1. EXECUTIVE SUMMARY

1.1. Parking on the Council's housing estates has gradually become more difficult for residents over the past year due to legislation introduced in late 2012. This has led to the Council being unable to deal with obstructive parking and to residents being unable to park easily on some estates. Officers in Transport & Highways are working jointly with officers in Housing to consider, where appropriate, in consultation with residents, the introduction of controlled parking schemes using traffic orders on the estates which use the same enforcement powers as the Council has on the public highway.

1.2. Using traffic orders would ensure that parking spaces on the estates are used correctly. If traffic orders are the Council’s preferred option, and no objections are received to the proposal, the first controlled parking schemes using traffic orders could be introduced on seven estates by November 2015. If any
objections are received these will need to be considered by the Council before it makes a decision on whether to introduce traffic orders.

2. **RECOMMENDATIONS**

2.1. To approve the programme to consult residents on parking controls on their estates as outlined in Appendix 1 of this report.

2.2. To approve the draft consultation material attached as Appendix 2, Appendix 3 and Appendix 4 and to note that the text of the consultation material may, where appropriate, be varied by officers to aid the understanding of the proposal by residents.

2.3. To approve the cost of the informal consultation for the first seven estates (William Church Estate, Lancaster Court, Edward Woods Estate, Sullivan Court, Clem Attlee, Fulham Court and Barclay Close) of £45,000 to be financed from the Housing Revenue Account.

2.4. To note that a further report will be brought to Cabinet on the results of the informal consultation for the first seven estates.

2.5. To note that if all seven estates proceeded to having a traffic order, it is estimated that further expenditure of £332,000 would be incurred.

2.6. To note that if traffic orders are introduced on housing estates, residents on housing estates would need to purchase a permit which would be priced at the same price as the surrounding Controlled Parking Zone (CPZ), currently £119 a year. This will mean that residents who currently pay for their own individual bay will pay less than their current payment of £141.50 a year but other residents who currently have a free parking permit to park in any unreserved bay will pay for a permit for the first time.

3. **REASONS FOR DECISION**

3.1. The Protection of Freedoms Act 2012 (POFA), which came into force in October 2012, removed the Council’s ability to effectively enforce parking restrictions on housing estates as it banned removal and clamping of vehicles on private land, unless the parking restrictions are governed by traffic orders.

3.2. Since October 2012 parking problems have multiplied on LBHF’s housing estates. Pedestrian and vehicle movements have become increasingly difficult. There are numerous complaints from residents, visitors, Councillors and the emergency services about inconsiderate and obstructive parking and the inability of residents to park in a space which they have paid for because it is being used by a vehicle which is not authorised to be there.
3.3. Some disabled residents have found that obstructive parking means that they cannot use the pavements and are sometimes unable to get out of their own property. We have a duty under the Equality Act to ensure disabled residents are not disadvantaged by Council policies.

3.4. Subject to the outcome of the informal and statutory consultation, introducing parking controls using traffic orders through the Road Traffic Regulation Act 1984 would mean that housing estates would operate in the same way as the 28 on-street controlled parking zones in the borough and the White City Estate off-street car park in White City. The traffic orders define all aspects of the parking scheme including; where people are allowed to park, what times the controls operate and who is allowed to park. There is also an independent adjudication process for dealing with appeals against parking penalties.

4. **INTRODUCTION AND BACKGROUND**

4.1. Parking on our housing estates has historically been enforced by private contractors who removed unauthorised parked vehicles. The Protection of Freedoms Act 2012 took away this power. Private land owners are now expected to only issue parking tickets to drivers and to recover the amount of any unpaid ticket as a contractual debt. This does not have the same deterrent effect as the risk of being clamped or removed. In recent months Government and DVLA have recommended that traffic orders are the correct way of enforcing parking controls on Council land.

4.2. LBHF ceased parking enforcement on their housing estates in October 2012. As a result, there has been a gradual increase in unauthorised, dangerous and obstructive parking in many of our estates. Motorists have realised that the estate roads, pavements and indeed any other area where they can park their vehicle on estate land are effectively free car parks.

