![Uttlesford District Council logo]

# Uttlesford District Council

# Uttlesford Parking Review

## Summary Report

October 2022

# Contents

# 1.    Introduction

A Parking Review for Uttlesford was initiated in Q2 2022 by Uttlesford District Council (UDC) to include:

- Off-street car parks operated by UDC
- On-street issues at the strategic level
- Planning policies and future developments.

This document and its appendices summarise the technical work undertaken by Parking Matters Ltd during the review. The recommendations are based on our experience and knowledge of parking policy across the country and will require working across UDC and partner organisations. Implementation will need to be resourced and planned in more detail through longer-term projects.

There are two key appendices to this Summary Report:

- Appendix A: Stage 1 Report which sets out the base line and outlines the consultation process that has been carried out to inform the review.
- Appendix B: Findings Report which sets out the detailed technical work and options assessment

## 1.1    Context

Car parking space is a finite resource and needs to be managed. For local authorities, off-street parking is an important asset to promote town centre vitality and revenue to deliver important services within the limits set out by national legislation[1]. For residents and other road users, on-street parking can be a source of frustration and congestion.

The review considered previous and ongoing work (see Appendix A) including:

- The Essex County Local Transport Plan
- The emerging Local Plan and housing ambitions
- Essex Design Guide
- The Uttlesford District Car Parking Review 2015
- The 2021 Buchanan and 2022 TetraTech reports (Saffron Walden only).

## 1.2    Uttlesford District

Uttlesford district is located in northwest Essex, a geographically large district but with low population density, identified as an affluent area, with high property prices, a highly skilled population and very high levels of car ownership. However, the rurality can and does bring disadvantage for residents on low incomes, those in fuel poverty, and those dealing with rural isolation struggling to access services.

The 2020 ONS population estimate for Uttlesford district was 92,800 while the 2021 Census data

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[1] British Parking Association. August 2011. Parking Practice Notes, p10.
http://www.britishparking.co.uk/write/Documents/Library/ppns/PPN1%20-%20Charging%20for%20Parking%20-%20Aug%202011.pdf

identified the population density as just 142 usual residents per square kilometre, the lowest in Essex and one of the lowest in the East of England. The district is categorised by DEFRA as Rural 80 which means that more than 80% of the population live in rural settlements putting Uttlesford in the top 12% most rural areas of the country.

According to the Uttlesford Housing Strategy 2021 – 26 the cost of housing in the district has resulted in many younger people, families and key workers moving out of the district, and the Census 2021 confirms that there are fewer than average people aged 15 to 39 living in the district, and above average and increasing numbers of people aged over 45 years.

The average property price is 12 times the average household income, far exceeding the normal maximum income multiplier of 4.5. Prices vary by ward, but the average house price was £527k in March 2021. Mortgages are unavailable to a large percentage of the population with 60% earning less than £34k p.a. In total there are 37,000 homes, with 71% owned, 16.3% private rentals and 12.3% owned by the Council or housing associations. The Uttlesford Housing Strategy 2021-26 highlighted significant concerns about the standard of privately rented properties.

The 2019 English Indices of Multiple Deprivation (IMD) ranks the district at 295th out of 317 Local Authorities, where 1 is the most deprived, clearly suggesting affluence. However, there are pockets of disadvantage at sub district level, evidenced by the IMD Lower Super Output Areas (LSOAs).

The majority of services are delivered in the main market town, Saffron Walden, which is located in the north of the district requiring the majority of residents to travel to access these services. For residents in the south of the district this can mean a journey of more than 20 miles one-way, on narrow country roads. The area has poor public transport making it difficult for residents to access services if they do not own a car.

The 2011 Census reported very high levels of vehicle ownership in Uttlesford, with the 10th highest car ownership in the country. It reported that 89.9% of households have a car / van, with 5% having 4 or more cars / vans, the second highest rate of any district in the country.

## 2.    The Problems

More information can be found in Appendix A including an analysis of the consultation phase feedback.

Whilst many issues sit within the normal set of problems faced up and down the country, such as parking on arterial roads and school pick-up and drop-off congestion, these seem to be exacerbated by local factors. In summary there is insufficient availability of on-street parking spaces in many areas, and in some locations insufficient off -street spaces available too.

The impact of rurality and high car ownership on the ability of transport providers to operate viable bus services at a high frequency is well understood[2]. Poor public transport services further encourage high car use, further undermining viability and creating a cycle of decline. Given an ageing population, this potentially means mobility issues for the future[3].
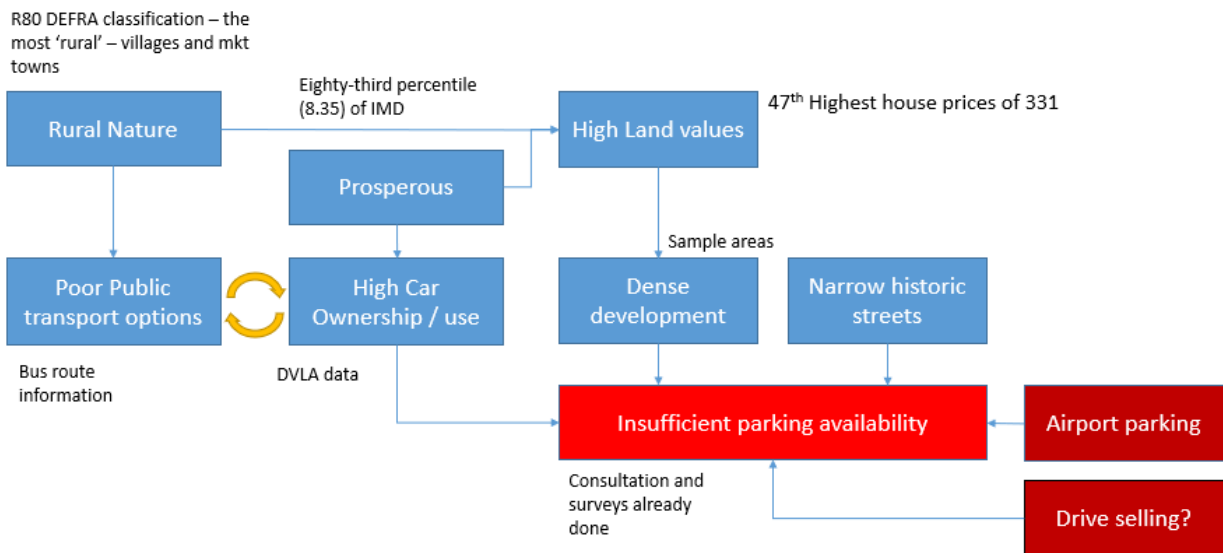
One of the biggest issues which emerged from the consultation was the number of complaints from relatively new developments, such as the Priors Green and Cooper Smith Road areas of Takeley, and the Foresthall Park area of Stansted Mountfitchet. Although airport parking was firmly blamed by most respondents, others recognised that there was also a problem with high car ownership and the estate layout.

