

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ECONOMIC GROWTH AND NEIGHBOURHOOD SERVICES

TO:	TRAFFIC MANAGEMENT SUB-COMMITTEE		
DATE:	5 MARCH 2020	AGENDA ITEM:	9
TITLE:	RESIDENTS PARKING SCHEME REVIEW		
LEAD COUNCILLOR:	COUNCILLOR T PAGE	PORTFOLIO:	STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT
SERVICE:	PARKING SERVICES	WARDS:	BOROUGHWIDE
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1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 This report advises members on the proposal to change the Residents Parking Scheme rules for Healthcare Professional, Carer, Temporary and Daily and Annual Landlord & Tradesperson Permits.
- 1.2 This report advises members on options to allow Hunter's Wharf Residents visitor parking permits

2. RECOMMENDED ACTION

- 2.1 That the members decide if the following professions should be added to the list of approved professions for Healthcare Professional Permits:
 - Education Welfare Officer
 - Family Worker
 - Youth Offending Service Worker
 - Specialist Youth Support worker
- 2.2 That the members decide if the carer permits rules are amended
- 2.3 That the members agree to introduce a new Print at Home Emergency Cover Permit and decide the charge is £30 or £40 per permit.
- 2.4 That members agree to introduce a new Print at Home daily Tradesperson and Landlord permit and decide the charge is £7.50.
- 2.5 That members decide if Annual Landlord permits amendments set out in 4.3.27 should proceed

- 2.6 That members decide if Council Officers can offer the households in Hunters Wharf discretionary visitor parking permits and if they are free and/or charged.**
- 2.7 That the members agree the Permit Management Rule & Definitions are updated to reflect the changes.**

3. POLICY CONTEXT

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

4. THE PROPOSAL

4.1 Background

4.1.1 Residents' Permit Parking (RP) was established in Reading over 40 (1976) years ago and the Council provide a permit scheme through its parking services teams within the transport service area.

4.1.2 The current RP scheme was approved by the Council's Cabinet in December 2010, this followed a review of the service undertaken in 2009-2010 and reported through Cabinet and scrutiny processes in September 2009, February 2010 and July 2010. A revised scheme was introduced in April 2011.

4.1.3 Further amendments to the RP scheme and permit management rules were taken through Cabinet, Full Council, Traffic Management Sub-committee (and formally Traffic Management Advisory Panel) and Policy Committee meetings between 2011 and 2019.

4.1.4 The Policy Committee meeting held on the 15 July 2019, agreed to change the charges for Resident permits and they would come into effect on the 1st October 2019.

4.2 Current Position

4.2.1 Previously there were 52 Residents Parking zones across the Reading Borough but this has been revised to the current 19 Residents Parking Zones.

4.2.2 The 19 Residents Parking zones across the Borough encompass all the areas and residential properties covered by the previous scheme but they now provide more space on-street throughout the larger zones. These changes are in line with previous decisions by Cabinet and reflect the outcome of the survey of all residents within the Residents Parking Scheme.

4.2.3 In 2018-2019 the following permits were issued, the charges from 1st October 2019 are set out below:

Permit Type	Total Issued in 2018/2019	Charges From 1st October 2019
Business	24	£275.00
Business Discretionary	17	£330.00

Charity (free)	13	£0.00
Charity (charged)	12	£120.00
Carer	92	£0.00
Doctor	34	£40.00
Health Care Professional	277	£40.00
Resident Discretionary (1st permit)	312	£40.00
Resident Discretionary (2nd permit)	73	£150.00
Resident Discretionary (3rd Permit)	26	£300.00
Resident - First Permits	7,579	£40.00
Resident - Second Permits	1,801	£150.00
Nanny	2	£330.00
Non-UK Registered Vehicle Permits	2	£330.00
Teacher	66	£40.00
Landlord - Annual	8	£330.00
Tradesperson - Annual	95	£330.00
Tradesperson/Landlord - Daily	196	£10.00
Temporary Permits	3,219	£15.00
Visitor Books - Free	10,684	£0.00
Visitor Books - Charged	2,312	£25.00
Visitor Business	62	£25.00
Visitor Charity	23	£25.00
Visitor Discretionary (free)	322	£0.00
Visitor Discretionary (charged)	122	£25.00
GRAND TOTAL	27,373	