4.3. Parking permit holders on the housing estates are finding that parking spaces are occupied by unauthorised vehicles and the Council is limited as to the action it can take. In addition residents, who are authorised to park on their estate, often find they cannot do so because of unauthorised parking.

4.4. In advance of an agreed way forward, we have been replacing and installing bollards where the only issue is that an unauthorised user is occupying a paid for space, however bollards in themselves are not a long term solution as the Council is currently unable to remove any vehicles which may be blocking access to the space, i.e. parking in front of the raised bollard. Installing lockable bollards on request is also costly and unsustainable.

4.5. Parking controls on the public highway are regulated by the Road Traffic Regulation Act 1984 (RTRA). The parking restrictions are defined in a traffic order which explains things like; the hours of control, who is allowed to park,
and where are the parking spaces. Traffic orders are subject to a statutory consultation with interested and affected parties.

4.6. The advantage of managing parking on the estates using the Road Traffic Regulation Act 1984 is that:-

- The signing and road markings will be recognised as it will follow national guidance
- Penalty Charge Notices (PCNs) will follow a statutory process including the recovery of unpaid parking tickets
- Challenges to parking tickets can go to an independent adjudicator (PATAS)

4.7. We will consult residents of the estates on the proposed changes before implementing the chosen form of enforcement to ensure so that all options for enforcement remain available to residents. This will enable us to take into account suggestions from residents before introducing the agreed choice of enforcement.

4.8. The Council already has one housing estate, the White City Estate, and some roads within the West Kensington estate, operating under a traffic order. The set of rules largely mirrors those found on-street and these were agreed after an extensive period of consultation.

5. PROPOSALS AND ISSUES

5.1. The effective use of a traffic order to control parking on our Housing estates will only be successful if, as on the White City Estate, the signage and road markings advising motorists of the restrictions, are of an equivalent standard to those found on-street. There must also be good administrative systems in place to control permit issue and visitor parking. This approach cannot work if our Civil Enforcement Officers (CEOs) cannot easily identify which vehicles are lawfully parked.

5.2. Therefore, sufficient time should be allowed before implementing such a scheme. We estimate that the earliest date we could start to implement a parking scheme using a traffic order on our housing estates would be November 2015.

5.3. Council officers have put together a programme which proposes a comprehensive and effective consultation starting with the worst affected estate residents. The seven estates to be consulted are William Church Estate, Lancaster Court, Edward Woods Estate, Sullivan Court, Clem Attlee, Fulham Court and Barclay Close. There are currently 857 parking spaces on these seven estates and 56 residents of these estates hold a parking permit for the surrounding Controlled Parking Zone.
5.4. A further report will be brought to Cabinet on the results of the consultation on these seven estates.

5.5. Appendix 1 provides a programme for consultation with estates. The estates have been prioritised according to the amount of unauthorised parking, the number of complaints received from residents, the number of parking spaces available, whether it is close to major amenities, e.g. tube station and shopping centres, whether it looks like a public road and how much repair work is needed to bring the roads up to a standard which could be re-marked.

5.6. If traffic orders are introduced on housing estates, residents would need to purchase a permit, whose price would have to cover the costs of administration and enforcement, and reflect the Council’s traffic management duties and the need to treat all residents equitably. The current price of permits in all the Council’s Controlled Parking Zones (CPZs), and the White City Estate off-street car park is £119 a year. This would mean that the 225 residents, across the seven estates, who pay for their own individual bay would pay less than their current payment of £141.50 a year but other residents who currently have a free parking permit to park in any unreserved bay will pay for a permit for the first time (although it should be noted that residents with free permits had no guarantee of a space, which would be the same situation as with a traffic order). In contrast, the residents who pay £141.50 a year for a reserved space could use that space for either their own vehicles or their visitor’s vehicle. Under a traffic order these residents would pay less for their permit but it would no longer be reserved, thereby making better use of the available spaces. All households, including those without cars, will be eligible for a Smart Visitor Permit, under a traffic order. The number of residents who hold a free housing estate permit is not known. All housing residents who do not live on an estate are currently subject to the £119 charge for permits on the street where they live.

