

# Southend-on-Sea Borough Council

Agenda  
Item No.

Report of Deputy Chief Executive (Place)

to

**Traffic Regulations Working Party  
and Cabinet Committee**

on

**1<sup>st</sup> November 2018**

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Director for Planning and Transport

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## Proposed Guidance for Traffic and Parking Related Issues

**Cabinet Member: Councillor Moring  
Part 1 Public Agenda Item**

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### 1. Purpose of Report

- 1.1 To consider revisions to the current working practices to encompass any improvements and amendments.

### 2. Recommendation

**That the Traffic Regulations Working Party and Cabinet Committee:**

- a) **Note the contents of the report**
- b) **Consider and approve revised policies, processes and procedures as set out in Appendix 1 of the report.**
- c) **Instruct Officers to follow the revised policies for all future consideration of traffic & parking requests.**

### 3. Background

- 3.1 In January 2016, Members agreed to create a policy document to formalise working practices in relation to a number of traffic and parking related issues. Agreed practices ensure each issue is addressed consistently and fairly.
- 3.2 The guidance has been used since this time and to ensure our working practices reflect any lessons learnt from previous works along with any national developments, the document has been revised.
- 3.3 The revisions are set out in Appendix 1 to this report and amendments or deletions are highlighted. For clarity, the revisions are;
- *Adjustment of the response and support criteria in relation to Parking Permit controls.*

- *Adoption of the concept the road space should be shared to give an advantage to residents but to ensure the roads remain available for some levels of use during times when residents needs are lower.*
- *Formalising the requirement to consider the needs of business and other premises in the area.*
- *Clarification of the assessment process used for the consideration of pedestrian crossings.*
- *Clarification on where footway parking can be permitted (in the event that nationwide footway parking ban is introduced)*
- *A requirement that Members Requests must be supported by all ward Members.*
- *Members Requests being submitted online allowing appropriate audit trails and monitoring*

#### **4. Other Options**

- 4.1 Retain the existing working practice. From the significant works progressed since January 2016, a number of improvements have been identified along with suggested changes designed to ensure our agreed practices are clear and consistently applied. Retaining the current practice prevents these amendments being adopted.

#### **5. Reasons for Recommendations**

- 5.1 To enable Traffic & Parking Working Party to work efficiently and effectively to maximise benefits of limited resources to deal with its workload priorities and to ensure policies reflect local needs.

#### **6. Corporate Implications**

##### *6.1 Contribution to Council's Vision & Corporate Priorities*

- 6.1.1 The recommendation meets the objectives of the Local Transport and Implementation Plan.

##### *6.2 Financial Implications*

- 6.2.1 All schemes approved through the Traffic and Parking Working Party are funded through the Local Transport Capital Programme and the Council's own budgets.

##### *6.3 Legal Implications*

- 6.3.1 Statutory processes are always followed as necessary before implementing any schemes.

##### *6.4 People Implications*

- 6.4.1 Every effort is made to undertake design and consultation work within the existing resources.

##### *6.5 Property Implications*

- 6.5.1 None.

## 6.6 *Consultation*

6.6.1 Statutory consultation is always undertaken as necessary before implementing any schemes.

## 6.7 *Equalities and Diversity Implications*

6.7.1 The objectives of improving safety take account of all users of the public highway including those with disability or vulnerability.

## 6.8 *Risk Assessment*

6.8.1 Any works meeting the set criteria are risk assessed as part of the design process.

## 6.9 *Value for Money*

6.9.1 Updating the procedures and making the process more efficient will lead to better value for money.

## 6.10 *Community Safety Implications*

6.10.1 The guidance is designed to meet the objectives of improving safety and takes account of implications for community safety.

## 6.11 *Environmental Impact*

6.11.1 Improving quality of local environment is an integral part of Traffic & Parking policies and schemes' design.

## **7. Background Papers**

7.1 Current policy in relation to the working practices.

## **8. Appendices**

Appendix 1 - Proposed revised document setting out the policies, process and procedures for Traffic & Parking investigations

Appendix 2 – Proposed members request from layout