliminate or reduce the impact? Set out your actions and timescale?**

If, following completion of the Statutory Consultation, it is approved to permit cycling along the entire length of Broad Street, alongside introducing the formal regulatory shared use footway/cycleway signs at regular intervals along Broad Street, further temporary signs and an awareness exercise will take place to make all users aware of the change.

**How will you monitor for adverse impact in the future?**

Regular updates will take place with existing user groups (Access and Disability Working Group, Older Peoples Working Group, Business Improvement District) to regularly review the change.

Signed (completing officer)

Date 4<sup>th</sup> January 2016

Signed (Lead Officer)



Date 4<sup>th</sup> January 2016

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	14
TITLE:	CONNECTING READING: CAR CLUB AND MULTIMODAL HUBS		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	BOROUGHWIDE
LEAD OFFICER:	MARIAN MARSH	TEL:	0118 937 2451
JOB TITLE:	TRANSPORT PLANNER	E-MAIL:	<a href="mailto:marian.marsh@reading.gov.uk">marian.marsh@reading.gov.uk</a>

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update the Sub-Committee on progress towards linking car share to multimodal hubs including ReadyBike, Reading Buses, BetterPoints and cycling and walking routes and to report to the Sub-Committee the results of the recently completed statutory consultation on a proposal to provide two new car club spaces in Reading with links to other modes of transport.
- 1.2 Location plans Appendix 1 - Oxford Road and Appendix 2 - Rectory Road

2. RECOMMENDED ACTION

- 2.1 That the Sub-Committee notes the report.
- 2.2 That the committee agrees that the working group progress the joint branding and marketing of the multimodal hubs and that the scheme is launched at the end of March 2016.

3. POLICY CONTEXT

- 3.1 The proposal is in line with Reading's strategic objectives set out in the Local Transport Plan which has the vision to enable people to

move around easily, safely, sustainably and in comfort by 'Better Connecting' Reading, specifically:

- To align transport and land use planning to enable sustainable transport choices, improve mobility, reduce the need to travel and preserve the natural environment.
- To provide affordable, accessible and inclusive travel options for everyone.
- To reduce carbon emissions from transport, improve air quality, and create a transport network which supports a mobile, affordable low-carbon future.

#### 4. THE PROPOSAL

- 4.1 This project will build on the existing Car Club in Reading by introducing two new Car Club multi-modal nodes which have significant connectivity to other sustainable modes of transport, including Reading's cycle hire scheme (ReadyBike), Reading bus services and walking and cycling routes. The two new cars at these nodes will be hybrid vehicles which use electric power when moving slowly around town and generate electricity using regenerative braking systems. Reading Borough Council in partnership with Co-Wheels was awarded £48,800 funding from the Department of Transport for the scheme as a Car Club Demonstration Project in March 2015.
- 4.2 A short list of possible locations was drawn up in partnership with Co-Wheels which brings together ReadyBike cycle hire, bus stops, suitable parking on street and high density housing with low car ownership where there is increased and unmet demand for car share. The two sites which best met the criteria were: Oxford Road in close proximity to Battle Library and Rectory Road in Caversham.
- 4.3 Please see the location plans (appendix 1 & 2) of the dedicated car club bays attached to this report.
- 4.4 These sites and details of the scheme were reported to Reading Borough Council's Traffic Management Sub-Committee on 16 September 2015. The committee has given spending approval for the project and approval to take this forward through the statutory consultation (TRO) process.
- 4.5 The consultation process for the 2 car clubs bays commenced on Thursday 17 December for 21 days, ending on 11 January 2016.
- 4.6 There were no objections to the proposed car club bays as of 5<sup>th</sup> January 2016.

4.7 A joint working group meets twice monthly with all stakeholders in the multimodal package: Co-Wheels, ReadyBike, Reading Buses and Better Points (a multimodal phone app encouraging sustainable travel already linked to Reading Buses and ReadyBike). The group is working collaboratively to develop opportunities for a multimodal package of ticketing, registration and promotions. Work is ongoing to produce a Smartcard to unlock the cars, the ReadyBikes, and to use on buses. Work is also underway to find a name for the Smartcard and to promote the whole project in a way that makes the concept of multimodal travel easy to understand and something that enables people to make a wider choice of how to travel.