In older parts of the district's towns, narrow streets are a particular problem for example Thaxted Rd in Saffron Walden. As the 2021 Buchanan Order Management Report found, there are few on-street opportunities to increase parking supply, as most protected kerbsides are required on congestion or safety grounds.

These problems appear to be further exacerbated by airport parking and, potentially, by drive selling which according to the consultation could be displacing residents' cars on to neighbourhood streets.

The figure below summarises our understanding of the contributing factors:

*Figure 1. Our understanding of the causes of the main problem*



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[2] https://bettertransport.org.uk/sites/default/files/research-files/The-Future-of-Rural-Bus-Services.pdf
[3] Government Office for Science, Inequalities in Mobility and Access in the UK Transport System, 2019

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## 3.   The Overall Strategy

The Uttlesford Corporate Plan 2022 – 2026 is a key policy document which sets out the council's high-level priorities. Its vision is:

*"Making Uttlesford the best place to live, work and play."*

The objectives for this strategy follow those in the corporate plan:

- **Putting Residents First**
- **Placemaking**
- **Custodian of the Environment**
- **Champion the District.**

The proposed overall strategy, reflecting the corporate plan is set out below:

| The Overall Strategy |
|---|
| **Aim: The Parking Strategy will support the vitality of Uttlesford's centres by:**<br>• **Providing better travel options;**<br>• **Making the best use of existing assets and facilities;**<br>• **Utilising planning policy and developments to provide adequate parking;**<br>• **Implementing a framework to help ensure that the Council secures funding as opportunities arise.** |

### 3.1   Funding

What local government can do to manage the street where conflicting priorities such as road safety, on-street parking, school drop off, and circulation need to be balanced and highway space is limited by funding and the powers granted to them. Providing alternatives to car use and ownership though community led solutions must form the backbone of the strategy.

The strategy can only be implemented with sufficient staff resource and funding to deliver it:

| Funding | Recommendations |
|---|---|
| **Off-street parking revenue** | Local Authorities are given the power to charge for parking and enforce it. They must keep income and expenditure accounts and use the revenue for maintenance, management and for 'environmental improvements'. This includes the reduction of environmental pollution; and improving local areas. |
| **Grants and external funding** | There are a range of air quality, travel, and local development grants available. UDC has a good record in securing these. |
| **Planning contributions** | Secure capital funding for implementation of measures through the planning process. |

## 3.2    Delivery

The recommendations set out are challenging and long term, but represent common practice across the country. The multi-tier set up of local government in Uttlesford makes delivery even more of a challenge as the highway is not the responsibility of the District Council but Essex County Council (ECC) and on-street parking is managed by the North Essex Parking Partnership (NEPP). This can be compared to Unitary Authorities which hold the policy, highways, and parking responsibilities within the same organisation.

UDC must influence the process positively by working through:

- Management of its off-street estate
- The contractual obligations and key performance indicators contained within the contract with NEPP
- The Essex Local Highways Panel
- Stansted Airport's Area Transport Forum
- Working with town and parish councils and the community.

A sufficient staff resource will be required to work with these groups effectively.

## 3.3    Parking hierarchy

It is important to consider different types of users and their needs and where they should be most appropriately accommodated. The parking hierarchy below provides an overview of the different types of users and where they should be accommodated, and our recommendations recognise and reinforce this.

*Figure 2. Proposed Parking Hierarchy*
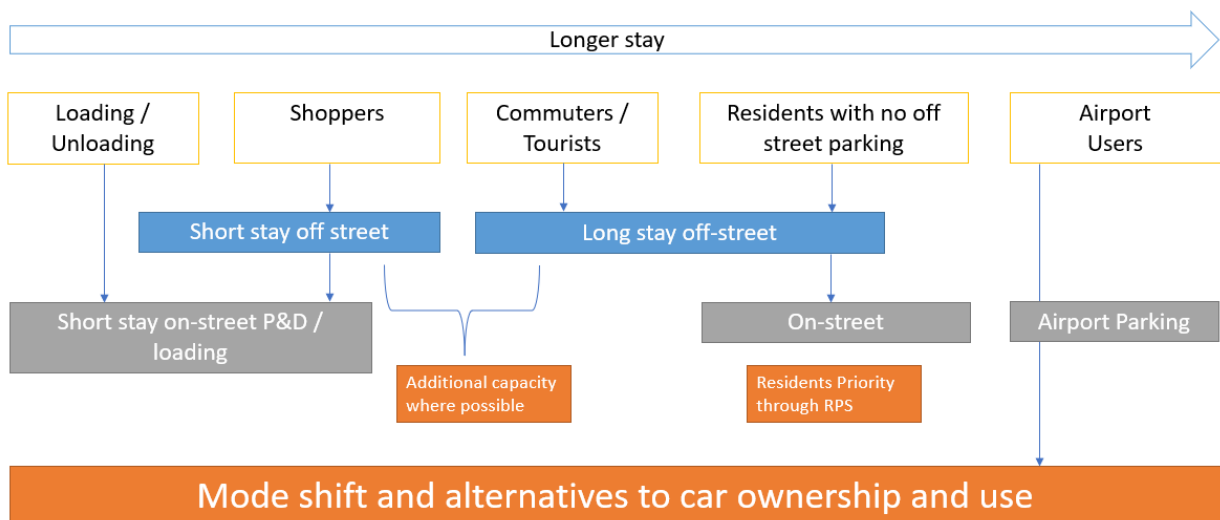
# 4.    Strategic Recommendations

