

Report to the Chief Officer (Highways and Transportation)

Date: 28 April 2015

Subject: Parking Places Order in Rawdon Car Parks

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Guiseley & Rawdon	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

- 1 A need for parking restrictions has been identified in 2 Council owned car parks in Rawdon.
- 2 A parking places order is proposed which will enable Civil Enforcement officers to issue Penalty Charge Notices to any vehicles parked in contravention of these restrictions.

Recommendations

- 3 The Chief Officer (Highways and Transportation) is requested to :
 - i) note and approve the contents of this report ; and
 - ii) instruct the City Solicitor to advertise a draft amendment Order to the Leeds City Council (Off-Street Parking Places) (Consolidation) Order 2010 to incorporate the car parks at Littlemoor Primary School and Rawdon Library as off –street car parks Monday to Friday 8:00am to 6:00pm 4 hours no return within 4 hours as shown on drawing No. TM-15-2090-PPO and if no valid objections are received to make and seal the Order as advertised.

1 Purpose of this report

To seek authority to implement a Parking Places Order relating to 2 Council owned car parks in Rawdon.

2 Background information

- 2.1 The Council has provided a car park next to Littlemoor Primary school since the school was built in 2005. As well as the school, the car park is intended to serve

the local businesses nearby, this has been confirmed by development control. It has 20 spaces including one disabled bay. In previous years this was sufficient for the area and there was no need for any restrictions. However a rise in commuting in the area has led to pressure on the car park and it is now very difficult to get a space during normal working hours.

2.2 As a result of this, local businesses have lobbied local members and the local MP. Having considered the problem the favoured solution is a 4 hour maximum stay Monday to Friday 8:00am to 6:00pm no return within 4 hours restriction on the car park.

2.3 The Rawdon library car park is a short distance away and is also unrestricted at the moment. It has 15 spaces, one of which is a disabled bay. In order to prevent displacement of vehicles a corresponding 4 hour restriction is recommended, together with a no return within 4 hour restrictions to prevent people from moving their vehicle within the car park.

3 Main issues

3.1 The introduction of a 4 hour restriction will allow visitor access to local amenities to be maintained as was originally intended when the car park was built. Commuters will be displaced by the restriction and may seek to park elsewhere in the vicinity. However there is an extensive Residents permit zone in the residential streets nearby as well as various waiting restrictions. If further problems do develop further restrictions will be considered in the usual way.

3.2 Rawdon library is situated next to Council offices and a One Stop Shop both of which have parking spaces. These spaces are mostly used for staff parking and will not be included in this scheme. The four hour spaces in the library car park will be available to anyone and so will provide capacity for other visitors as well as library users.

3.3 Enforcement of the limited waiting restrictions will be carried out in the traditional way by an officer on patrol. This involves noting vehicles during an initial visit and then returning at least 4 hours later to see if any are still there. Rawdon is already patrolled regularly by Civil Enforcement Officers as part of a wider beat area including Guiseley, Yeadon and the airport. Therefore these 2 car parks can be added to existing patrol areas without difficulty.

3.4 The car parks will be signed as "Rawdon Littlemoor Car Park" & "Rawdon Library Car Park" respectively.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Ward members have been involved in drafting these proposals and have been fully consulted. The constituency MP has also been consulted.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An Equality Screening Document is attached as Appendix 1. No implications have been identified. Motorists who display a disabled parking badge will be exempt from the 4 hour restriction and able to park for an unlimited period.

4.4 Resources and value for money

- 4.4.1 The costs of these changes are estimated at £3,000 which will be met from Parking services revenue budgets. Ongoing enforcement costs will be met from the income from Penalty Charge Notices. If there are few offences patrols will be reduced accordingly.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 The decision to introduce a limited waiting restriction is an Administrative Decision that can be made under the Scheme of Delegation; the decision is not subject to Call In.

4.6 Risk Management

- 4.6.1 The main risk is introducing a new regime that is unsuitable and leads to lower occupancy, representing poor use of the car park asset and increased congestion. The effect of the changes will be closely monitored following its introduction.

5 Conclusions

- 5.1 There is a need for a limited waiting restriction in 2 Council car parks in Rawdon to tackle commuter parking and improve access to local amenities.

6 Recommendations

- 6.1 The Chief Officer (Highways and Transportation) is requested to :

i) note and approve the contents of this report ; and

ii) instruct the City Solicitor to advertise a draft amendment Order to the Leeds City Council (Off-Street Parking Places) (Consolidation) Order 2010 to incorporate the car parks at Littlemoor Primary School and Rawdon Library as off –street car parks Monday to Friday 8:00am to 6:00pm 4 hours no return within 4 hours as shown on drawing No. TM-15-2090-PPO and if no valid objections are received to make and seal the Order as advertised.

7. Background documents¹

- 7.1 Plan of the affected Car Parks (ref TM-15-2090-PPO)

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Appendix 1

Equality, Diversity, Cohesion and Integration Screening



As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions. Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: Environment and Housing	Service area: Parking Services
Lead person: Mark Jefford	Contact number: ext. 52200

1. Title: Parking Places Order in Rawdon Car Parks

Is this a:

Strategy / Policy

Service / Function

Other

If other, please specify

2. Please provide a brief description of what you are screening

Decision to introduce limited waiting in 2 Rawdon car parks

3. Relevance to equality, diversity, cohesion and integration

All the council's strategies/policies, services/functions affect service users, employees or the wider community – city wide or more local. These will also have a greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?		X
Have there been or likely to be any public concerns about the policy or proposal?		X
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?		X
Could the proposal affect our workforce or employment practices?		X
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations 		X

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

4. Considering the impact on equality, diversity, cohesion and integration
<p>If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.</p> <p>Please provide specific details for all three areas below (use the prompts for guidance).</p> <ul style="list-style-type: none"> • How have you considered equality, diversity, cohesion and integration? (think about the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected) <p>Disabled people with a disabled persons parking badge are exempt from limited waiting restrictions in Leeds Council parking spaces so will not be affected by this change. There are no implications for other groups.</p>
<ul style="list-style-type: none"> • Key findings (think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)
<ul style="list-style-type: none"> • Actions (think about how you will promote positive impact and remove/ reduce negative impact)

5. If you are not already considering the impact on equality, diversity, cohesion and integration you will need to carry out an impact assessment.	
Date to scope and plan your impact assessment:	
Date to complete your impact assessment	
Lead person for your impact assessment (Include name and job title)	

6. Governance, ownership and approval Please state here who has approved the actions and outcomes of the screening		
Name	Job title	Date
Mark Jefford	Parking Manager	13 April 2015

7. Publishing This screening document will act as evidence that due regard to equality and diversity has been given. If you are not carrying out an independent impact assessment the screening document will need to be published. If this screening relates to a Key Delegated Decision, Executive Board, full Council or a Significant Operational Decision a copy should be emailed to Corporate Governance and will be published along with the relevant report. A copy of all other screenings should be sent to equalityteam@leeds.gov.uk . For record keeping purposes it will be kept on file (but not published).	
Date screening completed	13 April 2015
If relates to a Key Decision - date sent to Corporate Governance	
Any other decision – date sent to Equality Team (equalityteam@leeds.gov.uk)	