## 5. CONTRIBUTION TO STRATEGIC AIMS

5.1 The delivery of this project will help to deliver the following Corporate Plan Service Priorities:

- Keeping the town clean, safe, green and active.

## 6. COMMUNITY ENGAGEMENT AND INFORMATION

6.1 Public consultation has been undertaken through the statutory Traffic Regulation Order (TRO) process for the new car club spaces.

## 7. LEGAL IMPLICATIONS

7.1 The proposals for waiting and movement restrictions were 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.



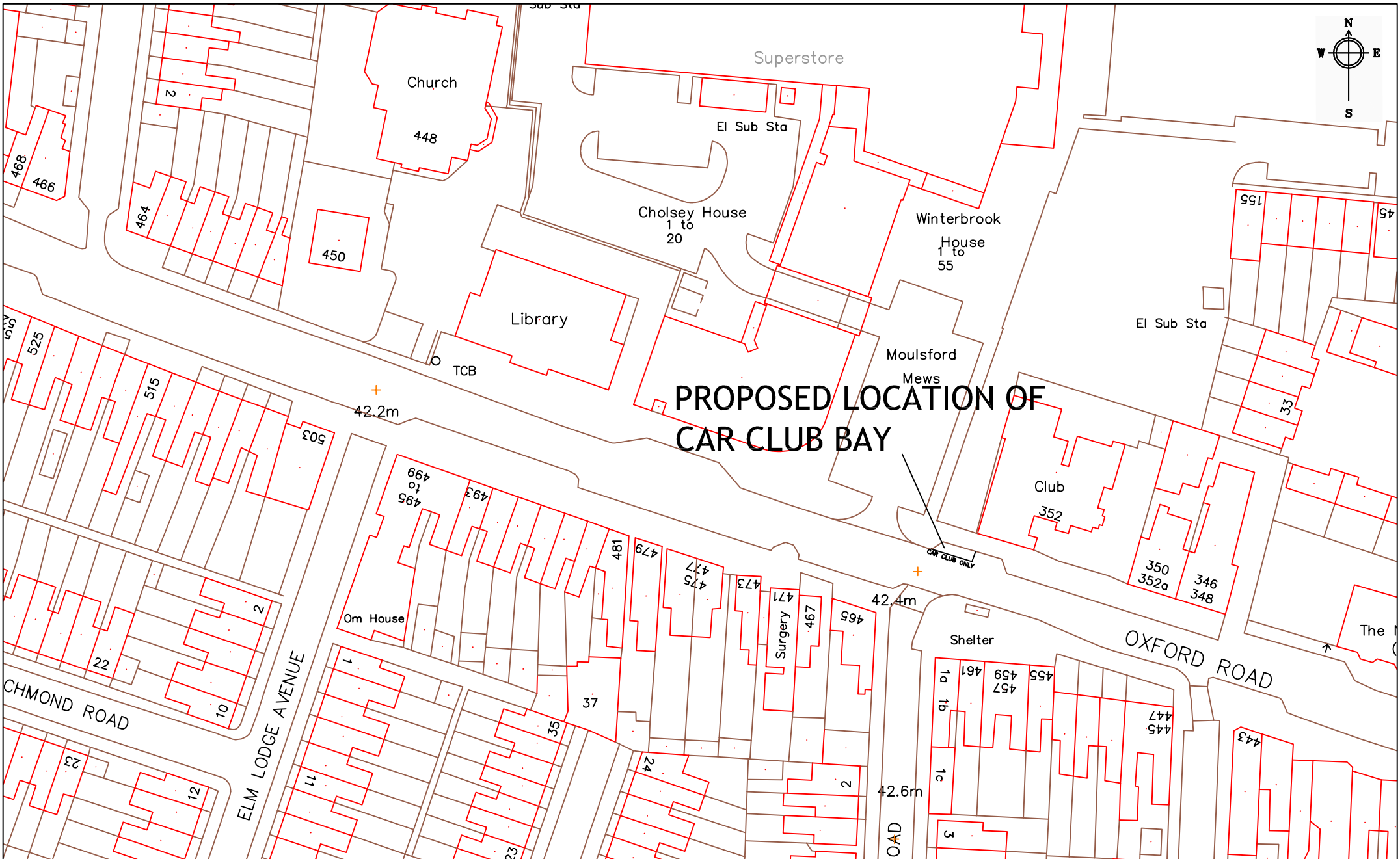
- 8.3 Car share enables people to make door to door journeys whether or not they own a car. It widens the choice of mode of travel and helps to ensure that non car owners are not disadvantaged but are able to make the same travel choices as those with access to their own car. By linking with other modes, people can reach a car space more easily thus encouraging more sustainable choices for door to door journeys and this can make car sharing more attractive rather than owning a car. The scheme is being developed to be as inclusive as possible so that those who do not drive or do not wish to can still benefit from the wider scheme to improve choices and to reward sustainable travel such as using ReadyBike and Reading Buses.