5.7. It must be stressed that enforcement under traffic orders will not be possible unless those orders articulate a simple set of rules. There must also be road markings and signage of the same standard as that found on-street to convey these rules to motorists. This will mean that the proposed parking schemes are likely to be different to the previous parking arrangements on many housing estates.

5.8. The cost of informal consultation with the seven estates is estimated to be £45,000. This includes officer time in running the consultation and analysing the results and the cost of printing and delivering consultation material to every household. The costs will be closely monitored and reported upon via the Council's monthly monitoring regime.
5.9. The cost of implementing traffic orders on the seven estates is estimated to be in the order of £332,000

5.10. It should be noted that these estimates are indicative at this stage as the actual cost will be dependent on the outcome of the consultation and the actual measures put in place. An estimate of cost of enforcing traffic orders on the housing estates which wish to have enforcement will be presented in the report to Cabinet which details the outcome of the informal consultation.

6. CONSULTATION

6.1. The consultation will present choices for managing parking and enforcement in each of our housing estates. For example, residents will be able to choose their preferred type of parking enforcement, their preferred hours of control and how they would like visitors to be catered for. However, there are some elements of the traffic order which we will not be seeking views on, for example the cost of permit and whether designated bays which reserve spaces for non-disabled individuals should be introduced. This is because the cost of the permit is standard across all the Council's controlled parking zones and does not vary from zone to zone. Similarly, bays are only reserved for groups of users, e.g. car clubs, in our controlled parking zones and not individuals (unless that individual is disabled in which case an exception is made). The consultation material is provided in Appendix 2, Appendix 3 and Appendix 4. It should be noted that the text may be subject to small changes to make it more readable.

6.2. Traffic orders require a minimum three week statutory consultation period; however when introducing parking controls in an area that previously had no controls, more consultation and engagement with residents is recommended as residents will need to understand the implications of controls. There are lots of rules and terms and conditions which accompany traffic orders which will not currently be in place. Some residents may consider the proposed controls to be too inflexible for them or their visitors. If objections are received during the statutory consultation, these must be considered by the Council before any traffic orders can be made.

6.3. It is not good practice to carry out significant consultations during the summer holidays when many residents may be away and so may not see the consultation. This will affect the timing for our consultation.

6.4. The possible programme for introducing parking controls through traffic orders for the seven housing estates (William Church Estate, Lancaster Court, Edward Woods Estate, Sullivan Court, Clem Attlee and Fulham Court) is summarised in Appendix 1.

7. EQUALITY IMPlications
7.1. Proposals for parking controls will undergo consultation. Should adverse impacts be identified, officers will consider mitigating actions and if these are not possible, the overall benefits of any proposal must be considered before members make a final decision including the need to give due regard to the needs identified in the public sector equality duty in s149 of the Equality Act 2010. Disabled Blue Badge holders will particularly benefit from the enforcement of parking controls, as they have greater difficulty in getting between their homes and alternative parking spaces.

7.2. A completed Equality Impact Assessment is attached in Appendix 5.

8. LEGAL IMPLICATIONS

8.1. The Council will need to comply with and follow the statutory procedure set out in the Road Traffic Regulation Act 1984 and secondary legislation when establishing a traffic order for both on-street and off-street car parking on housing estate land.

8.2. By virtue of section 122 of the 1984 Act, the Council must exercise its powers under the 1984 Act so as to secure the expeditious, convenient and safe movement of vehicular and other traffic including pedestrians and the provision of suitable and adequate parking facilities on and off the highway.

8.3. Where consultation is to be carried out, this must follow public law principles in that it must be carried out at a formative stage of the decision making process, last for a reasonable period, provide sufficient information for consultees to make an informed representation and all representations must be taken into account before any decision is made.

8.4. Traffic regulation orders for on-street and off-street parking will continue to have effect on the housing estates irrespective of any change of ownership of the housing estates.