4.2.4 The Council introduced a new online service for residents to apply and renew the permits in November 2017. Most residents use this service as seen from the information below for permits issued in 2018-2019:

Permit Type	Total Issued	% Permit Type Issued
Resident	9,238	98%
Resident (Offline)	142	2%
Visitor	12,225	94%
Visitor (Offline)	771	6%
Carer	60	65%
Carer (Offline)	32	35%
Temporary	3,179	99%
Temporary (Offline)	40	1%

Application Method	Total Issued	% Issued
Online	26,388	96%
Offline	985	4%
Total	27,373	

4.3 Options Proposed

4.3.1 Healthcare Professional Permits

4.3.2 The Council issued 277 Healthcare Professional permits in 2018-2019; these permits are issued to the following registered professions and charged at £40:

- District Nurse (DN)
- Community Health Nurse (CHN)
- Practice Midwife (PM)
- Community Midwife (CM)
- Home Care Assistant (HCA)
- Health Visitor (HV)
- Midwife (MW)
- Community Psychiatric/Mental Health Nurse (ComP/MHN)
- Consultant Psychiatrist (CP)
- Clinical Psychologist (CLP)
- Occupational Therapist (OT)
- Social Workers (SW)
- Intermediate Care Assistants (ICA)

4.3.3 They are issued as an ALL zone permit to specific vehicles and allows the permit holder to park in any Permit Zone (excluding Town Centre restrictions). The applications must be supported with proof of healthcare professional status and proof of vehicle ownership.

4.3.4 Brighter Futures for Children have requested the following professions are added to the list of entitled professions:

- Education Welfare Officer
- Family Worker
- Youth Offending Service Worker
- Specialist Youth Support worker

4.3.5 The Job descriptions have been attached in Appendix 1, 2, 3 & 4 to confirm that they are required to make home visits as part of their role.

4.3.6 A statement from Vicky Rhodes, Head of Early Help has been provided to support the change to the permit scheme rules:

- Deliver solo home visits to vulnerable families across Reading
- Home visits include visiting children & families currently open to Social Care (we currently co-work apx 100 families)
- From December 2019, Early Help started working with Children in Need. These are cases which meet the threshold for statutory intervention. Visits to these families are no different to those by social workers.
- Families open to EH include those at the Edge of Care or stepping down from care. It could therefore be argued that these are often the same families that social workers are visiting
- Early Help staff are subject to the same risk assessments & potential lone working vulnerabilities as social workers
- Despite supporting the above families, Early Help staff do not receive any supplement to their salary. It would therefore be an additional disadvantage for them to also not receive parking permits

4.3.7 The Committee is asked to include these professions for a Healthcare Professional Permit.

4.3.8 Carer Permits

4.3.9 The Council issued 92 Carer permits in 2018-2019; these permits are issued to households where the resident is over 65 years of age and/or registered disabled. The permit enables their carer(s) to park while visiting to assist with their needs. They are not issued to households that have been issued with a residents permit.

4.3.10 A Carers permit allows up to three vehicles per permit, the carer must not reside at the household.

4.3.11 A Carer is normally family member or friend who will assist the resident with their needs; they do not include the Healthcare professionals, social care staff or agents who may be issued with parking permits by their employers.

4.3.12 In exceptional circumstances the Traffic Management Sub-Committee has granted two carers permits and a residents and carers permit.

4.3.13 The Committee is asked to decide if they want any changes to the carer permit applications where there are no family or friends to assist and allow agencies to apply.

4.3.14 Print at Home Permits

4.3.15 Temporary Permits

4.3.16 The Council introduced Print at Home permits for Temporary Permits in August 2019. The current permit scheme rules state the Temporary permits are 8 week permits, charged at £15. They are issued to residents who have just moved into a property, changed their vehicle or have a temporary change of vehicle (e.g. courtesy car).

4.3.17 The temporary permit gives the residents time to change their address details over on documents such as bank statements, utility bills, insurance and DVLA documents for their residents permit.

4.3.18 An application for a temporary permit is reviewed and authorised by either the Permit team via the online system or the Customer Services team via reception.

4.3.19 The Print at home permits have been successful and we have not received any negative feedback from their introduction.

4.3.20 With the success of the Temporary permit print at home, a further option is to introduce another Print at Home permit for Emergency Cover. The permit team receive a lot of enquiries from members of the public about getting a permit for activities such as moving in, short term change of vehicle, emergency circumstances.