## 9. FINANCIAL IMPLICATIONS

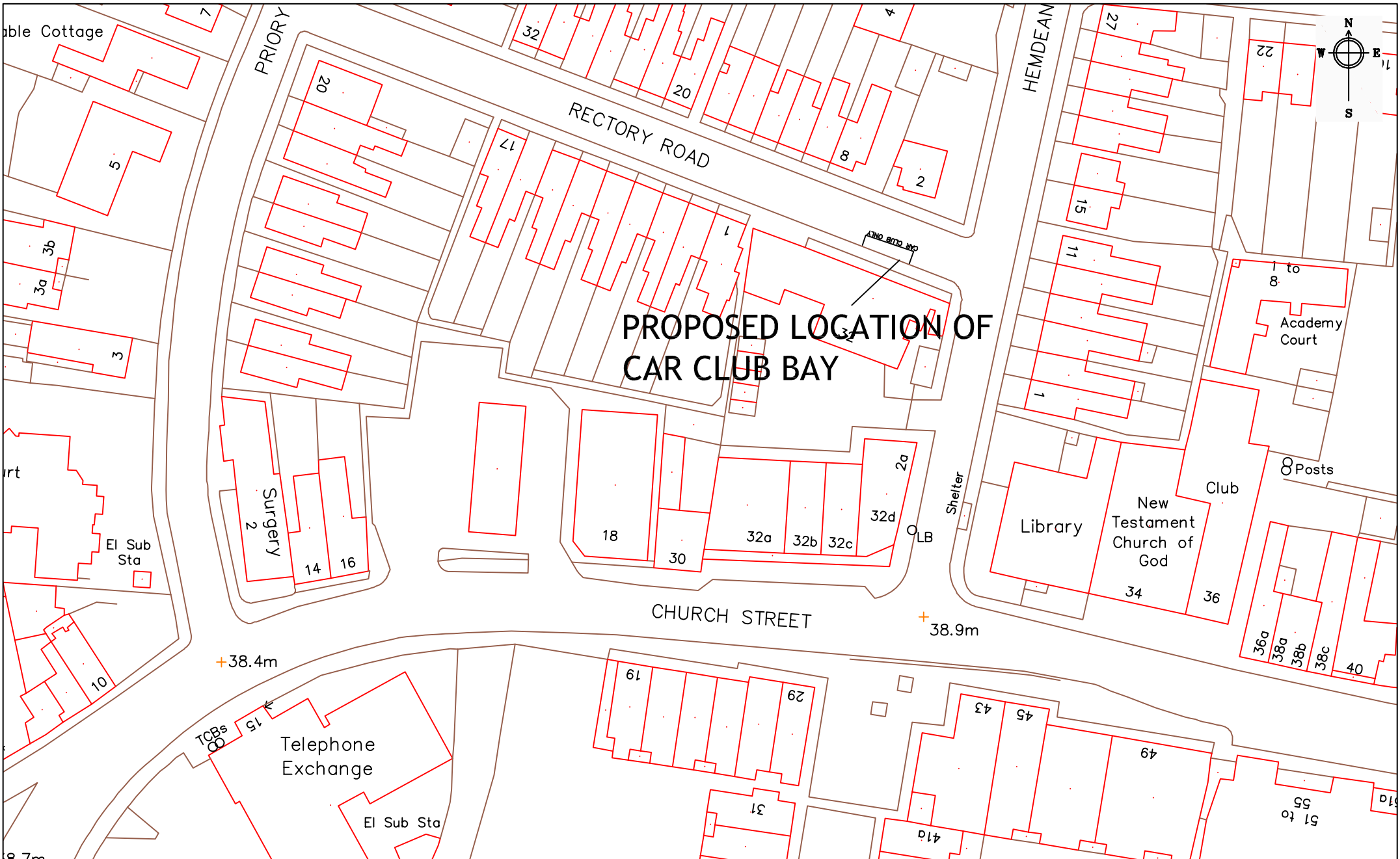
- 9.1 The scheme is funded through a grant of £48,800 from the Department for Transport for completion by the end of March 2016. A local contribution of £7,000 for the project will be funded through existing transport budgets.

