

Thurrock - An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future

Planning, Transport, Regeneration Overview and Scrutiny Committee

The meeting will be held at **7.00 pm** on **6 July 2021**

Council Chamber, Civic Offices, New Road, Grays, Essex, RM17 6SL

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Membership:

Councillors Alex Anderson (Chair), David Van Day (Vice-Chair), Tom Kelly, Martin Kerin, Graham Snell and Lee Watson

Substitutes:

Councillors Qaisar Abbas, Adam Carter, Colin Churchman and Maureen Pearce

Agenda

Open to Public and Press

	Page
1. Apologies for Absence	
2. Minutes	5 - 14
To approve as a correct record the minutes of the Planning, Transport, Regeneration Overview and Scrutiny Committee meeting held on 9 February 2021.	
3. Items of Urgent Business	
To receive additional items that the Chair is of the opinion should be considered as a matter of urgency, in accordance with Section 100B (4) (b) of the Local Government Act 1972.	

4.	Declaration of Interests	
5.	Approval of Naming & Numbering of Streets and Highway Assets Policy	15 - 36
6.	Highways Street Lighting Central Management System	37 - 42
7.	Grays South: Delivering the Pedestrian Underpass – Project Progress	43 - 52
8.	Grays South: Delivering the Pedestrian Underpass – Land Assembly	53 - 70
9.	Parking Policy and Strategy and Parking Design & Development Standards	71 - 174
10.	Flooding in Thurrock – January 2021	175 - 186
11.	Planning, Transport, Regeneration Overview and Scrutiny Committee Work Programme 2021/2022	187 - 188

As part of the Work Programme item, Democratic Services will discuss the potential for an overview and scrutiny project, and how this will be implemented within the Planning, Transport, Regeneration Overview and Scrutiny Committee plus the use of briefing notes, if suitable, throughout the year.

Queries regarding this Agenda or notification of apologies:

Please contact Kenna-Victoria Healey, Senior Democratic Services Officer by sending an email to Direct.Democracy@thurrock.gov.uk

Agenda published on: **28 June 2021**

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DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

Helpful Reminders for Members

- *Is your register of interests up to date?*
- *In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?*
- *Have you checked the register to ensure that they have been recorded correctly?*

When should you declare an interest *at a meeting*?

- **What matters are being discussed at the meeting?** (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet **what matter is before you for single member decision?**



Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners

where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

What is a Non-Pecuniary interest? – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

Pecuniary

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register

Unless you have received dispensation upon previous application from the Monitoring Officer, you must:

- **Not participate or participate further in any discussion of the matter at a meeting;**
- **Not participate in any vote or further vote taken at the meeting; and**
- **leave the room while the item is being considered/voted upon**

If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps

Non- pecuniary

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature



You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.

Our Vision and Priorities for Thurrock

An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

1. **People** – a borough where people of all ages are proud to work and play, live and stay
 - High quality, consistent and accessible public services which are right first time
 - Build on our partnerships with statutory, community, voluntary and faith groups to work together to improve health and wellbeing
 - Communities are empowered to make choices and be safer and stronger together

2. **Place** – a heritage-rich borough which is ambitious for its future
 - Roads, houses and public spaces that connect people and places
 - Clean environments that everyone has reason to take pride in
 - Fewer public buildings with better services

3. **Prosperity** – a borough which enables everyone to achieve their aspirations
 - Attractive opportunities for businesses and investors to enhance the local economy
 - Vocational and academic education, skills and job opportunities for all
 - Commercial, entrepreneurial and connected public services

Minutes of the Meeting of the Planning, Transport, Regeneration Overview and Scrutiny Committee held on 9 February 2021 at 7.00 pm

Present: Councillors John Allen (Chair), David Van Day (Vice-Chair), Alex Anderson, Oliver Gerrish, Martin Kerin and David Potter

In attendance: Andrew Millard, Director of Place
Anna Eastgate, Assistant Director of Lower Thames Crossing and Place Delivery
Gerard McCleave, Assistant Director for Economic Growth & Partnerships
Leigh Nicholson, Assistant Director of Planning, Transport and Public Protection
Mat Kiely, Transportation Services Strategic Lead
Stephen Taylor, Strategic Lead for Economic Development
Peter Wright, Strategic Lead of Highways and Infrastructure
Kenna-Victoria Healey, Senior Democratic Services Officer

Before the start of the Meeting, all present were advised that the meeting was being live streamed to the Council's online webcast channel.

31. Minutes

The minutes of the Planning, Transport, Regeneration Overview and Scrutiny Committee held on 8 December 2020 were approved as a true and correct record.

32. Items of Urgent Business

There were no items of urgent business.

33. Declaration of Interests

There were no declarations of interest.

34. Active Travel Tranche 2

The Assistant Director for Planning, Transport and Public Protection presented the report to the committee and in doing so highlighted that the government had provided funding to enable local authorities to deliver walking and cycling improvements, to encourage and enable sustainable travel for shorter journeys. He continued by explaining the government had confirmed Thurrock's allocation for the national active travel fund was £690,000.

Members then heard from the Strategic Lead for Transport Services who explained the funding was to be used to support, encourage and enhance walking and cycling routes across the borough and to engage with local

communities and key stakeholders during consultations which would inform the development and delivery of proposed schemes which local people could then endorse.

He continued by advising Members that the active travel fund was to continue supporting the ongoing delivery of the Tilbury cycle Hub which acted as a focus point and further supported the enabling of walking and cycling within the borough. The Committee were further advised that the Department of Transport had requested the Council commit to developing, prioritising and delivering proposals from the list of schemes and initiatives which were put forward when applying for the funding. The proposed schemes included not only the Tilbury Cycle Hub but signalled crossing on the A128 and also enhancements of cycle, parking and signage for cyclists and pedestrians across the borough.

Chair of the Committee thanked officers for the report and enquired as to when the implementation date for the scheme relating to the A128 was due. Officers explained consultation to be undertaken, if this was an agreed officers hoped to implement the scheme during the first quarter of the new financial year.

Councillor Kerin thanked officers for the report however commented he was disappointed that the Council only received 40% of the initial £1.2 million grant and asked the reason for this. Members were advised the application was based on the first tranche of emergency travel which was awarded at the end of 2020, Officers continued to explain the Department for Transport looked at the delivery of tranche one and following this tranche two had been slightly reduced. During discussions it was confirmed that officers were learning lessons from this and agreed to circulate a letter from the Department of Transport explaining the decision to Members of the Committee.

RESOLVED:

- 1.1 That the Committee note and endorse the approach to develop and implement a programme of Active Travel Tranche 2 schemes.**
- 1.2 That the Committee note and endorse the engagement and consultation process required to inform the Tranche 2 programme.**
- 1.3 That the Committee notes the requirement to delegate authority to the Director of Place, in consultation with the Cabinet Member for Highways and Transport, to review and make local changes to the Active Travel Tranche 2 programme taking into account local views and priorities.**

35. A13 Widening Project

The Assistant Director of Lower Thames Crossing and Place Delivery addressed members commenting that section 3 of the report highlighted the

current position of the project. She continued by highlighting the issues which had arisen since the December meeting which included a number of COVID-19 cases before Christmas which forced an early closure before the Christmas break as staff were required to self-isolate, there was now additional safety processes in place in line with government guidance and work was back up to 80% productivity. The Assistant Director of Lower Thames Crossing and Place Delivery continued commenting programming for the demolition of formal structures was being undertaken and the new footbridge was due to be reopened in the coming weeks.

Members heard the cost review was a work in progress as set out within the report, and in terms of programme completion the project was on plan for a completion date in March 2022, however the team were working to bring this forward to December 2021.

The Chair thanked the Assistant Director of Lower Thames Crossing and Place Delivery for her report and queried as to whether there would be a taxation on Thurrock residents to assist with the overspend on the project. It was explained that the cost of the project at present was still an estimate and therefore the final cost was a work in progress, with regular update reports being presented not only to this committee but the Standards and Audit Committee.

During discussions Councillor Kerin commented he was pleased to see the purchase costs had been reduced by £800,000 since the original budget, he further commented that the Council's costs had decreased by £128,000 and asked how this was the case. The Assistant Director of Lower Thames Crossing and Place Delivery explained in relation to land acquisitions, additional land acquisitions had recently been purchased for further utilities diversions to be completed.

He further queried as to the 711 compensation events which were issued and enquired as to what they were, who paid and who received costs. It was explained compensation events or matters were issues which had arisen or events which occurred after the scope of the contract had been agreed between parties. Any compensation events on this project would either be paid by the Council to the relevant delivery partner and could be for a range of issues such as utility diversions that were now required or related to design work. The Assistant Director of Lower Thames Crossing and Place Delivery commented it was important to note not all compensation events were subject to payment sometimes there could be a negative value compensation event, meaning there was little or no compensation payable so a like for like cost.

Councillor Kerin asked for a recent update on the CE's in terms of number and value. The Assistant Director of Lower Thames Crossing and Place Delivery advised that the quantum and value was something that was regularly changing but could provide more recent figures.

Councillor Kerin then put forward an additional recommendation "Request that Cabinet to commission a LGA peer review into the A13 Widening Project" this

was seconded by Councillor Gerrish who stated he felt it was a good suggestion for a major project where lessons needed to be learned, and by having an LGA Review would help to shine light on these lessons and offer support.

The Committee discussed the suggestion of an additional recommendation and enquired the cost of such a peer review. The Director of Place advised it was unknown if there would be a cost. The Assistant Director of Lower Thames Crossing and Place Delivery assured the Committee that lessons from this project had been learnt and as of September 2019 a different approach had been taken, and issues arising were from historic decisions at the start of the project.

Upon being put to the vote, Members voted as follows:

For: Councillors Kerin, Gerrish

Against: Councillors Anderson, Potter and Van Day

Abstained: Councillor Allen

The suggested recommendation was refused.

The Chair of the Committee sought clarification as to the cost of an LGA Peer Review and asked that the Director of Place circulate this to all Members.

RESOLVED:

That the Planning Transport Regeneration Overview and Scrutiny Committee notes and comments on the report content.

36. Stanford-le-Hope Interchange Report

The Assistant Director of Lower Thames Crossing and Place Delivery advised Members the planning application for phase 1 station had been submitted and was due to be presented to the Planning Committee on the 11th of February. She continued to advise designs for phase 2 The Transport Hub had been submitted for pre-application feedback, with the aim to have the final application for planning permission submitted in late spring.

The Committee further heard that invitations for tenders were due to be sent out later this month, the budget and program of the project were on track. The Assistant Director of Lower Thames Crossing and Place Delivery then took Members through a presentation of the possible designs for project.

Councillor Allen Chair of the Committee, thanked the Assistant Director of Lower Thames Crossing and Place Delivery for her report commenting he felt the design was better than the original. He continued by enquiring as to whether there would be a separate taxi drop-off point at the station or if taxi's were to use the bus turnaround hub as well. It was explained that officers

were unsure if there was to be a taxi drop-off point, however this could be checked with the design team for the project and feedback to Members.

Councillor Kerin commented that he had concerns due to the lack of figures noted within the report, stating Members only seemed to get the figures on costs when seeking them at committees. He therefore asked the Assistant Director of Lower Thames Crossing and Place Delivery if she could confirm the specific budget and how much the project would cost. The Assistant Director of Lower Thames Crossing and Place Delivery commented the original budget envelope was around £16 million, this was then increased to £19.6 million and confirmed that officers had not spent the budget envelope on the project, although she didn't have a breakdown of the figures of the overall project in front of her. She continued by stating the team had been instructed to design the scheme with a clear scope to design to the available budget it was not until they were able to test the market and receive the returns on the tenders that they would have more information in terms of the cost to deliver the project.

Councillor Kerin continued to reference paragraph 3.5 within the report and enquired the following questions when the estimated cost of valuation was to take place, where the two checkpoints were, when was the final design due to be approved, and when was the benchmark to evaluate the tender submissions due to take place. It was clarified the first of the high-level estimated project cost evaluation exercises had already been undertaken, with the second being part of the tender exercise. Officers would then evaluate the tenders when returned, Members were advised an independent estimator would be instructed to do a quality check on the tender pricing which would support the tender evaluation exercise. Councillor Kerin then queried when with the final design approval would be agreed. Members were informed if the planning application was to be approved at the meeting on 11th of February, the next stage was detailed design drawings to inform the tender process, of which all tender documentation was prepared, the tender process would have a six week return date following this project officers would carry out the evaluation exercise which could be around April 2021.

Councillor Anderson thanked the Assistant Director of Lower Thames Crossing and Place Delivery for her report and positive presentation. He commented it was important to include input from all stakeholders including the resident steering groups to ascertain views of local residents.

During discussions Members raise concerns as to the different height levels of the land on the project site. Officers assured the Committee this was to be looked at by the design team and more detail would be provided when known, as for the number of car park spaces there would be at least the same number of parking spaces currently for the station if not more.

RESOLVED:

That the Planning Transport Regeneration Overview and Scrutiny Committee notes and comments on the information provided relating to the Stanford le Hope Interchange project.

37. Integrated Transport Block Capital Programme 2021/22 - Highways Maintenance allocation and programme 2021/22

The Assistant Director for Planning, Transport and Public Protection presented the report alongside the Strategic Lead for Transportation Services, in doing so Members heard how the council's transportation service would prioritise funding from the Department for Transport integrated transport block capital program, to enhance the transport infrastructure and service position within the borough.

Members heard the total of ITB capital program allocation for Thurrock for the current year amounted to £971,000. It was explained the program had the ability to deliver an extensive range of transport improvements which reflected the vision and aims as set out within the Councils Transport Strategy. The main aims were to tackle congestion, deliver accessibility, improve air quality all making Thurrock roads safer which were key elements within the transport strategy. Officers further explained the Department for Transport block allocation program also prioritised the alignment of the highway assets management strategy.

The Strategic Lead for Highways Infrastructure advised Members the Department for Transport's annual statement provided the funds for the maintenance block allocation, the total of which was expected to be £193,800. It was advised this funding would assist to ensure ongoing improvements to the transport infrastructure and support ongoing improvements undertaken on the boroughs adopted highway network.

During the discussion Members enquired as to how local residents had been consulted and the feedback received. The Strategic Lead for Transport Services commented that officers had been in contact with the Chair and Vice-Chair of community forums to discuss the scheme proposals and seek feedback on any issues and concerns. He continued to explain the bus user groups and walking cycling network groups had also been consulted, as well as a separate page on council's consultation web page. Councillor Kerin stated that ward councillors attended community forums and could help officers in receiving feedback from the consultation if needed.

The Committee were taken through the various allocated programs and projects with each one being explained and outlined. Councillor Gerrish enquired as to concerns raised by residents regarding HGVs on the road network and the impact they had on the road. He enquired what mitigation the Council had with regards to HGVs. It was explained the freight management strategy required amending and updating, the team were currently working on this as it would outline the priorities for freight management moving forwards.

RESOLVED: The Planning Transport and Regeneration Overview and Scrutiny provide comment on the report and the following Cabinet recommendations:

- 1.1 Endorse the ITB Capital Programme, policy and prioritisation direction for the DfT ITB Block funding under the key Policy areas of Road Safety Engineering, Safer Routes to School, Area Intervention Programme and EV charging programme.**
- 1.2 Endorse the Highways Maintenance Block Allocation Programme (as detailed in Appendix 4) for 2021/22.**
- 1.3 Support the process which delegates authority to the Director of Place, in consultation with the Cabinet Member for Highways and Transport, to review and make local changes to the ITB programme (and additional funding allocations that may arise) taking into account local views and priorities.**
- 1.4 Delegate authority to the Director of Environment, Highways and Counter Fraud, in consultation with the Cabinet Member for Highways and Transport, to review and make local changes to the DfT Maintenance Block Allocation programme.**

(The Committee agreed to suspend standing orders at 9.15pm to enable the rest of the items on the Agenda to be completed).

38. Backing Thurrock: A roadmap for economic recovery, resilience and an return to growth

The Director of Place presented the report in doing so he explained, the strategy had been developed in two parts, the first of which had already been presented to the Committee in September and had gained Cabinet approval to go to the consultation stage. The consultation had now been completed and a final version of the roadmap for economic recovery had been prepared for approval by the Committee and then Cabinet.

The Assistant Director for Economic Growth and Partnership outlined the report to Members which was on pages 61 to 86 of the agenda via a presentation. He then invited Members to comment and asked if Members had any questions.

In discussions Members commented on the success of the COVID financial support to businesses and that this had been well received. Members also commented that it was disappointing to see a low turnout to the consultation, and enquired which methods officers used to advertise the consultation. Officers explained that the consultation process was about sharing the strategy, raising awareness as well as gathering feedback. A range of methods were used to engage on the strategy including reaching over 2500

businesses through Business Buzz. Although it seemed the consultation received a low response it isn't particularly unusual for that to be the case with a consultation of this type. Officers had sought and received feedback from some key stakeholders and representative bodies including Thurrock Business Board.

Officers explained that there would be opportunities for stakeholders to influence delivery for the lifetime of the strategy as the Action Plan will be a live document able to flex and adapt as opportunities arise. For example the relatively recent opportunity to bid for Freeport Status was added to the draft Action Plan. .

Councillor Kerin commented that within the report it noted the claimant count had increased by 4%, he continued by stating the adult education college was due to be closed and enquired what officers were doing to invest in long-term learning and to offer the skill sets required for upcoming jobs in the Borough. The Assistant Director for Economic Growth and Partnership commented that improving skills was crucial for economic growth and that the Council was committed to and had included within the action plan specific actions relating to skills including examining the need for a refresh of the Council's skills and employment support programmes, making them specific to meeting the future skills needs in Thurrock.

Councillor Kerin continued by enquiring what officers had planned in relation to broadband connectivity and the broadband gap within the borough. The Strategic Lead for Economic Growth explained the Council was part of the LFFN programme, which involves rollout of a fibre network across South Essex. He continued by advising, the Council had recently bid for funding through the SELEP to enable the LFFN program to be spread out even further across south Essex including a number of sites within Thurrock.

Members asked if the action plan could be put on the Committees work programme, so it could be monitored and for the Committee to be kept up to date with its progress.

RESOLVED:

That Planning, Transport, Regeneration Overview and Scrutiny Committee were asked to:

- 1.1 Note the outcome of the consultation on the Backing Thurrock Roadmap;**
- 1.2 Note and comment on the final version of the Backing Thurrock Roadmap Part 1 which will be presented to Cabinet for approval;**
- 1.3 Note and comment on the draft Backing Thurrock Action Plan which will be a live document subject to further engagement with anchor public, private and voluntary organisations to refine actions and agree delivery mechanisms;**

39. Work Programme

The Chair of the Committee thanked officers and Members for their support and continued contribution to the Committee throughout the year. He further asked if an item on the Local Plan could be brought to the Committee at the next meeting.

Councillor Allen Chair of the Committee stated that he would like officers to answer the following question in relation to the new home targets within the Local Plan, he continued by stating if Thurrock were unable to build and develop the required housing then the Government through the National Planning Policy could tell the Authority where they should be developing for housing purposes.

Question 1. Who was halting the development of local homes?

Question 2. The Government's target was to produce 1058 homes in the last 3 years, the Council had completed 580, this was only 59% of the overall target. Were officers aware of any identified sites to be developed for housing?

The Director of Place confirmed a report on the Local Plan would be presented to the Committee at the first meeting of the new municipal year and would respond to the Chair's questions in writing as requested.

Members also sought that the following reports be included onto the Committees work programme:

- Update on the A13 Widening Project
- Backing Thurrock: A roadmap for economic recovery, resilience and an return to growth

RESOLVED:

That the Work Programme be updated as per Members suggestions.

The meeting finished at 10.15 pm

Approved as a true and correct record

CHAIR

DATE

**Any queries regarding these Minutes, please contact
Democratic Services at Direct.Democracy@thurrock.gov.uk**

6 July 2021	ITEM: 5
Planning, Transport and Regeneration Overview and Scrutiny Committee	
Approval of Naming & Numbering of Streets and Highway Assets Policy	
Wards and communities affected: All	Key Decision: Non Key
Report of: Peter Wright, Strategic Lead – Highways Infrastructure	
Accountable Assistant Director: Julie Nelder, Assistant Director – Highways, Fleet and Logistics.	
Accountable Director: Julie Rogers, Director of Public Realm	
This report is Public	

Executive Summary

Thurrock Council has a statutory obligation to administrate the process for Street Naming and numbering (SNN). There is a long established process in place and currently adhered to, but it is not contained within a policy. This report therefore seeks to formalise the process and take the opportunity to include a process for the naming of roads after individuals. This Policy sets out the process and guidelines to formalise it.

1. Recommendations:

1.1 That Planning, Transport, Regeneration Overview and Scrutiny Committee note the above named Policy and processes contained therein for implementation and recommend to Cabinet for approval.

2. Introduction and Background

2.1 Thurrock Council is responsible for the administration of the Street Naming and numbering process to ensure all properties within the borough are officially addressed. With the address of a property becoming ever more a very important issue, organisations such as Royal Mail, the Emergency Services and the ever increasing delivery companies require an efficient and accurate means of locating and referencing properties.

- 2.2 As the highway authority, we have the statutory obligation to create official addresses for every residential and commercial property within the borough ensuring all properties have a verified street name and number.
- 2.3 There is an established process in place already for the naming and numbering of streets which was approved many years back by the previously formed Environmental Services Committee. This Policy sets out that process and in addition, includes a process for naming highway assets, should we receive requests of this nature in the future. Furthermore, requests are periodically received for streets to be named in memory of a deceased person and the Policy acknowledges the importance and the need for such requests to be carefully considered and appropriately processed.
- 2.4 Within this policy there is also the ability, if required, to enable the council to formally name and register highway assets such as bridges, and roundabouts.
- 2.5 The Policy will be administered by the Highways Infrastructure Team and the procedure and key decisions relating to the naming of Highway Assets will be referred to the Portfolio Holder for Highways and Transportation for discussion and then Cabinet for approval of the recommendation made, as set within Appendix 4 of the Policy.

3. Reasons for Recommendation

- 3.1 Thurrock has a statutory obligation for the administration of street naming and numbering and therefore this Policy provides a framework in which we can manage applications ensuring the appropriateness and suitability of applications. Whilst the process of naming and numbering new developments is long established, the Policy brings that process together along with a newly formed process of naming structures and other highway assets.

4. Consultation (including Overview and Scrutiny, if applicable)

- 4.1 Consultation has taken place with the Cabinet Member for Highways and Transportation.

5. Impact on corporate policies, priorities, performance and community impact

- 5.1 This report and recommendations allows us to add value and sense of ownership for residents and businesses where they live by formalising a Policy that allows us to name roads and assets in a respectful and relatable way.

6. Implications

6.1 Financial

Implications verified by: **Laura Last**
Senior Management Accountant

There are no financial implications generated by the approval of this Policy. Charging arrangements are contained in the Council's Fees and Charges approved by Cabinet.

6.2 Legal

Implications verified by: **Tim Hallam**
Deputy Head of Legal and Deputy Monitoring Officer

The process set out within the policy complies with the statutory process.

6.3 Diversity and Equality

Implications verified by: **Becky Lee**
Team Manager - Community Development and Equalities

There are no diversity and equality implications relating to this report.

6.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

- Not applicable.

7. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- NA

8. Appendices to the report

- Appendix 1 - Naming & Numbering of Streets and Highway Assets Policy

Report Author:

Peter Wright

Strategic Lead – Highways Infrastructure

Public Realm

**Thurrock Council
Naming & Numbering
of Streets and Highway Assets
Policy
May 2021**

Contents

1. Introduction	3
2. Purpose of Street Naming & Numbering (SN&N) Policy	3
3. Legal framework.....	4
4. Exclusions	5
6 Application submission.....	7
7 Right of appeal and complaints	8
8 Summary.....	8
Appendix A.....	9
A.1 Re-naming existing streets	9
A.2 Premises and street signage.	9
A.3 Numbering premises on a new street	10
A.4 Numbering or renumbering premises on an existing street.....	111
A.5 Naming or renaming premises on a new or existing street	11
A.6 Naming a Street or Building after a living person.....	11
A.7 Naming of a Street or Building after a deceased person.....	122
Appendix B.....	13
B 1 The following suffixes should be used as indicated:	13
Appendix C.....	15
Consultees and notifications	15
Appendix D.....	16
Criteria for naming Structures	16
Appendix E	18
Process for naming Structures	18

1. Introduction

Thurrock Council is responsible for the administration of the Street Naming and numbering (SNN) process to ensure all properties within the borough are officially addressed. With the address of a property becoming ever more a very important issue organisations such as Royal Mail and the Emergency Services and the ever increasing delivery companies require an efficient and accurate means of locating and referencing properties.

In conjunction with the above we are pivotal to the Local Land & Property Gazetteer (LLPG) management of address data both locally and nationally in providing the foundation for effective and efficient operation of a range of both public and private services.

As the highway authority, we have the statutory obligation to create official addresses for every property within the borough ensuring all residents and property owners have a verified street name.

In doing so this ultimately allows residents or developers to notify the council of any new developments or changes to existing properties without having to repeat the process throughout a number of service areas both within and outside the authority. (Please see Appendix C detailing those services notified by us at the time a postal address is created or amended).

Within this policy there would also be the ability, if required to enable the council to formally name and register highway assets such as bridges, and roundabouts.

2. Purpose of Street Naming & Numbering (SN&N) Policy

This Policy is intended to establish the correct process for naming public and private roads which ensures that authorised streets are named and properties numbered appropriately. It also requires that street name plates are erected and property numbering is displayed in an appropriate manner.

We shall provide guidance and advice to all applicants, be they property developers, property owners or residents to enable the Council to achieve their overall policy objective of maintaining a comprehensive and accurate database of all properties within Thurrock.

Applicants should be aware from the outset of any application submission that this is a fee paying service. Guidance on the likely cost can be given in advance of an application on request, with the proviso that a final cost will be given once the full application details are made available.

Street Naming and Numbering fees are reviewed on an annual basis during the Council's budget setting process. Current fees are available to view via the Council's website via the following link; thurrock.gov.uk/council-finances-and-accounts/fees-and-charges

3. Legal framework

Under Schedule 14 of the Local Government Act 1972, paragraphs 23, all provisions of the Public Health Acts (PHA) 1875 to 1925 apply throughout England and Wales, subject to specified exceptions. Thurrock Council has the power under the above to approve or reject property addresses submitted by developers or the general public. This power extends to both domestic and commercial properties as defined in the following provisions of the Public Health Act 1925;

Section 17: Notice to Local Authority before a street is named. Before any street is given a name, notice of the proposed name shall be sent to the local authority by the person proposing to name the street.

Section 18 Enables the Council to alter both the name of a street as well as provide a name to an un-named. The Council does not have a statutory obligation to amend an existing premises name or number in line with property owners wishes; as such this is a discretionary service.

Section 18 (under Section 93 of the Local Government Act 2003) enables The Council to charge for its Street Naming Services

Section 19 Indication of name of Street. The Council shall cause the name of every street to be signed in a conspicuous position.

The Town Improvement Clauses Act 1847 Sections 64 and 65 allows the council to require buildings to be marked with a number/s, name or both. There is no right of appeal or requirements for formal consultation but the Council will notify occupiers and give them as much notice period as practicable to display the new number/s, name or both. Where an owner, occupier or developer fails to display the appropriate signage required and following notice from the Council, they may be liable to a penalty under section 19 of the Public Health Act 1925 .The Council may choose to mark the properties with essential signage as per the official numbering scheme and reclaim the costs from the occupier / owner.

Authority to fulfil the obligations of the Council to perform and make final decisions on all matters pertaining to the SN&N function under the Public Health Act 1925 is delegated to the relevant service Director.

The Council is not liable for any claims for compensation arising directly or indirectly from the naming of streets, re-naming of streets, numbering or renumbering of properties.

4. Exclusions

Some tasks fall within the responsibility of Royal Mail and are therefore not for the Council to resolve. These include;

Postcodes – these are the sole responsibility of Royal Mail. Royal Mail will not assign any postcode to new premises without official notice from the Council.

Failed delivery of items to an official address – this is the responsibility of the local Royal Mail delivery service.

Third Party databases – the Council has no responsibility for, or control over, the way third parties manage their address databases for example utility companies and the frequency with which they update them.

Third Party map providers (including satellite navigation systems and Ordnance Survey) not showing new properties, streets or roads.

5. Pre Application advice for SN&N submissions in conjunction with Appendix A

Please note with the formal naming and numbering of a street this does not imply that the street will be adopted and become publicly maintained. This should have been decided at the initial planning and highways development stage.

Developers should endeavor to apply to the Council at the earliest opportunity for the allocation of the official addresses, i.e. as soon as development starts. Failure to do so can impact on the abilities of new occupants to arrange basic service provision.

Problems could arise should purchasers have brought a property marketed under an unapproved name. The Council will not adopt any unofficial marketing titles used by developers. The Council will not be liable for any costs or damages caused by failure to do so.

Royal Mail Criteria: Royal Mail has no statutory responsibilities or powers to either name or rename a street or number, or renumber a property. Royal Mail has the sole responsibility for assigning a postcode and postal town following notification of new or amended address details via the Council.

Applicants are reminded that postal addresses are not geographically accurate descriptions, but routing instructions for Royal Mail staff. It is possible that postal addresses can contain names for villages and towns that may be several miles away from the actual location of their premises. Where applicants may object to a locality

name in their postal address, they are advised to contact Royal Mail who have a procedure for adding or amending these details.

A piece of land cannot be given a postal address without relevant planning consent. Only premises capable of receiving mail can be allocated a postal address for the purposes of delivering mail via a building's entrance door or a secure letter box. Land owners are strongly advised to seek guidance from our Planning Directorate.

Royal Mail does not publish new addresses on its website where the construction is not complete or a property remains unoccupied.

This information is held under their 'As Not Yet Built' database which is not published. This means some addresses that have been officially allocated and issued by the council may not, for a while, be visible on their website.

It will be the responsibility of the developer to inform Royal Mail as and when a property becomes occupied on **03456 045060** as will have been instructed by us at the time of postal addresses being provided. Once informed Royal Mail then place the new property onto their published website which may take 7 days.

This may also mean other organisations using the Royal Mail database will also be unable to validate an address therefore they will need to ring the above number.

Please note: The Council is not liable or responsible for third parties, including Royal Mail, updating their databases with official address information.

For the allocation of new postal addresses you will be required to provide the relevant Planning approval reference for without such approval the street naming and numbering process may cease until resolved.

Owners / occupiers may be at risk of enforcement action if necessary approvals have not been correctly obtained. A property developer must not give any addresses or postcodes to potential occupiers for example via Solicitors or estate agents before formal approval has been issued by the council. Problems could arise should purchasers having brought a property marketed under an unapproved name. The Council will not adopt any unofficial marketing titles used by developers. It is strongly advised that prospective buyers are advised of this. The Council will not be liable for any costs or damages caused by failure to do so.

The applicant (developer / property owner) may have the opportunity to propose street names for consideration where criteria guidance can be found within **Appendix B**.

All applications received will be checked against the above criteria as part of the application process to ensure sufficient signage is provided.

6 Application submission

6.1 Application forms can be found on Thurrock Councils website <https://www.thurrock.gov.uk/street-signs-and-name-plates/new-streets-and-developments>

Applications forms must be signed by the property owner or accompanied with the written consent of the owner or developer.

6.2 Applicants must provide site plans illustrating the location of existing streets and proposed development layout including the internal floor plans for sub-divided buildings.

6.3 Applicants must provide details of the intended method of postal deliveries. Royal Mail require to know whether letter boxes are to be placed either outside or within the ground floor lobby area where there are sub divided buildings of either flats or businesses. Should it be intended that each individual property within a sub divided block is to receive its own individual delivery then we are required to number the properties in a logical way for ease of Royal Mail delivery purposes.

6.4 Applicants must provide the Planning approval reference. No new street names, premises or numbers will be allocated without the relevant approved planning permission. Should we believe a postal address is being requested without a valid form of planning permission the Councils Planning Enforcement will be notified. Please also note a variety of other Council departments regularly monitor new developments, an example being Council Tax for either residential or commercial developments.

6.5 Should the applicant, developer or property owner have suggested a new street name(s), preference will be given ideally to those listed within the SN&N criteria within Appendix B.

6.6 Once all elements of the application are defined please email the Council via PROW@thurrock.gov.uk whereby we shall complete all necessary checks to ensure a full and thorough understanding of the development site and property layouts are understood. The applicant will then be informed of the fee required. Once all is agreed by both parties the Council shall then submit an application to Royal Mail.

6.7 Upon Royal Mail's determination of the official address, the Council will notify the applicant along with relevant internal and external bodies listed under **Appendix C**. Please note there are no statutory requirements for Local Authorities to provide details of changes of existing or new developments to any external organisations. However it is recognised that the provision and sharing of this information facilitates a better service delivery to both residents and businesses.

7 Right of appeal and complaints

If any applicant or interested party wishes to complain about a decision of the Council they should first seek to do so through the Council's official complaints procedure or other legal challenge remedies that might be available, such as judicial review by way of appeal to the Magistrates Court.

8 Summary

This policy sets out the operational framework for the delivery of the Council's Street Naming and Numbering process. It also confirms delegation of authority to the Assistant Director for Highways, Fleet and Logistics where required for the official determination of applications for street naming and numbering, and the allocation and amendment of official street names, premises names and numbering sequences.

Address: Thurrock Council, Civic Offices, Highways Information Team, Environment, Highways & Counter Fraud, New Road, Grays, Essex. RM17 6SL

Email: PROW@thurrock.gov.uk

Telephone: 01375 366100

Appendix A

A.1 Re-naming existing streets

On occasion the Council may be requested to rename a street or for the sequence of postal numbering or property names to be changed. Generally, this will only be considered when it is in the public interest, or there is confusion over a street name, premises name or numbering system causing a significant issue for emergency services, deliveries & visitors or the residents are unhappy with their street name. Please note the renaming of a street is always a last resort.

For the consideration of a change to a street name the Council requires 100% of premises owners to be in agreement.

It will initially be the responsibility of those requesting the change to canvass existing residents / premises owners of the street and consult with Royal Mail. This evidence should then be submitted to the Council.

Thurrock Council will send notification letters to all occupiers and property owners clarifying the changes that have been requested. In making such changes the Council is exercising its statutory powers and our decision will be final.

All costs, except in exceptional circumstances, associated with the above changes will be met by those requesting the change.

It will be permissible to rename an existing street to an Avenue of Remembrance or suchlike, but this would ordinarily only be considered when the road is without residential or commercial properties in it. Consideration should always be given to whether a road is befitting of such a name change. Part of the assessment will require the road to be assessed on safety grounds due to the risk imposed by members wishing to visit it.

A.2 Premises and street signage.

The Council will name or number premises in accordance with national guidelines and ensuring compliance with BS7666. On new developments it is a legal requirement under the Public Health Act 1925 that there is adequate signage erected in a clear, prominent position showing any street names and sub names (for terrace or block names). It is the developers' responsibility to erect the appropriate signage once the premises are ready for occupation.

Where a developer or occupier fails to display the appropriate signage within one week from receiving notice from the Council, they may be liable to a penalty under Section 19 of the Public Health Act 1925. The Council may also choose to sign / mark the properties with essential signage as per the official numbering scheme and reclaim the costs from either developer or occupier.

It is unlawful to erect a street nameplate until the street name has been confirmed in writing by the Council. New street nameplates will be provided and paid for by the developer, the design of which must be approved by the Council.

Future maintenance of street nameplates only becomes the responsibility of the Council once a street has been officially adopted by Council. The Council main responsibility is to maintain nameplates at the junctions of a street and repeater signs where deemed necessary. The council is not responsible for individual property access signage or to blocks of flats.

A.3 Numbering premises on a new street

For all premises on new streets the Council will apply a numbering process in accordance with national guidelines. Premises will be numbered from the street on which the premises' primary access and delivery points are located. The following criteria must be met:

A.3.1 All premises will be allocated a number – the Council will not consider name-only premises on new streets.

A.3.2 Proper numbering sequence shall be maintained and numbers with superstitious, religious or cultural connotations will not be omitted.

A.3.3 When an existing street is extended, where appropriate, the existing numbering sequence will continue.

A.3.4 All flat / apartment accommodation must be given individual numbers. The sequence will depend on the front door locations of individual properties.

A.3.5 If a multiple occupancy building has entrances in more than one street, then each entrance should be signed from the appropriate street detailing the property numbering.

A.3.6 A business name shall not take the place of a property number or building name such as 98 Meadow House the address would have to be Meadow Builders Limited, 98 Meadow House, High Street.

A.3.7 Numbering will be allocated with even numbers on one side of the road and odd numbers on the other. Traditionally odd numbering on the left and evens on the right commencing from a main road junction.

A.3.8 Where a cul-de-sac is proposed, the numbering shall be consecutive and in a clockwise direction if possible.

A.3.9 All property numbers should be visible from the highway to aid easy identification of the property, particularly in the event of an emergency. This may

mean numbers being displayed on posts, gates or fences (and not necessarily the door of the property).

A.4 Numbering or renumbering premises on an existing street

For all new development sites and for infill plots on existing numbered streets, the Council will apply the following Criteria:

A.4.1 Premises will be numbered from the street on which the premises' primary access and delivery point are located.

A.4.2 For new premises on streets with no existing numbering system, the Council will allocate a property name in conjunction with the applicant

A.4.3 When new premises are built on an existing numbered street and there are no available numbers a letter shall be used as a suffix, e.g. 17A, 17B

A.4.4 Proper sequence shall be maintained and numbers with superstitious, religious or cultural connotations will not be omitted.

A.4.5 The Council will not remove numbers from existing premises unless it is necessary to resolve existing duplication/identification problems.

