

TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 13 JUNE 2018

Present: Councillor Ayub (Chair)

Councillors Debs Absolom, Barnett-Ward, Ennis, Hacker, Hopper, Jones, McGonigle, Page, R Singh, Stanford-Beale and Terry.

1. FORMER TRANSPORT USERS' FORUM - CONSULTATIVE ITEM

(1) Questions

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

Questioner	Subject
John Booth	Traffic Modelling

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

(2) Presentation - Residents Permit Parking

The Sub-Committee received a presentation from Elizabeth Robinson, Civil Enforcement Manager, on the Residents Parking Permit Scheme.

The presentation covered parking issues for households, the current permit scheme, details of the number of permits that had been issued in 2017/18 and improvements to the scheme that had been made since April 2017, specifically the online application process. The presentation also gave details of improved enforcement and enforcement requests and potential future developments.

A copy of the presentation slides was made available on the Reading Borough Council website.

Resolved - That the presentation be noted.

2. MINUTES

The Minutes of the meeting of 8 March 2018 were confirmed as a correct record and signed by the Chair.

3. HIGHWAY MAINTENANCE - POTHOLE REPAIR PLAN 2017/2018 REVIEW

The Director of Environment and Neighbourhood Services submitted a report informing the Sub-Committee of the review that had been carried out on the Pothole Repair Plan 2017/2018 which had been created using the £97k share from the £70m Pothole Action Fund that had been made available to the Council for pothole repairs in the 2017/18 Financial Year, following the announcement in the Government's Autumn Statement 2015.

The report stated that it had been proposed that a further Pothole Repair Plan be set up following the successful completion of previous Plans so that potholes of a lesser depth than the Council's normal investigatory criteria could be repaired which would help to extend the life of roads until such time that they required more comprehensive maintenance treatment.

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The Plan had also included repairs to potholes of lesser criteria than the Council's minimum depth requirement of 30mm, which typically were located on concrete roads where the thin overlain surfacing had locally 'scabbed'. A proprietary material had been trialled for this purpose on a selection of roads, minor and major, heavily trafficked and quieter residential roads. The proprietary material had been provided and laid by a specialist contractor. The performance of the material had been variable, overall tending to perform better on lesser trafficked minor roads and in summary it was felt that this material was perhaps not so well suited for use within an urban environment due to the uneven finish quality, limitations for laying the material in windy and/or wet weather conditions, the additional traffic management that was required and the hire of specialist machinery. Public feedback on the quality of the material had also been mixed.

The report explained that potholes for inclusion in this Plan had, again, been identified by the Neighbourhood Officers, through the cyclical statutory highway inspections, Ward Councillor input and following ad hoc reports/complaints that had been received by the Council. All of the Council's public highway roads had been considered for appropriate pothole repairs under this Plan and the Plan would operate concurrently with the statutory highway inspection regime, as had been the case with previous Plans.

The Plan had been delivered on site using existing Highway Operative resources and plant/equipment, with the exception of the work using the proprietary material and had commenced in November 2017 and had been successfully delivered and completed on 31 March 2018. 1,462 potholes had been ordered for repair, including potholes that had been repaired in advance of the annual Reading Half Marathon and an additional 374 potholes, of a lesser depth than 30mm, had been repaired using the proprietary material by the specialist contractor; a total of 1,836 potholes had been repaired under this Plan.

Finally, the report stated that the overall cost for delivering the Pothole Repair Plan 2017/2018 had been approximately £123k, which had included pothole repairs for the Reading Half Marathon and providing the traffic management for the specialist contractor carrying out the proprietary material pothole repair trial. The additional £26k spend, over and above the £97k Government Pothole Action Fund 2017/18 allocation, had been funded from the Local Transport Capital Block Funding for Highway Maintenance.

Resolved - That the review carried out on the Pothole Repair Plan 2017/2018 which was created using the £97,000 share from the £70 Million Pothole Action Fund in 2017/18, made available to Reading Borough Council for pothole repairs in the 2017/18 Financial Year, following the announcement in the Government's Autumn Statement 2015 be noted.