## 10. BACKGROUND PAPERS

TM Sub report September 2015. Site Plans for the two car club bays at Oxford Road and Rectory Road are filed separately as appendices 1 and 2.



Project Proposed Car Club Locations	Scale NTS	Drawn AS
	Date SEP 2015	Checked CM
Drawing Oxford Road	Approved MM	
	Drawing No. Connecting Reading Car Club Appendix A	



Project Proposed Car Club Locations	Scale NTS	Drawn AS
	Date SEP 2015	Checked CM
Drawing Rectory Road, Caversham	Approved MM	
	Drawing No. Connecting Reading Car Club Appendix A	

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	15
TITLE:	MAJOR TRANSPORT AND HIGHWAYS PROJECTS - UPDATE		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	TRANSPORTATION AND STREETCARE	WARDS:	BOROUGHWIDE
LEAD OFFICERS:	CRIS BUTLER	TEL:	0118 937 2068
JOB TITLE:	STRATEGIC TRANSPORTATION PROGRAMME MANAGER	E-MAIL:	<a href="mailto:Cris.butler@reading.gov.uk">Cris.butler@reading.gov.uk</a>

1. EXECUTIVE SUMMARY

1.1 This report provides an update on the current major transport and highways projects in Reading, namely:

- Reading Station Area Redevelopment
- Thames Valley Berkshire Growth Deal Schemes - Green Park Station, Southern and Eastern Mass Rapid Transit, Eastern Park and Ride, National Cycle Network Route 422 and Third Thames Bridge.

1.2 This report also advises of any future key programme dates associated with the schemes.

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

### Reading Station

#### Cow Lane Bridges - Highway works

- 4.1 As previously reported to the Sub-Committee in March 2015, the Public Inquiry was held and completed on 13<sup>th</sup> January 2015.
- 4.2 All the objections to the Compulsory Purchase Order (CPO) were withdrawn but as they were outstanding when the public inquiry was held, the Department for Transport were not able to make a decision until they received the Inspector's report.
- 4.3 This process has now been completed, and The Secretary of State for Transport has confirmed both the CPO and SRO (Side Roads Order).
- 4.4 Alongside completing the necessary legal procedures to complete the CPO, Network Rail have for some time been engaged in a procurement process for the works liaising with existing contractors working on the Reading Station Area Redevelopment Project. The CPO process has delayed delivery, and the contractor Network Rail had identified to complete the highway works has since left site. Since the last Traffic Management Sub-Committee meeting, Network Rail have identified some potential issues with the overall cost profile to deliver the project, and some design issues with existing utility services in the road. At this stage, Network Rail are reviewing the cost profile and design to establish a future programme of works but clearly this has added some delay to the expected delivery of the project by Summer 2016. Officers of the Council are engaged in this process, and will provide a further update at the meeting if any more developments take place.

#### Cycle Parking on the North side of the Station

- 4.5 A new cycle parking hub with space for approximately 600 bikes is due to be introduced in the area previously used as a site compound on the corner of the multi-storey car park. The works programme has now been confirmed with adjustments to an existing electricity cable having taken place in November 2015. The Council will commence the main construction works in January 2016 with completion expected by the end of March 2016.
- 4.6 In the interim, additional cycle parking for 212 bikes has been introduced to cater for the high demand in this area.