A.4.6 When a property is converted into flats or subdivided, the new premises must be numbered as flats or apartments i.e. Flats 1 to 5, 98 High Street.

A.5 Naming or renaming premises on a new or existing street

If a property owner wishes to rename their property they are able to suggest names for consideration in their street naming and numbering application submission. Once agreed upon following a consultation process will commence with Royal Mail. Please note name changes will only be accepted by Royal Mail via Thurrock Council.

We will not formally change a property name where the premises is in the process of being purchased, that is, until exchange of contracts, although we can still give guidance on the acceptability of a chosen name.

If a property has a number, it is not possible to replace the number with a name. Names are held in addition to the property number within Royal Mails database.

A.6 Naming a Street or Building after a living person

Naming a street or building after people can generate controversy or have potential consequences at a later stage and should not therefore be sanctioned lightly. The presumption will be therefore that a street or premises will not be named after a living person save for in exceptional circumstances. Generally, the individual must have been born or have lived in the locality or must have made a demonstrable

contribution to the local community; or they will be an individual of significant national importance.

A.7 Naming of a Street or Building after a deceased person

Naming a street or building after a deceased people can generate controversy or have potential consequences at a later stage and should not therefore be sanctioned lightly.

Any proposal to consider naming either a street or building after a deceased person should consider the following guidelines;

Generally, the individual must have been born or lived in the locality or must have made a demonstrable contribution to the local community; or they will be an individual of significant national importance. Consent should also be sought from the deceased person's living direct relatives or descendants where possible.

Any submission made will be considered on a case by case basis and approval obtained by the Cabinet following approval by the Cabinet Member.

Appendix B

B 1 The following suffixes should be used as indicated:

- Avenue – residential road
- Circus – large roundabout only
- Close – cul-de-sac only
- Court – residential blocks
- Crescent – crescent shaped roads only
- Drive – residential road
- Gardens – subject to there being no confusion with any local open space
- Grove – residential road
- Hill – hillside only
- Lane – residential road
- Mews – officially a term for converted stables but may be considered for other small developments
- Parade – row of shops / business
- Rise – hillside only
- Road – any thoroughfare
- Row – a terrace of properties
- Square – square only
- Street – any thoroughfare
- Terrace – a terrace of houses
- Way – major road

Pedestrian only routes should be named as follows:

- Path
- Walk
- Way

B.2 Proposed street names should, where possible have some connection to the development site or in keeping with the area whether historical or geographical. For example if near to a wooded area (where trees or plant names could be considered) or river frontage where foreshore plants or bird names may be suggested.

B.3 Do not duplicate an existing street or building name in the relevant postal sector.

B.4 Street names must not cause offence.

B.5 A street name is easy and straight-forward to spell and pronounce, spell and not phonetically similar to an existing street within the postal sector

B.6 Avoid Street names which include numbers and punctuations including apostrophes.

B.7 Does not promote a business, product or service. An exemption may be considered if company no longer exists and has historical context.

B.8 The use of North, West, and Upper etc. is only acceptable where the street is continuous and passes over a major junction and is an accurate description of the street's location.

B.9 Naming of Structures and other Highway Assets.

In addition to the naming of roads this policy also allows for the consideration of the naming of new structures and other highway assets upon the strategic highway network be they for example a bridge, roundabout or park areas. In considering names the geographical and historical features of the area should be taken into account. As an example a new road bridge leading to an old historic farm or building could be named after the property.

Upon receipt of a request to name or rename a highway asset or street, consultation will be undertaken with the relevant community forum and other interested parties e.g. Local Ward Members, Portfolio Holder, Community Forum etc. Following which, a report will be presented to the council's cabinet at the soonest possible meeting for a final decision. In cases where time is of the essence and the presentation of a report would ensure adverse implications for any party, a decision may instead be taken by the relevant Portfolio Holder or the Leader of the Council following receipt of a Delegated Decision Report.

Appendix C

Consultees and notifications

Internal bodies to be informed of official SN&N notifications include:

- Council Tax & Non-Domestic Rates
- Electoral Registration
- Land Charges
- Planning and Growth - Development Control
- Refuse & Recycling
- Education Schools Admissions
- Transport Development
- Local Land and Property Gazetteer Custodian (LLPG)
- Building Control

External bodies informed of official SN& N notifications include:

- BT Openreach
- Land Registry
- Anglian Water
- Royal Mail
- EDF Energy
- Essex & Suffolk Water
- Gas – Centrica & Cadent
- Essex Ambulance Service
- Essex Fire & Rescue
- Essex Police
- Valuation Office

Appendix D

1. Guidelines for the Naming Council Assets.

The Council shall in determining the application, to name a facility, park, building street or highway infrastructure give due consideration to any submission received. The Council will consider requests for both local geographic names and in some instances maybe national names as in for example our Royalty.

2. Criteria for Assigning Names to a Council Asset

- The Council will consider proposals to name a Council Asset or facility be it a Building, Street or Highway structure on a case by case basis and each proposal will be assessed and determined on its merit.
- All proposals to name a Council highway asset or facility, Street, Park or Building must be based on strong community recognition and support of the proposed name.
- All naming recommendations must be consistent with Thurrock Councils Street Naming & Numbering Policy for final approval (where applicable).
- Where an applicant wishes to name a Council facility, Street, Park, Building or Highway Asset using a personal name, it should be applied posthumously or to a living person, unless the Council deems there are special or other exceptional circumstances as to why not;
- It must be demonstrated that the person has made a significant contribution to the local community
- Only names which are easy to pronounce, spell and write will be considered; and preferably names which are concise and relatively short;

3. Applications from the Community

Any application from the community for the naming of a Council facility, Street, Highway Asset, Park, Building or significant infrastructure shall be submitted in writing to the Council Street Naming & Numbering Officer via PROW@thurrock.gov.uk. and shall include the following:

A brief history or submission in support of the naming application, which must: demonstrate a strong relevance and / or connection to the area or long standing links within Thurrock's local community.

In the case of a person, detailed information and supporting documentation (e.g. letters, newspaper articles, oral histories, photographs etc) to demonstrate their contribution(s) / relevance to the local community; or

In the case of a place or historical name proposal, detailed information and supporting documentation (e.g. letters, newspaper articles, photographs etc) to be supplied to demonstrate the relevance/connection/link of the name proposed.

In certain circumstances Thurrock's Local History Librarian may be asked to conduct further research of the submitted information.

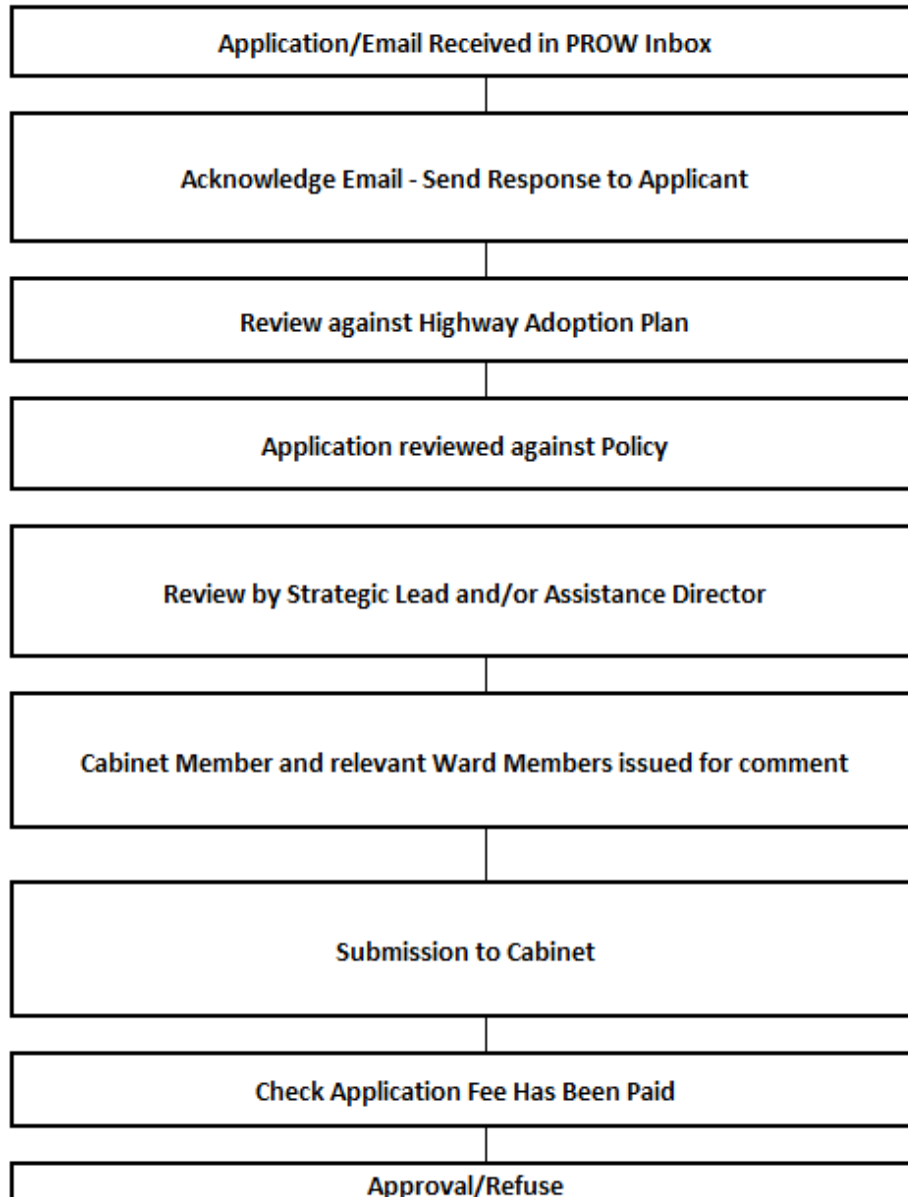
Once a name has been deemed suitable a report will be submitted to relevant Council Members detailing the submission asking for their consideration decision

Should the Council approve the naming application the applicant will be subsequently advised of the outcome.

DRAFT

Appendix E

Process for naming of Structure



6 July 2021		ITEM: 6
Planning, Transport and Regeneration Overview and Scrutiny Committee		
Highways Street Lighting Central Management System		
Wards and communities affected: All	Key Decision: Non-Key	
Report of: Peter Wright, Strategic Lead – Highways Infrastructure		
Accountable Assistant Director: Julie Nelder, Assistant Director – Highways, Fleet and Logistics		
Accountable Director: Julie Rogers, Director of Public Realm		
This report is Public		

Executive Summary

Funding has been secured as part of the Council internal Capital bid programme for 2021/22 for the implementation of a Highways Street lighting Central Management System (CMS). The implementation of a CMS system means the Authority can remotely monitor all its street lighting assets, which will allow us to remotely control lighting, detect faults and improve the efficiency of the whole maintenance approach. This report seeks permission to commence the procurement process to enable implementation of the new system over the next two years and realise savings and efficiencies as set out in the report.

1. Recommendation(s)

1.1 That Planning, Transport, Regeneration Overview and Scrutiny Committee recommend to Cabinet the commencement of the tender process and subsequent award of a contract to install a Central Management System for Highways Street lighting.

2. Introduction and Background

2.1 A Capital bid was awarded for the installation of a Highways Street Lighting Central Management System (CMS). The web based system will allow for approximately 21,000 street lighting assets to be dynamically controlled in real time.

- 2.2 The bid includes the provision of the installation of seven base stations which will interact with the existing street lighting infrastructure, enabling us to monitor and adapt lighting levels across the borough.
- 2.3 The project will generate future energy and CO2 savings as the majority of our lighting assets can be remotely controlled and monitored. The project will generate financial savings through a reduction in maintenance costs such as reduced call outs to faults that have been misreported by members of the public. The system will also reduce the number of vehicle journeys that would otherwise be made to attend to some of the reported faults. A CMS will remove the requirement for night time scouting operations which are currently undertaken 3 times a year to identify any street lighting faults before they are reported.

3. Issues, Options and Analysis of Options

- 3.1 In 2020/21 the street lighting team received over 680 customer enquiries online and attended over 900 maintenance faults. With the CMS system, faults are automatically registered in real time which should reduce fault reports and complaints from being raised by residents.
- 3.2 The CMS will help the Council to reduce its CO2 emissions by approximately 1,524,000 kg (1,524 tonnes) annually, which is a total reduction over 20 years of 30,469,000 kg (30,469 tonnes). This is the equivalent of taking 1,064 cars off the road. This will be achieved by reduced attendance to faults which can be actioned remotely, reduce attendance by the Contractor to misreports, reduce vehicle movements on night time scouting activities, plus the identification of day burning columns.
- 3.3 Annual savings are predicted to be around £125,000 once the installation has been fully completed and all associated infrastructure installed. Annual maintenance costs of the CMS system are estimated to be in the region of £25,000 subject to the successful tender submission.
- 3.4 There are significant benefits to upgrading to a CMS. However, there are clear dis-benefits should the opportunity not be seized;
- Energy costs and CO2 emissions would continue to increase.
 - Continued increase in revenue spent on night scouting and maintenance.
 - Levels of customer fault reporting and complaints would remain high.
 - The Council would fall behind in the technology of street lighting management in comparison with other local authorities.
- 3.5 Subject to Cabinet approval to proceed, the procurement timetable below is proposed for the CMS contract that will span over two years for the installation and then allow for an annual maintenance charge.

Procurement Timetable

KEY EVENT	DATE
Invitation to Tender	1 st September 2021
Closing date for tender submissions	14 th October 2021
Notification of result of evaluation	30 th October 2021
Standstill period	10 days
Expected date of award of contract	14 th November 2021
New contract start date	1 st January 2022

- 3.6 The installation programme is predicted to take 6 months from the 1st January 2022 with completion expected June 2022 (spanning into 2022/23 fiscal year and to match the split funding allocation). Then annual maintenance charges (3.4) would come into effect for the running and maintenance of the system.

4. Reasons for Recommendation

- 4.1 The procurement of the CMS system and associated infrastructure is essential for the progress of the street lighting network. It increases our ability to provide an efficient, well maintained network of street lighting throughout the borough.
- 4.2 The reduced energy costs and reduction in CO2 emissions as a result of the CMS will help us to create a cleaner local environment that everyone will benefit from.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 N/A

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 The CMS system will have a positive impact on the corporate objectives and priorities as it will provide a more efficient service and reduce the need for public contact and complaints. It will reduce our carbon emissions to help us work towards a cleaner environment. In addition to the environmental and service benefits, it will also lead to significant savings in the revenue budget.

7. Implications

7.1 Financial

Implications verified by: **Laura Last**
Senior Management Accountant

Year one saving of £125,000 and thereafter could be realised through reductions in energy, after annual charges removed. Set out in Appendix A are the details of the bid submission and costs. Start-up project costs awarded via Capital bid are £1,038,000 split over a 2 year period.

7.2 Legal

Implications verified by: **Courage Emovon**
Principle Lawyer

There are no direct legal implications arising from this report, however Legal Services will be on hand to advise on any potential legal implications arising therein. The proposed tender process must comply with the provisions of the Public Contracts Regulations 2015 and the Council's Contract Procedure Rules.

7.3 Diversity and Equality

Implications verified by: **Becky Lee**
Team Manager - Community Development and Equalities

The provision of the Central Management System will provide an improved consistent level of lighting for all road users which could have a direct impact on anti-social behaviour and community safety throughout the Borough.

7.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

The Central Management System will reduce CO2 emissions annually by approx. 1524000 kg, total reduction over 20 years 30469000kg which is the equivalent of taking 1064 cars off the road.

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- None

9. Appendices to the report

- None

Report Author:

Peter Wright

Strategic Lead – Highways Infrastructure

Public Realm

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6 July 2021		ITEM: 7
Planning, Transport and Regeneration Overview and Scrutiny Committee		
Grays South: Delivering the Pedestrian Underpass – Project Progress		
Wards and communities affected: Grays Riverside	Key Decision: Key	
Report of: Neil Muldoon, Project Manager, Regeneration and Place Delivery		
Accountable Assistant Director: Colin Black, Interim Assistant Director, Regeneration and Place Delivery		
Accountable Director: Sean Clark, Corporate Director Resources and Place Delivery		
This report is: public		

Executive Summary

Cabinet have agreed a scheme that will deliver an alternative to the level crossing in Grays High Street as a means of crossing the rail line.

The most recent Cabinet report supported a preferred design option but highlighted a potential budget issue and suggested that a further update would be presented after the next iteration of the cost plan. Design work has progressed and the next cost plan has been received. This report outlines the output of the cost plan and the next steps required to progress the project to delivery.

There are two reports relating to this project on the July Cabinet agenda. This report provides an update on project progress, sets out the project costs and budget and the next steps to design and construction. The following report seeks Cabinet approval to commence a Compulsory Purchase Order to ensure the required land can be acquired to enable scheme delivery. The second report relies on this report to confirm that there are no foreseen impediments to delivery so that when approving the use of Compulsory Purchase powers decision makers can be confident in the deliverability of the scheme.

1. Recommendation(s)

1.1 The Committee is asked to comment on the recommendations below that will be put to Cabinet for approval.

- a. **Endorse the next steps in the programme for the project.**
- b. **Delegate to the Corporate Director of Resources and Place Delivery, in consultation with the Portfolio Holder for Regeneration and External Affairs, the procurement for the next contract stages set out in the programme**
- c. **Approve the latest iteration of the cost plan, inc paragraphs 3.8 and 3.9 and note the efforts made to continue to drive cost efficiency.**

2. Introduction and Background

- 2.1. Members will be aware of the safety concerns related to the level crossing in Grays and of the way in which the gate closures create a barrier to movement between the town centre and the southern side of the level crossing towards the riverfront. In response to these issues, in July 2013 Cabinet agreed to work up a scheme to replace the level crossing with a high quality pedestrian underpass. Since then Cabinet has been kept informed of progress as below:
 - April 2017 – Agreement of a joint delivery approach with Network Rail, a funding strategy and a land assembly strategy.
 - July 2020 – Approval in principle of the design output from the delivery agreement with Network Rail and selection of Option C – the Plaza as the preferred option.
- 2.2. The most recent report highlighted that the forecast costs were significantly in excess of the approved budget. An approach to cost mitigation was set out and it was noted that the next iteration of the cost plan would be reported to Cabinet once available. The following sections of this report describe the further design work, the output of the latest cost plan and outline the next steps required to continue progressing the delivery of the project.

3. Issues, Options and Analysis of Options

Delivery Programme

- 3.1. The project continues to follow the NR GRIP programme. It is a multifaceted project, not just due to the proximity of the operational railway and adherence to railway standards, but due to the complex requirements/constraints of some key stakeholders. As a consequence the project has required a lengthy process for design thus far, and will continue to do so for land assembly, consents and construction. Option C remains the option that is being developed in further detail and the ongoing design of this option has informed the latest cost plan.

3.2. Key project milestones are as follows:

Description	Start	Finish
Procurement and contracts for next stages	01/06/2021	02/11/2021
Land Assembly ¹	Ongoing	28/11/2022
Single Option Development	03/11/2021	31/01/2022
Detailed design	01/02/2022	25/11/2022
Implementation ²	28/11/2022	21/03/2024
Project Handback	22/03/2024	19/06/2024
Project Close Out ³	20/06/2024	17/09/2024

Note:

¹: If CPO is required 6-12 months could be added to this part of the programme.

²: Assumes rail possessions not changed and subject to ground conditions

³: This date is for the completion of underpass, steps and ramps. Public squares complete after this date.

Cost Position

- 3.3. In 2017 Cabinet approved a budget of £27.4m to deliver the project. It was proposed that funding was drawn from a range of sources and the project was subsequently successful in securing £10.8m from SELEP's Local Growth Fund. This funding must be spent by the end of the 2021/22 financial year.
- 3.4. The budget was approved based upon an early feasibility work, an emerging design and what was known at this time relating to site constraints and risks to the project. The budget assumed a much quicker programme than it has been possible to achieve.
- 3.5. In July 2020 Cabinet was advised that the Network Rail cost plan suggested a cost estimate between £22.2 and £25.2m for the Infrastructure elements of the project (i.e. the elements proposed to be delivered via a contract with Network Rail). Additionally, land assembly and public realm costs, required to be delivered separately by the Council, brought the estimated total project costs to between £34.9m and £37.9m, with option C 'The Plaza' as the option being taken forward. It was reported at this time that these were only estimates and the cost plan would be revised as the design work continued to develop.
- 3.6. A cost mitigation plan was proposed and actioned. The impact of this plan can be found at paragraphs 2.16-2.25.
- 3.7. Based on further detailed design work and the completion of the latest contract with NR a revised cost plan has been produced which anticipates the infrastructure element being £21.2m in value. Adding in the wider project costs that are outside of the NR contract, such as land assembly and public realm, takes the expected project cost to £37.3m.
- 3.8. Whilst this remains at the top end of the budget range previously reported this is a much more robust budget and is reflective of the current scheme design and construction methodology. It should be noted that responsibility for some

of the costs has moved between the parties so a like for like comparison is not appropriate.

- 3.9. The direct NR Project Management costs are higher than would be expected for a project of this size and this has been a key driver in the rising cost of the project. The Council will continue to challenge NR on the fees applied, so as to apportion costs in manner that reflects the benefits of the project for all stakeholders.

Risk

- 3.10. It is important to note that this cost plan is based upon a set of assumptions and unknowns which may change as the project progresses. GRIP 4 (Single Option Selection) and GRIP 5 (Detailed Design) tend to be where the assumptions are fixed and the amount of unknowns must be as close as possible to zero. The project is still in the development stage and further work is required to address these at project level. The following paragraphs highlight the key risk areas that are known at this time.
- 3.11. The latest cost estimate is based on a programme that assumes a start on site in late 2022. Any delay to this programme could increase the overall costs. The main risk at present is that the programme assumes all land assembly can be completed by negotiation. Much of the CPO process is outside of the Council's control and could add up to 12 months on to this programme. See Cabinet Report: Grays South: Delivering the Pedestrian Underpass – Land Assembly (part exempt) July 2021 for further information.
- 3.12. High level costs for utility diversion have been included but these costs still require further investigation and confirmation from the utilities providers. It is proposed that NR continue to be best placed to take on this risk and discussions are ongoing to ensure responsibility for this element is allocated to the best placed party.
- 3.13. The scheme is costed based on professional advice from cost consultants and has had some early engagement from the NR supply chain. However, the scheme has not yet been tendered and market forces at the point of tender could influence the costs that are returned.
- 3.14. The cost plan addresses the ongoing risk profile by allocating appropriate contingency amounts to the various elements of the scheme. The project team and NR are continuing to challenge the design, programme and construction methodology to ensure that assumptions continue to be refined, cost efficiency maximised and risk appropriately provided for.
- 3.15. The revised budget has been assessed and will be considered further as part of the capital programme update by Cabinet in July 2021 with a recommendation to increase the budget to support delivery of the scheme.

Driving Cost and Budget Efficiency

- 3.16. The July 2020 cabinet report outlined a number of strategies to be employed to further reduce the cost and/or increase the budget from external sources. These continue to be progressed and an update on these approaches are detailed below.

Design Value Engineering

- 3.17. Value Engineering workshops were arranged within this contract stage. NR have identified £1.8m of opportunities that may be available to the project once the scheme is developed further.
- 3.18. At the next stage of design (GRIP 4: Single Option Development) further Value engineering workshops will be programmed to take place with the aim of promoting the substitution of materials and methods with less expensive alternatives, without sacrificing functionality and our project objectives.
- 3.19. It is still anticipated that the risk allowance percentage currently allocated can reduce as the design evolves and the uncertainty on the project reduces.

Challenge Network Rail Fees and Escalation

- 3.20. The project team continue to challenge NR on various aspects of their fees. Previous challenges on the level of fee cost required to project manage their involvement has identified savings of between £300k-£650k. A guarantee has been given from NR that the assumptions underpinning this cost plan are not binding, do form a foundation for a starting point for the next project stage and are open to discussion as the project progresses.

Future Contracting Strategy

- 3.21. Project Officers have been examining various alternative strategies for future contracts with Network Rail, and these are ongoing. It is recommended that decisions on future procurement are delegated to the Corporate Director of Resources and Place Delivery, in consultation with the Portfolio Holder for Regeneration and External Affairs.

Network Rail Contributions

- 3.22. NR committed to explore whether any further financial contributions could be made from their own internal funding sources. These conversations continue but to date NR have confirmed a financial contribution of £636K if the rail level crossing is closed before the end of March 2024, subject to contract.
- 3.23. It has also been agreed that necessary NR non-operational owned land will be contributed to the project at nil cost other than coverage of NR fees.

- 3.24. Officers are continuing to seek further financial contributions from the Rail Industry due to the significant benefits the closure of the level crossing brings to all parties and are challenging the allocation of costs that are not directly related to provision of the underpass (i.e. the removal of redundant level crossing infrastructure). Project officers have repeatedly informed Network Rail that the Council will not be liable to pick up these costs.

Additional Funding Opportunities

- 3.25. Other external funding opportunities to increase the original budget have been, and continue to be, explored such as the Levelling Up Fund and Town Fund.

Next steps

- 3.26. There is a good opportunity to build upon the positive momentum the project has recently undergone. Based on the latest information from NR, there is a clear rationale to justify continuation of the project. Immediate priorities include:
- a. Approve this latest iteration of the plan, noting the efforts that have been/continue to be made to drive cost efficiency. This marks the end of GRIP Stage 3.
 - b. Endorse the entering into contract with NR for the continued development and construction of the project at the appropriate time and delegate the decision making. This is proposed, due to plans in place to bridge the funding gap and the risk of added costs if the project is paused for any significant period of time.
 - c. Commence CPO – refer to Cabinet Report: Grays South: Delivering the Pedestrian Underpass – Land Assembly (part exempt). July 2021.

4. Reasons for Recommendation

- 4.1. The existing level crossing presents a clear safety risk. There have been no fatalities or serious injuries but the number of 'near misses' has increased significantly.
- 4.2. The cost plan, presented here, marks a milestone in the development of this scheme. Much technical work has been undertaken over the past year to get to this stage and refine this cost plan. It is time to progress the project to the next stages so as to stick to programme and further refine assumptions so as to deliver this project to both parties satisfaction.
- 4.3. Delegating the decisions for future procurement contracts enables the necessary further scrutiny of this cost plan at officer level and to ensure the best delivery route is selected ensuring value for money for the project.

5. Consultation

- 5.1. The project has been considered at the following meetings of Cabinet;
- July 2013: Decision No. 01104224
 - December 2014: Decision No. 01104345
 - April 2017: Decision No. 011044419
 - July 2020: Decision No 110515
- 5.2. The approach to the project has been reviewed by Planning Transport and Regeneration Overview and Scrutiny Committee;
- March 2014
 - March 2017
 - July 2020

6. Impact on corporate policies, priorities, performance and community impact

- 6.1. The recommendations facilitate the delivery of a key regeneration project in Grays identified in the Councils strategies described at para 4.1 and the Capital Programme.

7. Implications

7.1. Financial

Implications verified by: Jonathan Wilson

Assistant Director - Finance

As outlined in the report, the latest cost plan is above the approved budget of £27.4m and there is no financial commitment required beyond the current contractual commitment for this design stage. However, the underpass cost plan endorsed by NR suggests a cost of between £21.2m for the infrastructure elements of the project. In addition to this, the Council needs to fund land assembly and the adjacent public realm bringing the total project estimated cost to £37.3m.

The report details mitigation options that have been deployed so far and the success of these along with mitigations that continue to be pursued to reduce the cost of the project and/or to secure additional external funds to support the budget.

There is a separate report on the Cabinet agenda for July 2021, namely the Capital Programme Update, which reviews the Capital Programme and funding for projects including this project and proposes a reallocation of funds to this project to close the funding gap.

7.2. Legal

Implications verified by: Tim Hallam

Strategic Lead – Legal Services

The Council is near the completion of a Development Services Agreement with Network Rail for this stage of design. A further agreement will be required for the later stages including detailed design and construction which still needs to be established.

The Council will need to comply with the Public Contract Regulations 2015 in any works contracts it awards for this project and the form of contract should be one that meets the requirements of the Council for such projects with robust works specifications.

The delivery of the underpass will require land assembly and possibly a CPO. The Council has already resolved to use its CPO powers if required. For details on land assembly please see Cabinet Report Grays South: Delivering the Pedestrian Underpass – Land Assembly, on Cabinet agenda for July 2021.

7.3. Diversity and Equality

Implications verified by: Becky Lee

Community Development Officer

The project has been the subject of stakeholder engagement summarised in previous reports to Cabinet, and further engagement will continue. There will be further detailed stages of design and submission of applications for planning permission and other consents. Further engagement activity will take place as the designs are developed which will include an Equalities Impact Assessment – details of which can be found in Cabinet Report Grays South: Delivering the Pedestrian Underpass – Land Assembly, on Cabinet agenda for July 2021.

The design will comply with all relevant legislation and standards for accessibility.

7.4. Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

Completion of this project will remove a safety risk from the heart of Grays Town centre.

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- Cabinet Report: Grays Town Centre Framework Draft Report deposited in Members rooms. July 2015
- Grays Development Framework 2016
- Cabinet Report: Delivering the new Pedestrian Rail Crossing. Decision 01104419 April 2017.
- Cabinet Report. Grays Master Plan – Town Centre Framework. Decision 0110443 November 2017
- Planning, Transport, Regeneration Overview and Scrutiny Committee. Grays South Regeneration Project: Delivering the Pedestrian Underpass. ITEM 5 January 2019.
- Cabinet Report: Grays South Regeneration Area: Underpass and public realm option selection. Decision 110515 July 2020

9. Appendices to the report

None

Report Author:

Neil Muldoon

Project Manager

Regeneration and Place Delivery

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6 July 2021	ITEM: 8
Planning, Transport and Regeneration Overview and Scrutiny Committee	
Grays South: Delivering the Pedestrian Underpass – Land Assembly	
Wards and communities affected: Grays Riverside	Key Decision: Key
Report of: Rebecca Ellsmore, Strategic Lead Regeneration	
Accountable Assistant Director: Colin Black, Assistant Director for Regeneration	
Accountable Director: Sean Clark, Corporate Director for Resources and Place Delivery	

Executive Summary

In July 2021 Cabinet will be asked to agree resolutions to use the Council’s powers of Compulsory Purchase to support delivery of the Grays Pedestrian Underpass and to agree the appropriation of the Council’s existing land holdings within the scheme area for the purposes of delivering the scheme. The Overview and Scrutiny Committee are asked to comment on the approach taken to the land assembly strategy agreed by Cabinet in April 2017.

In 2017 Cabinet agreed a land assembly strategy with an option to use its powers of compulsory purchase if necessary and subject to further consideration by Cabinet. All known affected owners have been contacted as described in this report, some are engaging with our advisers with a view to a negotiated sale of their interest, others have not engaged. Land assembly is a time critical element of delivery. While officers and the consultant team will continue to seek agreed purchases of land and rights, compulsory purchase may be required and can take around 18 months to complete if full process (including a public inquiry) is needed. This report therefore seeks authority to use the Council’s powers of compulsory purchase in the event agreed purchase of all land and rights necessary is not possible for the delivery of the project. This report also seeks approval for the appropriation of land owned by the Council for the delivery of the project.

Deliverability depends on cost and available budget. These are addressed in detail in two other reports on the Cabinet’s agenda;

- a. Capital Programme Update, which reviews the Capital Programme and funding for projects including this project; and
- b. Grays South: Delivering the Pedestrian Underpass – Project Progress, which sets out the project costs and budget and the next steps to design and construction.

1. Recommendation(s)

1.1 Overview and Scrutiny Committee Members are asked to endorse the approach to land assembly set out in this report in including the use of the Council's powers of Compulsory Purchase and land appropriation.

2. Introduction and Background

- 2.1 This report focusses on the land assembly exercise required for delivery of the underpass and associated development. It should be read in conjunction with two other reports on the Cabinets agenda;
- a. Capital Programme Update, which reviews the Capital Programme and funding for projects including this project; and
 - b. Grays South: Delivering the Pedestrian Underpass – Project Progress, which sets out the project costs and budget and the next steps to design and construction.
- 2.2 Members will be aware of the safety concerns related to the level crossing in Grays and of the way in which the gate closures create a barrier to movement between the town centre and the southern side of the level crossing towards the riverfront. In response to these issues, in July 2013 Cabinet agreed to work up a scheme to replace the level crossing with a high quality pedestrian underpass. Since then Cabinet has been kept informed of progress as below:
- April 2017 – Agreement of a joint delivery approach with Network Rail, a funding strategy and a land assembly strategy.
 - July 2020 – Approval in principle of the design output from the delivery agreement with Network Rail and selection of Option C – the Plaza as the preferred option.
- 2.3 A delivery agreement was completed with Network Rail and included C2C. In July 2020 Cabinet approved in principle the design for the underpass scheme that was the output from this collaboration to be taken to the next design stages. The programme and costs are discussed in the separate report on the agenda 'Grays South: Delivering the Pedestrian Underpass – Project Progress'. The Council appointed Montagu Evans to implement the land assembly strategy on its behalf who have been in regular contact with landowners.
- 2.4 This report seeks approval for land assembly including the use of Compulsory Purchase powers as necessary to acquire land owned by third parties and Network Rail/C2C and the Appropriation of land owned by the Council, including land currently used as public open space, as set out in the recommendations. This appropriation is considered necessary to facilitate the development and improvement of the land as part of the CPO scheme and in order for any and all private rights and restrictions that affect the land to be overridden and resolved.

- 2.5 The extent of the scheme area has been reviewed and revised through the design process and constructability workshops by Network Rail. This is shown indicatively in the plan at appendix 1.
- 2.6 The Council is required to produce a Statement of Reasons for using its powers of Compulsory Purchase which will be affixed to any notice issued. A draft of that Statement will be provided to Cabinet and will need to be updated prior to any CPO notices being served.

3. Issues, Options and Analysis of Options

- 3.1 This section considers the justification for use of the Council's powers described in the recommendations. Reference for the detailed case should be made to the appendices and to the other reports on this agenda referred to at para 2.1, the case is summarised here under the following headings:
- a. Description of the scheme;
 - b. The land required;
 - c. Land referencing and discussions with landowners;
 - d. Funding Strategy: Cost and Budget;
 - e. Delivery Programme;
 - f. Justification for Use of CPO;
 - g. Human Rights; and
 - h. Equalities Impact Assessment.

Description of the scheme

- 3.2 The scheme agreed by Cabinet in July 2020 is illustrated in appendix 2 and is described in a draft Statement of Reasons that will be provided to Cabinet. It includes:
- a) Replacement of the level crossing with a wide pedestrian underpass;
 - b) Creation of public squares at each end of the pedestrian underpass;
 - c) Land assembly;
 - d) Demolitions necessary to create the space required for the scheme;
 - e) Relocation of Station Approach to create the space required for the scheme;
 - f) Relocation/diversion of Crown Road closer to the rail line to enable the underpass section to be as short as possible and to reduce the land take required for delivery; and
 - g) A separate but closely related scheme for development of new commercial/retail/mixed use units around the public squares to replace those which will be lost as a consequence of land acquisition required for the scheme with the provision of additional residential units above these units.
- 3.3 The scheme has been the subject of public consultation details of which will be provided to Cabinet. The consultations to date indicate stakeholder support for the scheme with understandable concerns about issues such as lighting and safety. These issues have directed the design response including a wide

thoroughfare with clear long views in and out. The design response to these issues has contributed to the extent of land required. Further stakeholder engagement will be undertaken in the next detailed design stages and as part of the process of determining the planning applications.

- 3.4 The Cabinet will be presented with detailed information to support their consideration including;
- a) Compulsory Purchase Order Plan: Land affected and required
 - b) Summary Contacts with Land Owners (CONFIDENTIAL)
 - c) Draft Statement of Reasons
 - d) Summary of Public Consultation
 - e) Draft summary reasons for requiring each piece/plot of land

The Land required

- 3.5 The land required for the scheme is shown in appendix 1. This broadly falls in to one of four types:
- a. Land owned by the Council shown yellow on the plan: This includes the site of the former Station House, public open space and the subsoil of parts of the public highway. This land will need to be appropriated for the planning purpose of delivering the scheme. The appropriation of the land used as public open space will require public notices/advertising and consideration of responses received before the appropriation can be completed;
 - b. Land owned by Network Rail shown green on the plan. The rail line and fenced area either side of it are part of the operational railway and will remain in the ownership of Network Rail. The rest of the land is defined as non-operational land in that it lies outside of the operational rail line and is leased to C2C. Network Rail and C2C have agreed the transfer of their land interest for the delivery of the scheme and have started their internal process to enable this to happen. Within this area shop units are subject to leases which will need to be acquired. The station forecourt and parts of the car park would remain with network rail but are included as the land is required temporarily for enabling works during construction.
 - c. Land owned by others shown light pink on the plan: The Council will need to acquire these interests to enable the construction and delivery of the scheme; and
 - d. Unregistered land (light blue) and public highway (edges marked with a blue dashed line on the plan): These will need to be included within a CPO to ensure clean title to enable delivery of the scheme.
- 3.6 A draft Order Plan that shows the plots of land required to deliver the scheme and a summary of the reasons for requiring each plot to deliver the scheme will be provided to Cabinet.

Land Referencing and discussions with Land owners

- 3.7 Land referencing is required to identify all owners, tenants, occupiers, and other interests of the land required to deliver the scheme and those who

would be likely to be qualifying persons under Section 12(1) of the Acquisition of Land Act 1981 in relation to the scheme. A full schedule of interests in the land proposed to be acquired will need to be prepared to accompany any Compulsory Purchase Order detailing the extent and description of the land and details of any qualifying person and their interests in the land.