4. BI-ANNUAL WAITING RESTRICTION REVIEW - 2018A STATUTORY CONSULTATION

The Director of Environment and Neighbourhood Services submitted a report seeking approval for carrying out statutory consultation and implementation, subject to no objections being received, on requests for or changes to waiting/parking restrictions.

The report explained that requests for new or alterations to existing waiting restrictions were reviewed on a six-monthly basis commencing in March and September each year. It stated that in accordance with the report to the Sub-Committee on 9 March 2017 (Minute 80 refers), consultation with Ward Councillors had been completed.

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Appendix 1 to the report provided a list of streets and officer recommendations and Appendix 2 provided drawings to accompany the recommendations.

Resolved -

- (1) That the report be noted;
- (2) That the Head of Legal and Democratic Services be authorised to carry out statutory consultations and advertise the proposals listed in Appendix 1 to the report (subject to (3) below), in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;
- (3) That the requests made for waiting restrictions as shown in Appendix 1 be amended as follows:
 - (i) Abbey: Fobney Street - Request to convert the double yellow lines on the south side to a full time loading ban remain in the programme;
 - (ii) Peppard: Peppard Road - Review and possible extension of waiting restrictions to prevent illegal parking on Peppard Road outside Budgens to be included in the programme;
 - (iii) Redlands: Erleigh Road - To be included in the Hospital and University area scheme;
- (4) That subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (5) That any objections received following the statutory advertisement be reported to a future meeting of the Sub-Committee;
- (6) That the Head of Transportation and Streetcare, in consultation with the appropriate Lead Councillor be authorised to make minor changes to the proposals;
- (7) That no public enquiry be held into the proposals.

5. RESIDENT PERMIT PARKING

The Director of Environment and Neighbourhood Services submitted a report informing the Sub-Committee of responses that had been received from the consultation on resident permit parking in the Little Johns Lane area and providing an update on the development of proposals for the Lower Caversham area, Harrow Court and East Reading Study Area schemes. A copy of the Little Johns Lane area scheme drawing that had been formally consulted on was attached to the report at Appendix 1 and the responses that had been received during the statutory consultation for the Little Johns Lane area Residents Permit Parking (RPP) proposals was attached to the report at Appendix 2.

The report stated that the report that had been submitted to the meeting on 11 January 2018 (Minute 61 refers) had provided the results of an informal consultation on proposals to introduce a RPP scheme in the Little Johns Lane area of Battle Ward. This had been a long standing request and had been included on the list of outstanding requests/schemes

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that had been reported, currently located at priority 1. The results of the informal consultation had shown that 66% of respondents across the proposed area were in support of the scheme. The report had noted that there were some areas of low support for the implementation of an RPP scheme, but had recommended that the whole area be progressed to statutory consultation due to the likely displacement of non-resident parking, should these areas not be included. The report recommended that the scheme should be implemented as advertised.

The report that had been submitted to the meeting on 8 March 2018 had provided the results of the informal consultations that had been conducted on potential RPP schemes in Lower Caversham, Harrow Court and East Reading (Minute 75 refers). The proposals had been prioritised on the reported list of outstanding requests/schemes. The results had shown a majority support for the introduction of RPP schemes across the area and it had been recommended that officers develop concept designs for schemes across these separate areas. Officers had developed initial concept designs, which were being shared with the Lead Councillor for Strategic Environment, Planning and Transport, the Chair of the Sub-Committee, Ward Councillors and the East Reading Area Study steering group, as appropriate. If it was considered appropriate and necessary the report recommended that agreed concept drawings were used for further informal consultation, such as area drop-in sessions, to facilitate developments of a scheme that was favoured for future statutory consultation. The report proposed that the favoured scheme designs should be submitted to a future meeting of the Sub-Committee, possibly in September 2018, with a recommendation to progress to statutory consultation.

