

Prioritising the investigation and implementation of Parking Management Schemes – Guidance

Background

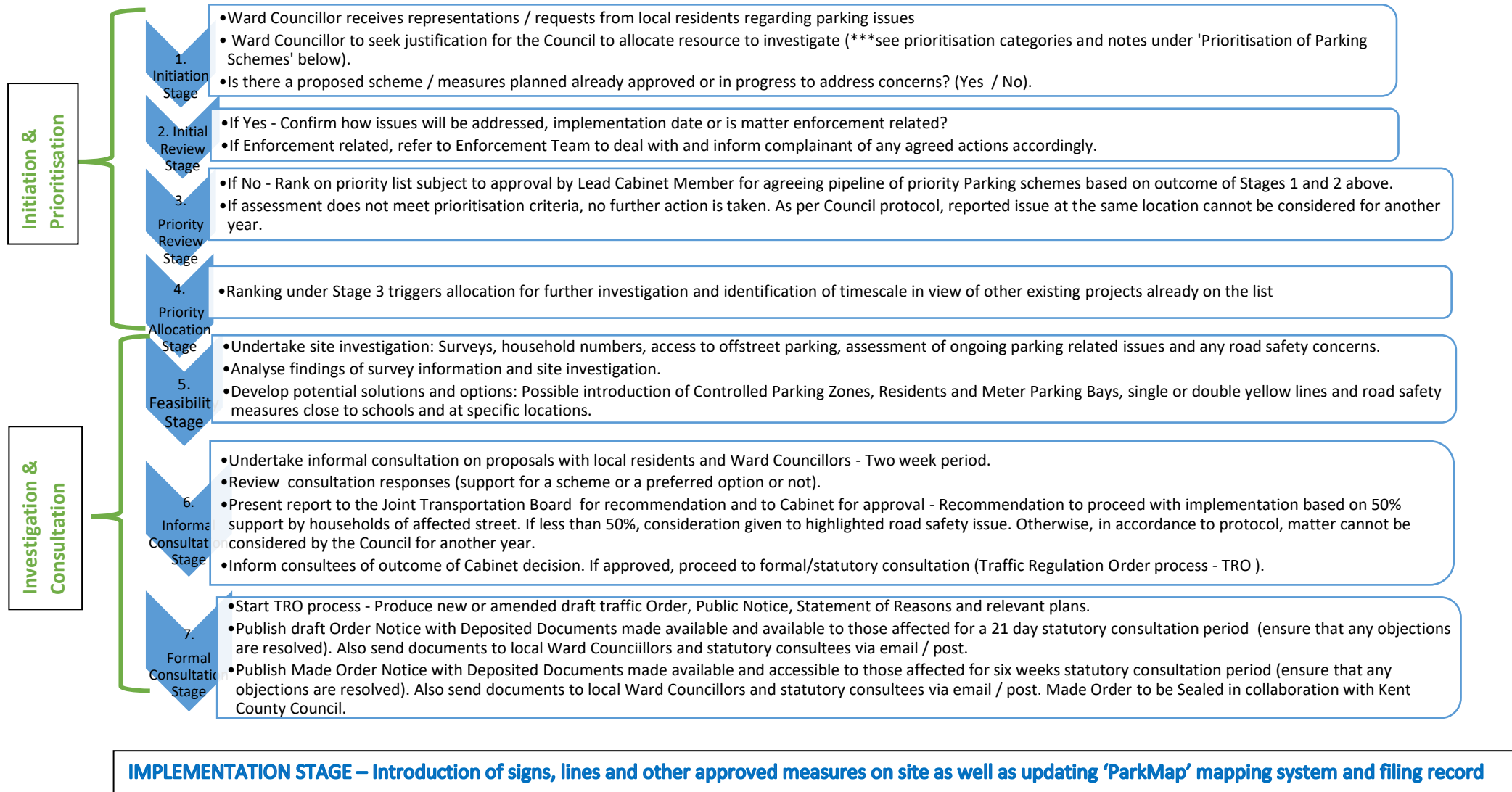
This guidance note provides Council officers and local Ward Councillors with a formalised and consistent approach for developing and implementing parking management schemes. It takes into consideration existing Cabinet approval protocols and applicable statutory requirements. This will also ensure that residents are given clear information about how concerns raised about parking issues are addressed and will support engagement with Kent County Council (KCC), who are the highway authority, to progress parking schemes.

There are related guidance documents that have been previously produced by the Council including 'Parking Services – DBC permit parking management scheme delivery process – May 2016' and 'Parking Services - it's not just about enforcement – September 2016'. However, it is acknowledged further guidance is required to formalise how the Council prioritises how it investigates concerns raised by local residents on wide ranging parking issues and allocates its limited resources to identifying potential solutions for implementation.

Currently, the Council introduces parking management schemes where there is strong pressure from local residents to implement a scheme. Given the Council's limited resources, this allows for two schemes a year on average. Prioritisation is normally based on the order of Cabinet approval following promotion of a scheme by local ward Members. Appendix 1 shows the output of the current priority listing.

The demand for schemes to address ongoing pressure on parking in the Borough is increasing particularly in and around Dartford Town Centre exacerbated by new developments. The Council is in the process of expanding the resources available through recruitment of additional staff to enable increased implementation of Parking Management Schemes. The recruitment process, however, take several months, so the additional staff will not be in place immediately. At the same, it is proposed to provide Ward Councillors with guidance for taking a residents' scheme forward, as well as developing a more robust approach to appraising parking issues and prioritising schemes for implementation. The Councillor guidance and proposed approach for prioritising the investigation of reported parking issues is outlined below and the full process from initiation to implementation is shown in the flow chart in Figure 1.

