

## **POLICY: Allocation of Parking Permits in Controlled Zones**

### **1 INTRODUCTION**

#### ***This policy is primarily concerned with:***

- The eligibility of any property for a Parking Permit within a Controlled Zone.
- How the Council will endeavor to treat people fairly, equally and with respect taking full account of their personal circumstances and those of its clients.
- The conduct of the Council's staff and the manner in which it carries out its duties, including the issue of permits to properties within a controlled zone
- Service standards that will be adopted by Bath & North East Somerset Council when carrying out the issue or permits and their renewals which are in addition to the normal accepted process.

1.1 It is impossible to qualify every case and there will be occasions when the Head of Parking Services or those as delegated by the Head of Parking Services will consider the case on its individual merits and the outcome of this decision is final.

1.2 This Policy will be subject to regular Review by the relevant groups and will reflect current best practice.

On 14 August 2006 Cllr Sir Elgar Jenkins set out a policy (E1176 Allocation of Residents Parking Permits within Controlled Zones) which excluded new development proposals or proposals which by virtue of demolition and rebuilding or sub division in zones where the number of parking permits in circulation exceeds the available on-street parking space.

All decisions made under the existing policy based on the decision by Cllr Sir Elgar Jenkins (E1176) remain valid.

## **Policy Statement of Bath & North East Somerset Council in regard to parking within Bath & North East Somerset Council**

**Dated: August 2016**

Bath & North East Somerset Council is committed to making sure that it provides Equality of Opportunity in how its services are delivered. This commitment has been translated into its Vision, Priorities and Core Values by ensuring that different groups and individual needs are reflected in the delivery of service.

The staff of Bath & North East Somerset Council will ensure that they will offer all necessary assistance to any person to ensure that they are aware and can avail themselves of all services and rights due to them.

*The overall aims of Civil Parking Enforcement are:*

- Maintain and, where possible, improve the flow of traffic thereby making the County a more pleasant and environmentally safe place to live and visit.
- Take into account the needs of local residents, shops and businesses, thereby sustaining economic growth.
- Actively support the needs of disabled people bearing in mind that, in some cases, they are unable to use public transport and are entirely dependent upon the use of a car. This will ensure that people with disabilities are able to have equal access to all facilities within the districts.
- Actively discourage indiscriminate parking that causes obstruction to other motorists, public transport, pedestrians, cyclists and people with disabilities. This will ensure that Bath & North East Somerset remain accessible to all equally and safely.

***The policy shall be regularly reviewed and will take into account:***

- a) Existing and predicted levels of demand for parking and the accumulative impact of any decisions.
- b) The availability and pricing of both on and off -street parking.
- c) The nature and extent of on-street parking restrictions.
- d) The accuracy and quality of existing signs and plates.
- e) The levels of compliance that Bath & North East Somerset Council considers to be acceptable and the level of enforcement necessary to achieve them.
- f) The views of the public who shall be actively consulted on all matters relating to the change of parking restrictions.
- g) The views of the Avon & Somerset Police.
- h) The provision of suitable parking facilities for disabled people.
- i) The provision of suitable parking facilities for cyclists and motorcyclists.
- j) Consideration of the Council's overall aims with regard to the environment, fear of crime within the area and the sustained economic growth of the area.

## **Specific Policies**

### **Allocation of Parking Permits in Controlled Zones**

#### ***The Policy***

- a) This is applied to all affected properties within a controlled zone registered or with planning approval after the decisions register entry date of this policy.
- b) The exclusion from the entitlement to an on-street permit or off street permit in a resident's car park applies to all new development proposals or proposals which by virtue of demolition and rebuilding or sub division or where a change of use is required in zones where the potential demand for parking permits exceeds the available on-street parking space.
- c) This policy will not apply to properties where paragraph b) does not apply.
- d) Owners/occupants of all impacted properties will not be entitled to hold on-street parking permits.
- e) Potential demand is an assessment of the maximum number of resident's permits that could be purchased if those currently eligible purchase their entitlement. In zones where second permits are available permit uptake is taken as 40%, in line with the current maximum uptake of second permits across all zones. Visitor and permits for businesses are not included within potential demand.
- f) Properties impacted by this decision are those built or registered with the Land Registry Property Gazetteer (LRPG) or where planning consent is approved after the decision date of this policy or the operational date of the controlled parking zone, whichever is the later.
- g) Parking Services reserves the right not to apply this policy to new development proposals where the LRPG registration remains unchanged and where there has been no change of use. In exercising this right the original property will not be affected by this policy and will retain any existing permit allocation.
- h) This policy applies to the eligibility for any on-street parking permit issued by the Council within the relevant controlled parking zone in accordance with the terms and conditions for that permit and is not restricted to any permit type.
- i) Properties with off-street parking, where entitled to a permit, will have their permit entitlement offset to reflect the number of off street parking spaces available.
- j) Any permits being held by properties which are excluded from doing so may be cancelled at any time. This will be considered on a case by

case basis and the Council reserves the right not to issue full or part refunds following an investigation into each case.

- k) Properties not recorded within the permit system are not eligible for permits. Parking Services will investigate and update, with the appropriate permit entitlement, these records following satisfactory confirmation that the property is eligible for a permit and will only do so at the request of the owner/occupier.
- l) Properties not registered with a UPRN will not be considered for a permit (as per J above) until registered.
- m) Parking Services reserves the right to make a change to the permit entitlement of a property within its records at any time.
- n) Any Penalty Charge Notices issued whilst parked in a permit holder bay, regardless of whether the vehicle held a valid permit, must be appealed through the normal channels and full information on the agreement supplied.