Resolved -

- (1) That the report be noted;
- (2) That having considered the objections detailed in Appendix 2, attached to the report, the proposals be implemented;
- (3) That the Head of Legal and Democratic Services be authorised to seal the resultant Traffic Regulation Order and no public inquiry be held into the proposals;
- (4) That the objectors be informed of the decision of the Sub-Committee accordingly;
- (5) That informal consultations be conducted on the concept proposals for the Lower Caversham, Harrow Court and East Reading Study area, if considered necessary and appropriate, in consultation with the Lead Councillor for Strategic Environment, Planning & Transport, the Chair of Traffic Management Sub-Committee, Ward Councillors and Steering Group Members.

6. RESIDENTS PARKING SCHEME - UPDATE REPORT

The Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the online application process and proposals to update the permit scheme rules including changes to Daily Tradesperson/Daily Landlord Permits process.

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The report stated that previously there had been 52 Residents Parking zones across the Borough but this had been revised to the current 19 zones. These zones encompassed all the areas and residential properties that had been covered by the previous scheme but they now provided more space on-street through the larger zones.

A new online permit application system had been introduced from 1 November 2017 and between then and April 2018 4,508 resident permits and 6,738 visitor permits had been issued through the online system. In addition a further 2,338 discretionary permits had been issued. Residents who were unable to apply online could still apply by post. The online system had improved the efficiency of the application process, reducing processing time from 28 days to 7 days for resident and visitor applications, although it could still take 28 days to review discretionary applications. The report included a table that set out the permits that had been issued in 2017/18 and the charges from 1 April 2017.

The report stated that the Council had issued 688 Tradesperson/Landlord daily permits in 2017/18; these permits cost £10 per permit with a maximum of 30 being issued per year. Private landlords (owning up to three properties in permit zones) could apply for daily permits only and they had to provide property ownership proof and vehicle ownership proof. Tradespersons had to provide proof of business status and vehicle ownership and a letter detailing the work that was being carried out, the address, dates of work, the vehicle registration, make and model. The permits could be issued in a single or bulk purchase, up to a maximum of 30 permits. Tradesperson permits could be purchased at Reception in the Civic Offices, all Landlord Applications were made via post.

The report proposed that the Daily Tradespersons and Daily Landlord process be amended as follows:

- Applicants would no longer be able to purchase individual permits, but they would be sold as a minimum of five (one book with five tradesperson/landlord daily permits), charged at £50, to a maximum 30 permits or six books per year at a total cost of £300;
- Applications would be made online and permits would be posted;
- The Civic Offices Reception would still handle applications for Tradespersons permits, if required for emergency works. However, this would be limited to five Tradesperson permits per transaction, equivalent to a week's parking.

The report also set out updates and amendments to Permit Scheme definitions including the definition of households, an update of the refund/transfer section and removal of the visitor parking permit - discretionary permit from the definitions.

The Sub-Committee discussed the report and Councillor Page reassured the Sub-Committee that there were no commitment at this stage to move towards introduction of a virtual scheme. He stated that the priority would be to see other improvements introduced and to explore print-at-home permits or other efficient, user-friendly alternatives.

Resolved -

- (1) That the update on the online application process be noted;
- (2) That the updated Permit Scheme Definitions, as set out in paragraphs 4.3.6 to 4.3.7 of the report, be agreed;

- (3) That the amendments to the process of purchasing daily tradesperson and daily landlord permits, the permits are sold as minimum of 5 permits (1 book), at cost of £50 as set out in paragraph 4.3.1 of the report, be agreed and the Permit Management Rule and Definitions be updated.

7. CAR PARK TARIFF REVIEW

The Director of Environment and Neighbourhood Services submitted a report on proposals to change the “off-street” car parking orders following a review of the tariffs. Proposed car park charges for 2018 were attached to the report at Appendix 1, proposed season ticket charges for 2018 were attached at Appendix 2 and a comparison of charges across car parks was attached to the report at Appendix 3.