8.5. An on-street traffic regulation order can be created on housing land irrespective of who owns the land. The Council will continue to be responsible for enforcement of parking contraventions for on-street parking following a change of ownership of the estate land.

8.6. Under Section 32 of the Road Traffic and Regulation Act the Council can provide off-street parking spaces on its own land. The Council could make an arrangement with any subsequent owners of the housing land to continue to provide the existing off-street parking places following the sale of the estate land. It is considered that the proposed consultation will also satisfy the Council’s obligation under section 105 of the Housing Act to consult with secure tenants who are likely to be substantially affected by a matter of housing management.
8.7. Implications completed by Adesuwa Omorogie, Solicitor (Planning Highways and Licensing) Telephone 020 8753 2297 and Janette Mullins Principal Solicitor (Housing and Litigation) Telephone 020 8753 2744.

9. **FINANCIAL AND RESOURCES IMPLICATIONS**

9.1. The costs of consultation are estimated at £45,000 and will be met from the Housing Revenue Account in 2015/16. These costs will be closely monitored and any potential overspend will be reported via the Council’s revenue monitoring regime.

9.2. In the event that a Traffic Order emerges as the preferred option following consultations, it is estimated that further costs of £332,000 are likely to be incurred for this first phase of estates. Of these costs, up to £200,000 will be capital in nature.

9.3. It should be noted that the Housing Revenue Account financial plan and budget currently includes no provision for such costs, save for the £45,000 for the initial consultation which can be met from within existing budgets. The resulting income stream from the issue of parking permits will contribute to these costs but is unlikely to fully cover them, which will ultimately impact on the Housing Revenue Account Capital Financing requirement, the measure of the Housing Revenue Account debt cap. Therefore good control of costs is essential. The extent to which this can be achieved will be dependent on the number of operational parking spaces provided and the on-going costs of managing the resulting parking service.

9.4. It should further be noted that any income from issuing penalty charge notices and expenditure relating to parking enforcement will accrue to the General Fund.

9.5. Any consultation needs to be cognisant of the potential financial implications of any change to parking arrangements on the Council’s housing estates. These will include but not be limited to consideration of:

- The funding implications particularly with regard to the Housing Revenue Account business plan
- The nature of costs (capital and revenue)
- The additional costs of monitoring and managing parking arrangements
- The costs of maintaining parking infrastructure
- The pricing of charges for parking permits on housing estates and timing of phased income streams
- Accounting rules governing the treatment of income and expenditure from the issue of permits and other parking related income; including the relevance of:
9.6. A further report will be presented to Cabinet following completion of the informal consultation. This will include full consideration of the financial implications of the proposed options arising from the consultation.

9.7. Implications completed by Danny Rochford Head of Finance (Housing and Regeneration) Telephone 020 8753 4023

10. IMPLICATIONS FOR BUSINESS

10.1. There are no implications for business arising from this report.

11. RISK MANAGEMENT

11.1 The project is to be managed within the TTS programme and risks identified and communicated to the Economic Regeneration, Housing and the Arts Policy and Accountability Committee, and the Community Safety, Environment and Residents Services Policy and Accountability Committee, and Cabinet Members for Transport and Housing. The Housing Department has requested that the issue is recorded as a corporate risk on the Council’s risk register. Parking problems associated with the housing estates is an operational risk. Traffic flow risk is apparent and it is noted in the proposal that pedestrian and vehicle movements have become increasingly difficult, emergency services have also expressed concerns about inconsiderate and obstructive parking and the inability of residents to park in a space which they have paid.

11.1. Risk Management Implications verified by Michael Sloniowski, Shared Services Risk Manager Telephone 020 8753 2587

12. PROCUREMENT AND IT STRATEGY IMPLICATIONS

12.1. At this stage there are no specific procurement related issues identified in the report. The printing and distribution of survey forms will be undertaken through Hammerprint (who manage an approved list of a number of small
local print firms). Other costs include postage on returned questionnaires and for analytical work associated.