4.3.21 The permit would be issued directly on application with a statement of reasons but no proofs provided. It would be valid for 7 days and only one permitted every 6 months to each household. The charge would be £30 or £40 for the permit. They can be issued one week in advance of the start date or on the date of issue. The permit would be e-mailed to the applicant and they can print and display immediately.

4.3.22 Daily Tradesperson and Landlord Permits

4.3.23 The current arrangement for Daily Tradesperson and Landlord permits is still processed via the Customer Services team in reception or by the Permit team through postal applications. The permits are provided as one day scratchcards and charged at £10 per day, with maximum of 30 per year per vehicle.

4.3.24 The print at home option could be extended to cover the daily tradesperson permits and allow traders to apply for the applications through the online service. This would decrease the number of visits to the Council Offices and provide a self-serve system to the traders.

4.3.25 The charge of the permit does discourage some traders from purchasing them and insist on residents providing their visitor permits. Our recommendation is to reduce the fee to £7.50 for online Trader and Landlord permits but leave the £10 fee for applications processed by the Customer Services team or by post.

4.3.26 The online self-service would require the Traders to provide the date and vehicle registration number for the permits to be validated but the scratchcard permits can be issued without a date but the vehicle registration is still required.

4.3.27 **Annual Landlord Permits**

4.3.28 The current rules state an annual Landlord permits are issued to Landlords who own four or more properties, anything less and they can apply for daily Landlord permits. The fee for an Annual Landlord permit is £330 and there were 8 issued in 2018-2019.

4.3.29 Landlords who own less than four properties are willing to purchase an annual permit and we are recommending this requirement is removed. The landlord would still have to provide proof of ownership of properties within a permit scheme.

4.3.30 Landlords have further stated that most of their viewings take place after 7pm and have requested the 7am - 7pm limit is removed or the evening extended.

4.3.31 **Hunter's Wharf Households**

4.3.32 The residents of Hunter's Wharf on Katesgrove Lane have petitioned Councillor Page to ask if the households can be allowed free discretionary visitor permits (please see Appendix 5)

4.3.33 Hunter's Wharf is not included in the permit scheme and has a planning informative which prevents any permits from being issued. Most households have allocated off-street parking. The exception to this is 4 households (25, 27, 30

and 32) which have no allocated parking and have been granted one discretionary residents permit (but no visitor parking permits).

4.3.34 There are 32 households within the development and the Permit Zone 10R availability is currently 91%

4.3.35 The Committee is asked to consider if all households should be allowed discretionary visitor permits; if they should be free or charged and how many per household.

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:

- Securing the economic success of Reading and provision of job opportunities
- Keeping Reading's environment clean, green and safe
- Ensuring the Council is fit for the future

5.2 This proposal supports the Council's strategic aims:

- To Develop Reading as a Green City with a sustainable environment and economy at the heart of the Thames Valley
- To establish Reading as a learning City and a stimulating and rewarding place to live and visit
- To promote equality, social inclusion and a safe and healthy environment for all

6. ENVIRONMENTAL IMPLICATIONS

6.1 The Council declared a Climate Emergency at its meeting on 26 February 2019 (Minute 48 refers).

6.2 It is not expected that the decisions arising from this report will have any environmental implications.

7. COMMUNITY ENGAGEMENT AND INFORMATION

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

7.2 The Council has written to resident permit holders to advise them on the changes to the permit scheme charges (letter issued 10th February 2017).

8. LEGAL IMPLICATIONS

8.1 There are no legal implications arising from this report.

9. FINANCIAL IMPLICATIONS

9.1 There may be additional income from Emergency Cover permits and increase in purchases of daily and annual Tradesperson and Landlord permits.

9.2 The inclusion of additional jobs in the Healthcare Professional list would increase the number of permits issued and income received.

10. BACKGROUND PAPERS

10.1 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.

10.2 Traffic Management Advisory Panel June 2012

10.3 Traffic Management Sub-Committee reports January 2014, January 2016, June 2016 & January 2017

10.4 Policy Committee report 30 November 2015, 16 January 2017, 15 July 2019

11. APPENDICES

10.1 Job Descriptions

- 1 Education Welfare Officer
- 2 Family Worker
- 3 Youth Offending Service Worker
- 4 Specialist Youth Support worker

10.2 Hunter's Wharf Parking Permit Petition