The report explained that the car park tariffs had last been reviewed in June 2017 with changes made to the tariffs in Broad Street, Queens Road, Civic B, Cattle Market, Hills Meadow and King’s Meadow car parks. The tariffs reflected the different types of off street parking that was available, for example with the local centre shopper’s car parks charged differently to town centre car parking.

Resolved -

- (1) That the changes to the car park tariff, as set out in Appendix 1 and 2 attached to the report, be agreed;
- (2) That the statutory requirements for changes to the Borough of Reading (Civil Enforcement Area) (Off Street Parking Places) Order 2012, Borough of Reading (Civil Enforcement Area) (Off Street Parking Places) (Amendment) Order and The Borough of Reading (Off Street Parking Places) (Civic Car Park “B”) (Experimental) Order 2014 be authorised and the Head of Legal and Democratic Services be authorised to advertise the proposals.

8. RESULTS OF STATUTORY CONSULTATIONS - PAY & DISPLAY MINOR CHANGES (HOSPITAL & UNIVERSITY AREA) AND BRIDGE STREET BUS LANE

The Director of Environment and Neighbourhood Services submitted a report informing the Sub-Committee of the comments and objections that had been received in respect of the Traffic Regulation Orders, which had recently been advertised following reports to the Sub-Committee in January 2018, regarding amendments to parking restrictions in Redlands and Bus Lane restrictions on Bridge Street. A summary of the comments and objections that had been received during the consultation period for the proposals to extend the hours of operation for the existing shared use restriction in the University/Hospital area was attached to the report at Appendix 1.

The report explained that at the meeting held on 11 January 2018 the Sub-Committee had been asked to support the undertaking of statutory consultations for the extension of the inbound bus lane on Bridge Street as part of the South Reading MRT scheme (Minute 60 refers). A statutory consultation for the Bridge Street proposals had been carried out between 3 and 25 May 2018 for a period of three weeks. No objections had been received and the report therefore recommended that the proposal should be implemented as advertised.

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At the January 2018 meeting the Sub-Committee had also been asked to support the undertaking of a statutory consultation for a number of minor amendments to the restrictions within the Hospital and University area parking scheme. These alterations had been in addition to those that had been agreed at the September 2017 meeting and it had been proposed that these proposals should be combined into a single statutory consultation.

At the invitation of the Chair, Janet Allen, Honorary Secretary of Reading Bowling Club, addressed the Sub-Committee.

Resolved -

- (1) That the report be noted;**
- (2) That having considered the comments and objections noted in Appendix 1, attached to the report, the following proposals be implemented in respect of:**
 - Alexandra Road;
 - Denmark Road;
 - Elmhurst Road subject to the pay and display charges being considered separately by officers;
 - Malvern Court;
 - Morgan Road except for the parking bay near Redlands Road;
 - Pepper Lane;
 - Redlands Road;
 - Upper Redlands Road (West) (plan 2 Pay and Display only);
- (3) That having considered the comments and objections noted in Appendix 1, attached to the report, the following proposals be amended:**
 - (i) Addington Road - Re-advertise the proposal removing residents parking at all other times;**
 - (ii) Allcroft Road - Re-advertise the proposal removing residents parking at all other times;**
 - (iii) Erleigh Road - Remove from the proposal;**
 - (iv) Kendrick Road - Remove from the proposal;**
 - (v) Morgan Road (bay near to Redlands Road) re-advertise the proposal removing resident parking at all other times;**
 - (vi) Upper Redlands Road (East) (plan 1 Pay and Display only) Re-advertise the proposal removing residents parking at all other times;**
- (4) That the Head of Legal and Democratic Services be authorised to seal the resultant Traffic Regulation Order and no public inquiry be held into the proposals;**

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- (5) That the objectors be informed of the decision of the Sub-Committee accordingly;
- (6) That any objections received following the statutory re-advertisements in (3) above, be reported to a future meeting of the Sub-Committee.