This section provides a summary of the main recommendations and more detailed information can be found in Appendix B. The recommendations are challenging and ambitious given the rural nature of the district and two-tier set up but are based on established practice common across the country.

## 4.1    Providing Better Transport Options

Given the high levels of car ownership and use, pressure on parking demand should be relieved by providing better transport options to encourage lower car ownership and use. As the impact of these measures will be medium to long term, it is important that mobilisation occurs as early as possible after the adoption of the Strategy. Refer to Appendix B for detailed information.

| Item | Recommendation | Delivery |
|---|---|---|
| **Car Clubs with on- street bays** | Seek funding for and implement Car Clubs on the CoMoUK model across all three of the larger settlements and 'in from day one' for new developments. | UDC, ECC, NEPP |
| **Cycle network and parking investment** | Despite implementation challenges, continue work on the CWIP and continue to seek funds and to improve cycling and walking facilities in the larger settlements. | ECC |
| **Park Active/ Park and Choose sites** | Work with NEPP and the county council to seeks sites in the local plan for town-edge 'Park and Choose' sites to relieve the pressure on town centre on and off-street parking. | UDC, ECC, NEPP |
| **Smarter Travel Choices (STC)** | Seek funding for a STC project to influence behaviour through travel planning and promote other initiatives as they come online including the DigiGo on-demand bus service being trialled in north Essex. | UDC, ECC |

## 4.2    On-Street Parking

Working through the planning system and with town, parish and the county councils will be key in delivering actual change and improvements on-street. Detailed information can be found in Appendix B.

| Item | Recommendation | Delivery |
|---|---|---|
| **Appropriate parking design guidance** | Include appropriate parking design guidance in the upcoming local plan which recognises the importance of parking to householders. | UDC Local Plan |
| **Residents Parking schemes in new developments** | Install residents parking schemes in new housing estates where there is a risk of commuter or airport parking. | UDC, NEPP |
| **Residents Parking Schemes** | Establish a policy of implementation with councillor support and discuss the main options with Parish / Town councils to establish acceptability *before* expensive surveys or studies are carried out. | UDC, NEPP |
| **Local lining and signing schemes** | Use the Essex County Council Highways Panel to prioritise TRO requests. | NEPP |

## 4.3    School Travel Planning

School travel measures are often summarised within the term 'School Travel Planning' (STP) which include a range of measures similar to the Smarter Choices category but focussed on schools and more often involving highways measures.

School travel plans aim to help more pupils travel to school by the most sustainable ways. This might be 'Active Travel' measures such as walking, scootering, or cycling, and or for those who live further away, car sharing, public transport or 'park-and-stride.'

UDC is neither in control of local schools nor Highways and realistically UDCs control over travel to school is limited. Despite this UDC already play a role in assisting schools where it can, for example the use of Swan Meadow in Saffron Walden for school bus pick-up and use of Chequers Lane for 'park and walk'.

| Item | Recommendation | Delivery |
|---|---|---|
| **Active Schools roll-out across the district** | Continue to work with the county and schools to encourage school travel planning. | ECC, Schools |
| **3PR initiative** | Work with NEPP to further identify schools which would benefit from the 3PR initiative. | NEPP, Schools |
| **Local lining and signing schemes** | Encourage schools, through the ECC Highways Panel, to apply to the NEPP process for TRO applications. | UDC, NEPP, ECC |

## 4.4   Airport Parking

Stansted Airport is privately owned and operated, and the Council has little control over its operations. The consultation was clear that there is a perceived impact on local neighbourhoods resulting from longer stay airport parking on residential streets.

Any 'on-site' measures will require working in partnership with the Airport or they risk not working. The most obvious on-site action would be to reduce the costs to customers of public transport, pick-up and parking, but this is out of the control of the local authorities. The Stansted Area Transport Forum (SATP) was established to improve surface access to and from the airport. It includes local authorities, Government, transport operators, airport companies, the Airport and stakeholders to deliver transport strategies and initiatives.

The most effective solution for communities around the airport is for area wide Residents' Parking Schemes to prioritise residents parking and stop ad-hoc schemes displacing the problem. This will also tackle any problems arising from 'driveway selling' if residents cars are being displaced onto the street.

| Item | Recommendations | Delivery |
|---|---|---|
| **Engagement with airport** | UDC to actively engage with Stansted Area Transport Forum and partners to consider measure to alleviate residents' concerns around the airport. | UDC |
| **Non-car modes and medium stay parking** | Promote non-car modes and free/ low-cost medium stay parking available at the airport. This needs to be done in partnership with the airport. | UDC, Airport |
| **Residents Parking Scheme** | Area wide residents' Parking Schemes to stop local schemes displacing the problem and provide comprehensive management of area. | UDC, NEPP |
| **Waiting / Stopping restrictions** | Red Route or other restrictions on B1256, Parsonage Road and the main routes in Takeley, as part of an overall management plan. | NEPP |
| **Molehill Green** | Discuss options for either 1hr per day CPZ or small Residents Parking Scheme with local residents. | UDC, NEPP |