## Thames Valley Berkshire Growth Deal Schemes

### Green Park Station

- 4.7 Reading Green Park Station is a proposed new railway station on the Reading to Basingstoke line. The station and multi-modal interchange would significantly improve accessibility and connectivity to this area of south Reading which has large-scale development proposed including the expansion of Green Park business park, Green Park Village residential development and the proposed Royal Elm Park mixed use development.
- 4.8 The scheme was granted financial approval by the Berkshire Local Transport Body in November 2014, with a programmed station opening date of December 2018 subject to Network Rail delivering electrification of the line between Southcote Junction and Basingstoke as committed prior to this date. The recently published Hendy Review includes a recommendation to delay electrification of this line to an unspecified date between 2019-2024, however the Berkshire Local Transport Body has agreed that the scheme should be progressed in line with the original timescales and therefore officers will continue to work with colleagues at Network Rail and Great Western Railway to progress scheme development, including detailed design work for the station and multi-modal interchange. The Lead Member has written again to the Secretary of State for Transport and the Chairman of Network Rail urging them to reconsider the electrification timetable so as to align it with the completion of Green Park Station.

### South Reading Mass Rapid Transit

- 4.9 South Reading Mass Rapid Transit (MRT) is a proposed series of bus priority measures on the A33 corridor between Mere oak Park & Ride and Reading town centre. The scheme would reduce congestion and journey times, improving public transport reliability on the main growth corridor into Reading. Any proposal will not reduce existing highway capacity along the A33.
- 4.10 Phases 1 & 2 of the scheme, from M4 J11 to Island Road, were granted full funding approval from the Berkshire Local Transport Body in November 2015. Officers are continuing to progress the detailed design for the scheme, including utility and geotechnical surveys, to enable a programme for scheme delivery during 2016/17 and 2017/18 to be finalised.
- 4.11 In addition, options for Phase 3 of the MRT scheme are currently being investigated to provide further bus priority measures between Island Road and Reading town centre.

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

- 4.12 East Reading Park & Ride (P&R) is a proposed park and ride facility off the A3290 and East Reading Mass Rapid Transit (MRT) is a proposed public

transport link between central Reading and the park and ride site, running parallel to the Great Western mainline.

- 4.13 The schemes were granted indicative funding approval in July 2014 and financial approval will be sought from the Berkshire Local Transport Body when the full business case for each scheme has been prepared.
- 4.14 A consultation was undertaken by Wokingham Borough Council during November 2015 regarding the P&R proposals, and timescales for further development of each scheme are currently under review, subject to the outcome of the consultation and business case work.

#### National Cycle Network Route 422

- 4.15 National Cycle Network (NCN) Route 422 is a proposed cross-Berkshire cycle route between Newbury and Windsor. The route would provide an enhanced east-west cycle facility through Reading, linking to existing cycle routes to the north and south of the borough.
- 4.16 The scheme was granted full funding approval from the Berkshire Local Transport Body in November 2015. Preferred option development and detailed design for the scheme will be undertaken in partnership with all authorities to ensure a programme for delivery of the full scheme can be agreed.

#### Third Thames Bridge

- 4.17 A Third Thames Bridge over the River Thames is a longstanding element of Reading's transport strategy to improve travel options throughout the wider area. A group has been established to investigate the traffic implications and prepare an outline business case for the proposed bridge, led by Wokingham Borough Council and in partnership with Reading Borough Council, South Oxfordshire District Council, Oxfordshire County Council, Thames Valley Berkshire LEP and Oxfordshire LEP.
- 4.18 The Wokingham Strategic Transport Model is currently being updated to enable the modelling and business case work to be undertaken, with initial results anticipated for Spring 2016 which will inform the next steps for the project.
- 4.19 Members are asked to note the contents of this report.

## 5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 The delivery of the projects outlined in this report help to deliver the following Corporate Plan Service Priorities:
- Keeping the town clean, safe, green and active.