12.2. Implications verified by Alan Parry, Principal Procurement Consultant. Telephone 020 8753 2581

LOCAL GOVERNMENT ACT 2000
LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT

<table>
<thead>
<tr>
<th>No.</th>
<th>Description of Background Papers</th>
<th>Name/Ext of holder of file/copy</th>
<th>Department/Location</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>None</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

LIST OF APPENDICES:

Appendix 1 – Programme of consultation with estates
Appendix 2 – Covering letter to accompany consultation material
Appendix 3 – Consultation booklet
Appendix 4 – Consultation questions
Appendix 5 – Equality Impact Assessment
**APPENDIX 1**

**PROGRAMME OF CONSULTATION WITH ESTATES**

**Estates:**
- William Church Estate
- Lancaster Court
- Edward Woods Estate
- Sullivan Court
- Clem Attlee
- Fulham Court
- Barclay Close

<table>
<thead>
<tr>
<th>Activity</th>
<th>Timescale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultation exercise with residents (including drop-in sessions where proposals can be explained and discussed)</td>
<td>May to June 2015</td>
</tr>
<tr>
<td>Analyse results of consultation</td>
<td>June 2015</td>
</tr>
<tr>
<td>Cabinet approval of proposals to be included in the statutory consultation</td>
<td>July 2015</td>
</tr>
<tr>
<td>Statutory consultation on traffic orders</td>
<td>September 2015</td>
</tr>
<tr>
<td>If no objections have been received, traffic orders made and residents are advised to apply for residents' and visitor permits</td>
<td>October 2015</td>
</tr>
<tr>
<td>Install parking signs, apply line markings and any necessary surfacing repairs. This can take up to six weeks particularly if the contractors are unable to gain access due to parked cars</td>
<td>October to November 2015</td>
</tr>
<tr>
<td>Possible start date for parking controls under traffic orders</td>
<td>November 2015</td>
</tr>
</tbody>
</table>
APPENDIX 2

COVERING LETTER TO ACCOMPANY CONSULTATION MATERIAL

Dear Resident

Parking on the [name of estate]

This document is important – please read it carefully, fill in the attached questionnaire and send it back to us to tell us your views on parking on your estate. Even if you do not have a car we still want to hear from you as your visitors who drive will be affected and inconsiderate or obstructive parking may hinder your movement around the estate and make it harder for emergency vehicles to gain access.

In 2012, the Government introduced a law that stopped us clamping or towing vehicles parked Improperly on housing estates. As a result, parking problems have increased on your estates and there have been many complaints from residents, visitors and the emergency services about inconsiderate and obstructive parking. We have also had complaints from residents not being able to park in their allocated spaces because unauthorised vehicles were parked there.

The only way now that the Council can enforce any form of parking controls on your estate is by making a legal Traffic order that sets out the rules of the parking scheme and the penalties for breaking them. In effect, we would have to control parking areas on the estate in the same way as we do in the surrounding public roads. This would mean changes to the current parking arrangements.

There are [x] properties and a total of [x] parking bays on your estate. [x] of these properties have the “permit-free” planning condition attached.

A plan for your estate which shows the location of parking bays can be found at www.lbhf.gov.uk/housingplans and has been displayed on the block noticeboards.

Please read the enclosed consultation booklet carefully and then fill in the attached questionnaire. Only one questionnaire should be returned for each household. If not all members of your household agree, then please explain any differences of opinion in the comments box.

Your opinion about this issue is important, and we thank you for taking the time to respond to this consultation. The Council will feedback the results of the consultation when all responses have been analysed and a decision has been made.
Please return your questionnaire by 14 June 2015

Yours faithfully

[xxx]

APPENDIX 3
CONSULTATION BOOKLET

Please read this before filling in the questionnaire – it explains how new parking controls could affect you

Controlled Parking Zones (CPZ) and Traffic orders

A controlled parking zone (CPZ) is an area where authorised drivers can only park in designated parking bays, and the remainder of the kerbside space has yellow line restrictions. Legal Traffic orders set out the rules of the parking scheme including; who is allowed to park, where they can park and what times the controls operate. In a CPZ we can issue parking tickets to unauthorised drivers or those parked improperly, and there is an independent adjudication service for resolving cases where drivers believe that a ticket has been issued unfairly.