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## 5.    Off-street Parking

A long-term plan for investment and maintenance of car park assets (Life Care Plan) and inspection regime will ensure that off street car parks do not detract from the visitor experience, whilst ensuring that cars park within clearly marked parking bays. Highway signage and site wayfinding information can evolve on an ad-hoc basis over time, and it is essential that periodic reviews are carried out to ensure that signage is clear and information accurate and consistent. These improvements should be funded from parking accounts rather than general funds.

| Item | Recommendations | Delivery |
|---|---|---|
| Maintenance Plan | Produce a costed Life Care Plan for the off-street parking estate to plan for future maintenance including lighting, resurfacing, line markings, payment terminals and signage replacement/refurbishment. | UDC |
| Signage and Wayfinding Review | Review highway signage to efficiently direct visitors to off-street car parks. Improve wayfinding information at car parks. | UDC, ECC |
| Additional Revenue | There may be in the quieter car parks, or off-peak times opportunities for additional income generation including car-boot sales and concessions. | UDC |
| Compliance | Maintain good accounts of parking income and expenditure and ensure compliance with the 1984 Act. | UDC |

### 5.1    Technology and Operations

Given the high usage of the off-street parking estate it is essential that spaces turnover as often as possible to optimise space availability. Effective compliance management will assist this by ensuring that all users are complying with the Parking Places Order and not overstaying beyond the time paid for.

| Item | Recommendations | Delivery |
|---|---|---|
| Compliance Management | Continually improve compliance management performance via agreed service level agreement and KPIs with NEPP. | UDC |

Technology to support the strategy must:

- Be integrated and focused on gathering, analysing and disseminating data
- Provide multiple ways of paying for parking, including contactless at all physical machines
- Ensure that communication with apps, connected and autonomous vehicles is available using the emerging standards.

| Item | Recommendations | Delivery |
|---|---|---|
| Data collection | Introduce payment by licence plate on existing terminals to improve data collection to inform future strategy and to improve the efficiency of compliance management. | UDC |
| Payment Systems | Consider joining the to be publicly owned 'National Parking Platform'[4] once launched to better manage data and increase payment flexibility for customers. | UDC, NEPP, DfT |

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[4] https://npp-uk.org/

## 5.2    Tariffs benchmarking

Tariffs are one of the main ways that parking is managed by influencing driver behaviour and managing occupancy so as to encourage churn and better manage demand.

*Figure 3. Tariff Comparison*
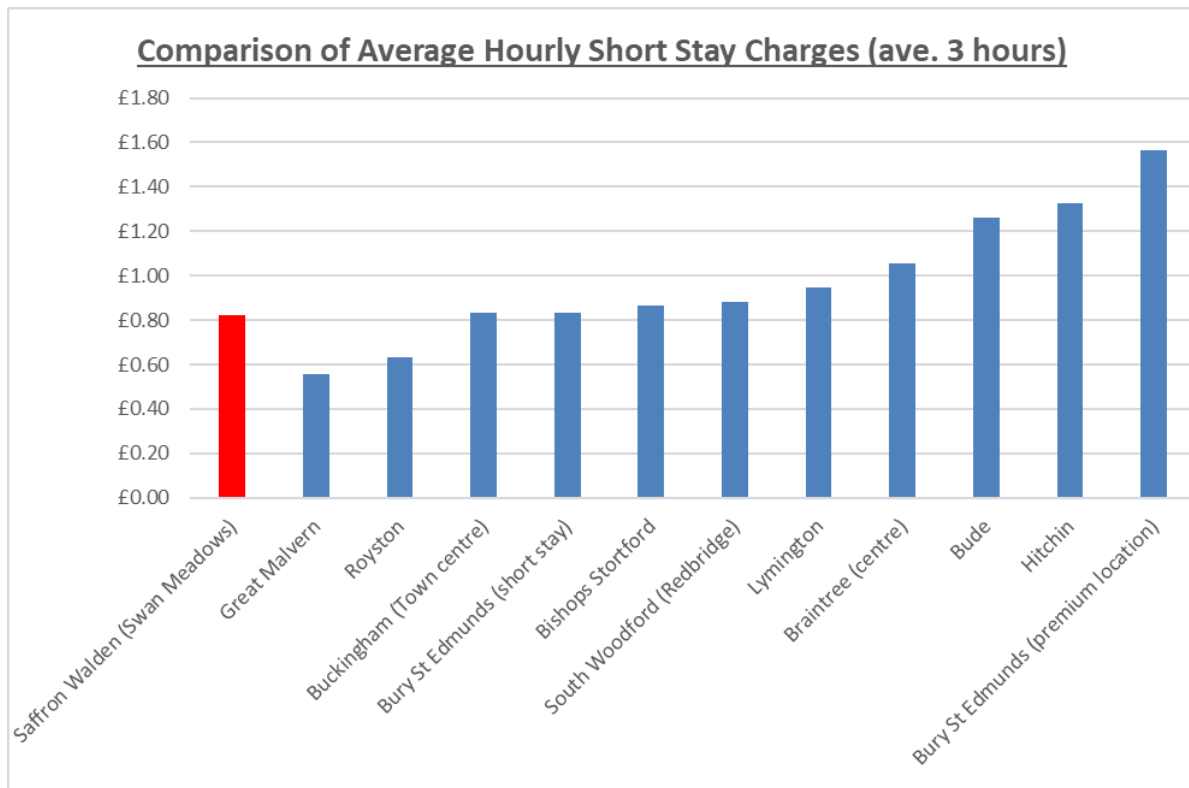


There is wide variation in short stay tariffs which reflects the differences between the local market and the 'offer' of the town centre. Only Royston, which has a much poorer retail offer, and Great Malvern which sits in a very rural area in Worcestershire have cheaper tariffs.  Of the more direct comparators of Hitchin and Bishops Stortford, UDC tariffs look good value.