- Providing infrastructure to support the economy.

## 6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 The projects have and will be 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 At the relevant time, the Council will carry out an equality impact assessment scoping exercise on all projects.

## 9. FINANCIAL IMPLICATIONS

- 9.1 The costs associated with delivery of the Park and Ride schemes and the Cycle Hub are met by the DfT Local Sustainable Transport Fund.

- 9.2 The costs associated with the delivery of the LEP Growth Deal schemes are met by a combination of LEP and local funding.

## 10. BACKGROUND PAPERS

- 10.1 Traffic Management Sub-Committee reports.



READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB COMMITTEE		
DATE:	14 JANUARY 2016	AGENDA ITEM:	16
TITLE:	CYCLE FORUM - MEETING NOTE		
LEAD COUNCILLOR:	TONY PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING & TRANSPORT
SERVICE:	TRANSPORTATION & STREETCARE	WARDS:	ALL
LEAD OFFICER:	CHRIS MADDOCKS	TEL:	0118 937 4950
JOB TITLE:	TRANSPORT PLANNING MANAGER	E-MAIL:	<a href="mailto:chris.maddocks@reading.gov.uk">chris.maddocks@reading.gov.uk</a>

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to inform Members of the discussions and actions from the Cycle Forum held in October 2015.
- 1.2 The Cycle Forum meeting note from 7 October 2015 is appended.

2. RECOMMENDED ACTION

- 2.1 That the Sub Committee notes the attached note from the Cycle Forum held on 7 October 2015.

3. POLICY CONTEXT

- 3.1 Reading's Cycling Strategy: Bridging Gaps, Overcoming Barriers & Promoting Safer Cycling, was adopted by the Council on 19 March 2014 as a sub-strategy to the Local Transport Plan (LTP). The strategy includes detailed policies regarding the design principles for delivering infrastructure and route improvements for cyclists on the public highway, as well as policies to encourage and promote cycling to different demographics.
- 3.2 The Cycling Strategy is aligned with wider local policy documents such as the Sustainable Community Strategy and Climate Change Strategy, contributing towards wider public health and air quality objectives.

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

4.1 The meeting of the Cycle Forum held on 7 October 2015 was chaired by Councillor Page. The Forum was also attended by 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 The delivery of the cycle schemes outlined in this report help to deliver the following Corporate Plan Service Priorities:

- Keeping the town clean, safe, green and active.
- Providing infrastructure to support the economy.

#### **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 None.

## READING CYCLE FORUM - MEETING NOTE

Wednesday 7<sup>th</sup> October 2015, 6pm

Mayor's Parlour, Civic Offices, Reading

### Attendees

Cllr Tony Page (Chair)  
Adrian Lawson (RCC)  
John Lee (RCC)  
Karen Robertson (CTC)  
Javed Saddique (CTC)  
Tanya Rebel (GREN)  
Elizabeth Winfield-Chislett (GREN)  
Cris Butler (RBC)  
Chris Maddocks (RBC)

### 1. Introductions

Cllr Page welcomed attendees to the meeting and introductions were made.

### 2. Presentation - Trends in Travel to Central Reading

Cris Butler presented on trends in travel to central Reading, based on the latest data from the annual cordon counts undertaken in May 2015 which highlight significant increases in bus patronage, cycling and walking trends in recent years.

### 3. Note of the Last Meeting

The note of the last meeting was reviewed as part of Agenda Item 4.

### 4. Main Topics for Discussion:

#### 4a. Broad Street

Cllr Page announced that the Council intended to undertake a public consultation on the possibility of allowing cycling in Broad Street West, thereby enabling cycling along the full length of Broad Street. An informal consultation would be undertaken to seek views followed by a statutory consultation if there is sufficient

support for the proposal. The decision making process would be taken through the Traffic Management Sub Committee.

It was noted that views regarding a 'green zone' or 'blue trail' marking across Broad Street and relocation of street furniture etc should be put forward as part of the consultation process for consideration.

It was confirmed that under the proposals Chain Street, Union Street and Riverside North would be retained as pedestrians only.

