

Traffic Management Sub-Committee

05 March 2026



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| Title | Waiting Restriction Review Programme (2025): Proposals for Statutory Consultation |
| Purpose of the report | To make a decision |
| Report status | Public report |
| Executive Director/ Statutory Officer Commissioning Report | Emma Gee, Executive Director Economic Growth and Neighbourhood Services |
| Report author | Jim Chen, Assistant Engineer/Technician, Network Services |
| Lead Councillor | Cllr John Ennis, Lead Councillor for Climate Strategy and Transport |
| Council priority | Deliver a sustainable & healthy environment & reduce Reading's carbon footprint |
| Recommendations | <ol style="list-style-type: none">1. That the Sub-Committee notes the content of this report.2. That the Sub-Committee agrees to the recommendations in Appendix 1, and thereafter:<ol style="list-style-type: none">2.1. That the Assistant Director of Legal and Democratic Services be authorised to undertake a statutory consultation for the 2025 programme in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996; and2.2. That subject to no objections being received, the Assistant Director of Legal and Democratic Services be authorised to make the Traffic Regulation Order for the 2025 programme.2.3. That any objection(s) received during the statutory advertisement be reported to a future meeting of the Sub-Committee for an outcome decision. |

1. Executive Summary

- 1.1. Requests for new waiting restrictions across the Borough, or amendments to existing restrictions, are collated and considered for investigation as part of the Waiting Restriction Review Programme.
- 1.2. This report seeks approval for Officers to undertake statutory consultation for recommended new/alterations to waiting restrictions as part of the 2025 programme. These recommendations follow officer investigation of the requests, which were reported to and agreed for investigation by the Sub-Committee at their meeting in November 2025 (available [here](#)).
- 1.3. The recommendations in Appendix 1 have been shared with Ward Councillors and an opportunity provided for their comments.

2. Policy Context

- 2.1. The Road Traffic Regulation Act 1984 (RTRA) sets out the legal basis for making Traffic Regulation Orders (TROs). It gives local authorities the power to make TROs to regulate or restrict traffic as needed for:
- (a) avoiding danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such danger arising, or
 - (b) preventing damage to the road or to any building on or near the road, or
 - (c) facilitating the passage on the road or any other road of any class of traffic (including pedestrians), or
 - (d) preventing the use of the road by vehicular traffic of a kind which, or its use by vehicular traffic in a manner which, is unsuitable having regard to the existing character of the road or adjoining property, or
 - (e) preserving the character of the road in a case where it is especially suitable for use by persons on horseback or on foot, or
 - (f) preserving or improving the amenities of the area through which the road runs or
 - (g) any of the purposes specified in paragraphs (a) to (c) of subsection (1) of section 87 of the Environment Act 1995
- 2.2. Reading Borough Council's Transport Strategy 2024 is a statutory document that sets the plan for developing the Borough's transport network. It includes guiding policies and principles including those related to Network Management (RTS17), Parking (RTS20), Enforcement (RTS21) and Demand Management (RTS22).
- 2.3. The Council Plan for the years 2025/28 includes priorities of delivering a sustainable and healthy environment and to reduce our carbon footprint, which align closely with the provisions of the Road Traffic Regulation Act 1984 (RTRA), as both seek to improve public wellbeing and sustainable development.

3. The Proposal

- 3.1. The Waiting Restriction Review programme is intended for relatively small-scale alterations to waiting restrictions, to limit costs and resources required for development and ensure that the programme can be progressed within the expected timescales and within budget. Requests for new area Resident Permit Parking schemes will not form part of this review programme. Minor alterations to relatively small areas of Resident Permit Parking restrictions may be considered appropriate for inclusion within this programme, on the basis that development of the proposals will follow the same timeline, resourcing and expectations as the rest of the programme.
- 3.2. The Waiting Restriction Review programme follows the below milestones:
- Request received and considered by officers (e.g. lawfulness, feasibility).
 - Merited request added to the list of new requests for the start of the next Waiting Restriction Review Programme, it will be scored by officers and recommendations will be made to Ward Councillors on the schemes that should be included in the next programme.
 - A report to Traffic Management Sub-Committee (TMSC) will seek agreement to the officer recommendations on the requests that should be investigated by Officers. Following publication of the meeting minutes, officers will write to the requesters to inform them whether their request will, or will not be included for investigation in the programme.
 - Officers investigate the issue and make recommendations to Ward Councillors for comment.