Long stay tariffs are also low compared with most comparators. Whilst the number of car park users paying for stays of 9 hours or more is relatively low, it will still impact on the turnover of spaces and therefore the availability of bays for shorter term visitors.

| LONG STAY  TARIFFS | | | | |
| --- | --- | --- | --- | --- |
| Location | 24 Hrs | Season ticket price (per annum) | Equivalent 5 Day Daily Rate | Discount v Daily Rate |
| **Saffron Walden** | **£3.50** | **£300.00** | **£1.25** | **64%** |
| Great Malvern | £3.00 | | | |
| Royston | £3.95 | £740.00 | £3.08 | 22% |
| Bury St Edmunds (long stay) | £4.00 | £624.00 | £2.60 | 35% |
| Bishops Stortford | £4.80 | | | |
| Lymington | £5.00 | | | |
| South Woodford (Redbridge) | £5.00 | £730.00 | £3.04 | 39% |
| Hitchin | £5.70 | £740.00 | £3.08 | 46% |
| Braintree | £6.00 | £550.00 | £2.29 | 62% |
| Buckingham (town centre) | £6.00 | | | |
| Bude | £10.40 | £404.00 | £1.68 | 84% |

Tariffs are low compared to comparators and regional neighbours and should be better matched with market rates to fund improvements and initiatives of the strategy.

| Item | Recommendations | Delivery |
|---|---|---|
| **Tariffs** | Tariffs should be increased to better match similar places and to help manage parking demand. <br> Tariffs should be reviewed at least annually having regard to the impact of previous pricing decisions upon behaviour and availability of spaces. | UDC |
| **Season Tickets** | Reduce existing discount levels to help encourage modal shift and make sure that the correct rate is being charged. <br> Offer flexible products to adapt to new working patterns post Covid-19 using MiPermit. | UDC, NEPP |

## 5.3  Electric Vehicle Charging

EV charging is currently a relatively immature marketplace which is evolving very rapidly. Challenges when assessing future trends include:

- the continuing development of EV batteries and how this changes driver expectation and behaviour
- the patterns of demand for charging driven by the level of and type of EV usage and the status and capability of charging infrastructure
- the regulatory environment.

Successful chargepoint implementation requires an understanding of users' needs, alternative business cases, and a combination of hardware, control software and payment systems. Questions to consider include: how many charge points are required, what type/speed of chargepoint best serves customer needs, what type of payment system and reservation system will be provided, and what impact proposals will have on the local grid energy capacity. Services should be accessible and inclusive, and it is important that chargepoints meet interoperability criteria.

There is currently a relatively small number of chargepoints in the district's off-street parking estate with a mix of charger types. This number will have to increase as demand increases.

Forecasting demand for electric vehicle (EV) chargepoints in car parks is difficult as the EV market is immature, and patterns of future driver behaviour are uncertain. Provision should be staggered with demand monitored and provision increased in line with demand, enabled by early provision of "passive" provision such that "active" chargepoints can be added promptly.

A management delivery model for EV chargepoints is likely to provide sufficient control over the operation whilst taking advantage of specialist supplier expertise.

| Item | Recommendations | Delivery |
|---|---|---|
| **EVCP Strategy** | Develop a strategy for both on and off-street parking which minimises: ongoing capital commitment through joint procurement, and revenue costs through shared resources in developing and implementing the strategy. | UDC |
| **Roll-out** | Employ a measured roll-out, that keeps pace with demand. The number of EV vehicles in the district should be monitored via licence plate data from parking terminal and payment by app transactions. | UDC |
| **Resident Charging** | Options for expanding overnight EV charging infrastructure for those residents without off-street parking should be consistently reviewed according to demand. Payment should be managed through paperless ticketing systems. | UDC, NEPP |

## 6.    The Main Towns

As well as the district wide measures outlined above, there are specific problems relating to individual settlements which must be considered as part of the review.

### 6.1    Great Dunmow

The strategic approach is based on the consultation responses and the issues identified in the Stage 1 report:

* Considering ways to increase parking supply for short-stay visitors to support the town's vitality
* Improving short-stay parking availability
* Design options to relieve loading problems on the High Street.

*Figure 4. Great Dunmow*



The recommendations aim to make best use of assets and alleviate specific issues, but these must be resourced and implemented alongside the district wide measures outlined in the previous sections.

| Item | Recommendations | Delivery |
|------|-----------------|----------|
| **High Street** | Consider urban design project to widen the pavements and improve townscape. Consult with the town council. | ECC, TC |
| **Local schemes** | Consider stricter restrictions where highlighted for e.g. around St Mary's Primary School including the possibility of extending the restrictions. | NEPP |
| **Residents Parking Scheme** | Discuss options for RPS with the town council to establish the principle before expensive surveys or studies are carried out. | UDC, NEPP, TC |
| **Smaller Car Parks** | Consider options for re-location of the market to provide additional parking capacity on market days. | UDC, TC |
| **White Street** | Carry out an initial feasibility study for extension or deck part of the site. Trial a removal of the season ticket only area given changes to working patterns in recent years. | UDC |

### 6.2    Saffron Walden

The strategic approach outlined below is based on the consultation responses, the parking hierarchy and the issues identified in the Stage 1 Report are:

- To concentrate long-stay parking in Swan Meadow;
- To prioritise short-stay in the other town centre car parks;
- To remove traffic in the Market Place to improve the townscape and vitality;
- To consider residents' parking schemes mixed residents/ P&D bays during the day;
- To tackle key specific local issues.

The recommendations aim to make best use of assets and alleviate specific problems. They must be resourced and implemented alongside the district wide measures outlined in the previous sections.