If a Traffic order was introduced on your estate, we would enforce it using uniformed Civil Enforcement Officers (CEOS), also known as traffic wardens or parking attendants, in the same way as parking restrictions are enforced in the rest of the borough and on White City estate. Controlled Parking Zones which are not on the public highway, and which do not meet the legal definition of a “road” are known as Off-Street Car Parks

We would need to introduce a permit system to show who has authority to park on your estate. This would mean that residents would have to buy and display permits on their vehicles. Blue Badge holders and motorcyclists can park for free. Your visitors would have to pay to park using a Smart Visitor permit or by a pay-by-phone method.

General terms and conditions of parking in a controlled zone

There are some general rules that apply to all CPZs in the borough. If we made a Traffic order to control parking on your estate the following conditions would apply to you too:

- To qualify for a permit you would need to prove that:
  - the vehicle is registered or leased to you at the estate or is a company car for your use
  - you have a full driving licence
You live on the estate
- Each resident who drives a vehicle can apply for a parking permit and there is usually no limit to the number who can apply from each household. Any resident with more than one vehicle registered in their name can apply for a second permit but this will cost more. No individual resident can have more than two permits.
- You would not be eligible for a permit if any of the following apply:
  - You have three or more unpaid Penalty Charge Notices
  - You own a property in Hammersmith & Fulham but spend the majority of your time at a different address or sublet the property
  - You have a valid permit for the vehicle you are applying for in any other local authority
  - You have a foreign registered vehicle which has been in the UK for more than six months.
  - Your vehicle carries more than 12 passengers, or is more than 2.28 metres (7 feet 6 inches) in height, and you may not attach a trailer to your vehicle
- If you need to suspend a parking bay, for example, because you are moving house, you would arrange this formally by contacting the council in advance. Bays would only be suspended for a limited number of reasons and not as a means of reserving space for visitors
- You would not be allowed to run a business from a parking space
- Outside of the controlled hours anyone would be allowed to park in any bay without displaying a residents’ permit, smart visitor permit or paying for parking

[Properties which have been classed as “permit-free” under a planning condition would not be eligible for a permit, unless that planning condition was removed by the Council. In general, properties will only be classed as “permit-free” if they were built or converted less than 20 years ago.]

Cost of a residents’ permit
There is a charge for parking permits in all controlled zones in the borough that covers all the costs of parking enforcement.

Permits are available for either 6 or 12 month periods. Second permits, for the same resident, cost significantly more than the first permit and permits for green vehicles, i.e. vehicles which produce less than 100g/ km of CO2, cost significantly less. The table shows the current permit charges

<table>
<thead>
<tr>
<th></th>
<th>6 months</th>
<th>12 months</th>
</tr>
</thead>
<tbody>
<tr>
<td>First permit</td>
<td>£71</td>
<td>£119</td>
</tr>
<tr>
<td>Second permit</td>
<td>£260</td>
<td>£497</td>
</tr>
<tr>
<td>Greener vehicle permit</td>
<td>n/a</td>
<td>£60</td>
</tr>
</tbody>
</table>

Smart Visitor Permits
The Smart Visitor Permit is a convenient way of paying for your visitors’ parking. It is like an Oyster card that you can top up then give to your visitors to use as and when needed. It is only valid in your parking zone but it is cheaper than the pay and display tariff and allows your visitors to park at a reduced charge during the hours your scheme operates, for as long as they like.

Every household is eligible for one smart visitor permit, regardless of whether they own a car or have a parking permit. The permit has to be displayed in the visitor’s car so it can only be used by one visitor at a time. Smart visitor permits cost £1.80 per hour and disabled residents get a 50 per cent discount for the first 240 hours.

Things to consider when answering your questionnaire

Question 1 - Options

Option 1: The estate becomes its own new CPZ or an Off Street Car Park

If your estate became its own zone or an ‘Off Street Car Park’ (there are different regulations governing different types of road layout) it would mean that residents of the estate would not be able to park in the neighbouring CPZ without purchasing a permit for the CPZ as well as for the estate car park, and only estate residents and their visitors would be able to park on the estate. There would be no reserved parking spaces.