- A report to TMSC will recommend proposals for statutory consultation, or removal from the programme and seek agreement to these recommendations.
 - Legal documents are prepared and on-street notices created (also advertised in the local newspaper) and erected for the start of the 21-day statutory consultation period, following publication of the agreed TMSC meeting minutes.
 - The results of the statutory consultation are reported (TMSC), where feedback, particularly objection(s), has been received. Decision made on whether proposals should be implemented.
 - The Legal Order for the parking restrictions is finalised and advertised in the local newspaper, following publication of the agreed TMSC meeting minutes.
 - Signs are designed and ordered. Contractors are issued detailed designs and instructions for sign and post installation and lining work.
 - The Waiting Restriction Review programme is delivered.
- 3.3. Officers understand the local frustration and inconvenience that parking issues can create. However, the programme is resource intensive, and this same resource is responsible for supporting, developing and delivering other workstreams (e.g. Local 15% CIL funded schemes) in addition to business-as-usual workload, such as addressing correspondence.

Current Position

- 3.4. Approval was given by the Sub-Committee in November 2025 to carry out investigations at various locations across the Borough, based on the reported list of requests that the Council had received for new or amended waiting restrictions. The report is available [here](#).
- Officers have investigated the issues that were raised and have considered their recommendations accordingly.
- 3.5. Following the publication of the meeting November 2025 Sub-Committee meeting minutes, officers have written to all requesters of parking restriction changes to inform them whether their request has, or has not been included in the programme.
- 3.6. Officers shared their recommended proposals with Ward Councillors on 28th January 2026. Councillors were asked to provide any feedback by 13th February 2026. This period provided Councillors with an opportunity to informally consult with residents, consider the recommendations and provide any comments for inclusion in Appendix 1 of this report.

Options Considered

- 3.7. The following options have been considered:
- 3.7.1. **[Recommended]** Schemes proceed to statutory consultation, or are removed, as per the officer recommendations on Appendix 1.
- The Sub-Committee is asked to consider the comments and recommendations in Appendix 1 and agree to schemes proceeding to statutory consultation, or being removed from the programme, as per the officer recommendations. Those proceeding to statutory consultation are recommended to follow the process described in Section 3.7.4.
- 3.7.2. Remove a recommended scheme from the programme.
- The Sub-Committee may wish to remove a scheme from the programme. In this case, that scheme would not be taken to statutory consultation and no further action undertaken.
- 3.7.3. Amend a recommended scheme.

Recommendations are shared with Ward Councillors ahead of report finalisation, providing an opportunity for engagement with officers and comment around any adjustments that may be felt necessary.

It is not recommended that any significant scheme amendments are proposed at this Sub-Committee meeting. There is unlikely to be opportunity for them to be properly considered and understood by officers or Sub-Committee members – the decision and implications will not be fully understood. If a Member considers that significant amendments are required, it is instead recommended that the scheme be removed from the programme and its inclusion can be considered as part of the next programme.

Where officers have recommended that a request is not progressed in the programme, there will be no accompanying scheme design. It is therefore not possible for the Sub-Committee to agree that such a recommendation is overturned during a Sub-Committee meeting, as there will not be a designed scheme to agree for proceeding to statutory consultation.

- 3.7.4. Schemes taken forward to statutory consultation will be included in a single proposed Traffic Regulation Order that will be consulted. The proposed restrictions will be consulted over a minimum period of 21 days (Sections 6 and 9 describe the legal process).

It is recommended that those schemes not receiving objection are considered agreed for implementation, subject to decisions being made regarding the remaining items on the TRO.

For schemes where objections have been received, officers will provide a further report to the Sub-Committee seeking a decision on the outcome of the scheme. If the content of the objection is such that officers consider that the scheme should be removed from the programme, this recommendation will be made clear to the Sub-Committee. Otherwise, the recommendations of officers for each scheme is made in this report (Appendix 1).

The Legal Order will be finalised once a decision has been made on all of the schemes contained within it and no part of the legal order will be implemented in isolation.

Other Options Considered

- 3.7.5. None

4. Contribution to Strategic Aims

- 4.1. The Council Plan has established five priorities for the years 2025/28. These priorities are:

- Promote more equal communities in Reading
- Secure Reading's economic and cultural success
- Deliver a sustainable and healthy environment and reduce our carbon footprint
- Safeguard and support the health and wellbeing of Reading's adults and children
- Ensure Reading Borough Council is fit for the future

- 4.2. In delivering these priorities, we will be guided by the following set of principles:

- Putting residents first
- Building on strong foundations
- Recognising, respecting, and nurturing all our diverse communities
- Involving, collaborating, and empowering residents
- Being proudly ambitious for Reading

- 4.3. Full details of the Council Plan and the projects which will deliver these priorities are published on the Council's website - [Council plan - Reading Borough Council](#). These

priorities and the Council Plan demonstrate how the Council meets its legal obligation to be efficient, effective and economical.