*Figure 5. Saffron Walden*
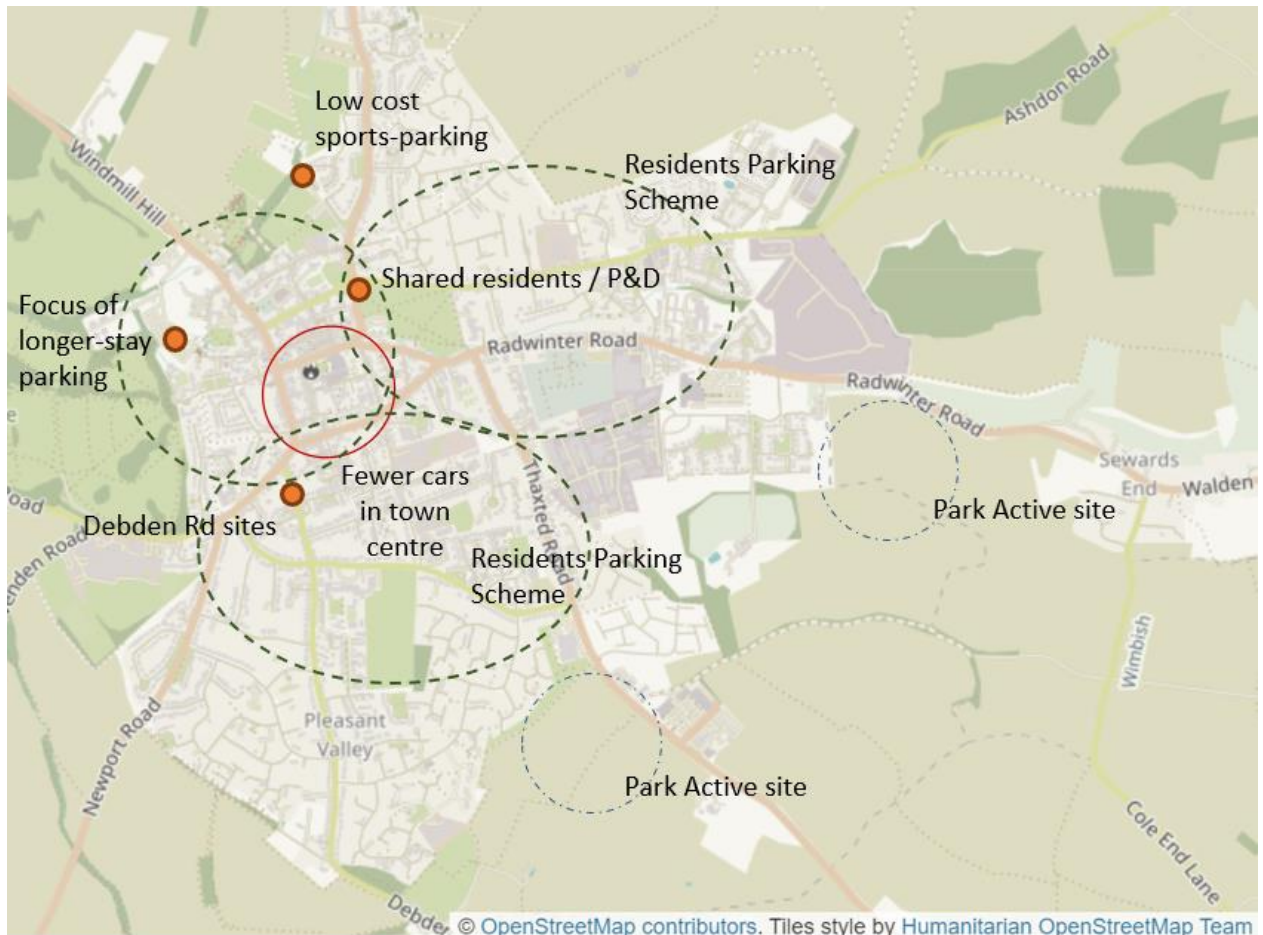


There is capacity in Swan Meadow car park during the day. The 2021 Buchanan Report recommended re-alignment of the coach parking and turnaround, and this should be taken forward.

Town centre changes are well developed and proposals put forward by the Town Council should proceed to further stages.

Although The Common car park is very busy, planning constraints prohibit expansion or decking.

Delivery in Saffron Walden will again require partnership working.

| Item | Recommendations | Delivery |
|---|---|---|
| **Arterial Routes** | Recognise that there are no solutions without serious disadvantages to one group or another and apply the strategic measures to start tackling the problem. | All |
| **Local schemes** | Consider stricter restrictions on the High Street to improve public transport circulation. | UDC, NEPP |
| **Market Place** | The Town Council have carried out extensive work on proposing a solution that has proven support and this should be taken forward. | NEPP, ECC, TC |
| **Residents parking on Common Hill** | There are specific issues with individual residents who lost verge parking when the area was greened. The issue needs to be settled without setting a precedent that residents who purchase houses without off-street parking are automatically entitled to on-street permits. | UDC, NEPP |
| **Parking on Debden Rd** | Retain informal arrangement. Alternatively, shared ticketless P&D during working hours, and residents permit parking and staff of businesses parking elsewhere. | UDC |
| **Residents Parking Schemes** | There appears to be a strong case for extensive or even town-wide RPS, but discussions with the town council and elected members should take place to establish the principle of whether RPS schemes would be acceptable *before* expensive surveys or studies are carried out.  School pick-up/drop off will have to be considered during the design phase. | UDC, NEPP |
| **Swan Meadow** | • Swan Meadow should be the focus for longer-stay parking in the town centre<br>• Re-alignments of coach park as proposed in the 2021 Buchanan report should be taken forward if demand justifies it<br>• If demand increases, feasibility into increasing supply with a single storey deck should take place<br>• Better links along Park Lane and across to King Steet. | UDC |
| **Schools Drop-off and Pick-up** | Recognise the difficulty of the problem and UDC's limited power over the situation and seek solutions from schools and local people. | Community |

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### 6.3 Stansted Mountfitchet and Elsenham

As the issues are related and similar, Stansted Mountfitchet and Elsenham are included together. The strategic approach is based on the consultation responses and the issues identified in the Stage 1 report.