- 3.8 Montagu Evans and Land Referencing Services are undertaking the required detailed Land Referencing. In line with the Land Assembly Strategy and principles of engagement agreed by Cabinet in their meeting of April 2017, The Council has, through Montagu Evans, maintained an open dialogue with the owners and occupiers of property and rights affected by the scheme. Details of correspondence and conversations will be included with the report to Cabinet.
- 3.9 It is important that this open dialogue continues throughout the acquisition, development and delivery of the scheme and Montagu Evans will continue to act on behalf of the Council to seek negotiated settlement for acquisition of interests. Compulsory Purchase will only be used as a last resort if necessary for any acquisition that may be required for the delivery of the scheme. Cabinet will be provided with details of communications with affected land owners.

Funding Strategy: Cost and Budget

- 3.10 The total cost and budget for delivering the scheme are discussed in detail in the other reports on this agenda referenced at para 2.1. £6,758,000 would be required for land assembly assuming all land needs to be acquired by Compulsory Purchase including compensation costs set out in the Compensation Code.

Programme

- 3.11 The project is complex and, as a consequence, requires a lengthy process for design, land assembly, consents, planning and construction. The Cost estimate is based on a programme that assumes all land assembly can be completed by negotiation. Much of the CPO process is outside of the Council's control and if required could add up to 12 months on to this programme once the compulsory purchase order is made. The total cost for CPO is included in the cost estimate discussed in the report on the agenda for this meeting of Cabinet, 'Grays South: Delivering the Pedestrian Underpass – Project Progress'. That report includes consideration of any risks associated with the deliverability of the current cost estimate. Key milestones currently are;

Description	Start	Finish
Procurement and contracts for next stages	01/06/2021	02/11/2021
Land Assembly ¹	Ongoing	28/11/2022

Single Option Development	03/11/2021	31/01/2022
Detailed design	01/02/2022	25/11/2022
Implementation ²	28/11/2022	21/03/24
Project Handback	22/03/24	19/06/2024
Project Close Out ³	20/06/24	17/09/2024

Note:

- ¹: If CPO is required 6-12 months could be added to this part of the programme.
- ²: Assumes rail possessions not changed and subject to ground conditions
- ³: This date is for the completion of underpass, steps and ramps. Public squares complete after this date.

Use of CPO

- 3.12 The Council must have a relevant statutory power that authorises acquisition by Compulsory Purchase. The Council must also use the most appropriate power for the scheme which in this case is section 226 1 (a) of the Town and Country Planning Act 1990 (the Act) as the scheme would make a major positive contribution to the economic, social and/or environmental well-being of the area.
- 3.13 Detailed advice on the use of compulsory purchase powers is set out in the CPO Guidance which provides information on the matters which the Secretary of State will take into account when considering whether or not to confirm a CPO. A Compulsory Purchase Order will be supported by a detailed Statement of Reasons, a draft of which will be provided to Cabinet. This will be in draft form recognising that it will need to be revised and updated to the point in time that CPO is required. Similar considerations are applied to appropriations of the Council's land. In summary these are:
- a. Proposals must be Consistent with the Local Plan and national planning policy;
 - b. The Council must demonstrate a compelling case in the public interest and demonstrate that the public benefits arising from the scheme outweigh the interference with the rights of those affected. These benefits must fall in to at least one of 3 categories; economic and/or social and/or environmental;
 - c. Land cannot be acquired by mutual agreement;
 - d. There are no other impediments to proceeding with the scheme, for example the need for planning permission or other consents; and
 - e. The Council has the resources to implement the scheme and to pay appropriate compensation for land acquisitions.
 - f. Consistent with planning policy
- 3.14 The Core Strategy identifies Grays as a Growth Hub where regeneration activity will be concentrated (Policy CSSP1 and CSSP2). Paragraphs 3.29 to 3.33 set out the Council's vision for the Grays Regeneration Area as a focus for growth in jobs and homes, and for civic functions, culture and education and including a new transport zone around the rail station including an improved crossing of the rail line. Policies in the Core Strategy support delivery of this vision. In November 2017 the Council's Cabinet approved the

Grays Town Centre Framework Refresh to guide its approach to town centre regeneration which includes the scheme.

- 3.15 The Transport Act and the Local Transport Act require Local Authorities to maintain a Local Transport Strategy. The Council adopted the current Transport Strategy in 2013 to support the delivery of the adopted core strategy and regeneration. Policy TTS1 Delivering Sustainable Growth identifies the formation of a Transport Zone around Grays Rail Station including an improved means of crossing the rail line.

Public Benefit

- 3.16 The scheme is expected to give rise to economic and social benefits which will be set out in detail in the draft Statement of Reasons, along with marked improvement in the quality of the town centre environment. A Town Centre Health Check undertaken in 2020 to support the Council’s application to the Future High Street Fund shows a long period of gradual decline in the town centre economy; low investor interest, high and rising yields, low and falling rents, rising vacancy, and poor environmental quality. The severance created by the rail line is identified as a key issue relating to accessibility to and from the town centre. In this context the Full Business Case by KPMG to support the Council’s LGF grant bid identified:

		Net benefits (in NPV terms) over 30 years
Economic impacts associated with the underpass	Journey time saving	£18.0m
	Reduction in accidents	£2.0m
	Reduced risk of premature death	£8.7m
	Absenteeism ⁱ	£4.4m
	Reduction in externalities from cars including vehicle operating costs	£5.3m
	Social impacts from public realm	£19.7m
Wider public realm and housing development	New homes delivered	84
	Land value uplift	£2.4m

Note ⁱ: Absenteeism is taken from the Dept. For Transport project assessment toolkit (Web tag/AMAT) and refers to health benefits arising from increased walking and cycling and reduced absence from work.

- 3.17 The net initial benefits from the project were estimated at £55.2m. This includes the benefits from the underpass itself as well as the benefits relating to the public realm.
- 3.18 The inclusion of the land value uplift from housing would increase the benefit to £60.6m. We did not include the temporary GVA uplift from construction

impacts in our Benefit Cost Ratio (BCR) calculation, but these would add additional wider benefits of £5.5m (including the indirect and induced impacts as a result of the build phase of the project). The initial BCR for the project, relative to the Growth Deal funding request, was 5.5:1. Including all public sector contributions resulted in an adjusted BCR of 2.4:1.

- 3.19 There are no other reasonable alternatives for pedestrians to cross the rail line. The existing footbridge is too steep and many people prefer to jump the closed gates than to use the bridge. A road bridge (Derby Road Bridge) located c175 metres to the east would take people away from the clear desire line along High Street, it effectively by-passes many of the businesses in the High Street and with a gradient up to 1:18 is too steep for pedestrians with mobility difficulties. The project will remove a significant safety risk on the rail line by removing the perceived need to 'jump' the closed gates at the level crossing. People will no longer be required to wait when a train is passing through and so removes the severance between the town centre and a significant part of its local catchment area.
- 3.20 The design approach has sought to address concerns about underpasses by providing a wide-open space with clear views in and out which will be supplemented with lighting, CCTV, and active uses at either end. Direct stepped access will be supplemented with gently sloped ramps (c1:21) to ensure accessibility. These factors combined with ground levels and the depth of excavation required have determined the extent of land area required.

Land cannot be acquired by agreement

- 3.21 Paragraphs 3.7-3.8 describe the communications with landowners from 2019, Cabinet will be provided with more detail. Some have not responded and some have not wanted to engage in discussions about sale of their land interests. A full CPO process can take around 18 months to complete and is therefore a critical time issue for delivery of the scheme. While some of this process would proceed at the same time as the rest of the programme, if full process is required it could add 6-12 months on to the programme. Given the extent of communications undertaken to date it is considered appropriate to now have the option of Compulsory Purchase, but also to continue dialogue to reach an agreed settlement if possible.

No other Impediments to delivery

- 3.22 Measures to resolve other potential impediments are included in the delivery programme. Key stakeholders are committed to delivery. Network Rail, C2C, the planning and highways authorities have been engaged in the design and development phases and will continue to be engaged. A planning application will be submitted in the summer of 2021, Highways approvals, Network Rail and C2C approvals are also provided for in the programme at the appropriate time.

Resources are available for delivery

- 3.23 The cost and budget available for delivery of the project are set out in detail in the other related reports on the Cabinets agenda and referenced at para 2.1. The combined resources of the Council and Network Rail (Land, funding, and expertise) and with a grant of £10.8 million from the Local Growth Fund, are considered sufficient as described in the report 'Grays South: Delivering the Pedestrian Underpass – Project Progress' which sets out the project costs and budget and the next steps to design and construction. The land assembly costs are based on a property cost estimate by Montagu Evans and includes provision for compensation and disturbance costs as defined under the compensation code if a CPO is required.

Human Rights

- 3.24 The Human Rights Act 1998 places direct obligations on public bodies such as the Council to demonstrate that the use of compulsory purchase powers is in the public interest and that the use of such powers is proportionate to the ends being pursued.
- 3.25 When the Council decides to make a CPO, the Council will need to be sure that the purpose for which the land is required sufficiently justifies interfering with the human rights of those with an interest in the land affected. The compulsory acquisition of the land in the red line area may amount to an interference with the human rights of those with an interest in the land. These include rights under Article 1 of the First Protocol of the European Convention on Human Rights (ECHR) (which provides that every natural or legal person is entitled to peaceful enjoyment of his possessions) and Article 8 of the ECHR (which provides that everyone has the right to respect for his private and family life, his home and his correspondence).
- 3.26 Members must be satisfied that any interference with these rights will be necessary and proportionate. "Proportionate" in this context means that the interference must be no more than is necessary to achieve the identified legitimate aim. This report summarises the justification for and benefits of the scheme and consideration of the extent of land required to deliver the scheme. More detail will be included with the report to Cabinet in the form of a Draft Statement of Reasons.
- 3.27 Based on this information, officers are of the view that there is a compelling case in the public interest for compulsory acquisition of the various interests within the Order Land if they cannot be acquired by agreement. Therefore, the use of compulsory purchase powers in this case is considered to be proportionate and appropriate. Without the use of these powers, the much-needed regeneration and redevelopment of the land may not be achievable. Compensation will be available to those entitled to claim it under the relevant statutory provisions. Members are advised that the land is both suitable for and will facilitate the carrying out of development, redevelopment or

improvement and will make a positive contribution to the promotion of the economic, social and/or environmental well-being of the area.

Equalities Impact Assessment

- 3.28 An Equalities Impact Assessment has been undertaken to support the use of compulsory purchase if required. The reports main conclusion is:

“On balance, it is clear that the Intervention scenario is likely to have a positive impact on reducing inequalities, whereas the Non-intervention scenario is likely to have a negative impact. This is especially the case given the alternative of the closure of the level crossing, with no DDA compliant alternative within the immediate vicinity”.

- 3.29 The report concludes that the project will benefit all people travelling by foot and will be an improvement for those using public transport. Closure of the level crossing with no alternative and temporary closures during construction will disproportionately negatively impact disabled people with physical mobility constraints and those with learning difficulties. The report emphasises the importance of mitigation and stakeholder engagement. Provision has been made to address these matters in the project delivery programme and further discussion will be required with Network Rail about closure durations and provisions for alternatives during construction.
- 3.30 The report reinforces the importance of safety in the design. The relocation of the taxi rank and set down bays has the potential to negatively impact users that are reliant on door to door travel. These matters will be addressed in the next design stage.

4. Reasons for Recommendation

- 4.1 The project is consistent with the adopted Local Plan Core Strategy, the Council’s Transport Strategy, and the Council’s Grays Town Centre Framework.
- 4.2 The acquisition of land is a vital step in implementing a key regeneration project in Grays and reflects the resolutions of Cabinet at the meetings in April 2017 and July 2020.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 Public consultation has been undertaken at a number of stages during the production of the Grays Town Centre Framework and the development of the design.
- 5.2 The project has been considered at the following meetings of Cabinet;
- July 2013: Decision No. 01104224
 - December 2014: Decision No. 01104345

- April 2017: Decision No. 011044419
- July 2020: Decision No 110515

- 5.3 The approach to the project has been reviewed by Planning Transport and Regeneration Overview and Scrutiny Committee;
- March 2014
 - March 2017
 - July 2020

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 The recommendations facilitate the delivery of a key regeneration project in Grays identified in the Councils strategies described at para 4.1 and the Capital Programme.

7. Implications

7.1 Financial

Implications verified by: **Jonathan Wilson**
Assistant Director - Finance

The project requires significant capital expenditure by the Council which is being met through the Capital Programme, S.106 funds and grant from the Local Growth Fund administered by the South East Local Enterprise Partnership, with some funding from Network Rail. The details of the full project cost and budget are set out in two other reports on the agenda for this meeting of Cabinet (Capital Programme Update, and Grays South: Delivering the Pedestrian Underpass – Project Progress. In carrying out land acquisition and assembling land ahead of scheme delivery the Council will be responsible for holding and managing the property before it is required for the scheme, this could be for a number of years depending on when acquisition is completed.

7.2 Legal

Implications verified by: **Tim Hallam**
Deputy Head of Legal and Deputy Monitoring Officer

As noted in the report, the making of the CPO and appropriation of Council land for the planning purpose of delivering the project are considered by officers to make a major positive contribution to the economic, social and/or environmental well-being of the area.

The making of a compulsory purchase Order under S.226 (1) (a) of the Town and Country Planning Act 1990 and the Acquisition of Land Act 1981 is a function which Cabinet may exercise in accordance with the provisions of the

Council's Constitution.

Section 226 of the Town and Country Planning Act 1990 enables a local authority to exercise its compulsory purchase powers:

- a. If it considers that acquiring the land in question will facilitate the carrying out of development, redevelopment, or improvement on, or in relation to, the land being acquired (s.226(1)(a)); and
- b. Provided that it considers that the proposed development, redevelopment or improvement is likely to contribute to achieving the promotion or improvement of the economic, social or environmental well-being of its area (s.226 (1A)).

The Council must therefore be satisfied on both counts. In addition, it must take into account any human rights implications as well as the public sector equality duty in section 149 of the Equality Act 2010.

Appropriation of land owned by the Council from its current use for the purposes of delivering the scheme is required under Section 122 of the Local Government Act 1972 to facilitate the development and improvement of the land in order for any and all private rights and restrictions that affect the land to be overridden. In the case of land that has been used as public open space the intention to appropriate must be advertised and any responses to that consultation properly considered before the appropriation can be completed.

Confirmation of a CPO and Acquisition of the Land

The Order must be submitted to the Secretary of State for confirmation, notified to those persons affected by it and advertised in the local press. Any party who wishes to object to the making of the CPO has 21 days within which to do so from the date of notification. All statutory objectors have a right to be heard at a public inquiry although it is possible for the Secretary of State to deal with objections in writing. Although any Inquiry will be held on the earliest possible date, typically this could be six months or more after submission of the Order to the Secretary of State.

The Council cannot actually exercise its compulsory purchase powers until such time as the CPO has been confirmed by the Secretary of State or the Secretary of State permits the Council itself to confirm the CPO.

Following confirmation of a CPO the Council has three years within which to exercise the CPO powers. Once the interests included in the proposed CPO area have been acquired for planning purposes, the site will benefit from the operation of Section 203 of the Housing and Planning Act 2016, which (subject to the payment of compensation) extinguishes all existing third party rights that could prevent the development or use of the land from proceeding. The same applies with respect to any land acquired by agreement under section 227 of the Town and Country Planning Act 1990. In both cases, the

costs of compensation will be limited to the statutory basis as provided by section 204 of the 2016 Act.

Legal Challenge

Decisions made in the Compulsory Purchase context are subject to challenge on public law grounds in the usual way.

7.3 Diversity and Equality

Implications verified by: **Roxanne Scanlon**

**Community Engagement and Project
Monitoring Officer**

An Equalities Impact Assessment (EqIA) has been undertaken and public consultation has informed the design approach taken to date. The project team have undertaken to carry out further public engagement to inform the next stages of design. During these engagement exercises the diversity of respondents will be monitored to ensure we receive representation from those people with protected characteristics that have been identified as being negatively impacted during certain stages of the programme e.g. those with disabilities. These groups of individuals may be directly targeted for engagement where required through liaison with voluntary sector organisations, charities or local community groups as best suits.

The current level crossing has an uneven surface which can be difficult for people with impaired mobility or sight. The increasing frequency and duration of gate closures pre-Covid 19 could be a significant obstacle for anyone unable or unwilling to use the existing footbridge. This issue is expected to return post Covid 19. Closure of the level crossing with no alternative in the High Street would require a long diversion and includes a rail bridge that would be too steep for anyone with impaired mobility.

The EqIA concludes that the scheme will provide an overall benefit but will at the next design stage need to ensure the design and layout continue do address accessibility and safety.

Closure of the level crossing with no alternative and temporary closures during construction will disproportionately negatively impact disabled people with physical mobility constraints and those with learning difficulties and will need to be addressed.

7.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

- None

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- Full Business Case Local Growth Fund:
https://www.southeastlep.com/app/uploads/2018/07/Grays-South-FBC_Redacted.pdf
- Full Business Case Future High Street Fund:
<https://www.thurrock.gov.uk/sites/default/files/assets/documents/grays-future-high-street-fund-business-case-v01.pdf>

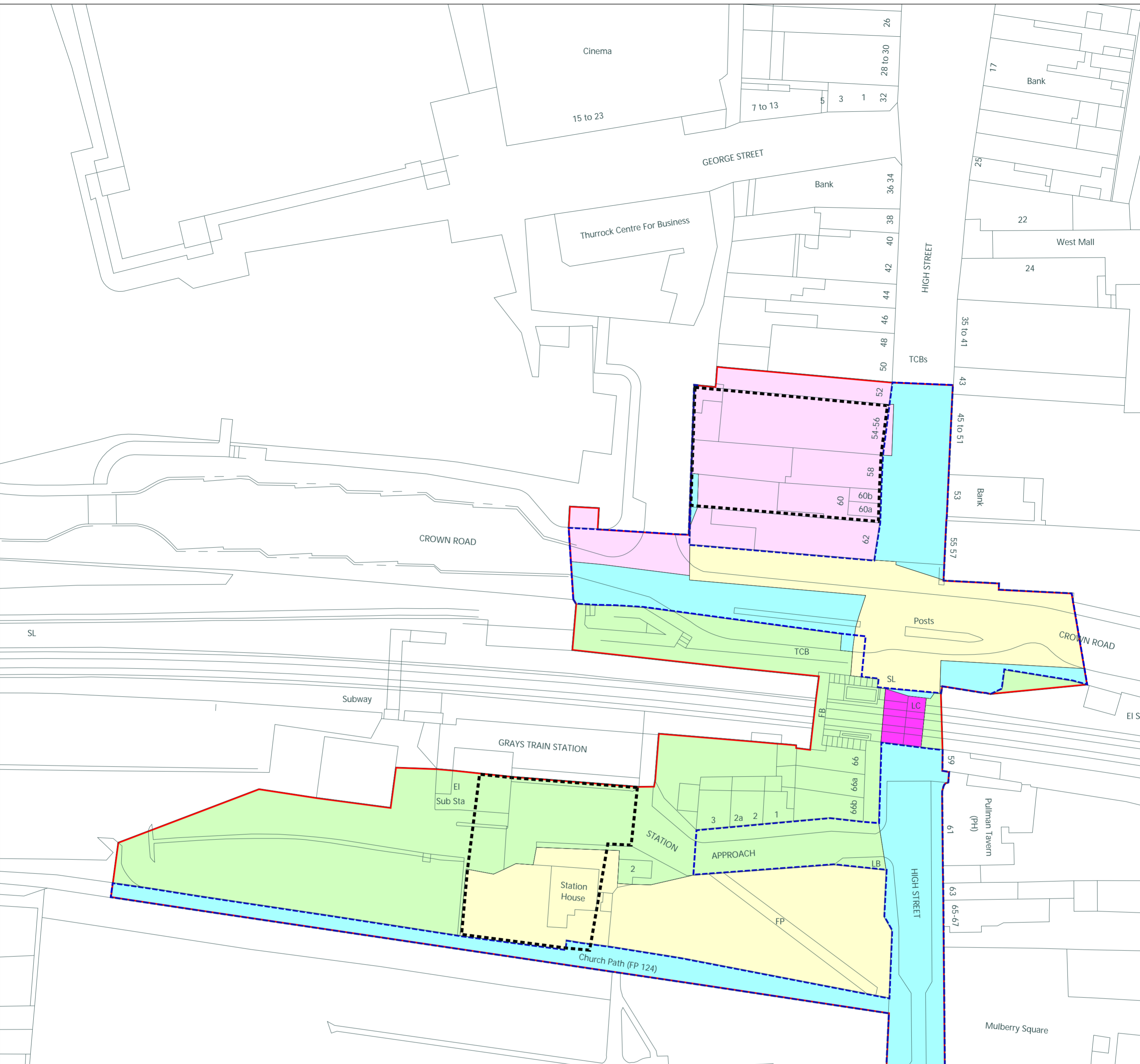
9. Appendices to the report

Appendix 1 - Scheme Area
Appendix 2 - Scheme plan

Report Author:

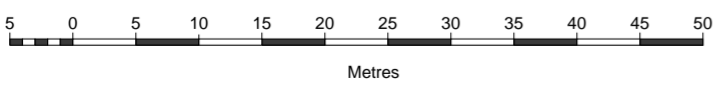
Brian Priestley
Regeneration Programme Manager
Resources and Place Delivery

CPO OWNERSHIP BOUNDARY MAP



- Key:**
- Redline Boundary**
 - Land Owned by the Council**
 - Land Owned by the Network Rail**
 - Land Owned by Others**
 - Unregistered Land**
 - Public Highway**
 - Potential Compound Area**
 - Overlap Ownership - NR and Unregistered Owner Unknown**

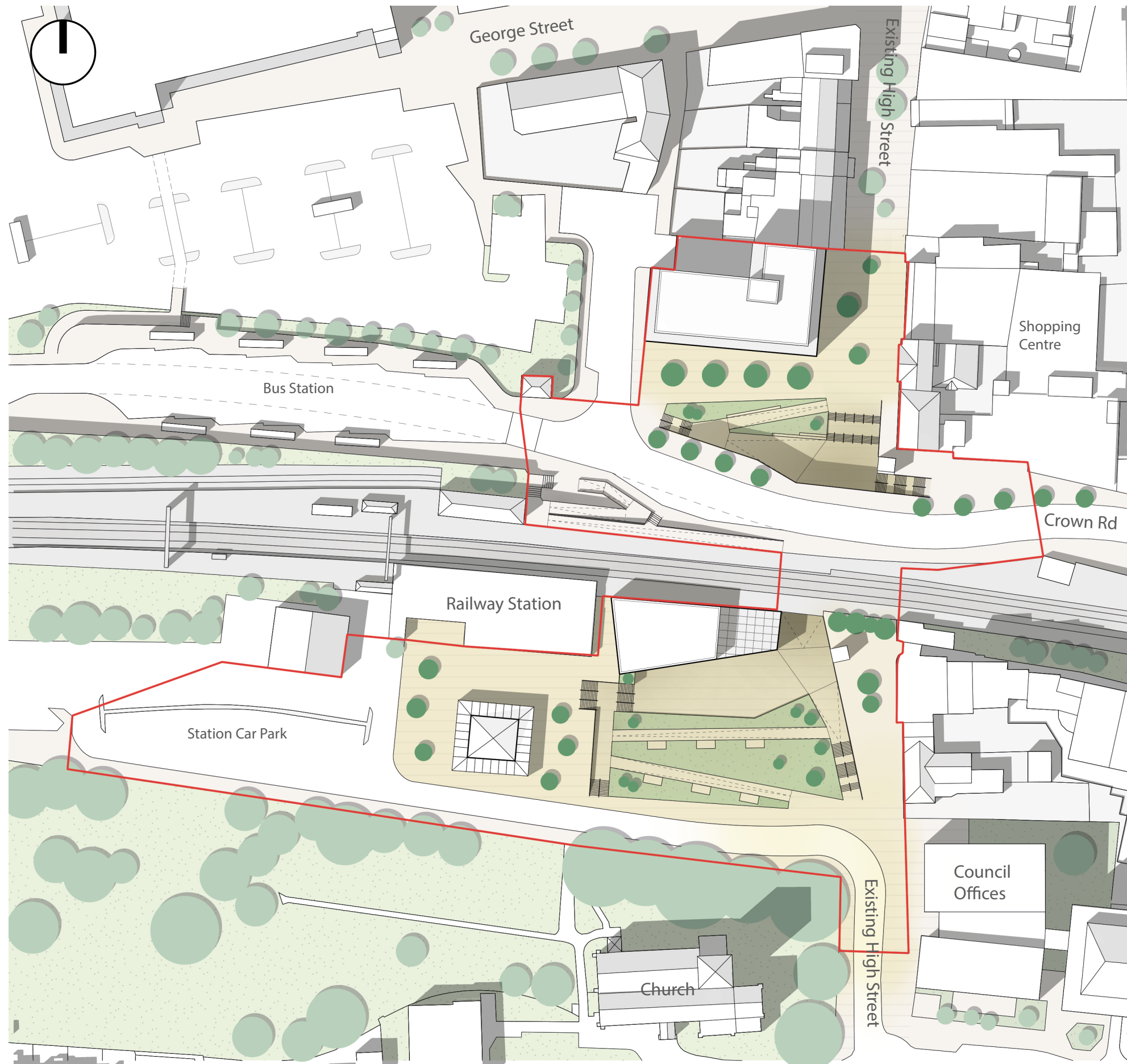
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6 July 2021	ITEM: 9
Planning, Transport and Regeneration Overview & Scrutiny Committee	
Parking Policy and Strategy and Parking Design & Development Standards	
Wards and communities affected: Borough-wide	Key Decision: Key
Report of: Navtej Tung, Strategic Transport Manager, Transport Development	
Accountable Assistant Director: Leigh Nicholson, Assistant Director Planning, Transportation and Public Protection	
Accountable Director: Andy Millard, Director of Place / Julie Rogers, Director of Public Realm	
This report is Public	

Executive Summary

It is important to ensure that the Council's approach to vehicle parking is in accordance with national and local policy and objectives. As part of the new Local Plan, it is necessary to develop an up-to-date Parking Policy and Strategy document and new Parking Standards to respond to current transport trends and demands and also to positively shape new development proposals, ensuring homes and businesses are supported by the right level of parking provision.

The **Parking Policy and Strategy** document has been developed to assist the Council to oversee the provision of parking across the borough now and in the future, as the borough looks to accommodate growth and to incorporate emerging vehicle technologies and infrastructure (namely electric vehicles and charging requirements). It includes a number of overarching objectives and principles covering how the Council will manage parking demand in the future and how decisions on parking arrangements can be taken across Thurrock.

The **Parking Design & Development Standards** document has been developed to clearly set out the parking requirements for new developments. It provides detail on the design and standards that will be applicable throughout the Borough. This includes details such as the number, size and location of parking stock for all types of vehicle. This will also become an important tool for Officers to use when discussing development proposals with developers.

The **Parking Enforcement Strategy** document has been developed to set out the processes and procedures for undertaking enforcement of inappropriate and illegal parking across on roads under the responsibility of the Council across the borough.

These documents were published for public consultation between November 2020 and December 2020. This paper identifies the outcomes of the consultation on the documents.

1. Recommendation(s)

1.1 To note and endorse the Parking Policy and Strategy document for adoption by Thurrock Council.

1.2 To note and endorse the Parking Design & Development Standards document for adoption by Thurrock Council.

1.3 To note and endorse the Parking Enforcement Strategy document for adoption by Thurrock Council

2. Introduction and Background

2.1. It is important to ensure that the Council's parking strategy is up to date and relevant in terms of overall national and local policy and objectives.

2.2. The proposed Parking Policy and Strategy has been designed to create an updated, high-level framework against which strategic, tactical and operational decisions on parking arrangements can be taken across Thurrock.

2.3. Similarly, the proposed Parking Standards document has been produced to set clear guidance for developers and the Council's Development Management team when making decisions and recommendations on planning proposals.

2.4. The Parking Enforcement Strategy has been produced to set out the appropriate strategy and processes to undertake enforcement against vehicles parking inappropriately, creating danger to residents and all road users, and minimising obstructions on the public highway.

3. Issues, Options and Analysis of Options

3.1. It is important that the Council has an up-to-date Parking Policy and Strategy which is cognisant of current key transport trends (such as car, cycle and lorry ownership and usage) and anticipated growth in the borough. The proposed Parking Policy and Strategy has been prepared against the backdrop of the most up to date data available and sets high level principles to positively respond to the current situation in Thurrock. In particular, the Strategy has been developed to align with the Council's Transport Strategy and seeks to help tackle congestion, deliver accessibility, and improve air quality, making

Thurrock's roads safer, and supporting sustainable growth and regeneration in the Borough.

- 3.2. The Parking Design & Development Standards document seeks to not only set numerical standards for parking, but to also inform the design and layout of parking within development proposals; it is vitally important that new or extended developments incorporate good design for the layout, landscaping, and lighting of parking.
- 3.3. The design document therefore sets out a wide range of criteria and guidance for parking bays, blue badge parking bay dimensions, Powered Two-Wheeler (P2W) parking and cycle and pedestrian facilities in new developments. Additional guidance is provided in relation to the calculation of parking requirements, planning obligations, transport assessments and travel plans.
- 3.4. The Parking Policy and Strategy and the Parking Design & Development Standards should be seen as part of the Council's emerging Local Plan. It is important that new developments coming forward as part of the Local Plan are supported by the right level of car parking for the location, that parking facilities are well designed and integrated within development as a whole rather than it being viewed as a numerical calculation or tick box / afterthought. These documents will help influence and shape development proposals and by having up-to-date standards, will greatly improve the likelihood of high quality and comprehensive development coming forward. In practical terms, the standards could either be included in the Local Plan document, either in its entirety or by extracting relevant sections as appropriate.
- 3.5. The Parking Enforcement Strategy rounds off the suite of documents, by informing of the legislative powers by which the authority is able to undertake enforcement action across the borough, and any current and future actions the Council will take to enable the goals of the Transport Strategy being achieved. The document also provides an opportunity for the Council to set out operational processes under which enforcement takes place in Thurrock.

Consultation

- 3.6. These documents were published for consultation via the Thurrock Council consultation portal on 2 November 2020 and ran for a period of six weeks, closing on 14 December 2020. The consultation page with supporting documents was published, and remains available, via the following web address - <https://consult.thurrock.gov.uk/parking-strategy-2020>.
- 3.7. The consultation comprised of two different opportunities for respondents to offer feedback – the first, an eighteen question survey with a mix of pre-populated and free choice options.

- 3.8. Based on the responses received, where questions asked whether respondents supported or opposed the documents, these was generally in favour of the documents.
- 3.9. When reviewing the open text questions, there is, as expected, was a wide variety of answers and priorities for respondents. The mix of responses do not sway support for nor against the policies and documents. However, there is a predominant ask for greater level of enforcement against poor parking, parking on verges and the blocking of footpaths, as well as more enforcement within residential areas and those areas outside town centres. Additionally, the emotive nature of parking has resulted in some responses identifying factors outside the remit of the strategy and policy documents, such as routing of traffic and learner HGV routes.

Document Revisions

- 3.10. Following the completion of the consultation, there has been no identified changes to the policies or standards themselves, but it has been necessary to amend the structure and information within the documents. The changes are not material to the nature or purpose of the documents and would not invalidate the outcome of the public consultation, but they are considered necessary to make the documents more easily accessible.
- 3.11. The Parking Strategy documents will be reviewed on a regular basis to allow for any changes in guidance and additional relevant input to be incorporated within future iterations.

4. Reasons for Recommendation

- 4.1. Endorsing the recommendations set out in this report will enable the Parking Policy and Strategy, the Parking Design & Development Standards, and the Parking Enforcement Strategy to be taken forward for approval at Cabinet. Approval will allow the Council to implement the policies contained within these documents to support the Council's planning processes.

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1. The Parking Policy and Strategy, Parking Design & Development Standards and Parking Enforcement Strategy have been developed as a result of community and stakeholder engagement with relevant parties and stakeholders.
- 5.2. A six week public consultation programme was undertaken between 2 November 2020 and 14 December 2020 to enable local residents, businesses, interest groups and key stakeholders to provide input and comment to shape the documents.
- 5.3. In total, there were 358 visits to the Parking Strategy consultation page, which resulted in 31 individuals responding to the page via the survey. The survey

consisted of 18 questions, with a mix of pre-populated (e.g. yes/no) and open ended/free choice questions.

6. Impact on corporate policies, priorities, performance and community impact

- 6.1 The Parking Policy and Strategy, Parking Design & Development Standards and Parking Enforcement Strategy documents will have an impact upon communities, business and individuals in Thurrock. An EQIA assessment will be undertaken to identify the impacts and any mitigating measures that should be considered to manage and guide parking provision across the borough making it safer, less congested and more accessible to local people thereby promoting and supporting People, Place and Prosperity within Thurrock.

7. Implications

7.1 Financial

Implications verified by: **Laura Last**
Senior Management Accountant

No additional costs are anticipated from the introduction of this strategy, however any costs that are incurred relating to this will be funded from the Transport Development revenue budget.

7.2 Legal

Implications verified by: **Tim Hallam**
Deputy Head of Legal and Deputy Monitoring Officer

Given the nature of this report, there are no legal implications directly arising from it.

7.3 Diversity and Equality

Implications verified by: **Roxanne Scanlon**
Community Engagement and Project Monitoring Officer

Both the parking standards and parking strategy contain information in relation to ensuring appropriate provision is provided for those with a mobility issue or impairment. A CEIA assessment will be undertaken to identify the impacts and any mitigating measures that should be considered to manage and guide parking provision across the borough making it safer, less congested and more accessible to local people thereby promoting and supporting People, Place and Prosperity within Thurrock. It is anticipated that as these policies

relate to the support of local development and new buildings rather than retrospectively changing existing parking that there will be little to no negative impact.

7.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- Thurrock Transport Strategy 2013 - 2026 - <https://www.thurrock.gov.uk/travel-strategies/strategy-documents>
- Thurrock Draft Parking Standards (2012) (not published)
- Thurrock Parking strategy and policies 2016 to 2021 - <https://www.thurrock.gov.uk/parking-enforcement/parking-documents-reports-and-auditing>

9. **Appendices to the report**

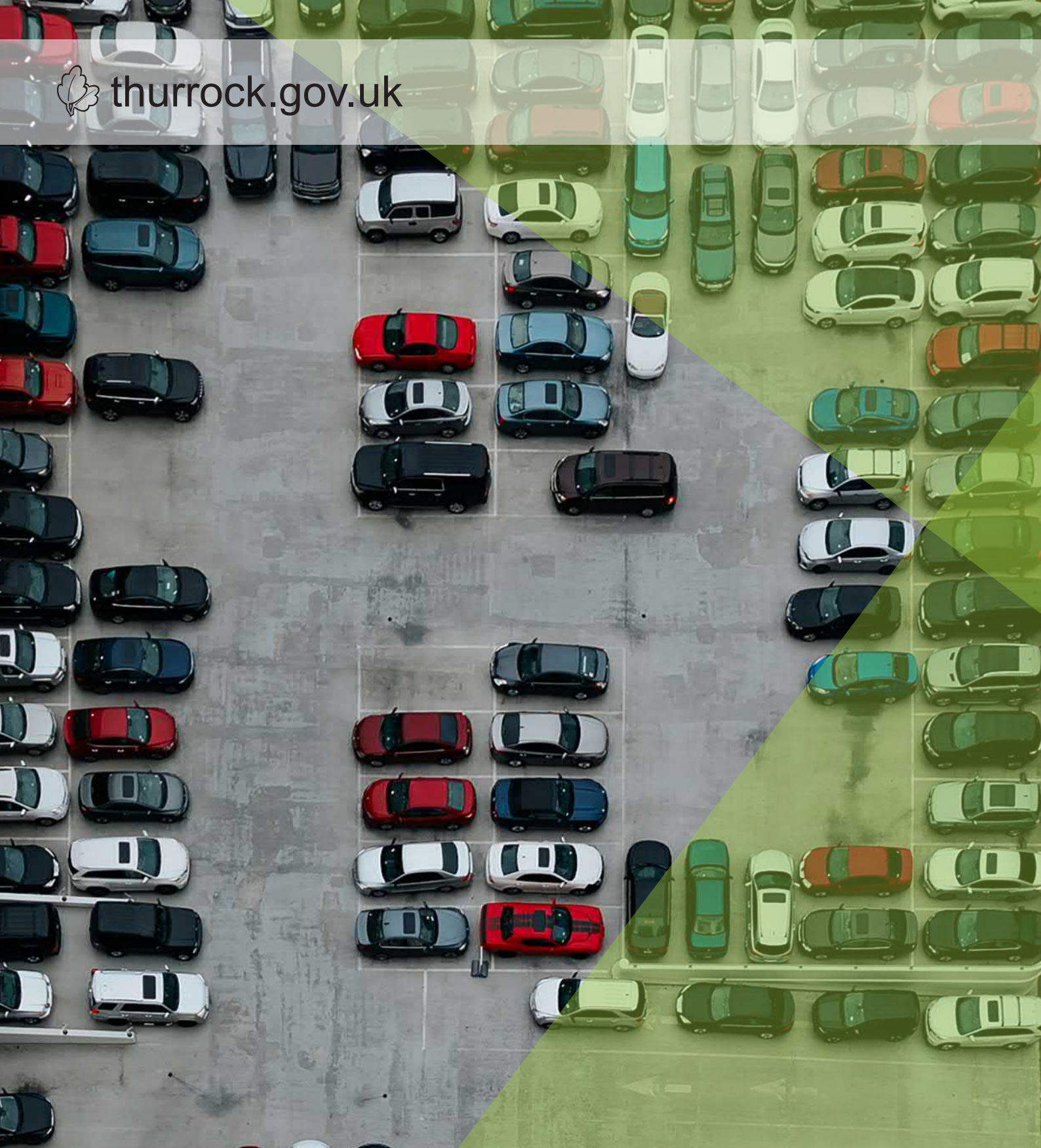
- Appendix 1 – Parking Policy and Strategy;
- Appendix 2 – Parking Design & Development Standards;
- Appendix 3 – Parking Enforcement Strategy

Report Author:

Navtej Tung

Strategic Transport Manger

Transport Development



PARKING POLICY AND STRATEGY

Thurrock Council
February 2021

Page 77

CONTENTS

1. INTRODUCTION AND CONTEXT

Introduction	...3
Why develop a parking strategy?	...5
Purpose of this parking strategy	...6

2. CURRENT SITUATION

Existing parking pressures in the Borough	...7
Car ownership in Thurrock	...7
Existing public transport provision	...9
Cycle parking provision	...9
Parking capacity	...10
Parking enforcement	...12
Current parking controls	...12

3. KEY LEGISLATION, POLICY REVIEW AND STRATEGIC PARKING OBJECTIVES

National policy	...13
Regional policy	...16
Local policy	...17

4. PROPOSED PARKING POLICY

Strategic parking objectives	... 19
Controlled parking zones, parking permit areas	... 20
Parking permits	... 21
Pay-and-display / Pay-by-mobile and other new technology	...22
Parking charges and tariff structure	...23
Waiting restrictions	...23
Loading restrictions	...24
Stopping restrictions (clearways)	... 24
School parking	... 25
Parking for new developments	... 25
Blue badge parking	...26
Cycle parking	...28
Provision for powered two-wheeler parking	...29
Emission based vehicles and electric vehicles	...30
Footway and verge parking	...34
Commercial vehicles	... 36
Coach parking	... 38
Car clubs	...39
Public consultation for new parking controls	...40
Performance monitoring and annual reporting	...40

5. MANAGING FUTURE DEMAND	
Future controlled zones	... 41
6. SUMMARY	
Summary	... 43
APPENDICES	
A. Parking Strategy Action Plan	... 46

1. INTRODUCTION AND CONTEXT

We are pleased to introduce this new Parking Policy and Strategy for Thurrock. It represents a significant step in creating a safe and inclusive environment for Thurrock residents and businesses.