- 4.4. The recommendations in this report align with the Council's priorities, namely:

Deliver a sustainable and healthy environment and reduce our carbon footprint

The Road Traffic Regulation Act enables the Council to introduce measures like speed limits, low-emission zones, or restrictions on certain vehicles. These provisions directly support reducing pollution, improving air quality and creating spaces where people feel the benefits of clean air and active travel like walking and cycling.

By implementing TROs, the Council can create more green spaces and pedestrian friendly areas, aligning with its goal of promoting a healthy environment which has a positive impact on the life of every resident – making Reading a greener, more attractive place to live, with a tangible impact on physical and mental health and life expectancy.

These actions also support accessibility and mobility, which are key to thriving, connected communities, ensuring everyone including the vulnerable can safely use public spaces, regardless of age or ability.

By managing traffic to reduce congestion and improve public transport flow, the Council can boost local economic activities and make it easier for everyone to access education, skills and training and good jobs.

The recommendations of this report relate to restrictions that should directly benefit the flow of traffic, improve accessibility and reduce road safety risks. The recommendations also seek to make best use of Council resources in delivering a variety of schemes that will benefit Reading Highway users by improving active travel uptake, traffic flow, and reducing risks.

5. Environmental and Climate Implications

- 5.1. The Council declared a Climate Emergency at its meeting on 26 February 2019 (Minute 48 refers).
- 5.2. The recommendations of this report will not directly lead to changes being introduced, so a Climate Impact Assessment has not been considered necessary at this time.

6. Community Engagement

- 6.1. Officers have written to persons who requested waiting restrictions as part of this programme. For those requests that were agreed to be investigated, the requesters have been informed of the anticipated timetable for this programme.

For those requests that were not agreed to be investigated, the requesters were informed of the decision and invited to contact the team if there is a material change in the issue that was raised – this can be considered for potential inclusion in a future programme.

These notifications were sent following publication of the meeting minutes from November 2025 Traffic Management Sub-Committee [here](#).

- 6.2. Ward Councillors are provided with the recommended proposals prior to these being agreed for statutory consultation by the Sub-Committee. This provides an opportunity for a level of informal engagement in order to provide initial feedback to officers.

Ward Councillors are also made aware of the commencement dates for statutory consultation, so that there is an opportunity for them to encourage community feedback in this process.

- 6.3. Any statutory consultation will be carried out in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996, advertised on street, in the local printed newspapers and on the Council's website.

- 6.4. Where responses to statutory consultations include petitions that have not been separately reported, the lead petitioner(s) will be informed of the decision of the Sub-Committee, following publication of the agreed meeting minutes. Respondents to statutory consultations will also be informed of the Sub-Committee decisions.
- 6.5. Traffic Management Sub-Committee is a public meeting. The agendas, reports, meeting minutes and recordings of the meetings are available to view from the Council's website.

7. Equality Implications

- 7.1. Under the Equality Act 2010, Section 149, a public authority must, in the exercise of its functions, 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.
- 7.2. It is not considered that an Equality Impact Assessment is relevant as the proposals are not anticipated to have a differential impact on people with protected characteristics. The statutory consultation process provides an opportunity for objections/ support/ concerns to be considered prior to a decision being made on whether to implement the proposals.

8. Other Relevant Considerations

- 8.1. There are none.

9. Legal Implications

- 9.1. The Council has considered all of its legal obligations when seeking to make Traffic Regulation Orders.
- 9.2. The order for the 2025 programme of restrictions will be drafted under the Road Traffic Regulation Act 1984 and advertised in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996.
- 9.3. The Road Traffic Regulation Act 1984 sets out the legal basis for making TROs. The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 provides for the statutory processes to be followed in making TROs.
- 9.4. Before making a TRO, the local authority must carry out a statutory consultation, engaging with the Chief of Police, residents, businesses, emergency services and transport operators. A notice detailing the proposed restrictions and the reasoning behind them is published in a local newspaper and displayed on site in the areas where the restrictions would apply. Members of the public have 21 days in which to submit objections or comments on the proposal. In order for any comments to be valid, it must be in writing, state the grounds on which it is made and sent to the address specified in the notice.

With any traffic regulation order proposals, the Council (either via delegated authority, or by agreement of the Traffic Management Sub-Committee) may decide whether to proceed with the TRO as published, modify it, or abandon it. If it is agreed to proceed, the TRO is formally made and a further notice is published giving the date when the order comes into force. The final step is to implement the restrictions by installing the necessary signage and road markings.

- 9.5. The Council has considered its Network Management Duty under the Traffic Management Act 2004 and its Section 122 duty under the Road Traffic Regulation Act 1984.