*Figure 6. Stansted Mountfitchet and Elsenham*
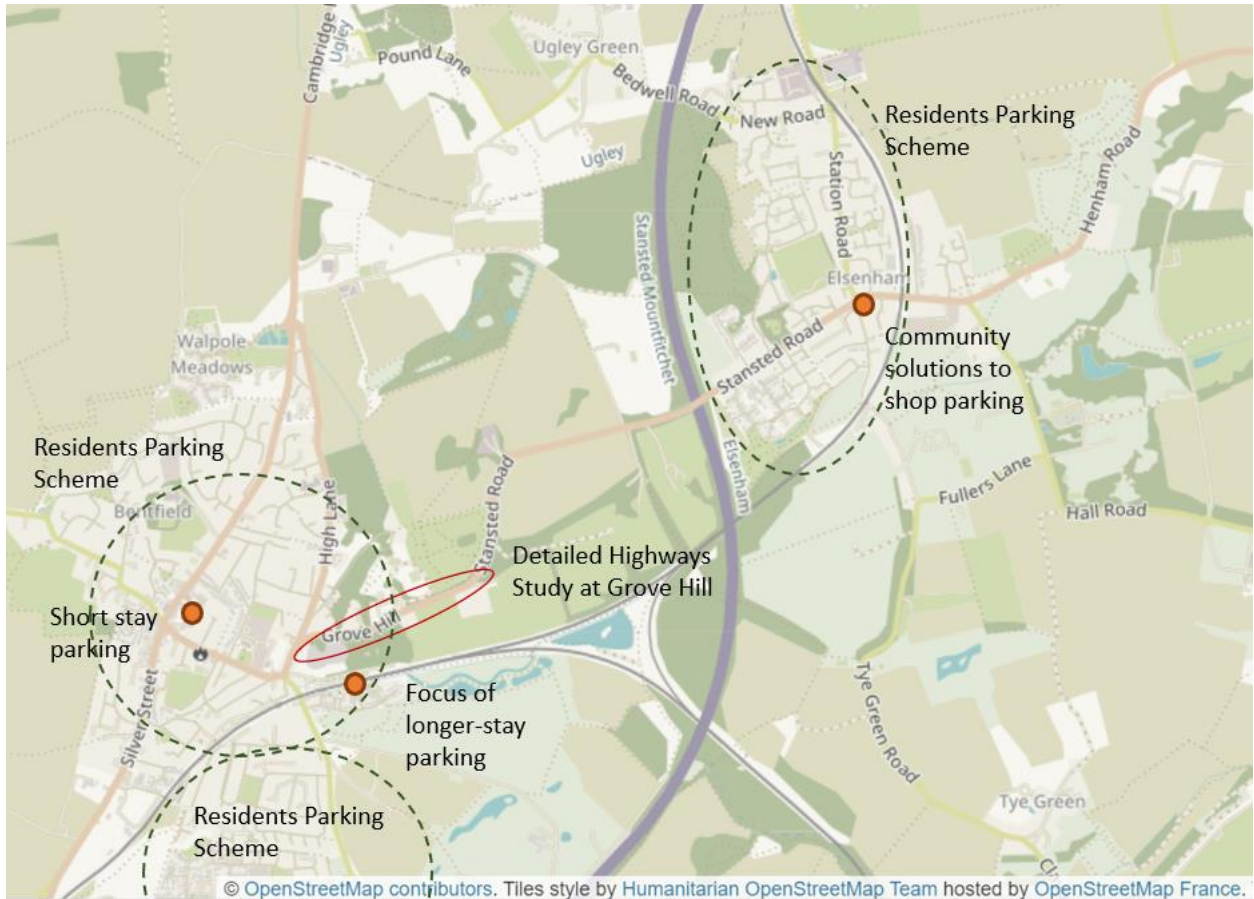


The recommendations aim to make best use of assets and alleviate specific and must be resourced and implemented alongside the district wide measures outlined in the previous sections.

