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**To: Communities and Neighbourhoods Scrutiny Board [4]**

**16 November 2016**

**Subject: Revisions to Residents' Parking Policy**

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**1 Purpose of the Note**

- 1.1 The purpose of the Briefing Note is to inform Members of the proposed revisions to the Residents' Parking Policy.

**2 Recommendations**

- 2.1 The Communities and Neighbourhoods Scrutiny Board is recommended to:

- 1) Consider the information in regard to the revised Residents' Parking Policy which is due to be presented to Cabinet in January 2017.

**3 Background**

- 3.1 Coventry City Council adopted the City Centre Parking Strategy in September 2016.
- 3.2 The Strategy recognises the need to manage on-street parking to protect the needs of residents and the residential environment. Residents' parking schemes are one of the most effective ways of achieving this.
- 3.3 Residents' parking schemes help to:
- Manage parking and traffic
  - Improve traffic flow and road safety
  - Give priority to residents and businesses, including customers and carers
  - Control and discourage commuter and non-resident parking
  - Improve the environment
- 3.4 Coventry's first residents' parking scheme was introduced over 25 years ago. Since then numerous other schemes have been implemented, often with differing rules and characteristics. A list of the existing schemes is attached (see Appendix 1).
- 3.5 The current residents' parking policy was adopted in 2007 and is now out of date.

**4 Revised Residents' Parking Policy**

- 4.1 The Resident's Parking policy has been reviewed and updated. It sets out a coherent, consistent and best practice framework for the implementation of future schemes. It takes account of several factors including:
- The type of parking scheme required
  - Eligibility criteria

- Permit types available
  - The times of operation
  - The cost and duration of permits
  - The enforcement regime
- 4.2 The revised policy requires that the following conditions must be met before a new parking scheme is introduced:
- All requests for a parking scheme must be made in writing and supported by at least two of the three ward councillors
  - At least 60% of the properties surveyed must be in favour of the scheme
  - More than 50% of the properties must have no off-street parking available (e.g. private garage or driveway)
  - There must be less than 40% of on-street spaces available during peak periods
  - There must be a clear and persistent parking problem that causes a nuisance to residents
  - The introduction of the scheme must not have a detrimental impact on other nearby streets
- 4.3 All new residents' parking schemes will be subject to a 4 stage process comprising:
- The initial request
  - Scheme design
  - Consultation
  - Implementation phase
- 4.4 There are several types of parking permits that will be available to the various user groups. The list includes:
- Resident permits
  - Visitor permits
  - Business permits
  - Customer permits
  - Carer permits
  - Medical / Pastoral permits
  - Other special permits
- 4.5 Disable blue badge holders are eligible to park in the areas covered by the scheme on the proviso that they correctly display their blue badge and card clock in the vehicle.
- 4.6 Permits will normally be issued for a maximum of three years although a one year permit will be available in areas with a high student population.
- 4.7 Where parking schemes are required and are funded by developers using Section 106 funding, permits will normally be provided to residents free of charge until the funding has run out.
- 4.7.1 Where a scheme is chargeable to residents, the cost of permits will be reviewed annually in line with the Council's Fees and Charges review.
- 4.8 The Council is keen to utilise new technology and to adopt new ways of working to derive benefits and efficiencies wherever possible. With that in mind, the Council is phasing out

the traditional paper permits. In future and where possible, permits will be paperless, i.e. similar to the new car tax system.

Using this approach, residents will be able to manage their permits online or over the phone using a system called Mipermit.

- 4.9 The existing paper-based residents' parking schemes will be transferred to the Mipermit, paperless system during the coming months. The Council will however, issue paper permits to residents in exceptional circumstances where requested by residents.
- 4.10 The Council's parking officers will routinely patrol the areas covered by the schemes to monitor parking and to ensure that only authorised vehicles are parked there. Any unauthorised vehicles that are identified will be issued with a penalty charge notice which incurs a fine of £70.

## **5 Way Forward**

- 5.1 The Revised Residents' Parking policy will be presented to Cabinet in January 2017.
- 5.2 Subject to Cabinet approval, the revised policy framework will be applied to any future new residents' parking schemes.

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**List of existing Residents' Parking Schemes**

<b>Residents' Parking Scheme</b>	<b>Ward</b>
King Edward Road	St Michael's
Charterhouse area	St Michael's
Cheylesmore (East)	Cheylesmore
Cheylesmore (West)	Cheylesmore
Earlsdon	Earlsdon
Hillfields	St Michael's
Middleborough Road	Radford
Ricoh Arena	Foleshill & Holbrooks & Longford
St Patrick's Rd	St Michael's
Starley Rd	St Michael's
Stoney Rd, Manor Rd, Park Road	Cheylesmore
Swanswell	St Michael's
The Butts	Sherbourne
University Of Warwick	Westwood
Walsgrave Hospital (including extensions to the main scheme)	Henley & Wyken
Clifford Park Estate	Wyken