The Parking Policy and Strategy aims to create a high-level framework against which strategic, tactical and operational decisions on parking arrangements can be taken across Thurrock. It is intended that this will become an invaluable tool for Council officers and members to use when discussing schemes internally or with members of the public.

This document has been prepared to support the delivery of the emerging Local Plan and Transport Strategy by helping tackle congestion, deliver accessibility, improving air quality, and making Thurrock's roads safer to support growth and regeneration in the Borough.

The Parking Policy and Strategy document should be read in conjunction with the separate **Parking Design and Development Standards and Parking Enforcement Strategy**.

- **The Parking Policy and Strategy** document sets out a review of existing national legislation and polices; consideration of proposals for an update of local parking policies, the current parking situation, managing future demand, next steps and (in Appendix A) a proposed parking strategy action plan;
- **The Parking Design and Development Standards** sets out the parking design standards and the parking development standards that are applicable throughout the Borough; and
- **The Parking Enforcement Strategy** sets out the strategies for enforcing parking policies within the Borough.





WHY DEVELOP A PARKING STRATEGY?

According to the 2011 census, Thurrock has a population of 157,705 residents, with 87% living in urban areas and 13% in rural locations. The Unitary Authority area covers 64 square miles and is bounded by Havering to the west, Brentwood and Basildon to the north, Castle Point to the east, and the River Thames to the south.

Thurrock is one of the largest regeneration areas in the UK with major changes planned to take place over the next decade. Significant growth is planned to take place in the following focus areas:-

- **Purfleet-on-Thames** - home of High House Production Park and has received planning consent for revisioning of the town centre with investment in enhanced retail and leisure developments, TV studios, significantly enhanced transport investment with a new railway station and new residential accommodation of up to 3000 dwellings;
- **Lakeside and West Thurrock** - already a major regional retail destination, with significant investment in new leisure facilities to increase visitor numbers to the area;
- **Grays** - the administrative hub of Thurrock will build upon current projects to improve economic growth and enhance the public realm;
- **Tilbury** - a new vision will build on the strengths of the close community and nationally significant infrastructure projects (NSIP) for expansion of the port and power generation;
- **London Gateway** - the largest inward investment project in the UK saw DP World's high-tech deep-sea container port open in 2013 and become home to a high-tech logistics business park, creating thousands of new jobs;
- **Thames Enterprise Park** - Up to 1.4m cubic square metres of employment space to boost investment in the logistics industry within Thurrock in the far east of the Borough along the Thames Estuary; and

These major projects, amongst many others throughout the Borough, require parking policies, strategies and standards that support and manage the increased traffic and demand for parking that will arise from this planned growth.

A further strategic consideration is the location in Thurrock of the nationally important Dartford Crossing linking the M25 to the north and south of the Thames. This road carries a very high volume and proportion of freight traffic, much of which accesses the strategic ports in Thurrock, with a consequent higher than usual demand for lorry parking in the area.

Additionally, consideration needs to be given to the potential impact of the Government's proposed Lower Thames Crossing which, if built, would link the A2 in Kent to the A13 and M25 in Thurrock.



PURPOSE OF THIS PARKING STRATEGY

The purpose of this Parking Strategy is to:

1. Assist planning officers in determining appropriate standards for new developments;
2. Advise members of the public in a readily comprehensible manner;
3. Assist intending developers in preparing plans for the development of land;
4. Expedite the determination of planning applications by ensuring that applications submitted include an appropriate level and location of car parking provision that also complements good place-making including public realm; and
5. Ensure new developments incorporate seamlessly emerging vehicle technologies, such as electric vehicle charging facilities and car clubs.

The lack of a formally adopted Parking Strategy can lead to confusion and inconsistency in the application of standards relating to planning applications, parking controls and enforcement. It is, therefore, important to ensure that a Parking Strategy is up to date and relevant in terms of overall National and Council policy and objectives.

This document sets out an initial draft of a Parking Strategy for Thurrock for consultation and subsequent and eventual formal adoption by the Council. This strategy can then be included as part of the relevant section of the emerging Local Plan document, either in its entirety or by extracting relevant sections as appropriate.

Throughout this plan some text is highlighted as follows:

Text in hollow framed boxes contains key information that may be useful when planning or reviewing parking controls.

Text in shaded boxes contain Thurrock Council's proposed/ adopted Local Parking Policies.

These may be:

Thurrock's Transport Strategy (TTS Ref. No.)
Thurrock's Traffic Management Strategy (TTM Ref. No.)

or

TPP00 (Local Parking Policy Ref. No.)

The policies in these boxes found throughout this Strategy document are collated in **Appendix A**.

2. CURRENT SITUATION

This section presents the current situation with regards to parking within Thurrock, discussing the local pressures and demand areas and current parking controls.

EXISTING PARKING PRESSURES IN THE BOROUGH

To help manage parking control reviews effectively a number of key parking attractors and generators have been identified throughout the Borough. These include the following:

- Lakeside Shopping Centre, High Streets and Superstores;
- Arena Essex;
- Railway stations and ports;
- Educational establishments;
- Major developments identified in the emerging Local Plan;
- Places of work, such as the council offices, the port, logistics warehouses where a large number of employees drive;
- Parks and leisure facilities, such as Grays Beach; and
- Hospitals and health facilities, such as Orsett Hospital.

CAR OWNERSHIP IN THURROCK

Based on Government census data, car ownership in Thurrock has steadily increased from 2001 to 2011, as detailed in **Table 1**. In particular, the number of households with two cars / vans has increased. This increase is in line with national trends identified in research undertaken by the Department for Transport (DfT) in 2016, in which the average growth in vehicles has been 680,000 per year since 2012. The East of England had the second highest number of vehicles in the United Kingdom and the third highest number of vehicles per 1,000 people.

Table 1: Historical Car Ownership in Thurrock (Extracted from UK Census Data)

Census Year	2001	2011	Difference
No cars / vans in household	12,472	12,527	+55 (+0.44%)
1 car / van in household	26,467	27,384	+917 (+3.46%)
2 cars / vans in household	15,610	17,007	+1,397 (+8.95%)
3 cars / vans in household	3,040	3,973	+933 (+30.69%)
4 cars / vans in household	896	1,462	+566 (+63.17%)
Total	58,482	62,353	+3,868 (+6.61%)

Source: Nomis Census Data

The 2011 census data was analysed further at ward level to determine differences in the levels of car ownership in Thurrock, as shown in **Table 2**. Grays Riverside; West Thurrock and South Stifford; and Ockendon have the highest ownership of cars / vans, whilst Corringham and Fobbing; and Tilbury St Chads have the lowest levels at almost half the number of the aforementioned wards.

Future development in Thurrock is expected to exacerbate the pressure on parking in certain areas, in particular Purfleet-on-Thames; Lakeside and West Thurrock and Grays.



Table 2: 2011 Car Ownership Figures for Thurrock

Wards	Cars / Vans					
	Owned	No car %	1 car %	2 cars %	3 cars %	4 cars %
Aveley and Uplands	3,674	20%	44%	27%	6%	2%
Belhus	3,866	26%	44%	23%	5%	2%
Chadwell St Mary	3,935	23%	43%	25%	6%	2%
Chafford and North Stifford	2,841	7%	44%	38%	8%	3%
Corringham and Fobbing	2,240	13%	38%	34%	10%	5%
East Tilbury	2,447	13%	43%	32%	9%	3%
Grays Riverside	4,914	29%	50%	18%	3%	1%
Grays Thurrock	3,489	25%	43%	24%	6%	2%
Little Thurrock Blackshots	2,319	17%	39%	33%	8%	4%
Little Thurrock Rectory	2,455	17%	45%	30%	7%	2%
Ockendon	4,043	24%	44%	25%	5%	2%
Orsett	2,370	7%	32%	42%	14%	5%
South Chafford	2,680	10%	54%	30%	4%	1%
Stanford East and Corringham Town	3,554	22%	43%	26%	7%	2%
Stanford-le-Hope West	2,622	19%	44%	27%	8%	3%
Stifford Clays	2,526	22%	38%	29%	8%	3%
The Homesteads	3,222	8%	40%	38%	10%	4%
Tilbury Riverside and Thurrock Park	2,652	34%	43%	19%	4%	1%
Tilbury St Chads	2,269	29%	44%	22%	5%	1%
West Thurrock and South Stifford	4,235	22%	52%	22%	4%	1%

Source: Nomis Census Data



EXISTING PUBLIC TRANSPORT PROVISION

When setting parking controls, the availability of public transport as an alternative to private vehicle usage and the level of parking around transport interchanges needs to be assessed. Thurrock is served by C2C rail services between Southend Central and London Fenchurch Street, with services stopping at the following stations in Thurrock:

- Purfleet-on-Thames Station;
- Ockendon Station;
- Chafford Hundred Station;
- Grays Station;
- Tilbury Town Station;
- East Tilbury Station; and
- Stanford-le-Hope Station.

Further to this, there are many bus routes serving Thurrock, terminating at either Grays bus station or Lakeside bus station. Routes are concentrated in the south and west of the Borough, with only one to two services per hour. There is also a ferry service from Tilbury to Gravesend.

CYCLE PARKING PROVISION

There is no readily up-to-date record of on-street cycle parking locations within Thurrock. However, Sheffield style parking stands are used as standard at various locations in the Borough, in particular near visitor attractors such as shops, offices, stations etc. Similarly, new developments are required to provide cycle parking spaces, with larger sites being required to provide secure, covered parking spaces.

PARKING CAPACITY

Table 3 details the number of both on-street and off-street parking spaces in Thurrock, whilst **Table 4** lists the car parks in Grays and **Table 5** list those outside Grays.

Table 3: Total On-Street and Off-Street Spaces (2021)

Location	Number of spaces
Marked bays for off-street parking	1,280
Marked bays for on-street parking	1,250
Off-street parking spaces not marked out as individual bays - approximate	78
On-street parking spaces not marked out as individual bays - approximate	195
Total	2,803

Source: Thurrock Council

Table 4: Car Parks in Grays (2021)

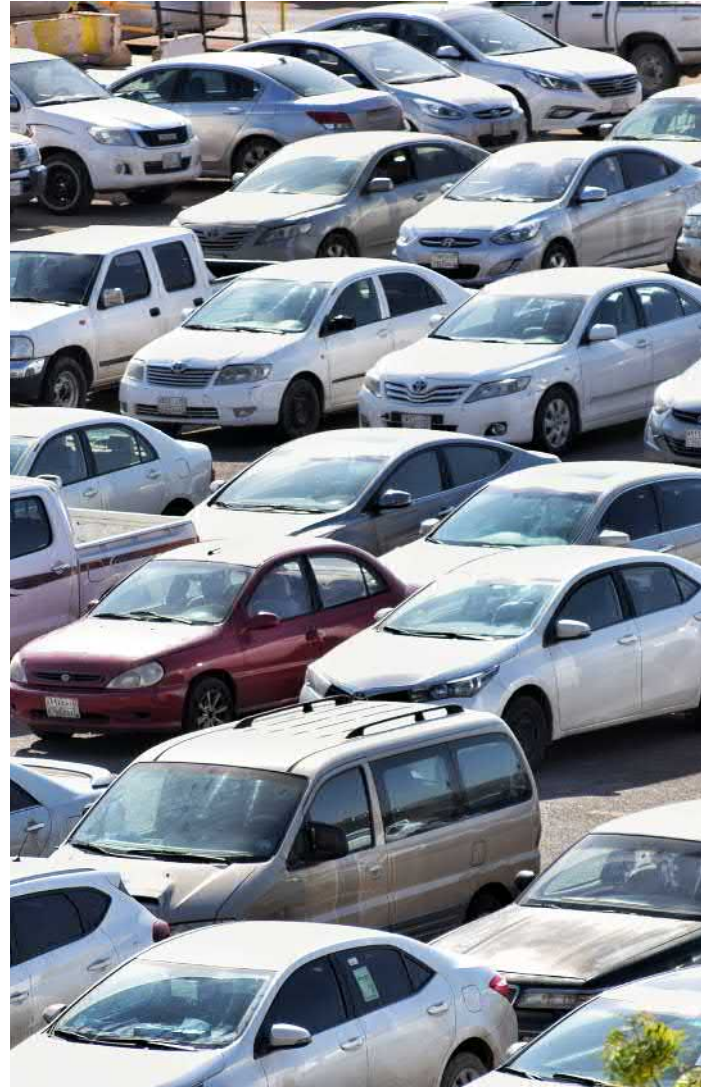
Location	Number of spaces
Darnley Road (off-street short stay)	30
Argent Street (off-street long stay)	42
Cromwell Road (off-street long stay)	60
Crown Road (off-street long stay)	96
Station House, opposite rail station main entrance (off-street long stay)	10
Grays Beach, Thames Road (off-street long stay)	182
Multi-storey car park	700
Morrisons supermarket	540
Grays Station	168
Total	1,828

Source: Thurrock Council

Table 5: Car Parks Outside Grays (2021)

Car park location	Spaces	Charges
Gordon Road (Grover Walk), Corringham	112	Free
Gordon Road (Police station), Corringham	53	Free
Giffords Cross, Corringham	78	Free
Defore Parade, Chadwell St Mary	56	Free
Lodge Lane, Grays (Socketts Heath)	56	Free
Canterbury Parade, South Ockendon	100	Pay
Total	455	

Source: Thurrock Council



Three of the Council car parks currently have electric vehicle charging bays:

- Argent Street, Grays;
- Crown Road, Grays; and
- Canterbury Parade, South Ockendon.

Additionally, there are electric vehicle charging points at several large shops / shopping centres and car dealers.

PARKING ENFORCEMENT

The **Parking Enforcement Strategy** is a supplementary document to this policy and should be viewed for further information on our enforcement policies. The Council's separate Annual Parking Reports provide information on parking management, operations, income and enforcement in Thurrock.

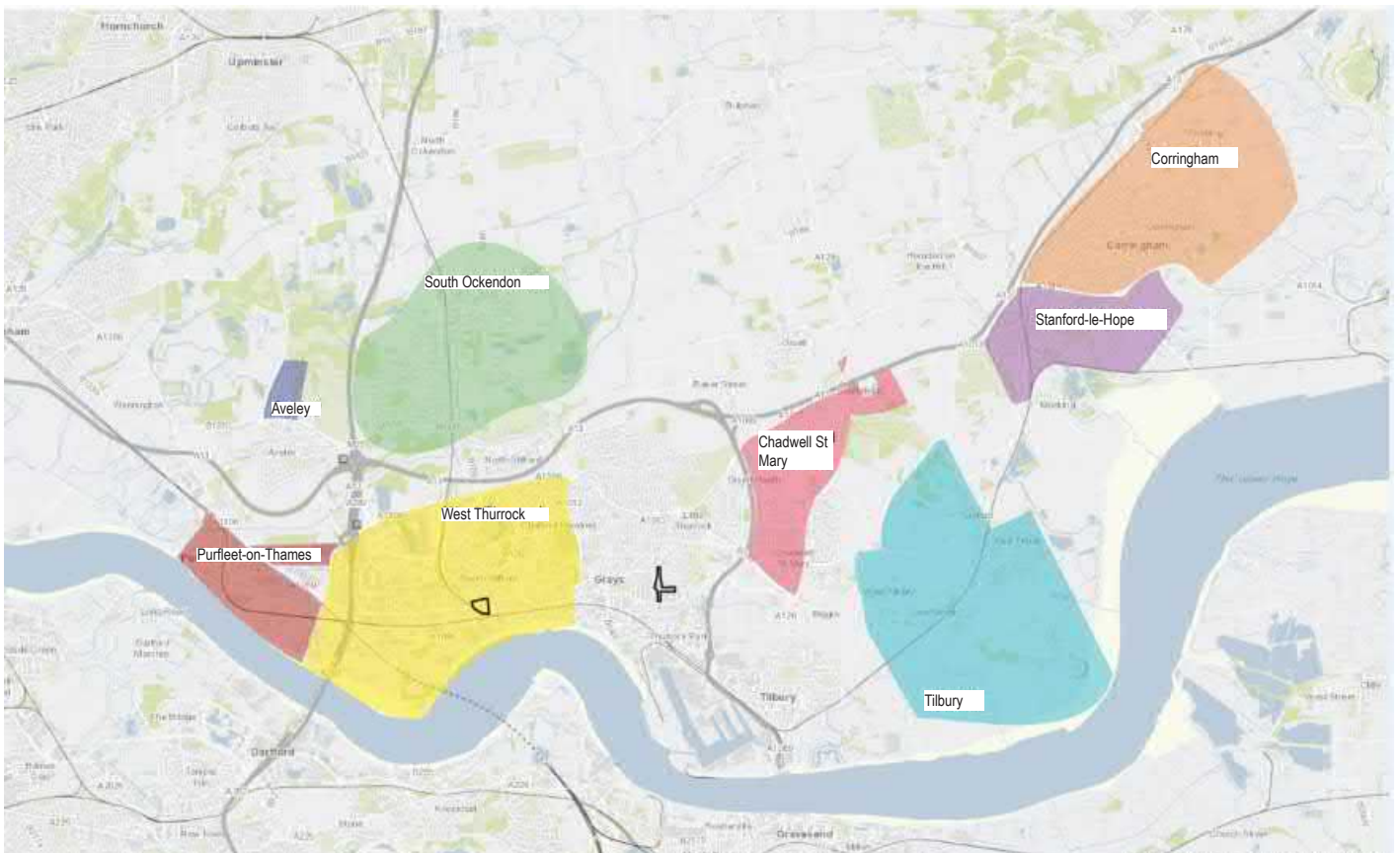
CURRENT PARKING CONTROLS

The number and extents of Controlled Parking Zones (CPZs) and Permitted Parking Areas (PPAs) in Thurrock are subject to ongoing review, depending upon demand, consultation and priorities. Current CPZs and PPAs include:

- Grays Town Centre CPZ and PPA – split into 8 sub-zones;
- Stanford-le-Hope PPA – split into 3 sub-zones;
- Tilbury CPZ and PPA;
- Purfleet-on-Thames PPA; and
- South Ockendon PPA.

Other restrictions have been put in place to improve the environment of an area by controlling the size of vehicles that can park in certain areas. These areas are illustrated in the **Figure 1** below.

Figure 1: 7.5T Parking Ban Areas Across the Borough



Source: Thurrock Council



3. KEY LEGISLATION, POLICY REVIEW AND STRATEGIC PARKING OBJECTIVES

This section of the strategy identifies parking legislation policies and standards at a regional and local level. The policy review identifies key focus areas to ensure the Parking Strategy aligns with regional and local transport aims and objectives.

NATIONAL POLICY

The proposed parking strategy is intended to fully comply with National Policies set out below.

Key National Legislation

There are a number of items of UK legislation that allow local authorities to introduce parking management controls and undertake enforcement, as listed below:

- **The Highways Act 1980** deals with the management and operation of the road network in England and Wales. It consolidated, with amendments, several earlier pieces of legislation. An important aspect of this legislation is that it defines the rights the public as to their use of Public Highways. Definitions include:

- Carriageway means a way constituting or comprised in a highway, being a way (other than a cycle track) over which the public have a right of way for the passage of vehicles; and
- Footway means a way comprised in a highway which also comprises a carriageway, being a way over which the public have a right of way on foot only.

The rights of the public as to their use of a Public Highway are commonly misunderstood.

These legal definitions mean that the public have no "right" to park a vehicle anywhere on the highway. The only rights conferred are to enable the public to have free and unobstructed access to and passage along the highway.

- **The Road Traffic Regulation Act 1984** is legislation that allows local authorities to manage parking demand within their area. The legislation affords authorities powers to restrict traffic and parking on adopted highway in the interest of safety.
- **Road Traffic Act 1991 (RTA91) - Decriminalised Parking Enforcement** – Prior to September 1993, the enforcement of prohibited parking was carried out by police traffic wardens. Permitted parking was enforced under criminal legislation and non-payment pursued through Magistrates Courts. As a result of legislation in the RTA91, Decriminalised Parking Enforcement (DPE) was introduced in Thurrock in 2005. Under the RTA91, parking contraventions are dealt with as a civil offence and notice of a contravention is issued in the form of a Penalty Charge Notice (PCN) to the motorist.

- **The Traffic Management Act (TMA) 2004** is the key piece of legislation for parking management. The TMA requires that arrangements should be based on the principles of fairness, consistency, and transparency. The associated guidance requires authorities to design arrangements regarding:
 - Managing the expeditious movement of traffic;
 - Improving the local environment;
 - Improving road safety;
 - Improving the quality & accessibility of public transport;
 - Meeting the needs of disabled people;
 - Managing & reconciling the competing demands for kerb space; and
 - Further information on the **Traffic Management Act 2004** can be found in the **Enforcement Strategy**.
- **Traffic Signs Regulations and General Direction 2016** details the regulations of all road signs and markings that should be implemented to allow the enforcement of any parking controls they wish to introduce. Failure to adhere to the regulations could result in PCNs being invalid.
- **The Civil Enforcement of Parking of Contraventions (England) General Regulations 2007** is legislation that permits authorities to issue PCNs by means other than on a vehicle directly and gives authorities the power to immobilise vehicles should they wish to adopt this practice. Most importantly it sets out the requirements for allowing PCNs to be appealed, requirement for evidence to be produced and details all aspects of independent adjudication.



National Planning Policy Framework (March 2012) and NPPF Update (February 2019)

The National Planning Policy Framework (NPPF) was published by the UK Central Government in March 2012 with an overarching theme of sustainable development. It details the planning policies for England and how they are expected to be applied. This was subsequently updated in June 2019. The Planning Practice Guidance which supports the NPPF was also updated in October 2019.

Thurrock Council will take account of the updated NPPF guidance regarding parking standards highlighted below:

- In setting local parking standards for residential and non-residential development, the Council, as local planning authority, will take into account:
- The accessibility of the development;
 - The type, mix and use of development;
 - The availability of and opportunities for public transport;
 - Local car ownership levels; and
 - An overall need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.

Further to this the NPPF outlines the following aspirations which Thurrock Council follows:

- Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network;
- In town centres, the Council will seek to improve the quality of parking so that it is convenient, safe and secure, alongside measures to promote accessibility for pedestrians and cyclists;
- The Council will set appropriate parking charges that do not undermine the vitality of town centres;
- Parking enforcement will be proportionate; and
- The Council, as the local planning authority, will identify and protect where there is robust evidence, sites and routes which could be critical in developing infrastructure to widen transport choice.

Traffic Management Act 2004 Parking Policy and Enforcement

The Department for Transport’s “Traffic Management Act – Operational Guidance to Local Authorities: Parking Policy and Enforcement” (updated March 2015 but withdrawn from publication in 2018) provides guidance which local authorities should apply to their own parking policies. Based upon the requirements of this document, when setting and appraising parking policy the Council should take account of:

- Existing and projected levels of parking demand;
- Availability and pricing of on and off-street parking;
- Justification for and accuracy of traffic signs and road markings that restrict or permit parking; and
- Accuracy and quality of traffic signs and road markings that restrict or permit parking.

Additionally, the Council sets and appraises the following:

- Level of compliance with parking controls that they want to achieve;
- Level of enforcement necessary to get such compliance;
- Penalty charge bands; and
- Resourcing and training of parking staff.

The document provides design guidance for parking policies, and the Council pays particular regard to:

- Managing the traffic network to ensure expeditious movement of traffic, (including pedestrians and cyclists), as required under the TMA Network Management Duty;
- Improving road safety;
- Improving the local environment;
- Improving the quality and accessibility of public transport;
- Meeting the needs of disabled people, some of whom will be unable to use public transport systems and depend entirely on the use of a car;
- Managing and reconciling the competing demands for kerb space;
- The impact on the local economy and the viability of local shops and high streets;
- The justification for, and accuracy of, existing traffic orders;
- The adequacy, accuracy and quality of traffic signing and road markings which restrict or permit parking within or outside a Controlled Parking Zone;
- The levels of penalty charges;
- The need to resource the operation effectively and ensure that all parking staff are appropriately trained; and
- Impact on traffic flow, i.e. traffic or congestion outcomes.

REGIONAL POLICY

Thurrock is a Unitary Authority within the County of Essex, located immediately to the east of London.

The East of England Plan (Revoked in January 2013)

The East of England Plan – The Revision to the Regional Spatial Strategy for the East of England was adopted in May 2008 and was inclusive of the Unitary Authority of Thurrock. This Strategy was revoked in January 2013 as part of the Government's strategy to devolve power to elected Local Authorities and to local communities. However, a number of the Regional Policies contained therein provide a useful backdrop and remain relevant to the introduction of local policy.

The standards in PPG13 should be treated as maximums, but local authorities may adopt more rigorous standards to reinforce the effects of other measures particularly in regional transport nodes and key centres for development and change.



The following points are taken into account:

- Parking standards should take account of three key parameters: location, land use and accessibility;
- More rigorous standards should be set in those parts of the region where, and as, the levels of public transport accessibility are good or improving; and
- Should take into account the economic buoyancy of the area and pressures on historic centres.

Essex Parking Standards: Design and Good Practice (September 2009)

Thurrock Council is a Unitary Authority within the County of Essex and was part of the working group that helped to develop the Essex Parking Standards: Design and Good Practice document. This document is currently under review .

Thurrock has introduced parking standards that are in line with Essex's guidance:

- In urban areas, reduced vehicle parking provision may be considered, especially for residential development;
- Parking provision can be shared with other uses, in particular in urban areas, providing this works without conflict;
- Off-street coach parking should be provided when developments are likely to generate coach traffic;
- Cycle parking standards should be applied by Local Authorities to all applications for new or extended development, expressed as minimum standards to reflect the sustainable nature of this mode of travel;
- Parking standards for powered two-wheelers (P2Ws) are detailed as the minimum provision required; and
- Disabled parking will be required for disabled users' exclusive access at all sites.

LOCAL POLICY

The proposed parking strategy and standards comply with the aspirations and policies identified in Thurrock policy documents, as detailed further below.

Thurrock Transport Strategy (2013-26)

The Thurrock Transport Strategy sets out the aims and objectives for delivering transport improvements. Congestion and air quality are noted as key problems across the Borough and the following points in relation to parking are noted:

- Provide additional car parking at railway stations and transport interchanges to encourage a shift to public transport in addition to cycle hire and storage, and priority parking spaces for car sharers and short-term drop off;
- Reallocate car parking from long stay to short stay to promote sustainable travel for peak travel, such as journeys to work and school;
- Reduce parking in new developments where accessibility is high;
- Provide for 24-hour lorry parking; and
- School Travel Plans should include measures to encourage a mode shift with the enforcement of parking restrictions around schools.

TTS15 - Thurrock's Transport Strategy Policy

- Short and medium stay car parking provision will be favoured in urban areas, and will be limited to the current number of car parking spaces;
- Additional parking provision may be appropriate at rail stations and other public transport interchanges to facilitate travel by sustainable modes; and
- Parking will be increased at rail stations where Station Travel Plans are implemented.

Thurrock Traffic Management Plan 2012-2016

Thurrock's Traffic Management Plan aims to produce an effective network management regime which reduces the number of congestion related incidents and disruption related to parking.

TMP6 - Thurrock's Traffic Management Plan Policy: Parking Enforcement

- The Council will work to minimise disruptions / delays resulting from parking, loading and waiting;
- The Council will prioritise enforcement on traffic sensitive streets, bus and cycle lanes, known areas of congestion, where persistent contraventions exist; and
- Increased parking at rail stations will be supported by stronger parking controls to mitigate potential traffic increases around stations.

Thurrock Local Plan

The Council are currently progressing the preparation of a new Local Plan.

It is critical that there is alignment with this and other transport documents with the emerging Local Plan and new transport strategy to support overarching aims of tackling congestion, delivering accessibility, improvements to air quality, and making Thurrock's roads safer and supporting sustainable growth and regeneration in the Borough. While these documents remain in development, there will be a need to ensure parking policies support and align with these documents, and there may be a need to review this strategy following their publication.

The Core Strategy and Policies for Management of Development, updated in 2015, is currently the main Local Plan document and includes policy PMD8 Parking Standards. The Core Strategy will remain our adopted statutory planning document for the borough until the new Local Plan is adopted.



4. PROPOSED PARKING POLICY



This section considers the key parking policy measures Thurrock Council should adopt in order to comply with the wider policies and objectives discussed previously. The policies detailed below directly input to the Parking Policy and Strategy document.

STRATEGIC PARKING OBJECTIVES

Following a review of national and local policy and guidance (as set out in Section 3) the Council's strategic parking objectives are summarised as follows:

- On and off-street parking should be provided and managed to accommodate the needs of residents and local businesses, encourage modal shift and support future growth in the Borough;
- Parking management tools and policies should maintain and improve road safety for pedestrians, cyclists and motor users;
- Parking management tools and policies should reduce congestion and encourage smooth traffic flow, improving the local environment and air quality;
- Enforcement policies should be fair, robust, and proportionate but should also balance demand and supply across the Borough;
- Parking charges should be fair and proportionate but should also balance demand and supply across the Borough;
- Additional parking pressures generated by new development should be identified at the planning stage. Suitable mitigation agreed should also balance demand and supply across the Borough;
- Local residents should be fully involved in, and consulted on, proposed changes to parking arrangements but minority opposition should not prevent proposals being introduced for wider benefit; and
- Innovative ideas and trial proposals will be welcomed where appropriate.



The proposed Thurrock Parking Policies (TPP) recommended for adoption by the Council are set out below and in Appendix A.

CONTROLLED PARKING ZONES, PARKING PERMIT AREAS

Controlled Parking Zones (CPZs) and Permitted Parking Areas (PPAs) are generally put in place where there is heavy pressure on parking space covering a relatively large area, such as in residential areas near railway stations, town centres, hospitals, colleges and sports and leisure centres. Their main use is to manage over-saturation of on-street parking spaces by controlling or removing intrusive, potentially obstructive and dangerous parking. Permitted parking within these CPZs and PPAs generally gives priority to residents and provides short-term parking for shoppers and visitors. In commercial areas permit eligibility may be given to businesses who demonstrate an essential business need.

Regular and visible enforcement is required in these areas to ensure compliance and effectiveness of the parking controls.

TPP01: Controlled Parking Zones (CPZs) and Permitted Parking Area (PPAs)

Developers will be required to contribute to the cost of surveys, design, consultation and implementation of new or extended CPZs or PPAs proposed or required as mitigation to an anticipated parking demand issue generated by a new development.

They will also be required to produce a parking management plan as part of any new development proposals.

Controlled Parking Zones (CPZs)

A Controlled Parking Zone (CPZ) is an area in which all kerb-side space is controlled either by waiting and / or loading restrictions indicated by signs at each entrance to the zone and by yellow lines at the edge of the carriageway and kerb markings. Within this zone there may also be permitted parking bays, generally indicated by signs adjacent to each bay and white carriageway markings designating the parking bay areas.

Permitted parking bays may be designated for use by:

- Permit holders only;
- Pay and display / pay by phone only;
- Shared use (for use by both permit holders and pay and display); or
- Free parking.

Note: *The provision of a parking permit does not guarantee availability of a parking space.*

Permit Parking Areas (PPAs)

A Permit Parking Area (PPA) generally consists of residential streets that are reserved for permit holder parking only. These PPAs are often cul-de-sacs or a small, localised group of streets. These areas are generally indicated by a sign at the entrance(s) to the street showing that parking is for permit holders, usually residents, only. PPAs generally do not have signs or white parking bay markings within them, but sometimes there may be small signs to remind motorists of the controls that are in place. Signs to indicate drivers are leaving the PPA may be erected where it is considered confusion may arise. These simple measures are the Council's currently preferred approach to on-street parking controls within Thurrock.

PARKING PERMITS

Based on the Government Census Data, in the 10 years from 2001 to 2011, car ownership in Thurrock increased by almost 7%. In 2011 some 43% of Thurrock households owned a car and 37% owned two or more cars. (See Section 2). The availability and cost of parking permits for on-street parking within CPZs provides a means to encourage a switch from the car to more sustainable forms of transport, with potential benefits in terms of reductions in traffic congestion and environmental air quality improvements.

General parking permits for permitted parking bays may be issued to eligible residents, visitors and essential business users within a CPZ or a PPA, so they can park in them, usually for an unlimited amount of time. Other parking may be permitted for a limited time via a pay-and-display ticket or via pay-by-phone methodology.

A number of factors are taken into account when considering the issue of parking permits as follows:

- The Council's objectives for encouraging a change to more sustainable forms of transport and reduced air pollution;
- The range of permits to offer;
- Who is eligible for the various permits;
- The application process for obtaining a permit; and
- The forfeiture processes.

This will be most relevant in residential and town centre areas where providing parking controls with some forms of permits could help to resolve parking demand issues. A range of parking permits are available to users of on-street and off-street permitted parking places as set out below. The types of permits, the eligibility criteria, and the cost of purchase will be subject to annual review by the Council.

Table 6: Permit Types

Permit	Description
Resident	Upon proof that their main residence is within a CPZ or PPA boundary residents are able to apply for an annual permit for vehicles that they own, up to a maximum of three per household. The first two permits are currently free of charge and the third is at a cost that is reviewed annually. To encourage a reduction in car ownership across Thurrock, in line with sustainability policies, the Council will consider introducing a charge for the first and second permit. In addition households with off-street parking will be restricted to one resident permit only at the cost of the first permit (or third permit if additional charges are not introduced).
Visitor	Residents and businesses within CPZs/ PPAs are also able to purchase Visitors' Permits – up to five strips of permits, each of which allows 20 short stay visits in any one calendar month.
Carer	There is a £10 administration fee, with a maximum of one per household, subject to assessment.
Business	Currently, business owners with premises or working within a CPZ or PPA may be eligible to purchase a six month or 12-month essential business user permit for one vehicle which allows them to park within permit holder and shared use bays within the relevant CPZ or PPA. Subject to review, businesses may be able to purchase additional permits, at higher charges, up to a maximum of three per business. Some businesses may also have a business need to apply for a permit which allows them to park in permitted bays across CPZs/ PPAs, at a higher range of charges.
Temporary Business	These are valid for one month and may be purchased for vehicles owned, managed or used by a business undertaking temporary work on properties within a CPZ or PPA. Permit costs are reviewed annually.
Healthcare Specialist	Healthcare specialists, working for the NHS, who need to park within CPZs or PPAs while carrying out their duties, may be eligible for a NHS parking permit. This allows them to park their vehicle for up to 3 hours in a permitted parking bay across multiple CPZs or PPAs.
Blue Badge	Blue Badges are available for people with a disability or having special needs that affect their mobility. These allow parking in some otherwise restricted areas and provide some dispensation from parking charges. An application may be made for a Blue Badges and this will be issued, subject to an assessment of need.

TPP02: Parking Permits

The Council will make a charge for the provision of parking permits. The range of parking permits offered, the eligibility criteria and the charges will be subject to review, benchmarking and adjustment, as appropriate.

PAY-AND-DISPLAY / PAY-BY-MOBILE AND OTHER NEW TECHNOLOGY

All parking in Thurrock (other than by pre-paid permits) is currently paid for by means of pay-and-display machines. As the name implies, they also require a ticket to be displayed on the windscreen of the vehicle that has been parked, indicating the length of parking time purchased and the time by which it must depart from the bay.