The estate zone could operate at different times from the surrounding CPZ but if controls on the estate were very different from those in surrounding roads there could be problems with displaced vehicles, e.g. if the estate controls start later or end earlier than the adjacent CPZ there may be more overnight parking.

Option 2: Your estate is incorporated into the surrounding CPZ

Incorporating your estate into the surrounding CPZ would mean all residents in the CPZ could park in your estate and you could park in the wider CPZ with the same permit. There would be no reserved parking spaces.

Priority resident hours, i.e. hours when only residents and their visitors with SVPs can park (no Pay and Display parking is allowed during these hours) is between [xxx] and [xxx].

If this option were chosen, the Council would need to consult residents in the existing CPZ to see if they agree to your estate being included as part of the Zone during the statutory consultation. If they do not agree then your estate would become its own zone as an Off Street Car Park.

Option 3: No traffic order

If you decide you do not want obstructive parking managed here, the council will not make a Traffic order for your estate, and it cannot enforce parking controls. This would mean that we could not prevent anyone from parking on the estate. On some estates, you may currently have your own parking space but the Council will not be able to enforce against any vehicle parked improperly or blocking access to your space.

Question 2: Who should be allowed to park on your estate?

Residents only – this would mean that your visitors would have to park in nearby streets

Residents and their visitors only – this would be operated using resident permits and Smart Visitor Permits. You would only be able to receive one visitor at a time using the smart visitor permit during the hours of control

Residents and any driver paying to park – this would be operated using resident permits, Smart Visitor Permits and Pay-by-Phone parking. Anyone would be able to pay to park on the estate.

Question 3: How long should drivers not visiting a resident be allowed to park?
Limiting the number of hours visitors can stay will prevent commuter parking. However, any residents’ visitor who was not using a smart visitor permit would also be limited to these maximum stays.

Tell us what you think
Please fill and return the enclosed questionnaire. One questionnaire should be returned per household. If not all members of your household agree, then please explain any difference of opinion in the comments box.

Alternatively, you may fill in the questionnaire online at www.lbhf.gov.uk/housingplans
If you have any questions regarding this consultation, please email housingconsult@lbhf.gov.uk, quoting your estate in the subject or ring 020 8753 8783.

Please return your questionnaire using the envelope provided by 14 June 2015

What happens next?
We will report the results of this consultation to the Hammersmith & Fulham’s Council Cabinet meeting recommending a proposed course of action for your estate. If the Cabinet decide that parking should be controlled using traffic orders, we will need to carry out a statutory consultation in September. The statutory consultation will only provide one option, which residents can either accept or reject. Any objections to the proposed controls in the statutory consultation will need to be considered by the Council.

The Council will feedback the results of the consultation when a decision has been made.

APPENDIX 4

CONSULTATION QUESTIONS

1. There are three options for controlling parking on your estate. Which would you prefer?

Option 1: The Council makes a Traffic order to create a Controlled Parking Zone or Off Street Car Park just for the estate with its own times of operation
   If you chose this option please answer question 7

Option 2: The Council makes a Traffic order to include your estate into the surrounding Controlled Parking Zone

Option 3: The Council does not make a Traffic order and does not control parking on your estate

2. If you have chosen Option 1, what times would you like parking controls to operate?
   Do not answer this question if you have chosen options 2 or 3

   Same hours as the surrounding CPZ
   Monday to Friday 9am – 5pm
Monday to Friday 8am – 8pm
Monday to Saturday 9am – 5pm
Monday to Saturday 8am – 8pm
24 hours a day/ 7 Days a week
Other – please specify ________________________

3 Who do you think should be able to park on your estate?

Residents only
Residents and their visitors using a Smart Visitor permit
Residents and any driver paying to park

4 How long should drivers not visiting a resident be allowed to park?
   2 hours
   4 hours
   8 hours
   As long as they want
   Not at all

About You

5 How many vehicles are there in your household?
   Car please specify
   Van please specify
   Motorbike please specify

6 How many LBHF CPZ Zone [x] permits are there in your household?
   0 1 2 3 more than 3

7 Does anyone in your household have a valid disabled persons blue badge?
   Yes/No

8 Are you able to meet all the terms and conditions that apply to a controlled parking zone as shown in section x?
   Yes/No
If no, which ones would cause a problem for you and why?

