

# TONBRIDGE & MALLING BOROUGH COUNCIL

## JOINT TRANSPORTATION BOARD

10 June 2019

### Report of the Director of Street Scene, Leisure & Technical Services

#### Matters For Information

#### 1 **PARKING UPDATE**

##### Summary

This report provides Members with an update on progress with the current phase of the Parking Action Plan (Phase 11), highlights the approved programme of Parking Reviews and sets out the Borough Council's approach to parking management.

#### 1.1 **Background**

- 1.1.1 The Borough Council manages off-street car parks and on-street parking across the Borough. The on-street element of this parking management is devolved from Kent County Council under a formal agreement. The agreement places a responsibility on the Borough Council to enforce on-street parking restrictions and to consider requests for the review and introduction of amenity related parking restrictions.

#### 1.2 **Role of the Joint Transportation Board**

- 1.2.1 In terms of parking management, this Board considers all of the on-street parking proposals brought forward by the Borough Council, Parish/Town Council's and residents and undertakes the associated consultation. Final recommendations from the Board are considered for decision by the Chair and Vice Chair of the Board. The roles of Chair and Vice Chair are allocated to one Kent County Council and one Borough Council elected Member, with the roles alternating between the two organisations annually.

#### 1.3 **Phase 11 – Parking Action Plan**

- 1.3.1 Within the planned review of parking arrangements, smaller locations are managed through the Borough Council's Parking Action Plan, with these locations being considered as stand-alone sites. Taking into account the resources available in the Officer Parking Team, approximately 40 sites are reviewed each year.

1.3.2 The list of sites included in the current Phase of the Parking Action Plan (Phase 11), was reported to the March 2019 meeting of this Board, and is shown at **Annex 1**.

1.3.3 The Council's procedure for requesting and progressing changes to parking restrictions can be summarised as follows:-

- Request received and added to Holding List;
- Sites collated into manageable phases;
- Approval for the next phase reported to Joint Transportation Board with recommendation to move to informal consultation;
- Report to Joint Transportation Board on the outcome of informal consultation with recommendation to alter/adjust proposals if appropriate and to move to formal consultation;
- Report to Joint Transportation Board following formal consultation with recommendations to approve/abandon proposals;
- Install approved schemes;
- Review of impact of proposals after 12 months if required.

1.3.4 Phase 11 of the Parking Action Plan is currently at the point of moving into the Informal Consultation stage. This first stage is carried out informally and is normally directly targeted at those properties immediately affected by any proposals. At this stage the local Borough Members and the relevant Parish/Town Council is also contacted. This stage of consultation allows Officers to shape and adjust any proposals prior to a much wider formal consultation process.

1.3.5 All informal consultation responses will be redacted and included in a report to Members of this Board. This allows Members to review the options of local residents when considering whether to proceed to the next phase of formal consultation.

1.3.6 The second stage is formal consultation and is much wider than the informal stage. It will include consultation with all statutory consultees, with site notices and advertisements placed in the local paper. Again all redacted responses will be included within a report to the Board to enable Members to consider the recommendations.

## **1.4 Future Phases – Parking Action Plan**

1.4.1 Those sites that are not being considered within the current active phase of the Parking Action Plan are placed on a 'holding list'.

- 1.4.2 The current holding list which was reported to the March 2019 meeting of this Board and is shown in **Annex 2**. Any new requests are added to the bottom of the holding list ensuring the selection of schemes is fair and there is no 'jumping the queue'.

## 1.5 Parking Reviews

- 1.5.1 In addition to the Phased Parking Action Plans, the Borough Council also has an agreed programme of Parking Reviews. These Parking Reviews are larger scale locations where there are more complex and inter-related issues. These larger sites require a greater level of design and consultation and proceed on a different timescale to the Phased Parking Action Plan. Often this will result in a package of parking proposals being proposed.
- 1.5.2 There are currently three Parking Reviews under way, Kings Hill, Hadlow and Hildenborough, with a future review also programmed for Snodland. Officers will be contacting the local Members over the next few weeks to ensure that they are fully briefed in terms of progress to date and future activity. In summary the reviews are currently at the following stages:-
- parking issues in Kings Hill cover a number of locations across the village, with a variety of issues relating to the style of the development and the number of adopted and private roads. In liaison with the previous local Members, the Parish Council and Liberty Property, Officers have reviewed the programme and approach to be taken for Kings Hill. Given the potential on-going phases of this review, the decision was taken to address the main distributor roads first. The proposals for this first phase of work will be informally consulted upon with the outcome being reported to the September 2019 meeting of this Board.
  - Officers have been developing proposals for parking restrictions across Hadlow (and Golden Green) ready for liaison with the Parish Council and informal consultation later this summer. Once again it is the intention to report the outcome of this informal consultation to the September 2019 meeting of this Board.
  - initial proposals are still in development for Hildenborough. The issues are complex due to competing demands for residential, business, commuter and school parking. Officers will continue to develop proposals, ready for liaison with the Parish Council and informal consultation later this year.

## 1.6 Legal Implications

- 1.6.1 The on-street parking service is undertaken by the Borough Council on behalf of Kent County Council under the terms of a formal legal agreement.

## **1.7 Financial and Value for Money Considerations**

- 1.7.1 Funding to implement the works associated with the Parking Action Plans and the Parking Reviews is provided within the Borough Council's revenue budgets. There is a provision of £15,000 within the 2019/20 revenue budget.

## **1.8 Risk Assessment**

- 1.8.1 The detailed assessment and consultation process applied to parking management provides the assurance that the Borough Council is willing to listen to local views, and ensures it achieves a best balance of local parking needs. A regular review of the schemes is crucial to ensure that the Council can correctly and effectively manage on-street parking in these areas as the proposals are either introduced for safety reasons, or to provide a more appropriate balance of parking needs.
- 1.8.2 A major risk is that scheme proposals encounter significant lack of local support. This risk is mitigated by the considerable effort devoted to ensuring there is widespread consultation on proposals through informal consultation before any formal stage of consultation is reached. There is also care given to ensuring that schemes are adjusted and adapted in the light of comments and observations received from the local community, without compromising safety or the Council's commitment to deal appropriately with identified safety concerns.

## **1.9 Policy Considerations**

- 1.9.1 Asset Management
- 1.9.2 Communications
- 1.9.3 Community
- 1.9.4 Customer Contact

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