The machines only accept payment by debit card or credit card following problems with theft and vandalism and no longer accept or contain cash. Additionally, the way in which people pay for services is changing as technology is evolving and we are gradually moving towards a cashless society, with most payments being made via cards or cashless mobile phone transactions.

In order to deal with these changes alternative systems have been and are being developed which allow motorists to pay for parking by means other than cash. For example, using their mobile phone to contact a central number, advertised on signage at each parking place. Once a payment has been made, a computer record is generated indicating the vehicle registration, location and length of stay / time of departure paid for. This record is automatically and immediately transmitted to enforcement officers on street.

TPP03: Pay By Mobile and Other New Technology

The Council will investigate the introduction of pay by mobile and other upcoming new technology for paying for parking across the Borough.



PARKING CHARGES AND TARIFF STRUCTURE

Tariffs should be implemented that ensure consistent pricing, alignment with charges in other similar Local Authority areas, and cost-incentivising off-street parking over on-street.

Parking charges, however, are one of a very few “commercial” income streams, subject to commercial type supply and demand pressures, that are generated by Councils.

Whilst on and off-street parking charges will be reviewed annually by the Council, they will be looked at on a more commercial, demand driven review basis, rather than simply as a regular price increase.

A key consideration when setting parking charges is that, in some instances, reducing parking charges may increase parking demand and turnover, benefitting the local economy and, at the same time, increasing, rather than reducing, parking income.

In contrast, higher charges can result in less demand which, with less turnover may, counter-intuitively, generate less income than a lower charge.

The principles for the Councils charging structure are as follows:

- Areas of greatest demand (town centres, stations, and university premises) should be subject to highest pricing;
- Prices should reduce as walking distance to the attractor increases;
- Tariffs for long stay parking should encourage the use of off-street car parks where available; and
- Linked to DVLA vehicle type / vehicle emissions.

TPP04: On-Street and Off-Street Parking Charges

The Council will set charges for on-street parking and for off-street parking in Council car parks. A set structure of parking charges and tariffs for both on-street and off-street environments will be set by the Council and reviewed, benchmarked and adjusted, as appropriate.

WAITING RESTRICTIONS

Waiting restrictions, indicated by yellow lines at the edge of the carriageway and by signs, are generally introduced to prevent obstructive parking at certain times of day, often on main strategic and distributor roads and in specific locations where parking may be dangerous e.g. at road junctions.

Waiting on a yellow line waiting restriction is permitted under some circumstances during the controlled hours as follows:

- For the purpose of loading and unloading, as long as that is a continuous process and unless indicated by loading restrictions (see below);
- For Blue Badge holders for a limited period; and
- For picking up and setting down passengers, where this is a continuous process.

TPP05: Waiting Restrictions

The Council will introduce waiting restrictions in locations and at times where dangerous and or obstructive parking takes place.





STOPPING RESTRICTIONS (CLEARWAYS)

Some roads are designated as Clearways, indicated by signs at the entry and exit and at regular intervals along them. These may or may not be indicated by yellow lines. Vehicles are not permitted to stop on these roads except in an emergency or in specially designated areas.

In London and some other cities, special stopping restrictions apply on "Red Routes", indicated by red line markings. There are no "Red Routes" in Thurrock.

TPP07: Stopping Restrictions (Clearways)

The Council will introduce clearways on higher speed roads where vehicles stopping would be dangerous and / or obstructive to other road users.

LOADING RESTRICTIONS

Loading restrictions indicated by yellow stripe markings on kerbs and by signs, are generally introduced to prevent loading and unloading from causing an obstruction to the passage of vehicles locations at certain times of day. These are often located on main strategic and distributor roads and in specific locations where parking may be dangerous e.g. at road junctions.

It is understood that these restrictions can impact on local businesses who, following implementation, can have difficulty loading and unloading affecting the operation of their business. For this reason, loading restrictions will be carefully considered and consulted before implementation.

TPP06: Loading Restrictions

The Council will introduce loading restrictions in locations and at times where parking for the purposes of loading / unloading is dangerous and or obstructive and where this type of parking takes place.





SCHOOL PARKING

Where a school is located within a wider CPZ or PPA it is considered that these controls will be sufficient to regulate the traffic generated from the school. If additional measures are required, the following will be considered:

- Additional pay and display restrictions / limited waiting on streets in close proximity to schools;
- Extending the operational period of existing parking controls where appropriate;
- Alternatively set hours of control so as not to overlap peak school drop off and pick-up periods, thus avoiding impact on parents / guardians;
- Road closures during school drop off and pick-up periods;
- Implementation of new School Keep Clear Markings to prohibit parking outside school entrances;
- Parents' permits for use during school term time (defined by the published school term dates) and between specific school arrival and dispersal times e.g. 8.30am to 9.30am and 3.00pm to 4.00pm, Monday to Friday; and
- Where appropriate, schools may be asked to revisit and implement changes to their School Travel Plan.

TPP08: School Parking Controls

Measures will be introduced to manage parking and stopping associated with the drop-off and pick-up of children in the vicinity of schools, during term time, at the beginning and end of the school day.

PARKING FOR NEW DEVELOPMENTS

To mitigate the impact of traffic growth on congestion, air quality and local parking demand, developers are required to provide information detailing the proposed parking provision. This should meet the requirements of the Council's parking standards, set out in the Council's separate **Parking Design and Development Standards** document.

TPP09: Parking for New Developments

The Council will operate a set structure of car parking standards and requirements for new developments. These include:

- A range of car parking standards that encourage sustainable travel choices and minimise the impact of parking in adjacent areas; and
- Developer agreements under Section 106 (Town and Country Planning Act 1990) and under Section 38 and Section 278 (Highways Act 1980) covering contributions for parking management strategies; new parking controls associated with managing the parking demand generated by developments; and the impact of new developments on parking control of access and/ or road safety.

BLUE BADGE PARKING

Off-Street Blue Badge Parking

The number of spaces required for blue badge holders varies between use classes and the standards have been based on the Department for Transport's (DfT's) Traffic Advisory Leaflet 5/95: 'Parking for Disabled People'. See also the separate **Parking Design and Development Standards** document.

Table 7: Car Park Allocations for Blue Badge Car Parking

Car Park Used for	Number of spaces	
	200 bays or fewer	Over 200 bays
Employees and visitors to business premises	(Individual bays for each blue badge holding employee plus) 2 bays or 5% of total capacity, whichever is greater	6 bays plus 2% of total capacity
Shopping, recreation, and leisure	3 bays or 6% of total capacity, whichever is greater	4 bays plus 4% total capacity
Educational establishments	1 bay or 5% of total capacity, whichever is greater	

Note: Blue Badge parking provision to be included in the overall vehicle parking standard provision. In circumstances where the number of vehicle parking bays are less than 10, the Council will consider the proportion of Blue Badge Parking provision on a case by case basis, taking into account the quantity of available Blue Badge Parking in the vicinity.

If it is known that there will be an employee with a blue badge, then their space should be in addition to the required blue badge parking standard required.

It should be noted that a larger proportion of spaces may be required by the Council at facilities where a higher proportion of users/ visitors with blue badges will be expected, for example medical, health and care facilities.

The provision at the above levels or any required by the Council does not guarantee that the requirements of the Equalities Act will be met; this is the responsibility of the developer, building occupier and / or service provider. There are numerous sources of advice available for guidance on blue badge parking and it is advised that these documents are considered at the design / development / planning stage. Documents include:

- Inclusive Mobility, a guide to best practice on / access to pedestrian and transport infrastructure;
- BSI British Standards BS 8300:2009 Design of buildings and their approaches to meet the needs of disabled people – Code of practice; and
- Traffic Advisory Leaflet (TAL) 5/95.

TPP10: Blue Badge Parking for New Developments

Developers will be required to demonstrate that their proposals adequately provide for the needs of people with disabilities, in line with the requirements of the Equalities Act 2010.

Parking for people with disabilities will be required for their exclusive use at all times. Use of these spaces will usually require a Blue Badge to be displayed.



On-Street “Blue Badge Holder” Parking

Blue Badge holders may park in locations at times not permitted to other motorists, subject to certain conditions set out below.

Note: *Whilst parking is, under some circumstances, permitted on yellow lines, Blue Badge holders should always seek to park in a permitted parking bay first, if one is convenient and available.*

Permitted Blue Badge Holder Parking - Unlimited Time

- A vehicle displaying a valid blue badge can park free, for an unlimited time, in:

- Any Thurrock Council off-street pay and display car park bay, except at Cromwell Road in Grays;
- A free short stay parking bay;
- A pay and display parking bay;
- A permit holder bay - resident, business, visitor permits;
- A shared use parking bay - permit holders and pay and display / pay by phone; and
- A blue badge holder’s parking bay that does not have a maximum stay time.

Permitted Blue Badge Holder Parking - Limited Time -

If a valid Blue Badge is clearly displayed with clock showing arrival time a blue badge holder can park:

- On single or double yellow lines for up to 3 hours, when there are no loading restrictions; and
- In a disabled persons’ parking bay that has a maximum stay time shown on an adjacent sign.



Blue Badge Holder Parking – Not Permitted – a blue badge does not entitle holders to park in contravention of restrictions:

- On a single or double yellow line when there are loading restrictions;
- In a suspended parking bay;
- In a loading bay;
- In a bus parking bay;
- In a motorcycle bay;
- In a doctor parking bay;
- In a police vehicle bay;
- In an electric vehicle bay;
- When there are school ‘keep clear’ restrictions in place;
- On a bus stop or taxi rank clearways where a yellow ‘no stopping’ sign is displayed;
- Within 10m of a junction; and
- On or within 10m of a bend.

Blue badge holder parking bays may be provided in residential areas outside or close to the houses of blue badge holders on request and subject to an assessment. The assessment will be carried out by the blue badge holder’s occupational therapist.

TPP11: Blue Badge Parking Bays in Controlled Parking Areas

On-street Blue Badge holder parking bays will be provided in convenient locations e.g. close to shops, stations, doctors’ surgeries etc in all town or district centre areas that fall within controlled parking areas.

TPP12: Blue Badge Residential Parking Bays

On-street Blue Badge holder parking bays will be provided in residential areas, subject to application and assessment, when the badge holder:

- Lives in a dwelling that has no off-street parking;
- Where on-street parking problems occur on a regular basis;
- Bays will normally operate 24 hours a day, 7 days a week, although there will be only limited enforcement outside the working day; and
- Bays are not reserved for an individual and may be used by any vehicle displaying a valid Blue Badge.



CYCLE PARKING

The provision of convenient secure parking and related facilities are fundamental to encouraging a modal shift to cycling, particularly from single occupancy motorised journeys made over shorter distances on a regular basis. It is acknowledged that cycle parking demand varies greatly between use classes and a straight ratio of car to cycle trips cannot be used to define the Cycle Parking Standard. Therefore, current Cycle Parking Standards have been looked at on an individual class basis. The standards represent a basis for helping to provide sufficient cycle parking throughout Thurrock.

In addition to the provision of cycle parking, developers will be required to demonstrate that they have considered additional needs for cyclists, such as locker, changing and shower facilities.

In exceptional circumstances, where it is not possible to provide cycle parking spaces on-site, developers will be expected to make a financial contribution towards public provision of such facilities.

At large development sites, the exact number of cycle parking spaces will depend on the individual characteristics of the site and its surrounding area. Where a travel plan exists, cycle parking provision should be reviewed annually to ensure there are adequate spaces to meet demand. If there proves insufficient allocation, increased parking should be provided as agreed with the Council.

Cycle Parking Provision Standards can be found under the individual Use Classes in the separate **Parking Design and Development Standards** document.

TPP13: Cycle Parking Provision

Cycle Parking Standards will be applied to all applications for new or extended development. They are expressed as minimum standards to reflect the sustainable nature of this mode of travel. It is essential that secure, covered cycle parking with Sheffield or similar parking stands is designed into employee and residential type developments at an early stage, prior to the granting of planning permission to ensure it relates well to the development and provides suitable links / access to nearby cycle routes.

PROVISION FOR POWERED TWO-WHEELER PARKING

The use of powered two-wheeled vehicles (P2W) for short regular journeys can create significant benefits, most notably in the form of reduced congestion and reduced land use for parking. Parking standards for P2Ws are represented as the minimum provision required, which reflects the advantages they have over the car and single occupancy vehicles in particular.

As with cycle parking, these standards represent a basis for helping to provide sufficient P2W parking facilities throughout Thurrock. In addition to the provision of secure parking, developers will be required to demonstrate that they have considered additional needs for P2W users, such as locker and changing facilities.

Government transport statistics show that the ratio between car and P2W ownership is 25:1. However, with regard to the congestion benefits that the P2W provides, a varied ratio parking standard linked to car parking spaces should be applied.

Car spaces	P2W spaces
For the first 0-100 spaces	1 space, plus 1 space per 20 car park spaces
Additional spaces over 100	1 per 30 car park spaces

Example: a development that proposes a car park of 130 spaces should calculate their P2W requirement as follows:

1 P2W space provided regardless of car park size	= 1
1 P2W space per 20 car parking spaces for first 100 spaces	= 5
1 P2W space for the remaining 30 car parking spaces	= 1
Total P2W spaces	= 7

The separate **Parking Design and Development Standards** document discusses some of the key items that make good P2W parking.

TPP14: Powered Two-Wheeler Parking for New Developments

To mitigate the impact of traffic growth on congestion, air quality and local parking demand, the Council will operate a set structure of P2W parking standards for new developments. These include:

- A range of P2W parking standards, with secure, anchored locking points, that encourage sustainable travel choices and minimise the impact of parking in adjacent areas;
- Developer agreements under Section 106 (Town and Country Planning Act 1990) and under Section 38 and Section 278 (Highways Act 1980) covering contributions for parking management strategies; new parking controls associated with managing the parking demand generated by developments; and the impact of new developments on parking control of access and/ or road safety; and
- Where a travel plan exists, P2W parking provision should be reviewed annually to ensure there are adequate spaces to fulfilled demand. If there proves insufficient allocation, increased parking should be provided.



EMISSION BASED VEHICLES AND ELECTRIC VEHICLES

Emission Based Permit Charges

Thurrock currently has 16 Air Quality Management Areas (AQMAs) where high levels of pollution have been recorded and are being monitored.

To mitigate this Thurrock Council should look to implement a permit charging strategy related to vehicle emissions and Electric Vehicles (EVs) as the ownership and use of these vehicles is increasing. Introducing a permit charging structure that is seen to penalise higher emission vehicles will encourage either a modal shift to sustainable travel modes or encourage a shift to lower polluting / electric vehicles, benefitting both congestion and air quality.

Permits would be divided into Groups, based on the vehicle Taxation Classes and CO2 Emissions, with different charges for each Group. **Table 9** sets out the potential permit groups.

Table 9: Possible Structure for Emission Based Permit Charges

Permit Group	Taxation Class	CO2 emission (g/km)
1	A-C	Up to 120
2	D-G	121-165
3	H-K	166-225
4	L-M	Over 225

These permit groups will be available for vehicle types L1 to L7 inclusive, (motorised vehicles less than 4 wheels including motorcycles) and M1 only (vehicles used for the carriage of passengers and comprising not more than eight seats in addition to the driver's seat), as outlined by the DVLA vehicle type approval. For clarity, this will not include vehicles defined by the DVLA as 'special purpose vehicles'.

If there is no CO2 output data available, in general due to a vehicle's age, permit group 3 charges shall apply. EV or emission free vehicles could, at least initially, be exempt from permit charges.

TPP15: Emissions Based Parking Permit Charges

As part of its review process, the Council will consider basing parking permit charges on vehicle emissions, with lower charges for lower emission / electric vehicles, so as to encourage a change to less polluting vehicles.

Electric Charging Points in Off-Street Car Parks and New Developments

Chapter 9 of the National Planning Policy Framework (NPPF) states that plans should protect and exploit opportunities for the use of sustainable transport modes for the movement of goods or people and suggests a number of means to achieve this.

In particular paragraph 110 (e) of the NPPF states that developments should be 'designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.'

Further support is provided under paragraph 181 of the NPPF which states that planning policies and decisions should sustain and contribute towards compliance with relevant limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones, and the cumulative impacts from individual sites in local areas.

There are currently three Council run car parks with electric vehicle charging bays in Thurrock:

- Argent Street, Grays;
- Crown Road, Grays; and
- Canterbury Parade, South Ockendon.

Additionally, several large retail car parks and some car dealers in Thurrock have electric vehicle charging points. In order to promote a greater role for plug-in vehicles the Council will support development proposals which seek to encourage the use of electric vehicles. To assist understanding on how this could be achieved in new developments the table below sets out how infrastructure could be provided in new development. See separate **Parking Design and Development Standards** document.

Table 10: Recommended Approach Toward Promoting ULEVs Within New Developments

Provision of Parking Bays & Charging Points for ULEV in New Development (including Conversions)

Houses ¹	One charging point per house with garage or driveway
Flats (<50 units) ²	One parking bay marked out for use by electric vehicles only, together with charging infrastructure and cabling.
Flats (>50 units) ²	Further dedicated charging bays totalling 2% of the total provision.
Other Development (<50 Bays) ²	One parking bay marked out for use by electric vehicles only, together with charging infrastructure and cabling.
Other Development (>50 Bays) ²	Further dedicated charging bays totalling 2% of the total provision.
Phasing	Standard provision (as set out above) could be supplemented by the installation of groundwork / passive wiring at the commencement of development in order to enable further installation to match demand.

1. Recommended installation of 16A or higher Type 2 charger (minimum requirement standard 3 pin 13A charger),
2. Dedicated free standing weatherproof chargers

Source: Lancaster City Council / Mott MacDonald

It should be noted that, where charging facilities are shared (e.g. through the development of flats), any provision of infrastructure should also include arrangements for the future operation and maintenance of the facility.

TPP16: Off-Street Charging Points for Electric Vehicles

The Council actively promotes a shift towards Ultra Low Emission Vehicles (ULEVs) / Electric Vehicles (EVs) in order to help meet pollution targets. Provision of parking spaces and infrastructure for ULEVs / EVs should be included as a fundamental aspect of new developments.

To mitigate the impact of ULEV / EV traffic growth on demand for electric vehicle charging points, the Council's parking standards for new developments will include:

- A range of car parking standards for the provision of electric vehicle charging points and associated dedicated parking spaces; and
- Developer agreements under Section 106 (Town and Country Planning Act 1990) and under Section 38 and Section 278 (Highways Act 1980) covering contributions for managing the demand for and impact on electric vehicle charging points.



On-Street Electric Charging Points

One of the biggest issues slowing the switch from petrol and diesel cars to electric vehicles is the lack of infrastructure in the UK.

Evidence indicates that most plug-in vehicle owners will wish to do the largest proportion of their charging at home. The availability of affordable and accessible domestic charging options is, therefore, key to increasing the uptake of plug in vehicles in the UK. To this end the Government currently offers the Electric Vehicle Homecharge Scheme (EVHS), for residents to receive a grant towards the installation of domestic charge-points at their homes. However, to be eligible they must have dedicated off-street parking in the form of a garage or driveway.

Many areas of the UK, including Thurrock, have residential areas where off-street parking is not an option, presenting a barrier to plug-in vehicle adoption.

In order to help residents overcome this barrier, and prepare for the future, the Government's Office for Low Emission Vehicles (OLEV) has invited Local Authorities to submit applications for an On-Street Residential Grant Scheme. The Scheme funding is aimed at increasing the availability of plug-in vehicle charging infrastructure for those who do not have access to off-street parking, thereby ensuring that off-street parking is not a pre-requisite for realising the benefits of owning a plug-in electric vehicle.

The OLEV scheme has an allocated funding level of £4.5m for 2018/19 and 2019/20 for on-street residential projects. This funding (which is available to Local Authority eligible projects, on a first come, first-served basis) is for 75% of the capital costs of procuring and installing the charge-point and an associated dedicated parking bay (where applicable), in line with OLEV technical specifications.

The Council's annual review of controlled parking demand and charges should include a review of the usage, demand, numbers and locations of on-street electric charging points within CPZs and other areas.

TPP17: On-Street Charging Points for Electric Vehicles

The Council will seek to increase, and annually review the provision of, on-street electric vehicle charging points within residential, town centre, commercial and industrial areas.



FOOTWAY AND VERGE PARKING

Parking on the footway causes an obstruction for pedestrians with wheelchairs and buggies, sometimes forcing them into the carriageway and creating a road safety issue. Where parking occurs on footways that have not been appropriately constructed or amended to accommodate appropriate vehicle weight this can result in broken paving surfaces, which can become a trip hazard and lead to serious injury to pedestrians.

Footway parking however is not generally banned outside London. Rule 244 of the Highway Code states you:

“should not do so elsewhere unless signs permit it”.

The wording “should not” is an advisory statement only. However, footway parking can be prohibited by:

- A Traffic Regulation Order (TRO) prohibiting footway parking made under the Road Traffic Regulation Act 2006.
- A prohibition of waiting, during the days / hours over which this prohibition applies, made under the Road Traffic Regulation Act 2006. A waiting restriction normally applies from the centre of carriageway to back of highway, which is normally the back of footway.
- A combination of both.

Traffic Signs and Regulations General Directions sets out standard signs which are required to indicate where footway parking has been prohibited / is permitted through a TRO.

See the Council’s separate **Verge and Footway Parking** document.



TPP18: Footway Parking

The Council will undertake a comprehensive review of the extent of footway parking and will consider the introduction of targeted bans on parking on the footway and verges in identified locations as appropriate, with exemptions being specifically signed and marked.



COMMERCIAL VEHICLES

Loading / Unloading at Premises

Commercial vehicles are regarded as those vehicles delivering goods to or removing goods from premises. It is recognised that servicing requirements may be unique to a particular site. Commercial traffic varies with the type of enterprise within a given use class (e.g. the traffic serving a furniture shop may be very different in frequency and character from that supplying a supermarket).

Developers should analyse their development's own requirements in terms of the numbers and types of commercial vehicles visiting their premises and should demonstrate to Thurrock Council, as Local Planning Authority, that any development proposal includes sufficient dedicated commercial vehicle provision within the site to meet normal requirements such as provision for loading, unloading, and turning. Such commercial provision should be clearly signed and marked to avoid being utilised as an overflow parking area for cars.

Consideration should also be given to operational periods for loading/ unloading to ensure that areas that are dedicated to loading / unloading can also be used, outside of those operational hours, for car parking.

TPP19: Commercial Vehicle Parking/ Loading/ Unloading to New Developments

To mitigate the impact of loading / unloading of commercial vehicles the Council's parking standards includes the requirement for developers of new developments to provide:

- Detailed numbers and frequencies of commercial vehicles requiring loading / unloading, including refuse collections;
- The operational hours of loading unloading;
- The numbers, location and layout of dedicated loading / unloading bays;
- The layout of vehicle turning areas, with vehicle swept paths; and
- Details of facilities for commercial vehicle drivers.

To mitigate the impact of new developments on the public highway contributions will be sought via developer agreements under Section 106 (Town and Country Planning Act 1990) and under Section 38 and Section 278 (Highways Act 1980) covering contributions for managing the demand for and impact of commercial vehicle parking, loading and unloading.

Lorry / Commercial Vehicle Parking

Legally, Heavy Goods Vehicle (HGV) drivers are required to rest for 11 hours between working days (with certain exceptions) and they are also required to take a 45-minute break after a period of 4.5 hours of driving / working.

Common practice is to aim to park up by about 6.00pm - 7.00pm, which after an 11-hour rest, would permit an onward journey from 5.00am-6.00am the next morning. Because of traffic, ferries, opening times at depots / distribution centres etc., there is a degree of flexibility over the start and end times of these rest periods.

Lorry / commercial vehicle parks are important in aiding safe and efficient freight movements and their provision should be related to development contributions via planning agreements.

An internet application called "Truck Parking Europe" provides an interactive map with lorry parking locations across Europe. These locations are added to and rated by the lorry drivers themselves. In Thurrock there are a number of locations highlighted with the indicated number of lorry parking places as set out in below:

Designated Lorry Parks

- 30 places at Esso Services, Purfleet-on-Thames Bypass
- 40 places at London Gateway Truck Park
- 40 places at Truckpark, Botany Way
- 50 places at M25, Thurrock Services
- 100 places at Titan Truck Stop, Stoneness Road
- 50 places at M25, Thurrock Services

Source: Truck Parking Europe

Thurrock has a significant level of roadside overnight parking due to:

- Thurrock's location in relation to the main crossings to Europe. HGV drivers leaving the ferry ports in Kent and heading to the Midlands or the North of England and vice versa may, due to the time taken driving to Thurrock via the motorway network and Dartford Crossing, be forced to take a break or overnight stop around the area of the Crossing. Inevitably, therefore, drivers may be looking to stop in and around Thurrock.
- There is a concentration of depots and industrial sites and port-related businesses in the Borough. HGV drivers plan to be as close to their destinations the night before to ensure they are at the front of the queue to deliver or pick up their loads the following morning.
- Limited availability of low-cost HGV parking. Some companies will pay drivers overnight expenses but accept that if they choose to sleep in the cab they are perfectly entitled to keep the money. Other companies and owner-drivers do not have any financial support for overnight parking. Regardless, HGV parking has to be reasonably priced and available if it is to be used. Thurrock does not have a large supply of specific low-cost HGV parking.
- Good parking locations (either in lorry parks or on-street) are broadcast via social networking. The result being that where one truck parks, others follow.

Many drivers prefer to save the cost of using a lorry park and prefer to “cab over” (sleeping overnight in the lorry cab) elsewhere for free. They also have a natural preference to congregate together in the interests of their safety and security, including lessening the risk of theft from their vehicles.

In general, because of the air pressure / wind effects and noise from passing trucks, they will often try to avoid parking in lay-bys next to busy roads so as to avoid having their sleep disturbed. These drivers prefer to park, at no cost, in offset lay-bys or in quieter roads, ideally close to a burger van, cafe, takeaway, pub, or local shops and services.

The shortfall of cheap, secure, clean off-street places to stop, eat, wash and rest in Thurrock means that a significant number of lorries are regularly parking in environmentally inappropriate places within the Borough, leading to complaints from local residents.

In some places lorry access restrictions have been put in place to improve the environment of an area by controlling the size of vehicles that can enter it. These are generally 7.5T maximum gross vehicle weight access bans (apart from vehicles seeking access for the purpose of loading / unloading within the area). These restrictions apply “at any time”.

As well as limiting access, this restriction also has the effect of preventing parking within the area. However, such a restriction is only enforceable by the Police. If lorries are found parking in the area, then Thurrock’s own enforcement officers are unable to take any direct action other than to contact the Police.

TPP20: Lorry / Commercial Vehicle Permitted Parking

Thurrock will seek support from the Department for Transport and other Local Authorities, in the context of national legal restrictions on drivers’ hours and Thurrock’s proximity to Channel ports, to help to facilitate the development of freight infrastructure that provides rest facilities for long-haul freight movements which arrive at ports in the East and South East of England.

To mitigate the impact on local parking demand of growth in the numbers of lorries / commercial vehicles seeking to park within Thurrock, the Council’s parking standards for new developments require:

- Developments under Use Class E(g), B2 and / or B8 in excess of 30,000 square metres will only be permitted where adequate overnight commercial vehicle parking and driver facilities are provided. See separate Parking Design and Development Standards document;
- Provision to be made for overnight parking for lorries/ commercial goods vehicles where 24-hour operations are permitted. Developers will be required to demonstrate that the provision within the site is sufficient to cater for the demand generated by the development;
- Secure, safe facilities to be provided for lorry / commercial vehicle drivers to rest, cook, shower, change and sleep, including ongoing cleaning and maintenance of the facilities; and
- Contributions will be sought via developer agreements under Section 106 (Town and Country Planning Act 1990) for provision, maintenance and ongoing operation of new, off-site, lorry / commercial vehicle parking and driver facilities to manage the increased demand generated by new developments; and under Section 38 and Section 278 (Highways Act 1980) for managing the increased volume of lorries / commercial vehicles generated by new developments parking within Thurrock and impacting on access, the local environment and road safety.

TPP21: On-Street Overnight Lorry Parking Ban

To mitigate the impact of lorries and large vehicles parking on-street, the Council will investigate the possibility of introducing area wide overnight parking bans for vehicles over 7.5T, enforceable by Council Enforcement Officers.

COACH PARKING

Developments likely to generate coach traffic should provide appropriate off-street facilities for coaches stopping, setting down passengers, parking whilst waiting, picking up passengers and appropriate turning facilities (avoiding the requirement for coaches to reverse in or out of a site where possible, taking into consideration pedestrian safety).

TPP22: Coach Parking

To mitigate the impact on local parking demand from coaches seeking to park within Thurrock, the Council's parking standards for new developments require:

- Provision to be made for coaches to set down and pick up passengers, to park and to turn safely. Developers will be required to demonstrate that the provision within the site is sufficient to cater for the demand generated by the development;
- Provision to be made for secure, safe rest facilities for coach drivers; and
- Contributions will be sought via developer agreements under Section 106 (Town and Country Planning Act 1990) for provision, maintenance and ongoing operation of new, off-site, coach parking and driver facilities to manage the increased demand generated by new developments; and under Section 38 and Section 278 (Highways Act 1980) for managing the increased volume of coaches generated by new developments parking within Thurrock and impacting on access, the local environment and road safety.



PARKING AT RAILWAY STATIONS

Parking at railway stations is a contentious issue. Use of rail for journeys that might otherwise be undertaken by car must be encouraged. Increasing capacity at stations, however, discourages use of sustainable modes to access interchanges. Consequently, decisions on station parking issues will be taken on their respective merits.

CAR CLUBS

Car clubs work by providing members access to a car on a short-term rental basis, charging by the hour or the day. Cars are booked online or by phone and then unlocked from a designated bay in the local neighbourhood.

A car club offers the convenience of being able to use a car for trips that cannot easily be made by public transport, cycling or walking. Car clubs provide access to a car without the need to own one and members consequently benefit from cost savings in terms of car tax, fuel, MOT, car servicing etc.

Car club cars are more environmentally friendly, emitting over 20% less CO2 per kilometre than the average car, as they are used more efficiently. It is estimated that one car club car replaces over 20 private cars, helping to reduce congestion and free up parking spaces.

Car club bays should be introduced close to railway stations, public transport interchanges, major retail car parks within five years.



TPP23: Car Clubs

Where large new developments are proposed, requiring the provision of >50 car parking spaces, developers will be required to provide a minimum of 2 car club vehicles per 50 car parking spaces as well as associated operational infrastructure with one parking space to potentially be reserved for each car club vehicle. This also includes the possibility that these may require electric charging points which will be in addition to charging points required for other vehicles.

Developers will be required to demonstrate to Thurrock the results of engagement with car club operators and set out proposals for car club provision within the development.

To mitigate the impact on local parking demand of growth in the numbers of vehicles seeking to park within Thurrock, the Council's parking standards for new developments require

- Developers to demonstrate whether complementary measures can be put in place to make it more convenient for residents not to own a car, for example car sharing or pooling arrangements, including access to a car club scheme.
- Developers to demonstrate that, where car club spaces are proposed, the provision of car club spaces within the site is sufficient to cater for the demand generated by the development.
- Contributions will be sought via developer agreements under Section 106 (Town and Country Planning Act 1990) for provision, maintenance and ongoing operation of car club vehicles, parking spaces and physical and operational infrastructure; and under Section 38 and Section 278 (Highways Act 1980) contributions will be sought for managing the increased demand for car club parking bays and infrastructure generated by new developments.

PUBLIC CONSULTATION FOR NEW PARKING CONTROLS

As required by the Road Traffic Regulation Act 1984 (RTRA84), all restrictions on kerbside parking have to be introduced by making a permanent or experimental Traffic Regulation Order. As part of the order-making process, local authorities are required to carry out statutory consultations that last at least 21 days with defined stakeholders. These include:

- the emergency services;
- adjoining authorities if affected;
- representatives of freight transport operators; and
- other known stakeholders who would be materially affected by the proposals.

As part of the formal statutory order-making consultation the Council will advertise the proposals via Public Notices which will be placed in the local press, on lamp columns in the area and on the Council's web site. In addition, the Council will undertake informal consultation with residents and elected Ward Members. The scale of this informal consultation will be appropriate to the scale of change proposed.

For example, where the proposal is a large CPZ or PPA a detailed informal public consultation will take place. This consultation enables residents and businesses to view the proposed parking layout, understand the financial implications and be able to query how the scheme will affect them. Depending upon the consultation strategy adopted, a statutory consultation phase, in accordance with the RTRA84, may either take place in parallel or after the informal consultation is completed.

For small scale proposals, such as amendments to existing parking bay layouts, a separate informal consultation may be omitted, but the required statutory consultation phase may be expanded to provide more detail on the proposals to affected residents and local businesses. A supplementary letter-drop to immediately affected persons making them aware of the proposals and the statutory consultation may also be undertaken to increase the level of awareness of the statutory consultation.

For each approach, maximising the level of responses to both informal and statutory consultations is crucial to allowing the Council and Ward Members to make informed decisions on behalf of local residents and businesses.

The Council will utilise online consultations and questionnaires. This approach allows for greater flexibility in reaching and responding to consultees and potentially opens access to decision-making to a broader spectrum of the population. Through this process, stakeholders in the community can play a part in developing schemes that provide solutions which address specific local issues. Encouraging on-line responses is also an effective way of reducing Council costs by decreasing postage costs and allows responses to be analysed more efficiently.

PERFORMANCE MONITORING AND ANNUAL REPORTING

The routine management and operation of parking controls requires there to be a regular review process. This will include examination of:

- the performance of existing controls in terms of compliance and impact;
- the need for updated / new measures to be introduced;
- the costs of operations;
- innovations in parking control technology;
- the balance between supply and demand for parking spaces; and
- the charges for parking.

Key Performance Indicators (KPIs) will be used to monitor the performance of the management of parking demand and enforcement.

5. MANAGING FUTURE DEMAND

Thurrock is likely to face a series of future challenges and opportunities which are reflected in the Parking Strategy to ensure it is fit for the future.

Key considerations include:



Future development across the Borough and the associated growth in vehicles



Uncertainty in car ownership levels



Major transport infrastructure schemes such as the proposed Lower Thames Crossing



Expected growth in cycling trips



Growth in the use of new trends such as car clubs and electric vehicles

Future development, as set out in the paragraphs below, has the potential to significantly increase parking pressures in the Borough. Additionally, increased parking demand at these locations could adversely impact safety on the highway network if not managed properly.

The parking strategy provides a framework to restrict on-street parking in locations with good public transport access and ensure that future growth does not exacerbate existing parking stress and associated issues. It will also ensure that sufficient on-street provision is provided for Blue Badge vehicles, car clubs and electric vehicles to accommodate future demand.

As noted in the Local Development Framework, Thurrock is a designated growth area within the Thames Gateway. There are five key regeneration areas, as further detailed below.

Purfleet-on-Thames

- Development of a mix of dwellings, employment and community facilities focused around a new centre adjoining the railway station and riverside;
- New dwellings and retail and leisure and arts permitted as part of regeneration of area.;
- New neighbourhood area at the southern end of Botany Way adjoining the station, with a Community Hub Centre, a Health Centre, schools, and shopping facilities;
- High quality mixed-use and small business development will be encouraged at Botany Way and west of the railway station;
- Cultural industries, including the Royal Opera House project, will be located on a site at High House Farm.
- Additional employment sites at the northern and eastern ends of Purfleet-on-Thames;
- Public access along the riverfront will be improved with new urban open spaces; and
- New road link connecting London Road and the Purfleet-on-Thames by-pass to improve access and traffic flow.

Tilbury

- Jobs in logistics, port and riverside industries;
- New dwellings over the longer term, with improved health and community facilities;
- Major renewal of housing and local facilities in the centre to create an eco-quarter;
- Land between Tilbury and the riverside will be enhanced and opportunities for appropriate re-use
- Further development of cultural facilities and industry based upon the riverside development; and
- Improvements to transport links. A Strategic Lorry Park will be developed on Tilbury Marshes.



Grays

- Regenerated as the key Civic, Cultural and Education centre in the Borough;
- Additional dwellings and jobs including commercial offices;
- New commercial and residential quarter will be developed to the south of the railway;
- Higher Education / Further Education Open Learning Campus in the town centre and new schools around the town centre;
- New community hospital and further community facilities will be retained and improved;
- New transport zone will be developed around the station; and
- New housing-led development in Titan Pit area with community facilities, sports hub area in North East.

Lakeside / West Thurrock

- New housing, employment and associated development the Lakeside / West Thurrock Regeneration area;
- New dwellings to the south and east of Lakeside
- New neighbourhood areas will be developed at West Thurrock and South Stifford including community and health facilities, primary schools, and shopping facilities; and
- Improved accessibility east and west to Lakeside Shopping Centre from A13, relocated bus station, road and parking alterations.

London Gateway / Corringham and Stanford-Le-Hope

- 11,000-13,000 jobs created in import-export based employment at London Gateway;
- Strategic lorry park;
- New homes at Corringham and Stanford-le-Hope, with some green belt land release; and
- Improved community facilities including refreshed schools and an improved and enhance town centre of Stanford-le-Hope.

Outlying Settlements

- Limited housing development at East Tilbury and Chadwell St Mary together with some improved local facilities;
- Mixed use development within East Tilbury; and
- South Ockendon / Aveley will be a focus for regeneration.

FUTURE CONTROLLED ZONES

Whilst Thurrock has no current proposals for the introduction of new CPZs or PPAs, this will be kept under review and, depending upon the changing circumstances, proposals may be brought forward for implementation, subject to detailed discussion and consultation with Members, local residents and businesses.

6. SUMMARY

This document sets out the draft Thurrock Council's Parking Policy and Strategy. The Parking Policy and Strategy, along with the Parking Design and Development Standards and the Parking Enforcement Strategy aims to inform decision-making on parking across the Borough.

