



## Democratic Services

**Location:** Phase II  
**Ext:** 7655  
**DDI:** 01895 277655  
**CMD No:** 560

**To: COUNCILLOR JONATHAN BIANCO  
CABINET MEMBER FOR PROPERTY, HIGHWAYS  
AND TRANSPORT**

**COUNCILLOR MARTIN GODDARD  
CABINET MEMBER FOR FINANCE**

c.c. All Councillors  
c.c. All Members of the Property, Highways and  
Transport Select Committee  
c.c. Steven Austin, Place Directorate  
c.c. Perry Scott, Corporate Director of Place

**Date:** 1 August 2022

## Non-Key Decision request

## Form D

### CAPITAL RELEASE REPORT (JULY 2022)

**DEPARTMENT:** Residents Services

**SERVICE AREA / PROGRAMME:** Transport & Projects - Parking  
Management Schemes Programme 2022/23

**RELEASE NO:** 1

Dear Cabinet Member

Attached is a report requesting that a decision be made by you as an individual Cabinet Member. Democratic Services confirm that this is not a key decision, as such, the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 notice period does not apply.

You should take a decision **on or after Tuesday 9 August 2022** in order to meet Constitutional requirements about publication of decisions that are to be made. You may wish to discuss the report with the Corporate Director before it is made. Please indicate your decision on the duplicate memo supplied, and return it to me when you have made your decision. I will then arrange for the formal notice of decision to be published.

Anisha Teji  
Democratic Services Officer

**Title of Report:** Transport & Projects – Parking Management Schemes Programme 2022/23

**Decision made:**

**Reasons for your decision:** (e.g. as stated in report)

**Alternatives considered and rejected:** (e.g. as stated in report)

Signed .....Date.....

*Cabinet Member for Property, Highways and Transport/Cabinet Member for Finance*

# CAPITAL RELEASE REPORT (JULY 2022)

DEPARTMENT: Residents Services

SERVICE AREA / PROGRAMME: Transport & Projects – Parking Management Schemes Programme 2022/23

RELEASE NO: 1

<b>Cabinet Members</b>	Councillor Martin Goddard Councillor Johnathan Bianco
<b>Cabinet Portfolio</b>	Cabinet Member for Finance Cabinet Member for Property, Highways and Transport
<b>Officer Contact</b>	Steven Austin – Place Directorate
<b>Papers with report</b>	Appendix A - Capital release request for approval

## HEADLINE INFORMATION

<b>Purpose of report</b>	To seek approval for the release of capital funds.
<b>Putting our residents First</b>	This reports the Council's objectives of Our People; Our Built Environment and Strong Financial Management
<b>Financial Cost</b>	This report seeks the release of £120k from the Parking Management Scheme Programme 2022/23 capital budget. All schemes have been approved by the Cabinet Member for Property, Highways and Transport.
<b>Relevant Select Committee</b>	Property, Highways and Transport Select Committee
<b>Ward(s) affected</b>	All

## RECOMMENDATION

**That the Cabinet Member for Finance and the Cabinet Member for Property, Highways and Transport agree to the following capital release request of £120k from the Parking Management Scheme Programme 2022/23 for the implementation of Parking Management Schemes at various locations throughout the borough.**

### Reasons for recommendation

This is to enable the release of capital resources in order to progress the project and capital programme that was agreed by the Council and are included within the Council's 2022/2023 Capital Programme Budget.

### Alternative options considered

If the release of Capital Funds is not approved, these schemes cannot be delivered.

## Select Committee Comments

None at this stage.

## Supporting Information

### 1. Parking Management Schemes.

The predecessor of the Cabinet Member for Property, Highways and Transport heard 27 petitions in the period April 2021 to April 2022, each of them supported by complex officer reports which for the most part were wholly written by the Transport & Projects Team. In addition a further 28 petitions were submitted by residents and some of these have been dealt through 'Intelligent Intervention' and some others are currently being programmed for consideration at future hearings.

Of the 55 petitions received, 21 contained requests for managed parking, whether that is in the form of waiting restrictions (yellow lines), Parking Management Scheme (Residents Parking Permits) or 'Stop and Shop' Parking Schemes – in other words around 40%.

The Covid-19 Pandemic impacted the ability of officers and the Council in general to progress Parking Management Schemes; consultations involve the creation of and distribution of paper documents to residents (it is not tenable to simply move to an on-line system and comply with the present legal framework; officers do however ensure that public notices and plans are made available on the Council's website, but this is an 'over-and-above' action not required by law).

In recent years, at the Council's initiative, it has been possible for the Council to draw upon relevant funding from Transport for London (TfL). However, TfL's financial position was subsequently severely impacted by the decline in public transport use due to the Covid-19 pandemic and this resulted in TfL making a series of short-term funding allocations in place of the usual annual Local Implementation Plan allocation, in which, despite lobbying by the Council, allocations for Parking Management Schemes were excluded.