Figure 1 - Flow Chart on prioritisation and Implementation of parking schemes



Prioritisation of Parking Schemes

The table below provides criteria which will support how the Council makes decisions on how it allocates resources to undertake detailed investigation for potential parking management schemes.

Category 1 – Serious Safety

Evidence of significant safety issues/risks - *Based on crash and casualty data information available from KCC via crashdata@kent.gov.uk. More information is available via <https://www.kent.gov.uk/roads-and-travel/road-safety/crash-and-casualty-data>. Persistent casualty types or trends over a three to five year period provides justification for further investigation in collaboration with KCC.*

Category 2 – Moderate Safety

Evidence of some potential safety issues/ risks – *Based on observed incidences categorised as per items 2-6 under ‘Evidence of safety issues’ below. Confirmed repeated incidences over a three month period contributes towards the justification for further investigation in collaboration with KCC.*

Evidence regarding ‘near misses’ / damage-only accidents - *The values for preventing road accidents applied in COBALT include an allowance for damage only accidents. Statistics on damage only accidents are not generally available – because they are not comprehensively reported to the police – so instead survey information is used to estimate the occurrence of damage only accidents. COBALT assumes that damage only accidents occur at a rate of 17.7 per personal injury accident on urban roads, 7.8 on rural roads and 7.6 on motorways, and that these rates remain constant over time. Reference - See link to report below. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/370908/TAG_Unit_A4.1_-_Social_Impact_Appraisal_January2014.pdf*

Category 3 – Significant Parking Pressures – *To determine whether parking issues impact residents in their immediate or wider locality and when the impact is greatest.*

Evidence of significant parking displacement for majority of residents in street contributes towards the justification for further investigation by the Council.

Category 4 – Limited Parking Pressures - *To determine whether parking issues impacts residents in their immediate or wider locality and when the impact is greatest.*

Evidence of some parking displacement but limited proportion of residents affected contributes towards the justification for further investigation by the Council.

Category 5 – Support of local residents and Ward Councillors - *To confirm support of local residents and Ward Councillors.*

Evidence of majority support of local residents and all Ward Councillors to provide justification for further investigation by the Council.

Category 6 – Evidence of Parking Pressures within Area of Significant Parking Pressure in the Borough - *To confirm location is within the boundary of the Town Centre. Demand to address ongoing pressure on parking in the Borough is increasing in and around the Town Centre.*

Priority List Ranking

Note: Ranking is based on a ‘traffic lights’ system using evidence-based approach shown in the table below.

Level 1 Ranking

Review shows the majority of ‘Yes’ boxes being ticked from each evidence-based table below in each category. Reported issue will be included in the Council’s programme of Priority Listing of issues to be investigated further.

Level 2 Ranking

Ranking of the programme on the priority list for new items will be based on the highest number of ‘Red’ achieved under the relevant criteria for each evidence-based section in the table below, followed by the highest number of Amber achieved in each evidence-based area.

In order to carry out the prioritisation, Ward members should provide the following information/evidence:

EVIDENCE OF SAFETY ISSUES		R	A	G
<p>Note: Crash data available via Kent County Council. Criteria includes:</p> <ul style="list-style-type: none"> - six collisions over a three year period within an initial 50m diameter on 40mph roads or less in an urban setting or four collisions over a three year period within an initial 50 diameter on 50mph roads or above in a rural setting. - Observations of 'near misses' during the week and weekends as applicable over at least a three month period. Two (urban roads) and one (rural roads) near misses or more expected with video evidence for a potential high safety risk site. - Visibility obstruction based on photographic evidence showing repeated occurrence at busy periods. - Access problems for emergency and refuse vehicles based on photographic evidence showing repeated occurrence at busy periods. 				
1. Collision trend based on three year crash data established (related to identified parking issue)	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
2. Observed 'near misses' over a significant period i.e. three months or more	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
3. Pedestrian accident data/ observed pedestrian near misses?	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
4. Visibility obstructed turning out of road	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
5. Pedestrian visibility obstructed in crossing road	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
6. Ability of emergency and refuse vehicles to gain access?	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
EVIDENCE OF RESIDENTS PARKING DISPLACEMENT PROBLEMS				
<p>Note: Observations during the week and weekends as applicable over at least a four week period based on photographic evidence showing repeated occurrence.</p>				
1. How far parking displaced:				
a) Further down road	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
b) to adjacent streets	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
c) at least 2 streets away	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
2. Times when displaced:				
• Daytime	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
• Evenings	Yes <input type="checkbox"/> / No <input type="checkbox"/>			
• Weekends	Yes <input type="checkbox"/> / No <input type="checkbox"/>			

<p>3. What impacts it has (considered in relation to 1 & 2 above):</p> <ul style="list-style-type: none"> • Inability to park close to home • Road width restricted - vehicles unable to pass each other or access street 	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>			
	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>			
EVIDENCE OF SUPPORT OF LOCAL RESIDENTS / WARD MEMBERS				
<p>1. Majority of local residents in favour of a parking scheme</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>			
<p>2. All ward Members in favour of a parking scheme</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>			
EVIDENCE OF IDENTIFIED PARKING ISSUES WITHIN AREA OF SIGNIFICANT PARKING PRESSURE IN THE BOROUGH				
<p>1. Near shopping areas</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>			
<p>2. Near stations and major bus terminals</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>			
<p>3. Near schools</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>			
<p>4. Near community facilities</p>	<p>Yes <input type="checkbox"/> / No <input type="checkbox"/></p>			

Key

R	High Priority
A	Medium Priority
G	Low Priority

APPENDIX 1 – Sample of the Priority List of Parking Management Schemes

- See attached A3 sized list.