**ACTION** - RBC to progress Broad Street cycling consultation.

#### 4b. Signage and Access

It was noted that officer resources had been focused on delivering the programme of major schemes as part of the LSTF project, however the forthcoming consultation on Broad Street West presented a good opportunity to revisit signage and access arrangements in the town centre as previously discussed at the town centre workshop held in January.

A number of suggestions were raised for further consideration regarding possible improvements to signage in the town centre, with the overall objective to provide clarity at key junctions. It was highlighted that the signage at Market Place south should be reviewed to ensure compliance with the TSRDG. In addition, possible improvements to access arrangements in the town centre were discussed and it was agreed that a prioritised 'wish list' of the suggestions should be produced to be reviewed at future meetings of this forum.

The issue of enforcement of taxis at Yield Hall Bridge was highlighted and it was agreed that this would be raised with the land owner.

It was confirmed that the TRO for the bus lane right turn into Trooper Potts Way from Vastern Road at Reading Station northern interchange is for buses only.

**ACTION** - RBC to prepare prioritised 'wish list' of suggested improvements.

#### 4c. Cycle Routes, Crossings and Highway Markings

It was reported that the new pedestrian cycle bridge over the River Thames was opened in September. Concerns were raised regarding clarity of the cycle ramp on the southern side to ensure cyclists turned left rather than right where the steps are located.

**ACTION** - RBC to progress safety audit of the pedestrian cycle bridge.

The opportunity to review the status of the southern side of the Thames tow path was highlighted in light of the new bridge. It was agreed that the previous legal advice would be reviewed to understand if there is an opportunity to reconsider the status of the path to potentially allow cycling.

**ACTION** - RBC to review previous legal advice regarding the southern side of the Thames tow path.

The opportunity to implement cycle improvements on the Oxford Road when the second railway bridge replacement works have been completed by Network Rail was highlighted. It was agreed that a future meeting of this forum should consider possible improvement to the Oxford Road corridor.

A range of further opportunities to improve cycle routes, crossings and highway markings were raised for further consideration and it was agreed these would be added to the prioritised 'wish list'.

#### 4d. Contraflow Cycle Lanes

Possible opportunities to provide contraflow cycle lane provision in the town centre and surrounding area were discussed, including consideration of a contraflow in Market Place to enable northbound cycling as this is considered a preferred route to avoid Broad Street East, and provision of cycle lanes on Silver Street and Southampton Street.

#### 4e. Cycle Parking

It was reported that installation of the cycle parking hub at Reading Station has been delayed due to the requirement for SSE to make adjustments to an existing electricity cable running through the site. It is anticipated that SSE will complete their works this year to enable installation of the new cycle hub in early 2016.

A number of requests for additional cycle parking in the town centre were raised as part of the discussions, including replacement of the existing old style cycle parking at Target Junction and in Broad Street outside the Thorntons store.

It was noted that cycle parking in the town centre tends to be full in the run up to Christmas, therefore any additional parking that can be provided prior to December would be welcomed.

#### 4f. Cycle Information and Maps

It was reported that the Council intends to update the Reading Cycle Route Map and therefore any suggestions to update / improve the existing map were invited from the forum which could be incorporated into the new map.

**ACTION** - Forum members to provide suggestions for the updated Reading Cycle Route Map.

## 5. Any Other Business

**Cycle budgets** - It was noted that a significant investment in cycling infrastructure has been made through the LSTF programme in the last few years. Transport budgets are not allocated to individual modes in isolation; rather a holistic approach to transport provision is undertaken.

**Napier Road underpass** - It was suggested that a formal opening of the Napier Road underpass should be considered when works have been completed. This will provide a significant new link in the local cycle network under the railway line.

**Wokingham Road / Lower Henley Road** - It was reported that amendments to the advisory cycle lanes on Wokingham Road and Lower Henley Road as agreed at the Traffic Management Sub Committee will be undertaken in a cost effective way.

**Future meetings** - It was requested that additional notice is given for future meetings to enable forum members to suggest agenda items.

## 6. Date of the Next Meeting

Tuesday 9<sup>th</sup> February 2016, 6pm at the Civic Offices, Reading.