Due to TfL's financial challenges highlighted above, £120k for Parking Management Schemes for the next five years has in response been included within the MTFF Capital Programme funded from Council Resources, which was agreed at Cabinet and Council in February 2022. This was supported by Members on the basis that the proper management of parking on the public highway, especially in residential roads, remains a significant priority for affected residents and their ward councillors alike.

The Parking Management Schemes which have Cabinet Member approval to implement and are currently subject to this Capital Release Report are contained within Table 1.

In addition, there are a number of other possible Parking Management Schemes that have been subject to an informal consultation, the results of which have been reported to the Cabinet Member. The cost to formally advertise these Cabinet Member approved schemes is estimated to be £3k. The approximate cost to implement these schemes, subject to the outcome of these consultations and the Cabinet Member approval, are subject to this capital release report and are contained within Table 1.

**Table 1. Approved and Potential Parking Management Schemes 2022/23 Programme.**

<b>Parking Management Scheme</b>	<b>Estimated Cost £</b>
Northwood Hills - Extension to the Parking Management Scheme (Zone NWH)	50,000
Dawley Parade – ‘Stop and Shop’ Parking Scheme.	10,000
Eastcote area – Extension to the Parking Management Scheme (Zone E2)	10,000
Langworth Drive, Hayes – New Parking Management Scheme (YL1)	3,000
Halland Way, Northwood – Changes to the existing scheme operation times	2,000
Cygnat Close, Northwood – Minor amendments to the existing scheme	2,000
<b>Approved Schemes Sub Total</b>	<b>77,000</b>
Beech Avenue & Oak Grove, Eastcote – Extension to Parking Management Scheme (Zone E3)	10,000
Witney Close, Ickenham – Extension to Parking Management Scheme (Zone IC5)	3,000
Cowley Road, Cowley – Stop and Shop Parking Scheme	10,000
Hyde Way, Hayes – Minor amendments to the existing PMS	2,000
Drayton Gardens, West Drayton – New Parking Management Scheme	6,000
Kirby Close, Northwood – New Parking Management Scheme	2,000
Pondside Close, Harlington – Amendments to existing PMS	2,000
Formal Advertisement	3,000
<b>Proposed Schemes Sub Total</b>	<b>38,000</b>
<b>Total Approved &amp; Proposed Schemes Estimated Cost</b>	<b>115,000</b>
Internal Project Management Fees 4.3%	5,000
<b>Total Programme Cost</b>	<b>120,000</b>

All budget estimates have been calculated using the schedule of rates contained in the Council's term contracts and provided by colleagues in the Highways Delivery Team.

## **Financial Implications**

### **Parking Management Schemes Programme Budget £120k Released/Pending Release £Nil, Capital Release Requested £120k – Appendix A**

The 2022/23 capital programme, approved by Cabinet and Council in February 2022, included a budget for the Parking Management Schemes Programme of £120k, funded from Council Resources.

This report seeks the release of £120k for the implementation of the Parking Management Schemes detailed above in Table 1. The release request is based on the schedule rates contained within the Highways term contract and includes an internal project management fee of 4.4% of the total quoted cost of the works.

## **Corporate Property and Construction**

There are no property implications resulting from the recommendation set out in this report.

## **Corporate Finance Comments**

Corporate Finance has reviewed the report and concurs with the financial implications set out above, noting that the recommended action to agree a release of £120k for the

implementation of the Parking Management Schemes detailed above in Table 1, will be funded from the approved 2022/23 Parking Management Schemes Programme capital budget.

### **Legal Comments**

Legal Services confirms that the Council is responsible for carrying out this function pursuant to Section 32 of the Road Traffic Regulation Act 1984. There are no legal impediments to the Council authorising the necessary capital release.

### **Capital Release Protocol**

The release of all capital funds, and certain revenue funds, held by the Council is to be made by a formal democratic decision. No expenditure can be placed or committed by officers until this formal approval is given by Democratic Services. Release of funds must be for identified projects only and strictly not for the general release of funds for projects to be identified at a later date. No block releases of capital or funding will be allowed, except if authorised by the Leader of the Council in advance to Corporate Finance. The release of funds will only be made if previous Council, Cabinet or Cabinet Member agreement has been given to the project and only if there is an approved budget.

## APPENDIX A - CAPITAL RELEASE REQUEST

### 2022/23 Parking Management Schemes Programme Release No1

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Borough wide	Parking Management Schemes	Implementation of various Parking Management Schemes at various locations across the Borough (detailed in table 1 within the main body of the report)	120			
<b>Total seeking release</b>			<b>120</b>			
<b>Previously released</b>			<b>0</b>			
<b>Budget</b>			<b>120</b>			
<b>Remaining budget</b>			<b>0</b>			