9.6. **Network Management Duty**

Part 2 Section 16 (1) of The Traffic Management Act 2004 places a duty on the Council as a local traffic authority to manage their road network with a view to achieving, so far as may be reasonably practicable having regard to their other obligations, policies and objectives, the following objectives—

- (a) securing the expeditious movement of traffic on the authority's road network; and
- (b) facilitating the expeditious movement of traffic on road networks for which another authority is the traffic authority.

(2) The action which the authority may take in performing that duty includes, in particular, any action which they consider will contribute to securing—

- (a) the more efficient use of their road network; or
- (b) the avoidance, elimination or reduction of road congestion or other disruption to the movement of traffic on their road network or a road network for which another authority is the traffic authority;

and may involve the exercise of any power to regulate or co-ordinate the uses made of any road (or part of a road) in the road network (whether or not the power was conferred on them in their capacity as a traffic authority). This duty places an ongoing obligation in ensuring overall traffic efficiency and network performance and not only applies to vehicles but all to pedestrians and cyclists.

9.7. **Section 122 duty**

Further Section 122 of the Road Traffic Regulation Act 1984 places a duty on the local authority so far as practicable to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway. In carrying out this exercise the Council must have regard to the following:

- Desirability of securing and maintaining reasonable access to premises.
- The effect on the amenities of any locality effected and (without prejudice to the generality of this paragraph) the importance of regulating and restricting the use of roads by heavy commercial vehicles, so as to preserve or improve the amenities of the areas through which the road(s) run.
- The strategy prepared under Section 80 of the Environment Act 1995 (the national air quality strategy).
- The importance of facilitating the passage of public service vehicles and of securing the safety and convenience of persons using or desiring to use such vehicles.
- Any other matters appearing to the local authority to be relevant.

9.8. This duty focuses on the making of individual traffic regulation decisions.

9.9. Each of these duties has been considered in detail in relation to the schemes identified in this report.

9.10. Patricia Tavernier has cleared these Legal Implications

10. **Financial Implications**

The cost of undertaking a typical Waiting Restriction Review programme from beginning to implementation of the agreed schemes is anticipated to be less than £50,000.

In addition to the implications referred in Section 10.1, the making of the resultant TRO and delivery of the schemes therein enable civil enforcement to be undertaken. While the objective of the restrictions is to prevent the issues that were occurring previously

and/or prevent unauthorised access to parts of the Highway, contraventions do occur and these generate revenue that is invested as per the Council's Annual Parking Reports. Additionally, parking restrictions help to minimise accelerated damage to the Highway occurring through, for example, parking on the footway and verges. These mitigations reduce the burden on the Council's Highway Maintenance revenue budgets.

10.1. **Capital Implications**

The Waiting Restriction Review programmes are funded by capital allocations from the Integrated Transport Block, currently providing up to £100,000 annually.

10.2. **Value for Money (VFM)**

The programme provides value for money by collating requests and developing and delivering schemes as a single project. In comparison to an alternative of addressing requests on a more ad-hoc basis, this provides the benefit of resourcing efficiency and financial economies of scale. For example, the restrictions are included in a single Traffic Regulation Order, minimising advertising costs and the lining implementation is commissioned as a single project.

Most aspects of the programme are delivered using Reading Borough Council's own resources. This typically includes investigation and designing of the schemes, drafting creation of the Traffic Regulation Orders and the delivery of many engineering elements on street.

10.3. **Risk Assessment**

The financial risks with the Waiting Restriction Review programmes overall should be mitigated by the Sub-Committee and Ward Councillors taking note of the remit of this programme, as outlined in Section 3.1. The costs of the programme, both in terms of deliverables and resource costs, will directly correlate to the scale and complexity of the resultant schemes.

10.4. Andy Stockle has cleared these Financial Implications.

11. **Timetable for Implementation**

11.1. The following tables provide the intended timeline:

Table 1 (2025 programme)

| Line | Milestone | When (subject to change) |
|-------------|--|---------------------------------|
| 1 | Officer investigations, preparation of recommendation report and drawings | Complete |
| 2 | Share recommendations with Ward Councillors for comment (3–4-week period) | Complete |
| 3 | Report recommendations to Traffic Management Sub-Committee (TMSC), seeking agreement to undertake statutory consultation | Complete |
| 4 | Draft TRO following decisions of TMSC | March - April 2026 |
| 5 | Undertake statutory consultation | April - June 2026 |
| 6 | Report objections to TMSC, seeking agreement to implement | June 2026 |
| 7 | Adjust the TRO according to the decisions of TMSC and produce detailed design drawings | June - July 2026 |
| 8 | Make the resultant TRO | August 2026 |
| 9 | Deliver the scheme | From September 2026 |

12. Background Papers

12.1. There are none.

Appendices –

1. Recommendations for statutory consultation (2025 programme)