9. RESULTS OF INFORMAL CONSULTATION - POSSIBLE CLOSURE OF MEADOW AND MILFORD ROAD

The Director of Environment and Neighbourhood Services submitted a report informing the Sub-Committee of the results of an informal consultation on the possible closure of Meadow Road and Milford Road and inviting the Sub-Committee to consider whether design proposals should be developed for further informal and/or statutory consultation.

The report explained that during the weekend of 12 and 13 May 2018, Abbey Ward Councillors had delivered an informal consultation letter to residents of the Addison Road, Cardiff Road and Swansea Road areas, requesting that responses be received by 1 June 2018. The informal consultation requested feedback on the principle of closing Meadow Road and Milford Road to through traffic.

The works to the Cow Lane Bridges, once completed, would result in the removal of permanent traffic lights and the creation of full two-way traffic operation through the bridges. It was projected that this was likely to result in more traffic using the Portman Road and Richfield Avenue to reach Caversham Road.

The consultation had highlighted the risk that, particularly in peak times, some traffic might try to use a shortcut route via Tessa Road, Cremyll Road, Milford Road, Meadow Road and then use Addison Road, Ross Road, Swansea Road and Northfield Road as a bypass to any queuing traffic. Although there was a short one-way plug in Northfield Road the consultation also highlighted that there could be increased abuse of this route in the reverse direction. In order to remove these risks it had been proposed that it would be possible to close Meadow Road near the junction with Milford Road and also Milford Road near to the junction with Cardiff Road. These two options were also being discussed in connection with the current planning application for the residential redevelopment of the Cox and Wyman site. If these road closures were to be implemented it could be considered whether existing width restrictions in Cardiff Road, Addison Road and Ross Road could be removed or other alterations could be made to provide additional resident parking spaces as a result. However, this might require further consultation. The report included a table that contained the results of the informal consultation.

Councillor Page informed the Sub-Committee that to date 74 residents were in favour of the proposals with 20 against and one undecided which equated to 78% of residents being in favour.

Resolved -

- (1) That the report be noted;
- (2) That design proposals be developed by Officers in consultation with Abbey Ward Councillors, for further informal and/or for statutory consultation;

- (3) That the Head of Legal and Democratic Services be authorised to carry out statutory consultations and advertise the proposals in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;
- (4) That subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (5) That any objections received following the statutory advertisement be reported to a future meeting of the Sub-Committee;
- (6) That the Head of Transportation and Streetcare, in consultation with the appropriate Lead Councillor, be authorised to make minor changes to the proposals;
- (7) That no public enquiry be held into the proposals.

10. MAJOR TRANSPORT AND HIGHWAYS PROJECTS - UPDATE

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

Cow Lane Bridges

Thames Valley Berkshire Growth Deal Schemes

And the following unfunded schemes:

Reading West Station

Third Thames Bridge

Resolved - That the report be noted.

11. 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 Item 14 below, as it was likely that there would be disclosure of exempt information as defined in Paragraphs 1 and 4 of Part 1 of Schedule 12A of that Act.

12. 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 sixteen applicants, who had subsequently appealed against these decisions.

Resolved -

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- (1) That applications 3, 5, 7, 8, 9, and 13 be approved subject to any necessary documentation and conditions being met, as set out in the report, the permits are personal to the applicants and charged at the first permit fee;
- (2) That applications 1, 11 and 16 be approved subject to any necessary documentation and conditions being met, as set out in the report, the permits are personal to the applicants and charged at the third permit fee;
- (3) That application 6, for 1 book of visitor permits be approved subject to review of the resident permit zones in Oxford Road area;
- (4) That application 10 be approved subject to any necessary documentation and conditions being met, as set out in the report, charged at the first discretionary business permit fee;
- (5) That application 14 be approved subject to the necessary documentation and conditions being met, as set out in the report, charged at the second permit fee;
- (6) That the Director of Environment and Neighbourhood Services' decision to refuse applications 2, 4, 12 and 15 be upheld.

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

(The meeting started at 6.30 pm and finished at 9.14 pm).