9 Your details:
   Name
   Address
   Postcode
Email Address

Comments
### Overall Information

**Details of Full Equality Impact Analysis**

<table>
<thead>
<tr>
<th>Financial Year and Quarter</th>
<th>2015/16 Q1</th>
</tr>
</thead>
</table>
| Name and details of policy, strategy, function, project, activity, or programme | PARKING ON HOUSING ESTATES  
To consult on parking controls in housing estates |
| Lead Officer | Name: Chris Bainbridge  
Position: Head of Transport Policy and Network Management  
Email: chris.bainbridge@lbhf.gov.uk  
Telephone No: 020 7361 2094 |
| Date of completion of final EIA | 05/05/15 |

### Section 02 Scoping of Full EIA

**Plan for completion**  
Timing: Ongoing – first phase by November 2015

**Analyse the impact of the policy, strategy, function, project, activity, or programme**

**Change to parking controls**

<table>
<thead>
<tr>
<th>Protected characteristic</th>
<th>Analysis</th>
<th>Impact:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age</td>
<td>Older people are more likely to not be able to understand the impact that parking controls may have on them. This can be</td>
<td>Negative</td>
</tr>
</tbody>
</table>
mitigated by offering assistance to people who experience such difficulty, e.g. a help line.

Older people may have more difficulty walking longer distances than others, and are therefore disadvantaged by the present local of enforcement of parking regulations. The proposals are likely to improve this situation

| Disability | People with learning difficulties are more likely to not be able to understand the impact that parking controls may have on them. This can be mitigated by offering assistance to people who experience such difficulties, e.g. a help line.
|            | People with mobility problems may be eligible for a personalised disabled persons’ bay which would guarantee them a parking space close to where they live. They would particularly benefit from the effective enforcement of parking controls which would ensure that their space was not occupied by unauthorised users. | Negative | Positive |

| Gender reassignment | N/A | Neutral |
| Marriage & Civil Partnership | N/A | Neutral |
| Pregnancy & maternity | N/A | Neutral |
| Race | N/A | Neutral |
| Religion/belief | N/A | Neutral |
| Sex | N/A | Neutral |
| Sexual Orientation | N/A | Neutral |
### Section 03: Analysis of relevant data

Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.

<table>
<thead>
<tr>
<th>Document &amp; data reviewed</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>New research</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### Section 04: Consultation

Our consultations are open and accessible online and by post, and can be made available in different languages and Braille when requested.

| Analysis of consultation outcomes | N/A |

### Section 05: Analysis of impact and outcomes

Following any parking consultation the results are analysed and presented to the Cabinet Member for a decision.

### Section 06: Reducing any adverse impacts and recommendations

Outcome of Analysis

| N/A |

### Section 07: Action Plan
<table>
<thead>
<tr>
<th>Section 08</th>
<th>Agreement, publication and monitoring</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Officers’ sign-off</td>
<td>Name: Mahmood Siddiqi</td>
</tr>
<tr>
<td></td>
<td>Position: Director for Transport and Highways</td>
</tr>
<tr>
<td></td>
<td>Email: <a href="mailto:Mahmood.Siddiqi@lbhf.gov.uk">Mahmood.Siddiqi@lbhf.gov.uk</a></td>
</tr>
<tr>
<td></td>
<td>Telephone No: 020 8753 3019</td>
</tr>
<tr>
<td>Key Decision Report (if relevant)</td>
<td>Date of report to Cabinet/Cabinet Member: 27/04/2015</td>
</tr>
<tr>
<td></td>
<td>Key equalities issues have been included: Yes</td>
</tr>
</tbody>
</table>