Thurrock is one of the largest regeneration area in the UK, and large-scale change in the provision of housing and industry is expected to take place over the next decade. In order to manage some of the impacts of this change, a Parking Strategy is required.

The purpose of the Parking Strategy is to;

1. Assist planning officers in determining appropriate standards for new developments;
2. Advise members of the public in a readily comprehensible manner;
3. Assist intending developers in preparing plans for the development of land;
4. Expedite the determination of planning applications by ensuring that applications submitted include an appropriate level and location of car parking provision that also complements good place-making including public realm; and
5. Ensure new developments incorporate seamlessly emerging vehicle technologies, such as electric vehicle charging facilities.

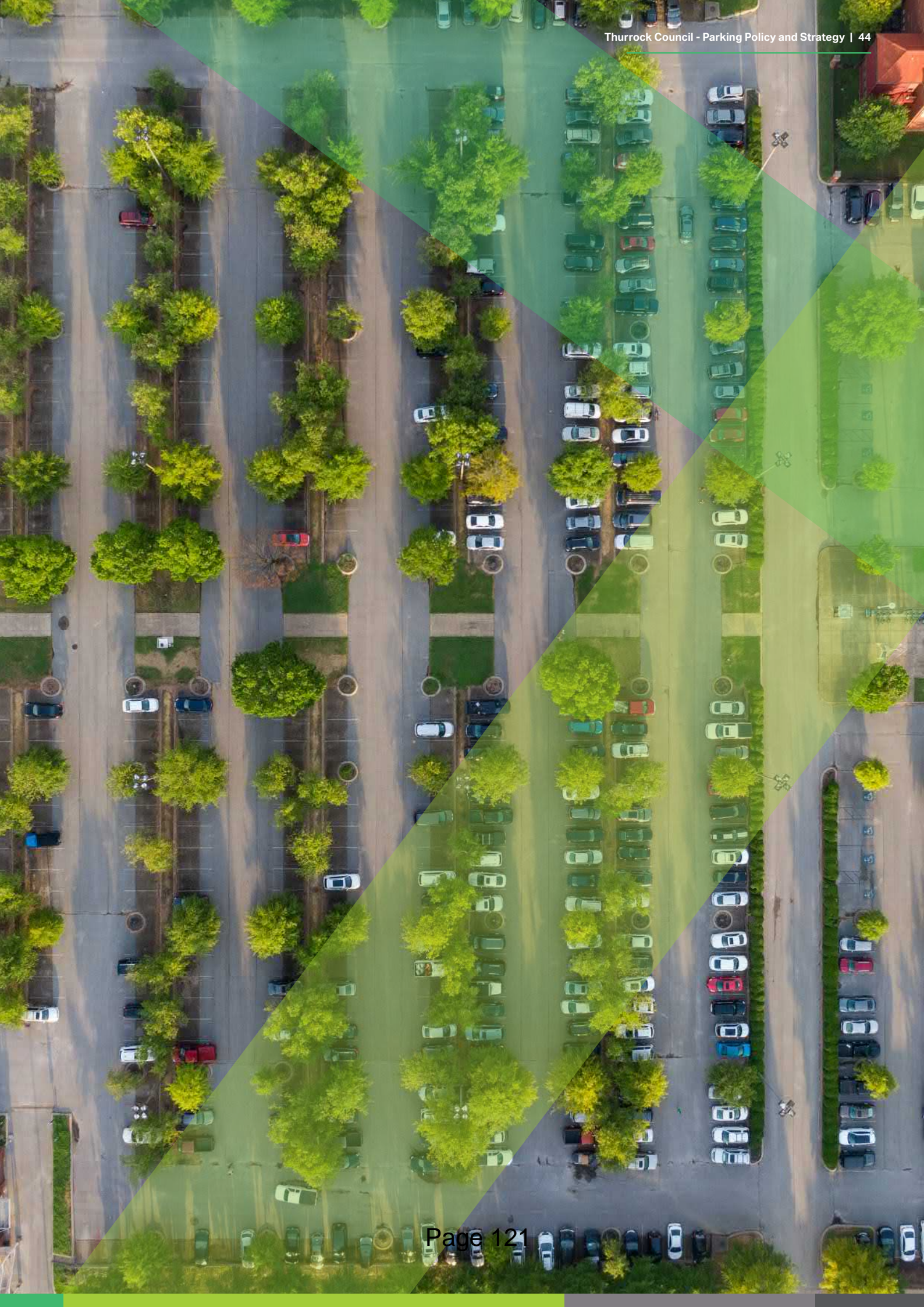
A review of national and local policy and guidance was undertaken, and is summarised in Section 3. This has informed the development of a series of strategic parking objectives for Thurrock;

- On and off-street parking should be provided and managed to accommodate the needs of residents and local businesses, encourage modal shift and support future growth in the Borough;
- Parking management tools and policies should maintain and improve road safety;

- Parking management tools and policies should reduce congestion and encourage smooth traffic flow, improving the local environment and air quality;
- Enforcement policies should be fair, robust, and proportionate but should also balance demand and supply across the Borough;
- Parking charges should be fair and proportionate but should also balance demand and supply across the Borough;
- Additional parking pressures generated by new development should be identified at the planning stage. Suitable mitigation agreed should also balance demand and supply across the Borough; and
- Local residents should be fully involved in, and consulted on, proposed changes to parking arrangements but minority opposition should not prevent proposals being introduced for wider benefit.

Policies to achieve these objectives across all areas of parking are set out in Section 4 of this document, covering parking permits and payment, on-street restrictions, parking for new developments, Blue Badge parking, cycle and powered two-wheeler parking, electric vehicle charging, footway parking, coach and lorry parking, car clubs, parking enforcement and regular reviews of parking measures.

The Parking Policy and Strategy represents a significant step in creating a safe and inclusive environment for Thurrock residents and businesses.



APPENDICES

A.	Parking Strategy Action Plan	... 46
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A. PARKING STRATEGY ACTION PLAN

Action Plan for the Future of Parking in Thurrock

Policy	Key measures	Outcome
TTS15: Thurrock's Transport Strategy Policy	<ul style="list-style-type: none"> Short and medium stay car parking provision will be favoured in urban areas, and will be limited to the current number of car parking spaces; Additional parking provision may be appropriate at rail stations and other public transport interchanges to facilitate travel by sustainable modes; and Parking will be increased at rail stations where Station Travel Plans are implemented. 	<ul style="list-style-type: none"> Reduced congestion Improved air quality
TMP6: Thurrock's Traffic Management Plan Policy: Parking Enforcement	<ul style="list-style-type: none"> The Council will work to minimise disruptions / delays resulting from parking, loading and waiting; The Council will prioritise enforcement on traffic sensitive streets, bus and cycle lanes, known areas of congestion, where persistent contraventions exist; and Increased parking at rail stations will be supported by stronger parking controls to mitigate potential traffic increases around stations. 	<ul style="list-style-type: none"> Reduced congestion and delay Improved environment Encouraging sustainable travel choices
TPP01: Controlled Parking Zones (CPZs) and Permitted Parking Areas (PPAs)	<ul style="list-style-type: none"> Developers will be required to contribute to the cost of surveys, design, consultation and implementation of new or extended CPZs or PPAs proposed or required as mitigation to an anticipated parking demand issue generated by a new development; and They will also be required to produce a parking management plan as part of any new development proposals. 	<ul style="list-style-type: none"> Mitigation of parking demand issues generated by a new development
TPP02: Parking Permits	<ul style="list-style-type: none"> The Council will make a charge for the provision of parking permits. The range of parking permits offered, the eligibility criteria and the charges will be subject to review, benchmarking and adjustment, as appropriate. 	<ul style="list-style-type: none"> Improved customer convenience Improved accessibility Encouraging sustainable travel choices
TPP03: Pay By Mobile and Other New Technology	<ul style="list-style-type: none"> The Council will investigate the introduction of pay by phone and other upcoming new technology for paying for parking across the Borough. 	<ul style="list-style-type: none"> Improved customer convenience Improved compliance with controls Reduced cost of dealing with cash and improved security Simplified finance and accounting

Policy	Key measures	Outcome
TPP04: On-Street and Off-Street Parking Charges	<ul style="list-style-type: none"> The Council will set charges for on-street parking and for off-street parking in Council car parks. A set structure of parking charges and tariffs for both on-street and off-street environments will be set by the Council and reviewed, benchmarked and adjusted, as appropriate. 	<ul style="list-style-type: none"> Fair and equitable balancing supply and demand of parking space Encouraging sustainable travel choices
TPP05: Waiting Restrictions	<ul style="list-style-type: none"> The Council will introduce waiting restrictions in locations and at times where dangerous and / or obstructive parking takes place. 	<ul style="list-style-type: none"> Reduced congestion Improved road safety
TPP06: Loading Restrictions	<ul style="list-style-type: none"> The Council will introduce loading restrictions in locations and at times where parking for the purposes of loading / unloading is dangerous and / or obstructive and where this type of parking takes place 	<ul style="list-style-type: none"> Reduced congestion Improved road safety
TPP07: Stopping Restrictions (Clearways)	<ul style="list-style-type: none"> The Council will introduce clearways on higher speed roads where vehicles stopping would be dangerous and / or obstructive to other road users. 	<ul style="list-style-type: none"> Reduced congestion Improved road safety
TPP08: School Parking Controls	<ul style="list-style-type: none"> Measures will be introduced to manage parking and stopping associated with the drop-off and pick-up of children in the vicinity of schools, during term time, at the beginning and end of the school day. 	<ul style="list-style-type: none"> Improved accessibility Reduced congestion Improved road safety
TPP09: Parking for New Developments	<ul style="list-style-type: none"> The Council will operate a set structure of car parking standards and requirements for new developments. These include: <ul style="list-style-type: none"> a range of car parking standards that encourage sustainable travel choices and minimise the impact of parking in adjacent areas; and developer agreements under Section 106 (Town and Country Planning Act 1990) and under Section 38 and Section 278 (Highways Act 1980) covering contributions for parking management strategies; new parking controls associated with managing the parking demand generated by developments; and the impact of new developments on parking control of access and/ or road safety. 	<ul style="list-style-type: none"> Encourage sustainable travel choices Minimise the impact of parking in adjacent areas
TPP10: Blue Badge Parking for New Developments	<ul style="list-style-type: none"> Developers will be required to demonstrate that their proposals adequately provide for the needs of people with disabilities, in line with the requirements of the Equalities Act 2010; and Parking for people with disabilities will be required for their exclusive use at all times. Use of these spaces will usually require a Blue Badge to be displayed. 	<ul style="list-style-type: none"> Increased accessibility for people with mobility issues
TPP11: Blue Badge Parking Bays in Controlled Parking Areas	<ul style="list-style-type: none"> On-street Blue Badge holder, parking bays will be provided in convenient locations e.g. close to shops, stations, doctors' surgeries etc in all town or district centre areas that fall within controlled parking areas. 	<ul style="list-style-type: none"> Increased accessibility for people with mobility issues
TPP12: Blue Badge Residential Parking Bays	<ul style="list-style-type: none"> On-street Blue Badge holder parking bays will be provided in residential areas, subject to application and assessment, when the badge holder: <ul style="list-style-type: none"> lives in a dwelling that has no off-street parking; and where on-street parking problems occur on a regular basis. Bays will normally operate 24 hours a day, 7 days a week, although there will be only limited enforcement outside the working day; and Bays are not reserved for an individual and may be used by any vehicle displaying a valid Blue Badge. 	<ul style="list-style-type: none"> Increased accessibility for people with mobility issues

Policy	Key measures	Outcome
TPP13: Cycle Parking Provision	<ul style="list-style-type: none"> • Cycle Parking Standards will be applied to all applications for new or extended development. They are expressed as minimum standards to reflect the sustainable nature of this mode of travel; and • It is essential that secure, covered cycle parking with Sheffield or similar parking stands is designed into employee and residential type developments at an early stage, prior to the granting of planning permission to ensure it relates well to the development and provides suitable links / access to nearby cycle routes. 	<ul style="list-style-type: none"> • Increased usage of sustainable travel modes • Improved air quality and congestion • Health benefits
TPP14: Powered Two Wheeler (P2W) Parking for New Developments	<ul style="list-style-type: none"> • To mitigate the impact of traffic growth on congestion, air quality and local parking demand, the Council will operate a set structure of P2W parking standards for new developments. These include: <ul style="list-style-type: none"> • a range of P2W parking standards, with secure, anchored locking points, that encourage sustainable travel choices and minimise the impact of parking in adjacent areas; • developer agreements under Section 106 (Town and Country Planning Act 1990) and under Section 38 and Section 278 (Highways Act 1980) covering contributions for parking management strategies; new parking controls associated with managing the parking demand generated by developments; and the impact of new developments on parking control of access and/ or road safety; and • where a travel plan exists, P2W parking provision should be reviewed annually to ensure there are adequate spaces to fulfilled demand. If there proves insufficient allocation, increased parking should be provided. 	<ul style="list-style-type: none"> • Mitigation of the impact of traffic growth on congestion, air quality and local parking demand
TPP15: Emissions Based Parking Permit Charges	<ul style="list-style-type: none"> • As part of its review process, the Council will consider basing parking permit charges on vehicle emissions, with lower charges for lower emission/ electric vehicles, so as to encourage a change to less polluting vehicles. 	<ul style="list-style-type: none"> • Encouraging sustainable travel choices
TPP16: Off-Street Charging Points for Electric Vehicles	<ul style="list-style-type: none"> • The Council actively promotes a shift towards Ultra Low Emission Vehicles (ULEVs) / Electric Vehicles (EVs) in order to help meet pollution targets. Provision of parking spaces and infrastructure for ULEVs / EVs should be included as a fundamental aspect of new developments; and • To mitigate the impact of ULEV / EV traffic growth on demand for electric vehicle charging points, the Council's parking standards for new developments will include: <ul style="list-style-type: none"> • a range of car parking standards for the provision of electric vehicle charging points and associated dedicated parking spaces. • Developer agreements under Section 106 (Town and Country Planning Act 1990) and under Section 38 and Section 278 (Highways Act 1980) covering contributions for managing the demand for and impact on electric vehicle charging points. 	<ul style="list-style-type: none"> • Encouraging sustainable travel choices

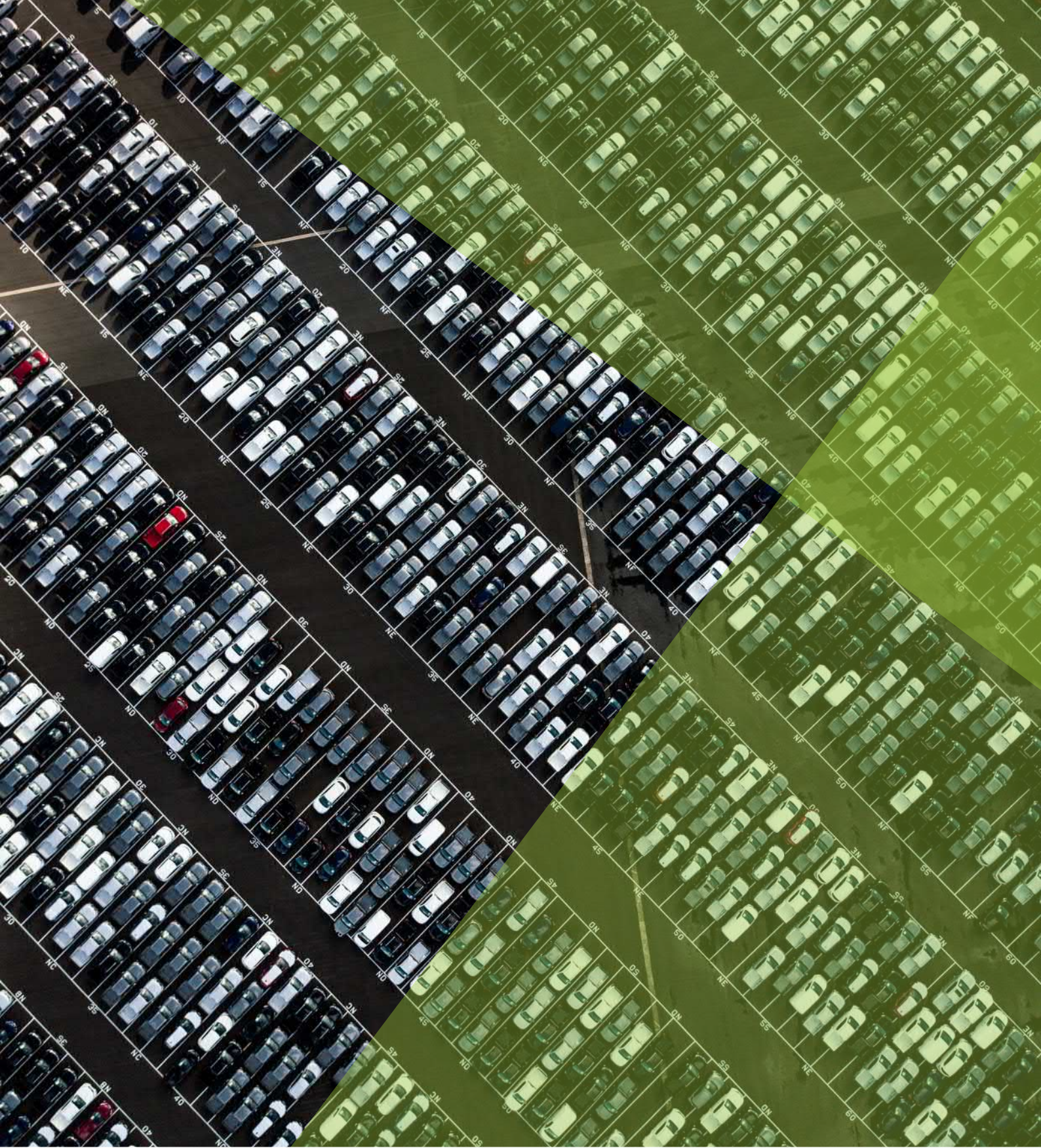
Policy	Key measures	Outcome
TPP17: On-Street Charging Points for Electric Vehicles	<ul style="list-style-type: none"> The Council will seek to increase, and annually review the provision of, on-street electric vehicle charging points within residential, town centre, commercial and industrial areas. 	<ul style="list-style-type: none"> Encouraging sustainable travel choices
TPP18: Footway Parking	<ul style="list-style-type: none"> The Council will undertake a comprehensive review of the extent of footway parking and will consider the introduction of targeted bans on parking on the footway and verges in identified locations as appropriate, with exemptions being specifically signed and marked. 	<ul style="list-style-type: none"> Improving accessibility for pedestrians Reducing footway and verge maintenance costs Reducing congestion
TPP19: Commercial Vehicle Loading/ Unloading to New Developments	<ul style="list-style-type: none"> To mitigate the impact of loading / unloading of commercial vehicles the Council's parking standards includes the requirement for developers of new developments to provide: <ul style="list-style-type: none"> detailed numbers and frequencies of commercial vehicles requiring loading / unloading, including refuse collections; the operational hours of loading unloading; the numbers, location and layout of dedicated loading / unloading bays; the layout of vehicle turning areas, with vehicle swept paths; and details of facilities for commercial vehicle drivers. To mitigate the impact of new developments on the public highway contributions will be sought via developer agreements under Section 106 (Town and Country Planning Act 1990) and under Section 38 and Section 278 (Highways Act 1980) covering contributions for managing the demand for and impact of commercial vehicle parking, loading and unloading. 	<ul style="list-style-type: none"> Mitigation of the impact of growth in commercial vehicles loading, unloading and parking

Policy	Key measures	Outcome
TPP20: Lorry / Commercial Vehicle Permitted Parking	<ul style="list-style-type: none"> • Thurrock will seek support from the Department for Transport and other Local Authorities, in the context of national legal restrictions on drivers' hours and Thurrock's proximity to Channel ports, to help to facilitate the development of freight infrastructure that provides rest facilities for long-haul freight movements which arrive at ports in the East and South East of England; and • To mitigate the impact on local parking demand of growth in the numbers of lorries / commercial vehicles seeking to park within Thurrock, the Council's parking standards for new developments require: <ul style="list-style-type: none"> • developments under Use Class E(g), B2 and / or B8 in excess of 30,000 square metres will only be permitted where adequate overnight commercial vehicle parking and driver facilities are provided. See separate Parking Design and Development Standards document; • provision to be made for overnight parking for lorries/ commercial goods vehicles where 24-hour operations are permitted. Developers will be required to demonstrate that the provision within the site is sufficient to cater for the demand generated by the development; • secure, safe facilities to be provided for lorry / commercial vehicle drivers to rest, cook, shower, change and sleep, including ongoing cleaning and maintenance of the facilities; and • contributions will be sought via developer agreements under Section 106 (Town and Country Planning Act 1990) for provision, maintenance and ongoing operation of new, off-site, lorry / commercial vehicle parking and driver facilities to manage the increased demand generated by new developments; and under Section 38 and Section 278 (Highways Act 1980) for managing the increased volume of lorries/ commercial vehicles generated by new developments parking within Thurrock and impacting on access, the local environment and road safety. 	<ul style="list-style-type: none"> • Mitigation of the impact on local parking demand of growth in the numbers of lorries / commercial vehicles seeking to park within Thurrock • Ensuring the safety of HGV drivers and greater security for their vehicle and loads at cost-effective locations in Thurrock
TPP21: On-Street Overnight Lorry Parking Ban	<ul style="list-style-type: none"> • The Council will investigate the possibility of introducing area wide overnight parking bans for vehicles over 7.5T, enforceable by Council Enforcement Officers. 	<ul style="list-style-type: none"> • Mitigation of the impact of lorries and large vehicles parking on-street

Policy	Key measures	Outcome
TPP22: Coach Parking	<ul style="list-style-type: none"> • To mitigate the impact on local parking demand from coaches seeking to park within Thurrock, the Council's parking standards for new developments require: <ul style="list-style-type: none"> • provision to be made for coaches to set down and pick up passengers, to park and to turn safely. Developers will be required to demonstrate that the provision within the site is sufficient to cater for the demand generated by the development; • provision to be made for secure, safe rest facilities for coach drivers; and • contributions will be sought via developer agreements under Section 106 (Town and Country Planning Act 1990) for provision, maintenance and ongoing operation of new, off-site, coach parking and driver facilities to manage the increased demand generated by new developments; and under Section 38 and Section 278 (Highways Act 1980) for managing the increased volume of coaches generated by new developments parking within Thurrock and impacting on access, the local environment and road safety. 	<ul style="list-style-type: none"> • Mitigation of the impact on local parking demand from coaches seeking to park within Thurrock
TPP23: Car Clubs	<ul style="list-style-type: none"> • Where large new developments are proposed, requiring the provision of >50 car parking spaces, developers will be required to provide a minimum of 2 car club vehicles per 50 car parking spaces as well as associated operational infrastructure with one parking space to potentially be reserved for each car club vehicle. This also includes the possibility that these may require electric charging points which will be in addition to charging points required for other vehicles; • Developers will be required to demonstrate to Thurrock the results of engagement with car club operators and set out proposals for car club provision within the development; and • To mitigate the impact on local parking demand of growth in the numbers of vehicles seeking to park within Thurrock, the Council's parking standards for new developments require: <ul style="list-style-type: none"> • developers to demonstrate whether complementary measures can be put in place to make it more convenient for residents not to own a car, for example car sharing or pooling arrangements, including access to a car club scheme; • developers to demonstrate that, where car club spaces are proposed, the provision of car club spaces within the site is sufficient to cater for the demand generated by the development; and • section 106 funding for provision of car club cars, spaces and physical and operational infrastructure within CPZ's/ PPAs and elsewhere on the local road network as appropriate, to mitigate the growth in car traffic generated by new developments. • Contributions will be sought via developer agreements under Section 106 (Town and Country Planning Act 1990) for provision, maintenance and ongoing operation of car club vehicles, parking spaces and physical and operational infrastructure; and under Section 38 and Section 278 (Highways Act 1980) contributions will be sought for managing the increased demand for car club parking bays and infrastructure generated by new developments. 	<ul style="list-style-type: none"> • Encouraging sustainable travel choices

Policy	Key measures	Outcome
TPP24: Parking Review	<ul style="list-style-type: none"> • The Council will undertake regular reviews of parking operations and control measures. Reviews will include: <ul style="list-style-type: none"> • ensuring that new parking controls are provided in areas where they are needed. This will include a reviewing the potential for and prioritising the need for new CPZs, PPAs, waiting and loading restrictions; • ensuring that existing parking controls are appropriate to the area in which they are applied including identifying changes necessary to controls, hours of operation, signs, markings, parking charges; and • ensuring that appropriate Pay & Display machines are provided including reviewing numbers, locations and type of Pay & Display machines, taking account of potential for changing to solar powered machines. 	<ul style="list-style-type: none"> • Improved environment • Reduced street clutter • Reduced energy consumption • Reduced costs

Source: Parking Policy and Strategy, Thurrock Council





PARKING DESIGN AND DEVELOPMENT STANDARDS

CONTENTS

1. INTRODUCTION AND CONTEXT

Parking Policy and Strategy	...3
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2. PARKING DESIGN STANDARDS

Vehicles – Parking bay size	...5
Blue badge parking bay dimensions	...7
Powered two-wheeler (P2W) parking design	...9
Cycle Parking Design	...10
Pedestrian Facilities in New Developments	...10
Further Considerations	...10

3. PARKING DEVELOPMENT STANDARDS

Calculation of parking requirements	...11
Planning obligations	...12
Transport assessments	...12
Travel plans	...12

4. LAND USE AND PARKING STANDARDS

Land use and parking standards	...13
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1. INTRODUCTION AND CONTEXT

The Parking Design and Development Standards document is based on an understanding of key transport trends such as car, cycle and lorry ownership, usage and anticipated growth and supports the principles and policies set out in the Parking Policy and Strategy document.

THURROCK PARKING POLICY AND STRATEGY

The **Parking Design and Development Standards** should be read in conjunction with the overarching **Parking Policy and Strategy** and the **Parking Enforcement Strategy** which are components of the suite of documents.

- The **Parking Policy and Strategy** document sets out a review of existing national legislation and policies; consideration of proposals for an update of local parking policies, the current parking situation, managing future demand, next steps and (in Appendix A) a proposed parking strategy action plan;
- The **Parking Design and Development Standards** sets out the parking design standards and the parking development standards that are applicable throughout the Borough; and
- The **Parking Enforcement Strategy** sets out the strategies for enforcing parking policies within the borough.



2. CURRENT SITUATION

As well as providing an appropriate level of car parking, it is important that new or extended developments incorporate good design for the layout, landscaping, and lighting of parking. This should be user friendly, and not interfere with the public highway or access adjacent to the parking area and retain the possibility for future repurposing. Further advice can be sought from the British Parking Association (www.britishparking.co.uk).

VEHICLES - PARKING BAY SIZE

When designing new parking spaces the preferred bay size detailed in Table 1 should be used. The minimum bay size may only be used in exceptional circumstances as determined by the Council.

Table 1: Minimum Vehicle Parking Bay Dimensions

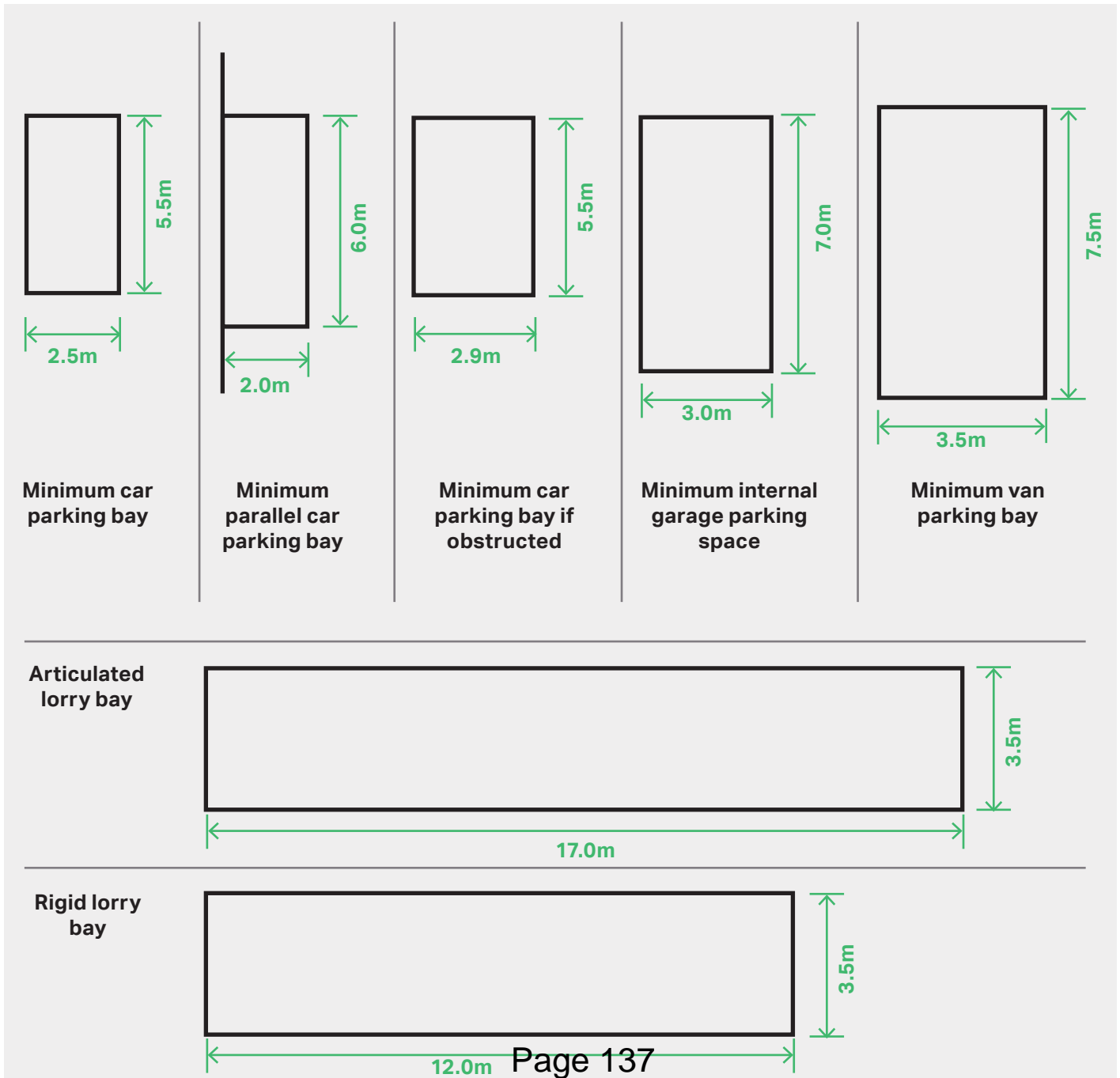
Vehicle Type	Parking Bay Dimensions
Off-street bay size for cars	5.5m x 2.5m
Parallel parking bay for cars	6.0m x 2.0m
Bay size for cars (only use in exceptional circumstances, such as extra space needed due to obstructions)	5.5m x 2.9m
Minimum internal garage parking space for cars	7.0m x 3.0m
Minimum bay size for vans (to allow for the trend of increasingly long vans (e.g. Mercedes-Benz Sprinter, up to 7.3m, Fort Transit, up to 6.4m)	7.5m x 3.5m
Articulated lorry bay	17.0m x 3.5m
Rigid lorry bay	12.0m x 3.5m

Bays designed smaller than minimum bay size and an occupant might be unable to get in or out of an average sized family car parked in the bay with cars parked adjacent and consequently bay sizes smaller than the minimum stated above will not be considered a usable parking space.

New driveway or off-street parking at private residences a vehicle must be able to park without overhanging the footway.



Figure 1: Minimum Parking Bay Dimensions



BLUE BADGE PARKING BAY DIMENSIONS

Parking spaces for people with a blue badge should be designed so that drivers and passengers, either of whom may have a mobility impairment, can get in and out of the car easily and safely. Bays should be longer and wider than a standard car parking bay. This ensures easy access from the side and the rear for those with wheelchairs and protects people with mobility impairments from moving traffic when they cannot get in or out of their car on the footway side of a bay on the highway.

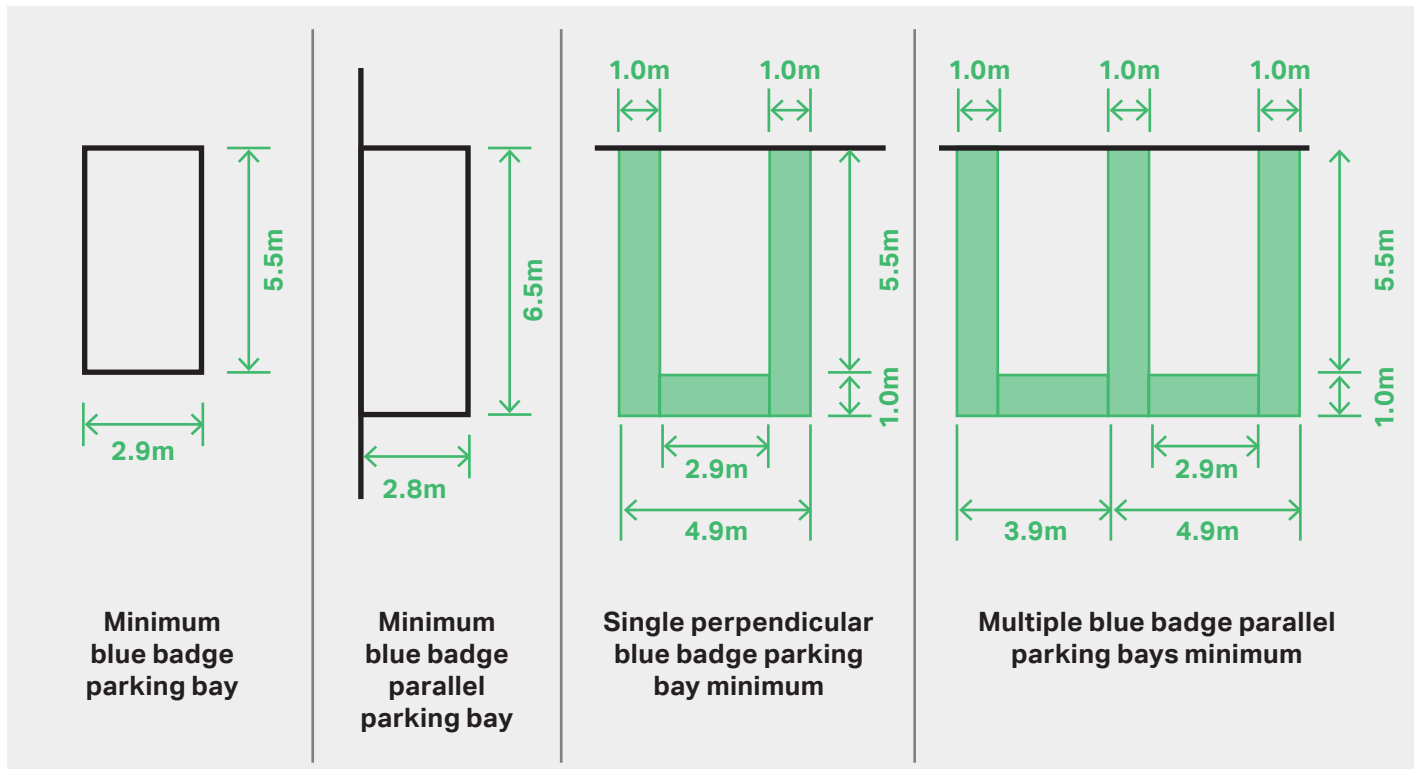
There is much advice available with regards to blue badge bay sizes, all differing slightly. The dimensions given in this document take account of increased vehicle size with an increased preferred bay size, consequently it is not necessary to increase the blue badge bay size by the same amount DfT guidance advocates. The dimensions given in this document are over and above that in any national guidance and is supported by disability groups. Off-street blue badge parking bays should be at least 5.5m long by 2.9m wide with additional space as follows:

- Where bays are parallel to the access aisle and access is available from the side, an extra length of at least 1.0m and an extra 1.0m wide (minimum) safety zone to the (roadway) side to enable the driver or passenger to alight on the side where traffic might be passing; or
- Where bays are marked perpendicularly to the access aisle, an additional width of at least 1.0m along each side. Where bays are adjacent, space can be saved by using 1.0m "side" area to serve the space either side. A buffer of at least 1.0 should be provided between the parking space and the roadway (without reducing the width of the roadway) to allow safe access to the boot of the vehicle.

Table 2: Minimum Blue Badge Parking Bay Dimensions

Vehicle Type	Parking Bay Dimensions
Minimum bay size	5.5m x 2.9m
Parallel parking bay minimum size	6.5m x 2.8m
Single perpendicular parking bay minimum	6.5m x 4.9m
<p>The minimum additional 1m buffer between parking space and roadway, without reducing width of road, is to allow safe access to boot space.</p>	
Multiple adjacent perpendicular parking bays minimum	6.5m x 3.9m
<p><i>Assumes 1m buffer between cars is shared by both sides.</i></p> <p><i>The minimum additional 1m buffer between parking space and roadway, without reducing width of road, is to allow safe access to boot space.</i></p>	

Source: Thurrock Council

Figure 2: Minimum Blue Badge Parking Bay Dimensions

Bays should be marked with lines and the International Symbol for Access with the safety zone / aisle between the bays marked with hatchings.

Dropped kerbs must be provided where necessary and pedestrian routes to and from car parks for people with disabilities must be free from steps, bollards, and steep slopes. Further guidance can be sought from "Guidance on the Use of Tactile Paving Surfaces" DETR.

