

## **Scrutiny Board (City Development)**

### **Inquiry into Resident Parking Schemes**

#### **Draft terms of reference**

#### **1.0 Introduction**

- 1.1 On 15<sup>th</sup> July the City Development Scrutiny Board agreed to carry out an inquiry into resident parking schemes.
- 1.2 In particular, it was decided to investigate the possibility of allowing groups of residents to pay for the introduction of a resident parking zone themselves.
- 1.3 At present, members of the public requesting that a resident parking zone be installed in their neighbourhood face a lengthy wait. There is only a limited amount of funding available in the Council budget each year for such schemes and it has been necessary to prioritise requests according to most need.
- 1.4 However, the demand for such schemes is increasing year on year, particularly in certain areas of the city, and it has been suggested that one way to reduce the backlog of requests may be to allow residents to fund the schemes themselves.
- 1.5 Any proposals will clearly have resource implications for the City Development and Environment & Neighbourhoods departments responsible for this service.

#### **2.0 Scope of the inquiry**

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on, the following areas
  - The effectiveness of current arrangements for establishing a resident parking scheme
  - The practicality of allowing resident parking schemes to be paid for by residents themselves – in particular how enforcement of the scheme would be carried out.
  - The viability of any other proposals to reduce and speed up the process of establishing resident parking schemes

#### **3.0 Comments of the relevant Director and Executive Board Member**

- 3.1 The Directors of City Development and Environment & Neighbourhoods, and the relevant Executive Board Members have been requested to comment on these terms of reference.

#### **4.0 Timetable for the Inquiry**

- 4.1 The inquiry will take place over three sessions with a view to issuing a final report in November 2008.

## **5.0 Submission of evidence**

5.1 The following formal evidence gathering sessions have been scheduled:

### **5.2 Session One – 9<sup>th</sup> September 2008**

The purpose of this session is to consider the current arrangements for resident parking in Leeds. In particular the board will consider:

- The application process and rationale for a new resident parking zone
- The current length of time from application to completion
- Any particular 'hot spots' in the city and the reasons why parking is so difficult in these areas
- The costs of resident parking schemes

### **5.3 Session Two – 14<sup>th</sup> October 2008**

The purpose of this session is to look into any alternatives to the current system, in particular the suggestion that residents be allowed to fund such schemes themselves. In particular the board will consider:

- Any information requested from the last Session
- The way in which this proposal would work in practice, particularly with regard to funding and enforcement
- Evidence from local Ward Councillors and individuals who have applied for resident parking and identified in Session 1
- Best practice in other local authorities

The Board is asked to consider at this session any emerging recommendations from the inquiry to date

### **5.4 Session Three – 18<sup>th</sup> November 2008**

The purpose of this session is to consider:

- Any information requested from the last Session
- The Board's draft inquiry report and recommendations.

## **6.0 Witnesses**

6.1 The following witnesses have been identified as possible contributors to the Inquiry:

- Director of City Development
- Director of Environment & Neighbourhoods
- Relevant officers from the City Development and Environment and Neighbourhoods Departments
- Individuals who have made requests for resident parking schemes
- Ward Councillors from areas with a high demand for resident parking schemes

## **7.0 Monitoring Arrangements**

- 7.1 Following the completion of the scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
- 7.2 The final inquiry report will include information on the detailed arrangements for monitoring the implementation of the Board's recommendations.

## **8.0 Measures of success**

- 8.1 It is important to consider how the Board will deem whether its inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.
- 8.2 The Board will look to publish practical recommendations.