Further guidance can be obtained from the DfT's Traffic Advisory Leaflet 05/95 (although it should be noted that this information is somewhat out of date), the DfT's Inclusive Mobility document and the BSI BS8300:2009.

POWERED TWO-WHEELER (P2W) PARKING DESIGN

P2W parking should be clearly signposted from the highway and signed in situ, indicating that it is reserved for P2Ws only. Sites should have dropped kerb access, anchor points, quality, level, solid surfacing, be located away from drain gratings, manhole covers, studs, cats-eyes, cobbles and gravel to ensure keys and loose items are not lost. They should also be protected from the elements as well as having good lighting. They should be located in a place where they are naturally surveyed and in view, with CCTV cover in addition.

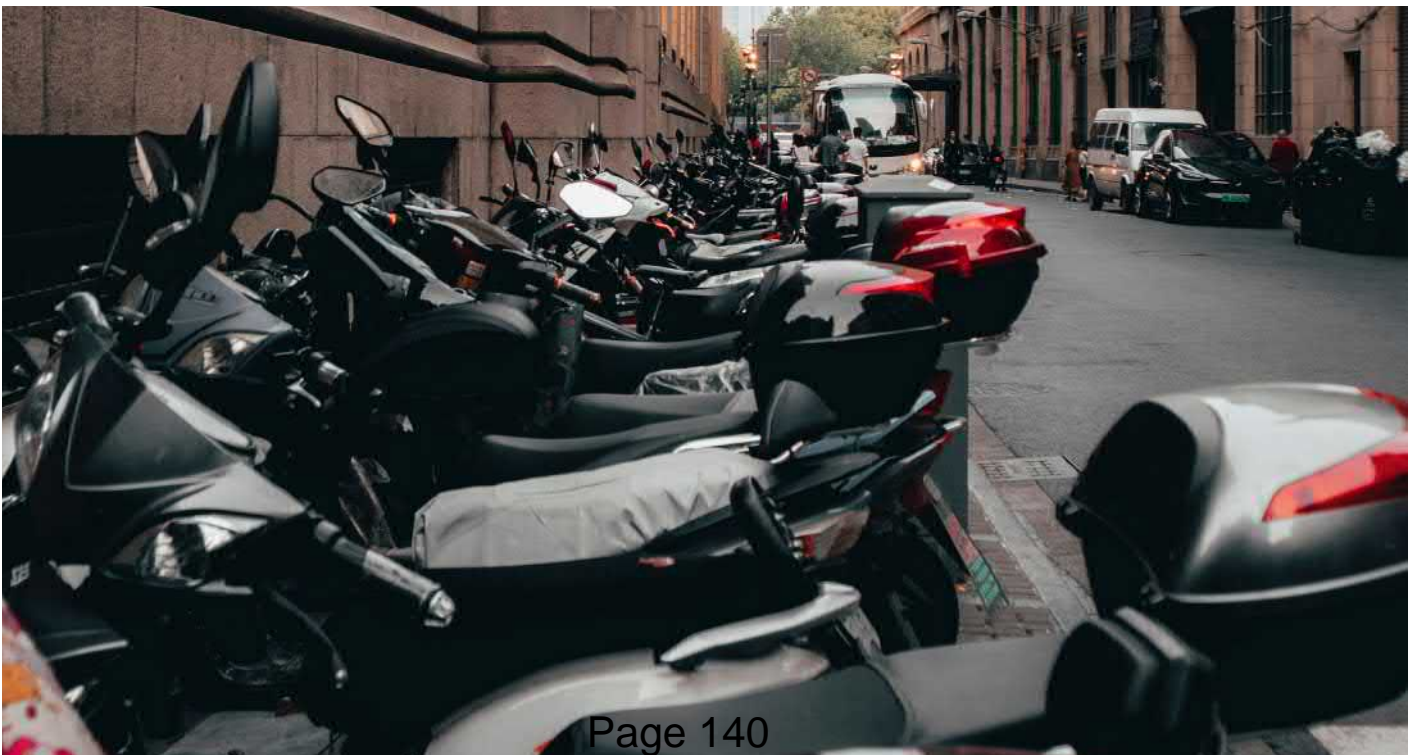
P2W parking can be vulnerable personal security locations, particularly long stay parking. Ideally there should only be access for P2W's, not vehicles, which can be created by using a causeway or pinch point. The parking area should be in a wide-open location, not in an isolated, secluded place. For long stay parking, such as workplaces, lockers to allow storage of clothing and equipment including crash helmet and changing facilities should be provided.

Motorcycle parking bays are generally not marked out for individual bikes, allowing flexible and efficient use of limited space by bikes of different sizes. Consideration should also be given to height clearance, with many bikes measuring upwards of 1.5m not including the rider.

Provision should be made in which to secure P2W's. There are two basic types of anchor points to which motorcycles can be secured to reduce the risk of theft:

- **Ground Level** – An anchor-point below the surface, with a loop allowing the user's own lock to be passed through. Anchor points require regular maintenance and can be dirty to use.
- **Raised** – A horizontal bar is provided at a height of approximately 400-600 mm and requires the user to use their own lock. The continuous rail allows for efficient use by bikes of varying style and size, is well understood by users and is compatible with most types of shackling devices. Raised horizontal hatchings are the preferred method of security chains. Horizontal bars should be welded and not screwed into place.

Further information can be obtained from the DfT's Traffic Advisory Leaflet 2/02 and from Motorcycle Industry Groups.



CYCLE PARKING DESIGN

Providing well-located, safe, and secure cycle parking is a key factor in encouraging people to cycle as an alternative to using the private car.

All cycle parking must:

- Be secured and covered;
- Be conveniently located adjacent to entrances to buildings;
- Enjoy good natural observation with shelter sides that allow visibility;
- Be easily accessible from roads and / or cycle routes;
- Be well lit; and
- Be located so it does not obstruct pedestrian and cycle routes.

Long stay cycle parking, for example for employees, should be located conveniently for the cycle user in a secured, covered area, to reduce the chance of theft or tampering. Facilities such as showers, changing rooms and lockers should be present.

Short term cycle parking, for example, for shoppers or visitors should be secure and ideally covered and situated as close to the main entrance as possible. The location should be highly visible to people, thus reducing the chance of theft or tampering.

Normally Sheffield stands should be provided. Stands that grip only the front wheel do not provide adequate support or security. When placed 1m apart and 0.5m from the wall, Sheffield stands can accommodate two cycles. Where more than two stands are required, a 'toast rack' facility may need to be provided.

If cycles are to be stored in a garage, adequate space for a car and cycle should be provided.

Where children are likely to attend (schools, leisure facilities etc.) an extra horizontal bar at 650mm above ground level or a reduced sized stand to support the smaller frame of a child's cycle should be considered. At schools and nurseries consideration should also be given to ensuring scooter parking is provided as this is a popular choice for younger children.

Parking for children's scooters and e-scooters may also be required at other developments, depending on their use.



PEDESTRIAN FACILITIES IN NEW DEVELOPMENTS

The needs of pedestrians should be taken into account when designing the layout of parking for all modes within new developments. This includes both those who have parked and those accessing the development on foot.

Pedestrian access to the development should be considered and pedestrian desire lines identified. Pedestrian access, segregated or shared surface, should then be provided along these routes rather than simply relying on the vehicular route.

Within the car park, provision should be made so that pedestrians can walk throughout it easily and safely. The provision of raised footways through the car park and crossing points across main vehicle routes will help to alleviate conflict between pedestrians and vehicles.

A tactile distinction should be made between pedestrian areas and vehicular areas, in order that people with visual impairment can distinguish between the two. The provision of raised areas, footway areas and tactile paving at all dropped kerbs should achieve this.

FURTHER CONSIDERATIONS

Overall parking control measures and costs will be reviewed and amended on a regular basis to address forthcoming issues such as inconsiderate parking, maximum number of cars per household, and to initiate new incentives for low emission vehicles, vehicle types and eligibility.

The Council will also work towards implementing a policy where minor requests for parking controls or waiting restrictions are processed collectively on a regular basis to ensure a holistic and joined-up approach is taken when introducing new controls.

3. PARKING DEVELOPMENT STANDARDS

Whilst this document has grouped parking standards into Planning Use Classes, there will inevitably be some developments that will not fall into any of the categories. In such cases, parking provision will be considered on the development's own merit. However, the onus will fall on the developer to demonstrate the requirements for and calculation of parking provision through a Transport Assessment (TA) or Transport Statement (TS).

CALCULATION OF PARKING REQUIREMENTS

For trip destinations, parking requirement is calculated on Gross Floor Area (GFA), or the number of visits (where the final employee / visitor number can be estimated). As a rule, business and commercial use vehicle parking requirements are calculated by GFA, whilst leisure uses are based on the estimated number of vehicle visits. For trip origins, the type of the dwelling is taken into account (by definition of either house dwellings or flat dwellings) and the level of accessibility to the site (by definition of walking distances to public transport links and main urban town centres). Spaces being allocated on a per dwelling basis.

Where GFA is used to determine parking standards and the calculation results in a fraction of a space, the number should be rounded up to the nearest whole number. For example, the standard may be 1 car parking space for every 4 sqm of GFA, and a development has a GFA of 17 sqm, a calculation of 17 divided by 4 gives 4.25 spaces, rounded up to the nearest whole number gives a total requirement of 5 spaces.

For the avoidance of doubt, where developments are smaller than the relevant threshold in the use class table, the rounding up principal will still apply. For example, a shop E(a) of 200sqm will require one cycle space for staff and one cycle space for customers, despite being less than 400sqm GFA.

Where a development incorporates two or more land uses to which different parking standards are applicable, the standards appropriate for each use should be applied in proportion to the extent of the respective use. For example, where a development incorporates B2 and B8 use, each use should be assessed separately according to the appropriate standard, and the aggregated number of resulting parking spaces reflecting the maximum number of spaces that should be provided. Any future change of use that requires planning permission may require a change in parking requirements in accordance with the standard.

With all end destination use classes (i.e. non-dwelling) being maximum standards, the blue badge holder parking should be included within the appropriate vehicle parking standard.

For main urban areas a reduction to the vehicle parking standard will be considered, particularly for residential development and depend on the level of accessibility.

Often, especially in urban areas, parking provision can be shared with other uses. For example, many leisure activities in urban areas can rely on existing public parking as leisure peak times are often different to retail peak times.

Shared use of parking areas is highly desirable, provided this works without conflict and that car parking provision is within the standards that requires the most number of car spaces applicable. Conflict should not occur so long as the shared use developments operate at different times of day or days of the week, or the development is considered ancillary to other activities (i.e. food and drink within a retail area). Shared use may result in a reduction of the number of parking spaces which a developer is required to provide. For example, a mixed-use development of shops, requiring 100 spaces for daytime use and leisure requiring 100 spaces for daytime use and leisure requiring 120 spaces for evening use, needs only 120 spaces in total.



PLANNING OBLIGATIONS

Origin sites – In exceptional circumstances there may be opportunities to accept a commuted sum in-lieu of the full residential vehicle parking standard in sustainable locations.

Destination sites – In exceptional circumstances it may be appropriate for the Local Authority to accept a commuted sum in lieu of on-site vehicle parking spaces.

TRANSPORT ASSESSMENTS

Developers will be required to submit a Transport Assessment (TA) to support any large-scale development proposal, particularly where the development will have a significant impact on demand for travel. The TA will detail proposed parking provision and justification for the proposed level of provision. The Council's requirements for Transport Assessments, Transport Statements (TS), Travel Plans and Safer Routes to School assessments are set out in Policy PMD10 of the Local Development Framework – Core Strategy and Policy Management of Development (Adopted Dec 2011).

In preparing a TA or TS Developers will be required to submit evidence of existing parking demand in the local area of the development proposal. The methodology of these surveys should follow the Lambeth Parking Survey Methodology, unless otherwise agreed with the Council.

TRAVEL PLANS

Travel Plans, through measures such as car clubs, car sharing, and discounted public transport, home working, personalised travel planning etc., are ways to encourage people to use their cars less.

The requirement for a Travel Plan is as follows:

- A developer may be required to develop and implement a Travel Plan. The requirement should be discussed with Thurrock Council, with Paragraph 36 of the NPPF stating that all developments which generate significant amounts of transport movement should be required to provide a Travel Plan;
- For all educational establishments a Travel Plan must be provided;
- A Transport Information and Marketing Scheme will be requested for a residential development of 10 dwellings or more;
- Travel Plans will be no less than 5 years in length, but will be determined by the Council based on the nature and scope of the development; and
- Planning Practice Guidance on Travel Plans, Transport Assessments and Statements provides advice on when TAs and TSs are required, and what they should contain.

Measures can be included that are designed to offer people a wider range of travel choices and reduce the number and impact of single occupancy car journeys. A Travel Plan can benefit both employees and employer, by improved facilities, a healthier workforce and positive publicity by reducing their carbon footprint.

Vehicle, powered two-wheeler or cycle parking provision should not be considered in isolation from Travel Plans. The level and design of parking and the Travel Plan measures should complement each other.

Annual monitoring of a Travel Plan gives an opportunity to review parking provision for all sustainable modes e.g. cycle, powered two wheelers and car share spaces, and may result in the requirement for provision to be increased.

All travel plans incur an annual monitoring fee for the duration of the plan.

4. LAND USE AND PARKING STANDARDS

Land Use	Parking Standards	
<p>B2 General Industrial A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers are more likely to arrive by foot.</p> <p>In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.</p> <p>If a site office is included in the development then a E(g) parking standard should be applied for that area</p>	Car	1 space per 50 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 250 sqm for staff plus 1 space per 500 sqm for visitors
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
<p>B8 Storage or Distribution A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers are more likely to arrive by foot.</p> <p>HGV parking provision should be based on operational requirements.</p> <p>In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.</p> <p>Developments over 30,000 sqm must make provision for overnight parking and driver facilities.</p> <p>It is acknowledged that there is an increasing trend for B8 developments with a retail element where there is the option for customers to visit a counter at the premises and make purchases, for developments such as this, additional customer parking should be allocated, equivalent to the E (a) standard for the floor space that has public access. If a site office is included in the development then a E(g) parking standard should be applied for that area.</p>	Car	B8 – 1 space per 150 sqm B8 with retail element – 1 space per 150 sqm + 1 space per 20 sqm retail area for customer parking
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 500 sqm for staff plus 1 space per 1000 sqm for visitors
	Blue Badge Holders	200 vehicle spaces or less= 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
<p>C1 Hotels A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose custom is more likely to arrive by foot.</p> <p>The modern day hotel is seldom used solely as a hotel and often offers multi-functional amenities such as conference facilities, restaurants, and gyms. These multi-functional uses must be considered per individual class use and adequate parking allocated to encompass all uses when considering the potential for cross-visitation.</p>	Car	1 space per bedroom
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 5 staff plus 1 space per 10 bedrooms
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater, Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
<p>C2 Residential Institutions – Residential care home</p>	Car	1 space per full time equivalent staff + 1 visitor space per 3 beds
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 5 staff
	Blue Badge Holders	Dependent on actual development, on individual merit, although expected to be significantly higher than business or recreational development requirements
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 spaces)
<p>C2 Residential Institutions – Hospital With regard to hospital parking, it should be acknowledged that particular needs of hospitals arising from their 24 hour services (which impacts on accessibility for patients and visitors and on staff working patterns) should be taken into account and parking provision provided according.</p>	Car	To be considered on a case by case basis
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff Visitors to be considered on a case by case basis
	Blue Badge Holders	Dependent on actual development on individual merit, although expected to be significantly higher than business or recreational development requirements
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 spaces)

Land Use	Parking Standards	
C2 Residential Institutions – Treatment Centres (e.g. ISTC with overnight facilities)	Car	To be considered on a case by case basis
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff Visitors to be considered on a case by case basis
	Blue Badge Holders	Dependent on actual development on individual merit, although expected to be significantly higher than business or recreational development requirements
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 spaces)
C2 Residential Institutions – Residential Education Establishments – Primary / Secondary	Car	1 space per full time equivalent staff
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 5 staff + 1 space per 3 students
	Blue Badge Holders	1 space or 5% of total capacity, whichever is greater
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 spaces)
C2 Residential Institutions – Residential Education Establishments – Further / Higher	Car	1 space per full time equivalent + 1 space per 5 students
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 5 staff + 1 space per 3 students
	Blue Badge Holders	1 space or 5% of total capacity, whichever is greater
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 spaces)

Land Use	Parking Standards	
<p>C2A Secure Residential Institution Class 2A includes a variety of uses which will demand a varying need for parking. Standards should be used as a guide but there must be flexibility and applications should be looked at on a case by case basis.</p> <p>Visitor parking requirements will vary between institutions and should be dealt with on an individual application basis.</p>	Car	1 space per full time equivalent staff, Visitor – individual merit
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 5 full time equivalent staff, Visitor – individual merit
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 spaces (over 100 car spaces)
<p>C3 Dwelling – Flats: High accessibility High accessibility is defined as within 1km walking distance of a rail station and within an existing or proposed controlled parking zone</p>	Car	0 – 1.0 spaces per dwelling
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 secure and covered space per dwelling (can be included in a garage space)
	Blue Badge Holders	N/A if parking is provided within the curtilage, otherwise as visitor and unallocated
	Motorcycle	N/A
<p>C3 Dwelling – Flats: Medium accessibility Medium accessibility is defined as within 1km walking distance of a designated Town Centre or within 400metres of a bus stop that is subject to a minimum service of 20mins or less.</p>	Car	1 - 1.5 spaces per dwelling
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 secure and covered space per dwelling (can be included in a garage space)
	Blue Badge Holders	N/A if parking is provided within the curtilage, otherwise as visitor and unallocated
	Motorcycle	N/A
<p>C3 Dwelling – Flats: Low accessibility Includes those areas outside medium and high accessibility areas</p>	Car	1 - 2 spaces per dwelling 1 for a 2 bed unit and 2 for a 3 bed unit
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 secure and covered space per dwelling (can be included in a garage space)
	Blue Badge Holders	N/A if parking is provided within the curtilage, otherwise as visitor and unallocated
	Motorcycle	N/A

Land Use	Parking Standards	
C3 Dwelling – Houses: High accessibility High accessibility is defined as within 1km walking distance of a rail station and within an existing or proposed controlled parking zone	Car	0 - 1.5 spaces per dwelling
	Electric	One charging point per house with garage or driveway
	Cycle	1 secure and covered space per dwelling (can be included in a garage space)
	Blue Badge Holders	N/A if parking is provided within the curtilage, otherwise as visitor and unallocated
	Motorcycle	N/A
C3 Dwelling – Houses*: Medium accessibility Medium accessibility is defined as within 1km walking distance of a designated Town Centre or within 400metres of a bus stop that is subject to a minimum service of 20mins or less. *For houses with one bedroom the standards for flats will apply. For houses with 4 or more bedrooms, an additional parking space will be permitted.	Car	1.5 – 2.0 spaces per dwelling
	Electric	One charging point per house with garage or driveway
	Cycle	1 secure and covered space per dwelling (can be included in a garage space)
	Blue Badge Holders	N/A if parking is provided within the curtilage, otherwise as visitor and unallocated
	Motorcycle	N/A
C3 Dwelling – Houses: Low accessibility Includes those areas outside medium and high accessibility areas	Car	Min 2.0 spaces per dwelling
	Electric	One charging point per house with garage or driveway
	Cycle	1 secure and covered space per dwelling (can be included in a garage space)
	Blue Badge Holders	N/A if parking is provided within the curtilage, otherwise as visitor and unallocated
	Motorcycle	N/A
C3 Dwelling - Visitors and unallocated	Car	0.25 spaces per dwelling in addition to the above unallocated and designed on-street where appropriate
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 secure and covered space per dwelling, located in a communal area
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity whichever is greater 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car parking spaces (for 1st 100 car spaces) then 1 space per 30 car spaces
C3 Dwelling - Retirement development (e.g. warden assisted independent living accommodation)	Car	1 space per dwelling
	Electric	One charging point per dwelling space
	Cycle	1 space per 8 units for visitors*
	Blue Badge Holders	N/A parking is in curtilage of dwelling, otherwise as visitor and unallocated
	Motorcycle	2 spaces + 1 space per 2 dwellings for mobility scooters

Land Use	Parking Standards	
C4 Houses in multiple occupation	Car	Min. 2.0 spaces per house
	Electric	Min. 2.0 charging points per house
	Cycle	1 secure and covered space per dwelling (can be included in a garage space)
	Blue Badge Holders	N/A if parking is provided within the curtilage, otherwise as visitor and unallocated
	Motorcycle	N/A
E(a) Display of retail sale of goods, other than hot food Parking standards for large, stand-alone developments, such as large department stores and shopping centres will be considered on a case by case basis and should be agreed with the Council. Where appropriate, adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway. A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose custom is more likely to arrive by foot.	Car	1 space per 20 sqm 1 space per 14 sqm for food stores
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 400 sqm for staff 1 space per 400 sqm for customers
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% total capacity
	Motorcycle	7.0m x 3.0m
E(b) Sale of food and drink for consumption (mostly) on the premises A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose custom is more likely to arrive by foot. Where appropriate, adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway	Car	1 space per 5 sqm (excluding Freight Transport Cafes) 1 lorry space per 2sqm (Freight Transport Cafes)
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 100 sqm for staff plus 1 space per 100 sqm for customers 1 space per 100 sqm for staff plus 1 space per 200 sqm for customers
	Blue Badge Holders	200 vehicle bays or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle bays = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
E(c) Provision of: E(c)(i) Financial services, E(c)(ii) Professional services (other than health or medical services), or E(c)(iii) Other appropriate services in a commercial, business or service locality A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers are more likely to arrive by foot.	Car	1 space per 20 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 100 sqm for staff plus 1 space per 200 sqm for customers
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle bays = 6 spaces plus 2% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
<p>E(d) Indoor sport, recreation or fitness (not involving motorised vehicles or firearms) A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per 10 sqm of public area
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	10 spaces plus 1 space per 10 vehicle spaces
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces
<p>E(e) Provision of medical or health services (except the use of premises attached to the residence of the consultant or practitioner) A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per full time equivalent staff + 3 per consulting room
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus 1 space per consulting room
	Blue Badge Holders	Dependent on actual development, on individual merit, although expected to be significantly higher than business or recreational development requirements
	Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
<p>E(f) Creche, day nursery or day centre (not including a residential use) A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per full time equivalent staff + drop off / pick up facilities
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus 1 space per 10 child places
	Blue Badge Holders	1 space or 5% of total capacity, whichever is greater
	Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
<p>E(g) Uses which can be carried out in a residential area without detriment to its amenity:</p> <p>(i) Offices to carry out any operational or administrative functions, (ii) Research and development of products or processes (iii) Industrial processes</p> <p>A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose custom is more likely to arrive by foot.</p> <p>Where appropriate, adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway. Consideration should also be given to the requirement for any overnight parking and facilities.</p>	Car	1 space per 30 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 100 sqm for staff plus 1 space per 200 sqm for visitors
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
<p>F1 Learning and non-residential institutions - (a) Provision of education</p> <p>A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per 15 students for staff + 1 space per 15 students for student parking (further / higher education)
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 5 staff plus 1 space per 3 students
	Blue Badge Holders	1 space or 5% of total capacity, whichever is greater
	Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
<p>F1 Learning and non-residential institutions - (b) Display of works of art (otherwise than for sale or hire)</p> <p>A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per 25 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus visitor parking (individual merits)
	Blue Badge Holders	1 space or 5% of total capacity, whichever is greater
	Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
F1 Learning and non-residential institutions - (c) Museums A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.	Car	1 space per 25 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus visitor parking (individual merits)
	Blue Badge Holders	1 space or 5% of total capacity, whichever is greater
	Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
F1 Learning and non-residential institutions - (d) Public libraries or public reading rooms A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.	Car	1 space per 10 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus visitor parking (individual merits)
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater, Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
F1 Learning and non-residential institutions - (e) Public halls or exhibition halls A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.	Car	1 space per 25 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus visitor parking (individual merits)
	Blue Badge Holders	1 space or 5% of total capacity, whichever is greater
	Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
F1 Learning and non-residential institutions - (f) Public worship or religious instruction (or in connection with such use)	Car	1 space per 10 sqm
A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus visitor parking (individual merits)
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater,
	Over 200 vehicle spaces = 4 spaces plus 4% of total capacity	
Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	
F1 Learning and non-residential institutions - (g) Law courts	Car	1 space per 25 sqm
A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus visitor parking (individual merits)
	Blue Badge Holders	1 space or 5% of total capacity, whichever is greater
	Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards
<p>F2 Local community - (a) Shops (mostly) selling essential goods, including food, where the shop's premises do not exceed 280 square metres and there is no other such facility within 1000 metres</p> <p>A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	<p>Car</p> <p>1 space per 20 sqm 1 space per 14 sqm for food stores</p>
	<p>Electric</p> <p>50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.</p>
	<p>Cycle</p> <p>1 space per 400 sqm for staff 1 space per 400 sqm for customers</p>
	<p>Blue Badge Holders</p> <p>200 vehicle spaces or less = 3 spaces or 6% total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% total capacity</p>
	<p>Motorcycle</p> <p>7.0m x 3.0m</p>
<p>F2 Local community - (b) Halls or meeting places for the principal use of the local community</p> <p>A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	<p>Car</p> <p>1 space per 25 sqm</p>
	<p>Electric</p> <p>50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.</p>
	<p>Cycle</p> <p>1 space per 4 staff plus visitor parking (individual merits)</p>
	<p>Blue Badge Holders</p> <p>1 space or 5% of total capacity, whichever is greater</p>
	<p>Motorcycle</p> <p>1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)</p>
<p>F2 Local community - (c) Areas or places for outdoor sport or recreation (not involving motorised vehicles or firearms)</p> <p>A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	<p>Car</p> <p>20 spaces per pitch plus 1 space per 10 spectator seats</p>
	<p>Electric</p> <p>50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.</p>
	<p>Cycle</p> <p>10 spaces plus 1 space per 10 vehicle spaces</p>
	<p>Blue Badge Holders</p> <p>200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity</p>
	<p>Motorcycle</p> <p>1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces</p>
<p>F2 Local community - (d) Indoor or outdoor swimming pools or skating rinks</p> <p>A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	<p>Car</p> <p>1 space per 10 sqm of public area</p>
	<p>Electric</p> <p>50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.</p>
	<p>Cycle</p> <p>10 spaces plus 1 space per 10 vehicle spaces</p>
	<p>Blue Badge Holders</p> <p>200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity</p>
	<p>Motorcycle</p> <p>1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces</p>

Land Use	Parking Standards	
Sui Generis - Bus Stops	Car	N/A
	Electric	N/A
	Cycle	4 spaces per stop
	Blue Badge Holders	N/A
	Motorcycle	Individual Merit
Sui Generis – Bus Station	Car	None unless justified
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	5 spaces per bay
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
Sui Generis – Caravan Parks	Car	1 space per pitch + 1 space per full time staff equivalent
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 5 pitches
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
Sui Generis – Car Park (inc. Park and Ride sites)	Car	Individual Merit
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 10 parking spaces
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
Sui Generis – Cash & Carry / Retail Warehouse Clubs	Car	1 space per 30 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
Sui Generis – Cinemas A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.	Car	1 space per 5 seats
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	10 spaces plus 1 space per 10 vehicle spaces
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces
Sui Generis – Conference Facilities A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.	Car	1 space per 5 seats (sustainable locations)
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus visitor parking on individual merits
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
<p>Sui Generis – Garden Centres A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per 40 sqm (retail area covered and uncovered)
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus customer parking on individual merits
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
<p>Sui Generis – Hostel A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per full time staff equivalent
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	Individual merits
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
<p>Sui Generis – Hot food takeaways (for the sale of hot food where consumption of that food is mostly undertaken off the premises) A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose custom is more likely to arrive by foot. Where appropriate, adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.</p>	Car	1 space per 20 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 100 sqm for staff plus 1 space per 100 sqm for customers
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

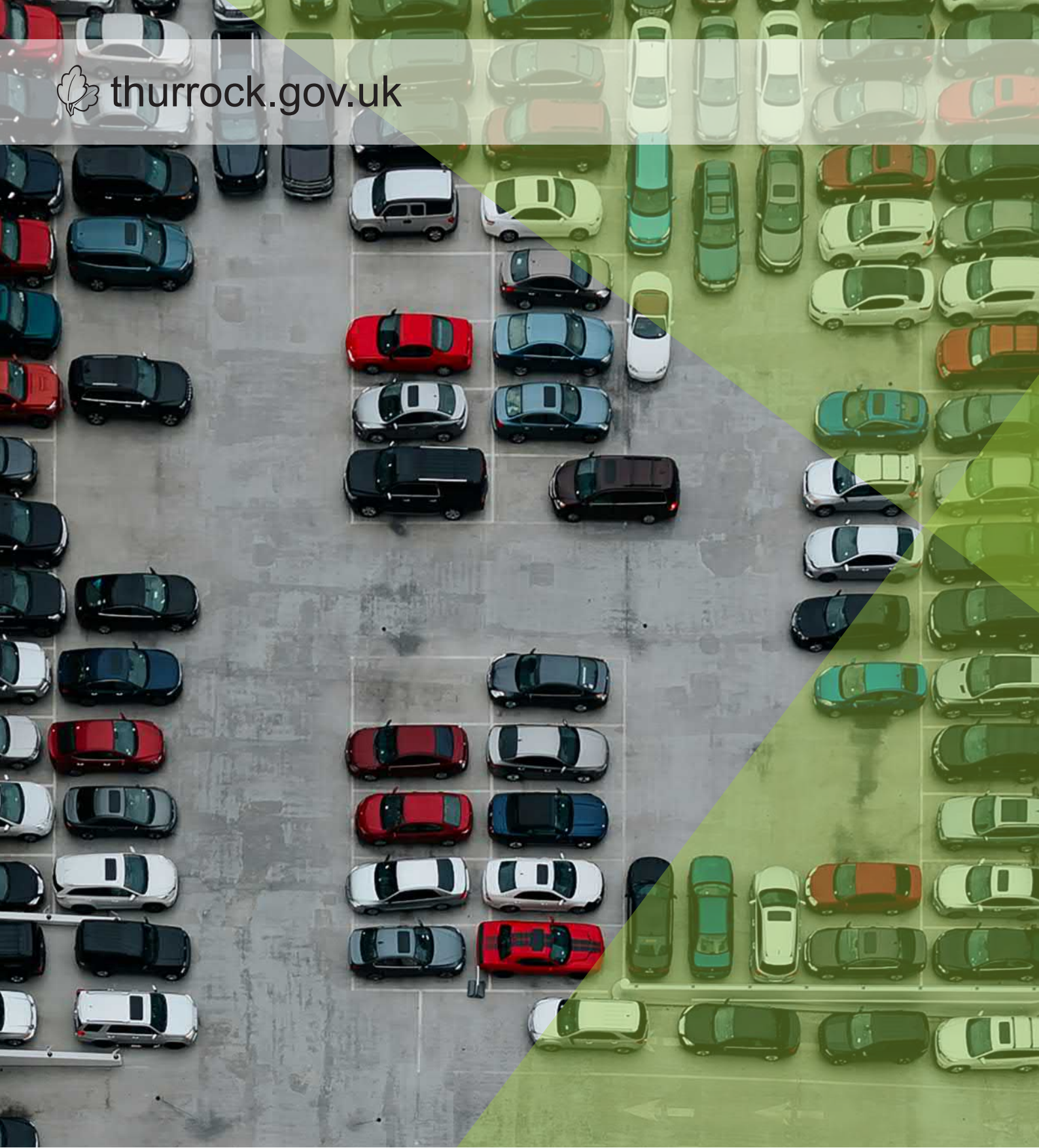
Land Use	Parking Standards	
<p>Sui Generis – Marina A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per 2 mooring berths
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	Individual merits
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
<p>Sui Generis – Motor Vehicle Service Centres</p>	Car	1 space per full time staff equivalent + 1 space per 35 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
<p>Sui Generis – Motor Vehicle Showrooms A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per 45 sqm show area
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus customer parking
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
<p>Sui Generis – Nightclubs</p> <p>A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.</p>	Car	1 space per 50 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
<p>Sui Generis – Petrol Filling stations</p>	Car	1 space per 20 sqm retail space
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus customer parking
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
<p>Sui Generis – Public houses, wine bars, or drinking establishments, including drinking establishments with expanded food provision</p> <p>A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose custom is more likely to arrive by foot.</p> <p>Where appropriate, adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.</p>	Car	1 space per 5 sqm
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 100 sqm for staff plus 1 space per 100 sqm for customers
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space, + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
Sui Generis – Rail Stations	Car	Individual Merit
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	20 spaces per peak period service (minor stations), 40 spaces per peak period service (key stations)
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
Sui Generis – Recycling Centre / Civic Amenity Site	Car	1 space per full time staff equivalent and drop off / waiting facilities for the users of the site
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus customer parking on individual merits
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
Sui Generis – Stadia A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.	Car	1 space per 15 spectators
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	10 spaces plus 10% of vehicle parking provision
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)

Land Use	Parking Standards	
Sui Generis – Taxi / Minicab hire	Car	1 space per full time equivalent staff member permanently deployed at registered base site + one space per 5 registered vehicles
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
Sui Generis – Theatres A lower provision of vehicle parking may be appropriate in urban areas (including town centre locations) where there is good access to alternative forms of transport and existing car parking facilities or localised development whose workers and users are more likely to arrive by foot.	Car	1 space per 5 seats
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 20 seats
	Blue Badge Holders	200 vehicle spaces or less = 3 spaces or 6% of total capacity, whichever is greater Over 200 vehicle spaces = 4 spaces plus 4% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)
Sui Generis – Vehicle rental / hire	Car	1 space per full time equivalent staff member permanently deployed at registered base site + an allowance of visitor parking
	Electric	50 spaces or fewer = 1 space with charging point. Over 50 vehicle spaces = 2% of total spaces with charging point. Passive provision for all remaining spaces regardless of total number.
	Cycle	1 space per 4 staff plus customer parking on individual merits
	Blue Badge Holders	200 vehicle spaces or less = 2 spaces or 5% of total capacity, whichever is greater Over 200 vehicle spaces = 6 spaces plus 2% of total capacity
	Motorcycle	1 space + 1 per 20 car spaces (for 1st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)





PARKING ENFORCEMENT STRATEGY

Thurrock Council
February 2021

Page 163

CONTENTS

1. INTRODUCTION AND CONTEXT

Thurrock Parking Policy and Strategy	...3
Vision and Aims	...3
Purpose of this Parking strategy	...3
Structure of this Document	...3

2. AREAS OF LEGISLATION

Definition of Kerbside Activity	...5
Traffic Management Act 2004	...6

3. PARKING ENFORCEMENT

Why we enforce	...7
Where we enforce	...7
What we enforce	...8
When we enforce	..8
What we do not enforce	...8
Parking charges	..8

4. PENALTY CHARGE NOTICES

Strategic parking objectives	... 9
Controlled parking zones, parking	... 9



1. INTRODUCTION AND CONTEXT

The Parking Enforcement Strategy sets out the council's strategies for enforcing parking policies within the Borough. It is a sub-strategy to the Thurrock Parking Strategy and contributes to the council's objectives of delivering a safe environment for residents in the Borough through its impact upon mode choice for journeys and obstruction to flow of traffic, cyclists and pedestrians.

THURROCK PARKING POLICY AND STRATEGY

The Enforcement Strategy should be read in conjunction with the overarching **Parking Policy and Strategy**, with the **Parking Design and Development Standards** and **Highway Maintenance Strategy** also components of the suite of documents.

- The Parking Policy and Strategy document sets out a review of existing national legislation and polices; consideration of proposals for an update of local parking policies, the current parking situation, managing future demand, next steps and (in Appendix A of the Parking Policy and Strategy) a proposed parking strategy action plan;
- The Parking Design and Development Standards sets out the parking design standards and the parking development standards that are applicable throughout the Borough; and
- The Parking Enforcement Strategy sets out the strategies for enforcing parking policies within the Borough.

VISION AND PRIORITIES

Our vision is for Thurrock to be an ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

We have three strategic priorities to achieve our vision:

- **People** a borough where people of all ages are proud to work and play, live and stay;
- **Place** a heritage-rich borough which is ambitious for its future; and
- **Prosperity** a borough which enables everyone to achieve their aspirations.

PURPOSE OF THE PARKING STRATEGY

The purpose of the Parking Strategy is to:

1. Assist planning officers in determining appropriate standards for new developments;
2. Advise members of the public in a readily comprehensible manner;
3. Assist intending developers in preparing plans for the development of land;
4. Expedite the determination of planning applications by ensuring that applications submitted include an appropriate level and location of car parking provision that also contributes to the public realm; and
5. Ensure new development incorporate seamlessly emerging vehicle technologies, such as electric vehicle charging facilities.

The lack of a formally adopted Parking Strategy can lead to confusion and inconsistency in the application of standards relating to planning applications, parking controls and enforcement. It is, therefore, important to ensure that a Parking Policy and Strategy and supporting documents are up to date and relevant in terms of overall National and Council policy and objectives.

STRUCTURE OF THIS DOCUMENT

The remainder of this document sets out the legislative background to parking enforcement and defines the meaning of parking; describes what, why, how, where and when we enforce parking; and describes the process of issuing, paying and appealing Penalty Charge Notices.



2. AREAS OF LEGISLATION

This section of the strategy identifies parking legislation policies and standards at regional and local level. The policy review identifies key focus areas to ensure the Enforcement Strategy aligns with regional and local aims and objectives.

DEFINITIONS OF KERBSIDE ACTIVITY

In law, there are three kinds of kerbside activity:

- Stopping;
- Loading; and
- Waiting (usually called parking).

The restrictions on each of these activities is often different and can vary from authority to authority.

- **Stopping** is a short-term stop on the side of the road, typically to let someone in or out of a vehicle. Unless it is specifically prohibited through a Clearway, No Stopping or Red Route signs, stopping is normally allowed, even when parking is not allowed.
- **Loading** is defined as the loading or unloading of goods from a vehicle on the roadside to adjacent premises. Typically, this is done using a goods vehicle (a van or lorry) but can also be from a car.
- **Parking** is defined as a longer-term stop on the roadside which is neither a stop nor for loading. The driver may or may not remain with the vehicle. This document describes our enforcement of parking.



TRAFFIC MANAGEMENT ACT 2004

The Traffic Management Act (TMA) 2004 is a key piece of legislation for parking management. The TMA requires that arrangements should be based on the principles of fairness, consistency, and transparency.

Part 6 of the Act enables the consolidation, by making regulations, of civil traffic enforcement legislation covering parking, bus stands and school keep clears.

The Act extends the scope for local authorities to take over enforcement of traffic contraventions from the police, and be granted civil enforcement powers to cover a number of parking offences.

The Act will enable extension to authorities outside London of the ability to issue parking penalty charge notices by post, use of cameras to detect parking contraventions, and issue penalty charges for parking within the area of a pedestrian crossing. The Act also creates specific offences to deal with double parking and parking at dropped footways within a local authority civil enforcement area.

Regulations to be made under the Act will enable authorities to challenge the validity of statutory declarations so they cannot be used as a way of avoiding payment of parking penalty charges.

Section 87 of the Act enables the Secretary of State and the National Assembly for Wales to publish statutory guidance to local authorities about any matter relating to their civil traffic enforcement functions, which may be conferred on them under Part 6 of the Act. In exercising those functions authorities must have regard to any such guidance. This is particularly important to ensure that enforcement is carried out in a fair and reasonable manner.

To reduce abuse of the Blue Badge scheme, which gives parking concessions to disabled people, Section 94 of the Act gives local authority Civil Enforcement Officers the power to inspect Blue Badges. The inspection powers were introduced in September 2006 and updated in 2014 whereby the badges can be confiscated if deemed to be used fraudulently.

Section 95 of the Act gives local authorities the additional freedom to spend surpluses from the on street parking account on local environmental improvements as well as parking facilities, road improvements and provision of public passenger transport services. This came into effect in October 2004.



3. PARKING ENFORCEMENT

This section explains how and where we enforce parking in Thurrock.

WHY WE ENFORCE

We are responsible for enforcing parking, loading and waiting restrictions in the Borough. The main reasons for parking enforcement are to:

- Encourage sensible and legal parking;
- Reduce traffic congestion on our roads;
- Make our roads safer for drivers, pedestrians, motorcyclists and cyclists;
- Support town centres by encouraging commuters and other drivers to use long-stay car parks freeing up short-stay spaces;
- Help blue-badge users, by keeping disabled parking spaces free for their proper use;
- Allow buses and service vehicles to operate more effectively; and
- Improve the general environment.

WHERE WE ENFORCE

Our team of Civil Enforcement Officers – previously known as parking attendants – are on patrol across Thurrock.

Using the resources available, they enforce regulations for:

- On-street parking; and
- Pay-and-display car parks.

Our Enforcement Officers work 7 days a week throughout the Borough. Different areas will be prioritised in response to feedback from the public. The Council will also explore and pilot CCTV enforcement.

The enforcement team work together with the Council's Schools Liaison Officer to identify problem areas around schools and respond accordingly.



WHAT WE ENFORCE

When a motorist parks or drives a vehicle in contravention of the regulations, we may issue a Penalty Charge Notice. They can be issued for:

- Parking in areas where waiting or loading restrictions are in force – restrictions normally apply to the entire width of the road (including verges and pavements)
- Parking at a pay-and-display ticket machine space without paying the correct amount and clearly displaying the ticket;
- Parking for longer than the period for which you have paid;
- Making a subsequent payment for parking in the same space for longer than originally paid for (“meter feeding”);
- Returning to the same parking place within the prescribed time;
- Parking in specially reserved bay (for example a loading place, disabled bay, resident bay, taxi rank) without authorisation;
- Parking at a bus stop during prohibited hours; and
- Stopping in a restricted area outside a school.

WHEN WE ENFORCE

Civil Enforcement Officers currently operate during the day and evening, which aims to address HGV parking issues. Out of hours enforcement is also carried out to target specific issues as required. Our hours of operation reflect the key times enforcement is needed in the Borough. Reviews are undertaken to ascertain any benefits from more regular enforcement.

For the majority of areas including single yellow lines, our Civil Enforcement Officers will apply a five minute observation period, to allow for drivers obtaining or paying for a valid ticket, or observing whether a vehicle is loading or unloading rather than parked.

To enforce on dropped kerb access to properties, we require evidence of the obstruction from residents.

The council issues instant Penalty Charge Notices:

- If a vehicle is parked where loading/unloading is restricted;
- If a vehicle is parked on double yellow lines;
- If a vehicle is parked on a “Keep Clear” marking outside a school; and
- If parked on white Zig Zag markings.

WHAT WE DO NOT ENFORCE

The council has no jurisdiction to enforce the following:

- Roads not covered by a restriction;
- Private land;
- Obstructions (enforced by the police); and
- Moving traffic offences (enforced by the police).

Civil Enforcement Officers on the streets **do not** deal with:

- Parking appeals;
- Issuing permits;
- Abandoned or untaxed vehicles;
- Vehicles parked on the footway unless there are yellow lines in place;
- Vehicles parked on grass verges unless there are yellow lines in place; and
- Vehicles causing an obstruction unless there are yellow lines in place.

Currently the Borough does not have a full Traffic Regulation Order (TRO) in place for enforcing restrictions in bus lanes. TROs are in place for taxi ranks.

The police presently enforce footway parking as obstruction, unless there are restrictions in the road which can be dealt with by the Civil Enforcement Officers.

PARKING CHARGES

Public parking charges can be found at [thurrock.gov.uk/council-finances-and-accounts/fees-and-charges](https://www.thurrock.gov.uk/council-finances-and-accounts/fees-and-charges) and [thurrock.gov.uk/car-parks](https://www.thurrock.gov.uk/car-parks). Charges are reviewed annually. Any changes to permit charges will be subject to consultation with residents affected.

4. PENALTY CHARGE NOTICES

PARKING OPERATIONS

Thurrock Council are responsible for enforcing parking, loading and stopping restrictions in the Borough. Contraventions of these restrictions are not criminal offences and are enforced through the issuing of Penalty Charge Notices (PCNs). The process governing the issuing and appealing PCNs is governed by the Traffic Management Act 2004.

If you park illegally you may be given a PCN. The charge imposed will be either £70 for a serious parking contravention or £50 for a less serious contravention. You will get a 50% discount if you pay within 14 days, and a Civil Enforcement Officer issues the notice.

If you do not pay within 28 days the Council will issue a further Notice.

If you receive a Penalty Charge Notice (PCN) that you feel is unfair, you can challenge it by making a Representation. If the Council accepts this then the case will be closed and you will not have to pay. If this Representation is rejected then the Notice will be reissued. You are still able to appeal to the Traffic Penalty Tribunal.

If you do not pay within a further 28 days then the Council will issue a Charge Certificate increasing the amount payable to 150% of the original Notice.

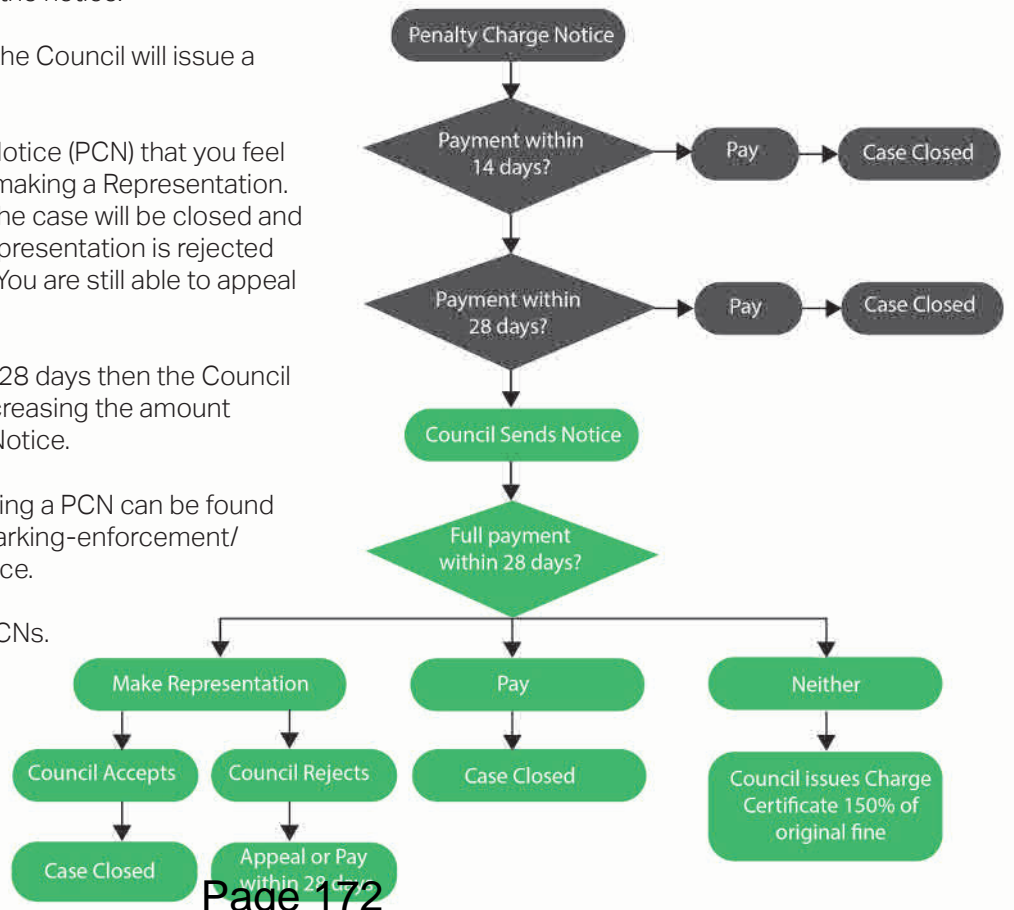
More information about challenging a PCN can be found at <https://www.thurrock.gov.uk/parking-enforcement/challenging-penalty-charge-notice>.

Figure 1 shows the process of PCNs.

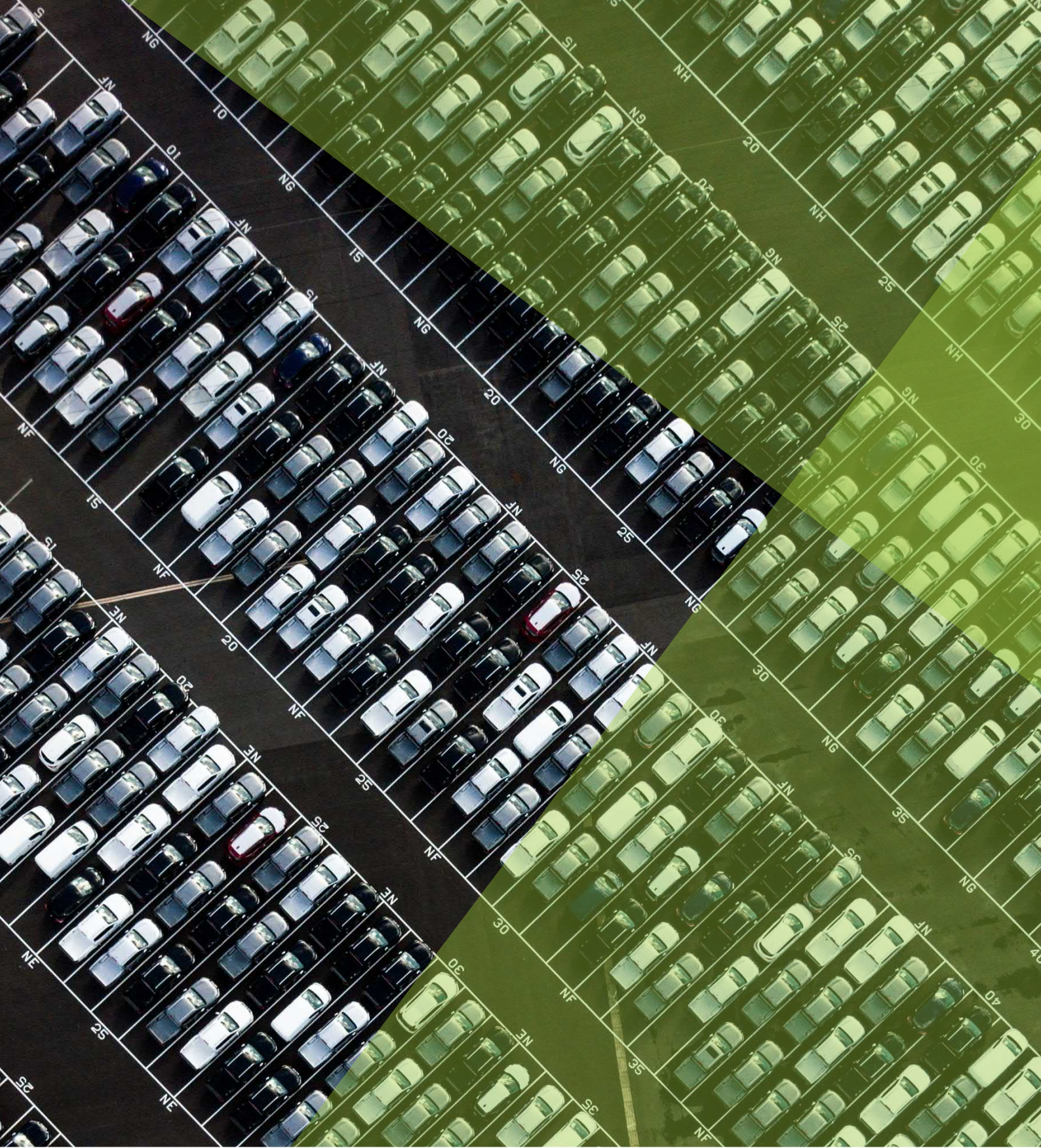
ANNUAL SUMMARY

The Thurrock Council Annual Parking Report (<https://www.thurrock.gov.uk/parking-enforcement/parking-documents-reports-and-auditing>) gives more details of the number of PCNs issued, the revenue raised and the costs of enforcement.

Figure 1: Penalty Charge Notices Process







6 July 2021	ITEM: 10
Planning, Transportation and Regeneration Overview and Scrutiny Committee	
Flooding in Thurrock – January 2021	
Wards and communities affected: All	Key Decision: Key
Report of: Navtej Tung, Strategic Transport Manager	
Accountable Assistant Director: Leigh Nicholson, Assistant Director, Planning, Transport and Public Protection	
Accountable Director: Julie Rogers, Director of Public Realm	
This report is public	

Executive Summary

Thurrock, alongside much of the greater Essex county area experienced prolonged rainfall across 13 and 14 January 2021, and again on 27 to 28 January 2021. This rainfall, in combination with significantly wetter than average conditions in the preceding six months led to raised water levels in key watercourses within the Borough – predominately Stanford Brook and Mucking Creek in the Stanford-le-Hope area and the Mardyke in the west, alongside saturation of ground conditions. This resulted in flooding conditions which impacted a number of communities in both the east and west of the borough between 14-17 January and threat of further flooding on 28 January to levels not previously experienced within Thurrock in a generation. The events on 14 January resulted in three properties being internally flooded.

As a result of these events, officers are undertaking a review of actions and are implementing changes to help better prepare residents and the Council for any future events.

To support all parties, statutory responsibilities of key stakeholders has also been provided to help identify where the Council and or other bodies and stakeholders have a duty to act in regards to flooding and flood risk.

1. Recommendation(s)

- 1.1 **Members of the committee are asked to note this report and endorse the action plan set out at 3.1.**

2. Introduction and Background

- 2.1 As a unitary authority, Thurrock Council is designated as a Lead Local Flood Authority, as set out in the Flood and Water Management Act 2010. As a result, the Council has the overarching responsibility for managing flood risk within the borough. As the Highway Authority, the Council has a responsibility to ensure the highway is free from flooding. Within its duties under the Civil Contingencies Act 2004, the Council must prepare emergency plans. There is not a statutory duty for the Council to resolve and rectify flooding incidents and clear watercourses.
- 2.2 Commencing on 14 January 2021, surface water and pluvial flooding events were seen in Bulphan, Horndon, and Stanford-le-Hope, with significant standing water also seen in fields and gardens across the borough. Within Bulphan, many fields were water logged, two properties suffered internal flooding on Dunnings Lane, Fen Lane became impassable and closed, and gardens of seven properties were significantly flooded in Church Lane - protected only by investment of home owners in submersible pumps due to previous events. In Horndon, flooding was seen in the area of Pump Street and South Hill, with concerns of the culvert and ditches leading towards the A13, as well as Robinson Road. In Stanford-le-Hope, significant surface water flooding was seen on Runnymede Road, with one property internally flooded, businesses flooded on Butts Road, and significant surface water flooding in Bell-Reeves Close and Victoria Road area, and flooding from a field affecting access and egress to the industrial site via the underpass on Wharf Road, alongside many others.
- 2.3 Approximately 20 to 25mm of rain fell across 13 and 14 January. Due to the nature of the catchment, water levels eventually accumulated in the Stanford Brook, where the capacity of the watercourse was exceeded by the volume of water flowing into the river. Numerous surface water outfalls also lead into this watercourse and other watercourses which feed into the brook and ultimately the demand exceeded capacity.
- 2.4 The reason why there was excessive demand on the watercourses is due to existing land across the area being saturated. The East of England region experienced a significantly wet winter, where rainfall levels in January have been nearly 40% wetter than average, and dating as far back as July 2020 the region having experienced 30% more rain than on average. Reports from Anglian Water have stated that the months of December and January are the wettest recorded in the region in over 100 years. This goes a long way to explain why the water levels were so high in the watercourse, and the alarm that it has caused.
- 2.5 The River Thames played a significant part on water levels in the local watercourses. Both the sluice in Mucking Creek and Purfleet are gravity fed structures and are not supported by pumps. These structures have been designed to typically not allow water to rush back upstream when the tide comes in. Under the scenario above, where water levels in the watercourses

were significantly greater than typical, this meant water was not able to outflow into the Thames when demand was at its peak. This attenuation of water flows is what exacerbated issues in the Stanford le Hope area.

- 2.6 On the day of 14 January, in discussion with the Environment Agency, the water levels seen further downstream at Mucking Sluice were at levels not previously recorded, however at 11am it was noted that water levels had begun receding, with a 50mm fall being stated to officers at that time. High tide was approximately 1300, and therefore tide levels started to increase shortly after 11am, and ultimately water was unable to escape from the sluice, causing it to become backed up in the watercourse. As water levels in the watercourse began to rise, this would have caused problems to those immediately next to the watercourse with it breaking its banks – such as Chantry Crescent and those whose surface water sewers feed into the channels, resulting in water surcharging the system, such as Bell-Reeves Close and Runnymede Road, all in Stanford-le-Hope. Once the tide in the Thames started to recede, the risk of flooding in Stanford also started to reduce, with rainfall by then having eased off.
- 2.7 Issues as the day closed off, and into the weekend then began to present themselves in Bulphan, as water increasingly pooled and ran off from fields, causing the closure of Fen Lane, and towards the west of the borough, with flooding of the Mardyke, and its impact near its outfall into the Thames in Purfleet. Ultimately the Mardyke flooding will have been caused by the same factors which caused issues in Stanford, however its catchment is significantly larger, hence problems being seen predominately later. Reporting of events at the time have also stated that Mardyke Sluice was not operating, and therefore closed causing the flooding. In discussion with the Environment Agency, they have confirmed that these reports are inaccurate. The sluice in Purfleet, like Mucking, is gravity fed, but due to its location is fitted with a Guillotine Gate, and is shut when the tide comes in. This is to usually stop water from the tide rushing backwards upstream. The Environment Agency has however stated that the gate was not able to be fully reopened, and emergency works were being undertaken. They do however insist water was still able to feed out from the sluice to help reduce water levels upstream, and an additional bypass channel was also utilised to aid the reduction in levels. Furthermore, the Environment Agency prioritises risk to residential dwellings over other assets, and determined that none were at risk as a result of the issues with the sluice gate.
- 2.8 In the two weeks that followed there was little let up in rain - ground conditions remained wet resulting in lesser rainfall events to cause similar increases in water levels in the rivers, creating additional risk of further flooding. A further 10-15mm rainfall event took place on 28 January, and a 9-13mm event took place 30 January. However rainfall levels in February eased off greatly and a general two to three week dry period helped to reduce saturation of water in the ground, thereby minimising the risk of a repeat event unless there were to have been significant and prolonged rainfall within a short period of time.

- 2.9 However, the fault in the Mardyke Sluice aside, there is very little evidence to say that other contributing factors such as a result of the lack of maintenance across the borough had a predominant or significant impact on the wider causation of flooding.
- 2.10 In terms of making enhancements to the two outfalls from the Mardyke and Mucking Sluices into the Thames, these events are unlikely to have provided the economic case to the Environment Agency, nor Treasury, to deliver the necessary funding. Emphasis is predominately placed on property numbers with internal flooding and flooding outside the dwelling cannot be included. The very small number of properties which were flooded will therefore unlikely be sufficient to justify additional expenditure of these assets. Currently, the EA is looking to replace the existing pumping station at Worlds End, Tilbury, which is costed at £19.5m.

3. Issues, Options and Analysis of Options

- 3.1 Following the flooding events in January 2021, an officer debrief was held on 29 January to review the responses by officers to the events as they unfolded and what actions should be implemented to improve the response in future. The session had representation from the Flood Risk team as Lead local Flood Authority, Highways Maintenance and Highways Operations, Emergency Planning, and the Communications team with external representation from the Environment Agency. The session recognised that over the course of the day, while officers and teams within the Council were able to react and support communities as events were called in, there was a sporadic distribution of information being reported to the Council, spread across different teams and departments. Whilst individual teams were able to deal with the issues swiftly and appropriately, it was recognised that some processes could be enhanced to improve the receipt of information and link the various activities across the organisation. The following Action Plan was created to improve the Council's response to future flooding events:

Action Plan

1. To enhance the Council's webpage to provide clear information on flooding, including responsibilities for services and organisations and information of use to residents and the community;
2. To identify a unified mechanism for flooding reports to be submitted, captured, and reviewed within the Council;
3. To determine responsibilities of the Council in relation to flood risk and promote these;
4. Identify a mechanism so that those affected by flooding are captured and recorded for records and evidence purposes – people are flooded and this may not be reported;
5. To build upon existing internal protocols to develop an appropriate mechanism for the contact centre to record and process reports of flooding;

6. To build upon existing internal protocols and processes within the Emergency Planning Team to manage flood incidents, and to enable incidents to be escalated within the Council – e.g. flow chart and officer distribution list;
 7. Where appropriate, engage with communities to develop community flood plans – e.g. Bulphan;
 8. Ensure greater integration of flood risk matters into the Local Plan and future development;
 9. Investigate and undertake enforcement action to prevent future flood risk.
- 3.2 Whilst positive feedback was received in relation to the operational reactive service that was delivered by the Council, by further investigating and implementing these measures and processes, operationally the Council will be able to adopt a more co-ordinated response to a future event of this nature.
- 3.3 To date, officers have commenced the process for implementing measures within the action plan and will look to have these completed during the summer period. Engagement has taken place with key partners within the Council to enable these steps to be progressed, including with the webmaster to review and refresh the website and to provide an internal portal to enable officers and support staff to monitor, record and escalate actions in any future flood event. Engagement with the contact centre team has also enabled a process to be identified where reporting of flood events can be centralised through the contact centre to minimise a future scattergun approach of reporting. Appendix A sets out an identification of the statutory and permissive roles and responsibilities of the Council, and other key stakeholders in relation to flooding, and these will be further promoted to the community.
- 3.4 Community flood plans are promoted on the Council's website, and these form part of the wider webpage review process and then actioned in the appropriate communities – best practise shows these are best placed in small communities, such as villages, rather than larger settlements such as towns. There has also been much greater representation of flooding related matters and considerations within the Local Plan process since the New Year, through involvement in the Design Charrette process, ensuring new development and communities are safer from flooding risks, and identification of threats from flooding to existing communities.
- 3.5 Additionally, officers are now engaging with the Council's legal team to determine a path forward to undertaking enforcement of ditch clearances across the borough. While the authority is empowered to undertake enforcement, the actual process to undertake enforcement action had not been clarified. Discussions with the legal service have identified a process to request and enforce land and riparian owners to undertake ditch clearances, with several test cases being progressed. These are all either large agricultural land owners or commercial organisations. It is envisioned that these test cases will be resolved by the end of summer 2021, using if required

court injunctions for works to be undertaken. Going forward, this will enable greater confidence in ditches and watercourses being clear, and other flood risk issues to be mitigated.

- 3.6 Going forward, the 9 key actions from the debrief session will be implemented to put the Council in a better position to co-ordinate flood events in the future.

Funding Award

- 3.7 Officers have been successful in securing an award of funding following a joint bid submission alongside Southend Borough Council to the Environment Agency and DEFRA for a value of £6.4m under the Innovative Resilience Fund. The primary function of this bid is to investigate and implement innovative measures and techniques, rather than hard infrastructure, to reduce the risk of flooding.
- 3.8 Within Thurrock, the project is split into three parts, the upper catchments of both the Mardyke, and watercourse systems in Stanford le Hope which feed into Mucking Creek – using “Natural Flood Management” techniques to hold water flows upstream so that capacity further downstream is extended. Within the mid-catchment – working with the community to store rainwater for communal uses or delay its flow through the surface water system by exploring concepts such as rainwater harvesting for use in toilets. Within the lower catchment towards the River Thames, working with historic landfill sites to protect them from coastal erosion through a range of techniques to reduce water speeds and wave action. The project will also look to explore providing a visual warning system within communities to warn of flood risk and provide residents with an opportunity to prepare.
- 3.9 The value to Thurrock and the Council is approximately £3m. The Expression of Interest was submitted in late January 2021 and officers were informed of the successful outcome on 29 March 2021. Officers are now asked to finalise a full business case – funded by the project – with full award in spring/summer 2022, dependant on submission of the full business case. The projects are to be delivered across a six year time period, and completed by March 2027. The Environment Agency had received 79 Expressions of Interest bids with 25 awards available.
- 3.10 Officers have also been feeding into the development of the latest Flood Risk Management Plan. This is a statutory duty for all areas where there is a designated Flood Risk Area. Within Thurrock, there are two flood risk areas, one which sits wholly within the borough and another which forms part of a much larger South Essex Flood Risk Area. Authorities may produce their own Flood Risk Management Plan, however the Environment Agency has provided a facility to develop plans based on the wider water catchment area. For Thurrock, as per the previous Flood Risk Management Plan, this will be captured under the Thames catchment. These documents will be consulted upon in the summer and autumn of 2021.

4. Impact on corporate policies, priorities, performance and community impact

4.1 The action within the report will aim to have a positive impact on the local community, through a range of measures to help improve dissemination of information, and improved efficiencies through reporting.

5. Implications

5.1 Financial

Implications verified by: **Laura Last**
Senior Management Accountant

No additional costs are anticipated, however any additional costs that are incurred will be funded from the Transport Development revenue budget.

5.2 Legal

Implications verified by: **Tim Hallam**
Deputy Head of Legal and Deputy Monitoring Officer

Given the nature of this report there are no legal implications as such directly arising from it. By way of background information, engagement has already taken place with the Legal service regarding the development and implementation of the enforcement strategy. Some legal implications may be aligned to statutory duties and powers within legislation – specifically Flood and Water Management Act 2010, Land Drainage Act 1991, Highways Act 1980, Public Health Act 1936 and Civil Contingencies Act 2004 (para 2.1 and Appendix A).

5.3 Diversity and Equality

Implications verified by: **Roxanne Scanlon**
Community Engagement and Project Monitoring Officer

As some of the actions within this report relate to a display and distribution of information via the internet there may be negative implications relating to these actions. Particularly in relation to access to information within certain rural areas of Thurrock that we know have limited internet access or within specific groups of people with protected characteristics. A CEqIA will be undertaken as these actions progress to identify and try to negate any identified impacts. Early engagement has been initiated with the web team to

ensure this information is distributed in line with Council policy and accessibility regulations as defined by law.

5.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None

6. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- None

7. **Appendices to the report**

- Appendix 1 – Organisational Responsibilities

Report Author:

Navtej Tung

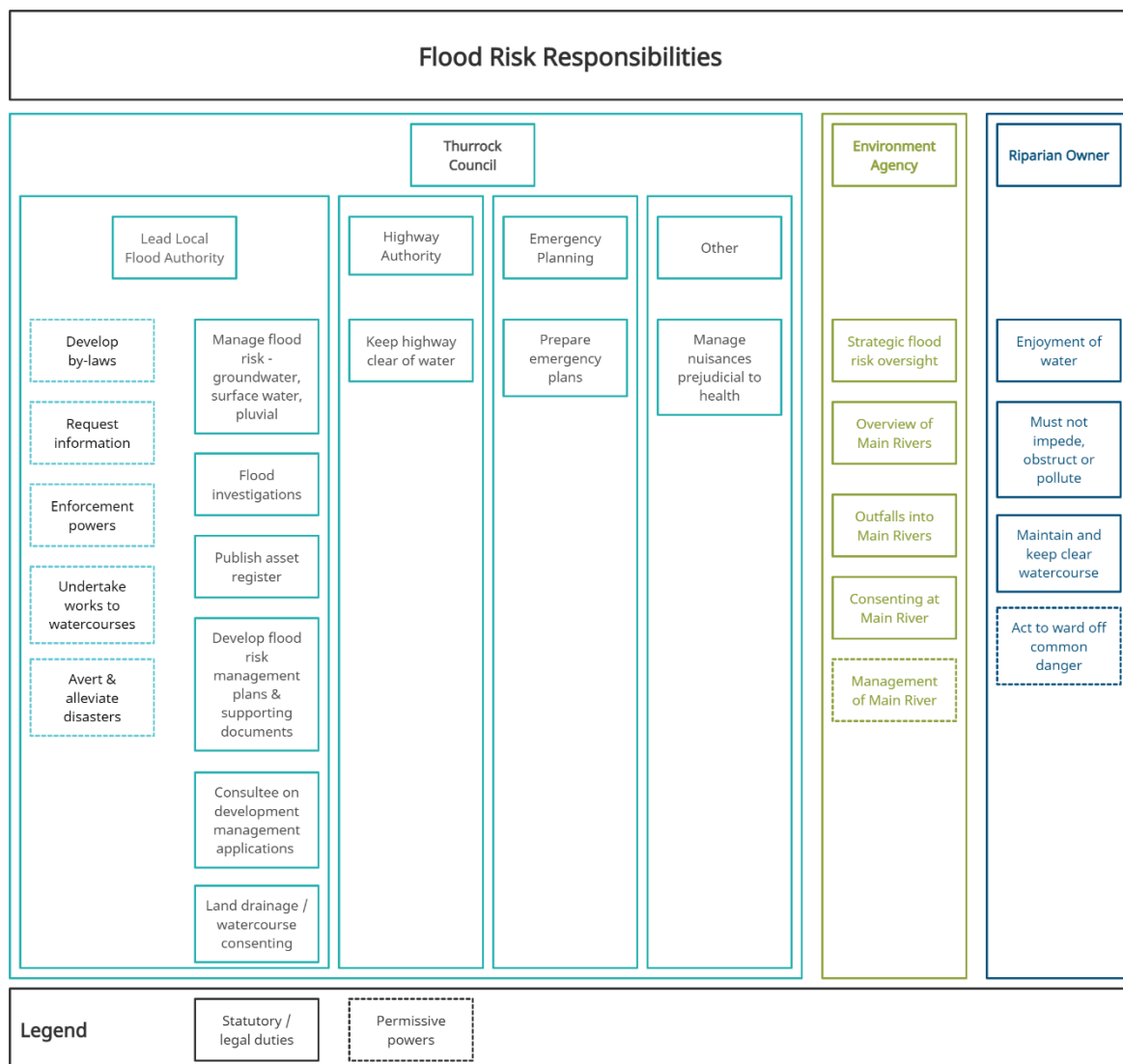
Strategic Transport Manager

Transport Development

Organisational Responsibilities

There are a number of parties who are identified as Risk Management Authorities (RMA) in respect to flood risk within legislation.

The most important of these are the Local Authority, the Environment Agency, the Highway Authority and the water and sewerage companies. Thurrock Council is the designated Risk Management Authority, the Lead Local Flood Authority (LLFA) and the Highway Authority. There are two water company as RMA's – Essex and Suffolk Water is the water provider, and Anglian Water as the sewerage provider. The following chart shows responsibilities of the main parties.



As a Risk Management Authority, Thurrock Council may:

- under permissive powers may undertake works to manage and improve watercourses that are not classified as “Main River” and carry out as necessary any drainage works which are required;

- to develop any by-laws to secure efficient working of the drainage system in the area;
- to manage nuisance watercourses and water bodies which are prejudicial to health; and
- at its own expense to avert and alleviate any emergency or disaster.

As a Unitary Authority, the Council is classified as the Lead Local Authority, where in addition to the above powers, it has a responsibility to:

- manage the risk of flooding from surface water, ground water, and pluvial flooding;
- to require and enforce land owners to undertake works for the maintaining of a watercourse;
- to enter any land to undertake land drainage duties;
- to make a request for information from any person to enable the Council to undertake its flood risk management functions;
- to consent any works undertaken by persons involving the obstruction of flow of a watercourse;
- to determine the criteria, and investigate any incident that meets these criteria involving a flood incident;
- to publish an asset register;
- to develop a flood risk management plan; and
- act as a statutory consultee on planning application in respect to Sustainable Urban Drainage Systems (SuDS).

As the Highway Authority, the Council should:

- ensure all roads, except trunk roads are free from flooding with provision for runoff and
- to drain and prevent water flowing onto the highway.

The Local Authority also has a duty under the Civil Contingencies Act 2004 to:

- Prepare emergency plans.

Ultimately, the Council has a duty to undertake actions to help minimise the risk of flooding and permissive powers to undertake actions, but does not have an obligation to resolve and rectify flooding incidents, or to clear watercourses. These responsibilities primarily sit with land owners and riparian owners to enable the drainage of their own land, and accepting and dealing with flows of water.

The Environment Agency is the body which is designated to have strategic oversight of flood risk management across England. The EA have powers for the management of watercourses classified as “Main River”, but like local authorities, these powers are permissive, and they are not obliged to maintain them. Again, this responsibility sits with riparian owners. Main Rivers are designated by DEFRA, but the EA are not obliged to maintain these. The EA has a responsibility for managing flood risk on main rivers, and to manage their outfall into larger estuaries such as the

Thames (Mucking Sluice, Mardyke Sluice, Worlds End pumping Station, Tilbury Gravity Outfall, etc).

Many responsibilities and rights fall to Riparian owners – those who live or are located next to a natural and in some case artificial watercourse. Under common law, their right is the enjoyment of the water, but they must not impede, obstruct nor pollute the movement of water in the same way it must not be obstructed and impeded for their enjoyment. They must maintain the bed and banks of the watercourse, keeping it free of debris which may be washed into the watercourse or impact on any structure. They must not cause a nuisance, nor wilfully obstruct a watercourse, without consent. Riparian owners are not required under common law to clear any watercourse obstructed through natural causes, but can be required to do so under the Land Drainage Act 1991 and Public Health Act 1936 by the local authority and the EA. A Riparian owner may however turn over water in an extraordinary circumstance without consequence, if the action is to ward off a common danger, and not purely to protect their own property.

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Work Programme

Committee: Planning, Transport, Regeneration Overview and Scrutiny Committee

Year: 2021/2022

Dates of Meetings: 6th July 2021, 5th October 2021, 7th December 2021 & 1st February

Topic	Lead Officer	Requested by Officer/Member
July 2021		
Parking Strategy with Annexes that cover Standards, Strategy and Enforcement	Leigh Nicholson	Officers
Flooding and future interventions	Leigh Nicholson	Officers
Approval of Naming & Numbering of Streets and Highway Assets Policy	Julie Nelder	Officers
Highways Street Lighting Central Management System	Julie Nelder	Officers
Grays South: Delivering the Pedestrian Underpass – Land Assembly	Brian Priestley	Officers
Grays South: Delivering the Pedestrian Underpass – Project Progress	Brian Priestley	Officers
Work Programme	Democratic Services	Standing item
October 2021		
Approach to the Local Plan	Leigh Nicholson	Officers
A13 Widening Project	Colin Blacks	Members
Stanford-le-Hope Interchange Report	Colin Blacks	Members
Review of Projects and Schemes	Colin Blacks	Members

Work Programme

Transport Strategy Update	Mat Kiely	Members
Procurement of Fuel Cards	Matt Trott	Officers
Work Programme	Democratic Services	Standing item
December 2021		
Approach to the Local Plan	Leigh Nicholson	Officers
Highways Term Maintenance and Street lighting Contract Procurement	Peter Wright	Officers
Work Programme	Democratic Services	Standing item
February 2022		
Integrated Transport Block Capital Programme 2021/22 - Highways Maintenance allocation and programme 2021/22	Mat Kiely and Peter Wright	Officers
Work Programme	Democratic Services	Standing item

Clerk: Kenna Healey

Last updated: 17 June 2021