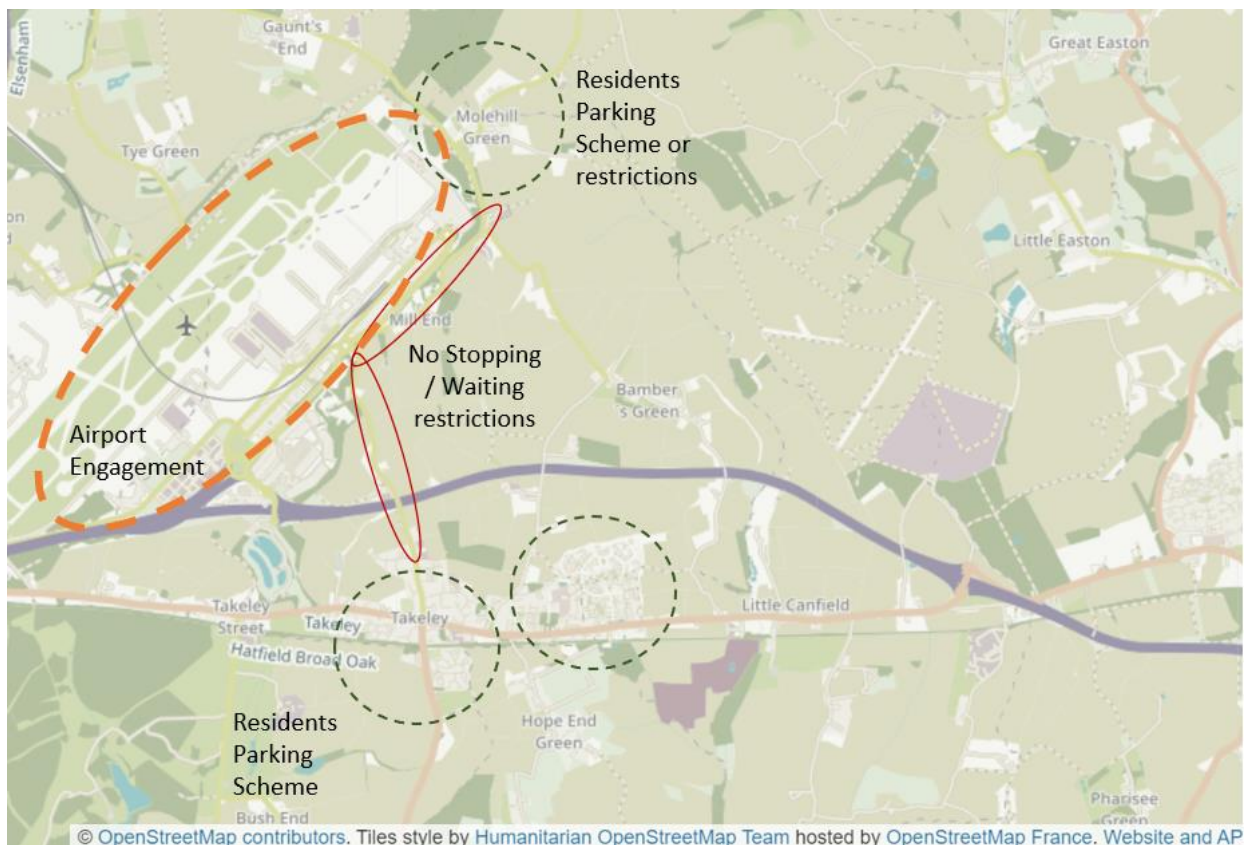| Item | Recommendations | Delivery |
|---|---|---|
| **Lower Street Car Park** | Discuss options with leaseholders for shared residents/NHS/short stay parking which may have win/win impact for residents who will be able to park closer to their homes and make better use of the east end of the facility. | UDC |
| **Crafton Green Car Park** | Increase space availability to users of local services and businesses by reducing the existing maximum stay to 3hrs. Commuters and longer stay customers such as hotel guests could be encouraged to use Lower Street. | UDC, PC |
| **Grove Hill** | Carry out a highways study to consider moving the shuttle working signals to relieve some of the frustration for road users. | ECC |
| **Residents Parking** | Consider RPS schemes around the town centre/ railway and southern part of the town. | UDC, NEPP |

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## 6.4    Takeley and around the Airport

Detailed analysis and information can be found in Appendix B.

RPS schemes would put the matter of airport parking to rest in a fair and equitable way whilst reflecting home working trends which increase residents' needs to park on-street during traditional working hours. There are already a number of small Controlled Parking Zones which prohibit parking between 10-11am. Although these may work where currently deployed, full RPS schemes would remove the need for residents to move their cars for this period and stop displacement onto nearby unrestricted streets.

Parking, loading, and stopping restriction through Mill End and in Molehill Green should be deployed.

*Figure 7. Takeley and Airport*



The main recommendation is that a project is established to consider the design and form of Residents Parking Schemes.

| Item | Recommendations | Delivery |
|---|---|---|
| **Airport waiting on roads** | Parking and waiting restrictions should be employed around the airport on main roads. | NEPP |
| **Residents Parking Schemes** | Discuss the main options with Parish councils to establish the principle of whether RPS schemes would be acceptable *before* expensive surveys or studies are carried out. | UDC, NEPP |

## 6.5    Smaller Settlements

Solutions need to be found locally through additional parking interventions such as local lining and signing schemes, behaviour change campaigns, and use of community assets in inventive ways, for example using sports grounds car parks as 'park and stride' sites to schools. The Local Highways Panel is the most appropriate place for discussion of issues and TRO proposals.

| Item | Recommendations | Delivery |
|---|---|---|
| **Residents Parking Schemes** | Discuss the main options with Parish / Town councils to establish the principle of whether schemes would be acceptable *before* expensive surveys or studies are carried out. | UDC, NEPP |
| **Local communities working together** | Local communities are best placed to try and change behaviour, for example around schools or use community facilities to help business owners park off street. | TCs / PCs Communities |
| **Local schemes** | Use the Essex Local Highways Panel system to prioritise TROs. | ECC, NEPP |
| **Hatfield Forest** | Discuss options with National Trust to bring back free or cheaper parking when the National Trust property is shut to help local people access the rights of way for shorter visits such as dog walking. | UDC |
| **Thaxted** | The Parish Council should consider management of the off-street car parks they operate and whether a reasonable charge, managed by ticketless devices may improve availability for visitors. | PC |

## 6.6    2022/2023 Traffic Regulation Orders

There are nine outstanding TRO requests to UDC for additional or changed TROs in 2022/23. Many of these are detailed and will require traffic engineering expertise with access to surveys and plans to consider. These should be discussed with the County and NEPP through the Essex Local Highways Panel.

Calls for small 'residents only' parking places risk displacing the problem elsewhere and should form part of wider Residents Parking schemes. There is no statutory duty for the council to provide parking for residents therefore UDC should avoid setting a precedent where residents who have purchased houses without off-street parking are automatically entitled to on-street permits.

2022/23 TRO priorities:

1. No waiting / loading around the Airport on Parsonage Rd and in Takeley

2. Restrictions in Mole Hill Green

3. Changes to Market Square in Saffron Walden through the Town Council's Proposal

4. Mandate a project for considering larger Residents Parking Schemes in the towns and villages

Proposed safety interventions in Felsted, Little Canfield and Chapel Hill area of Stansted Mountfitchet should be subject to evidence and ECC Highways approval.

# 7.   Conclusion

Many of the issues reported through the consultation are not unusual to those experienced in many other towns and villages across the country although in our experience, are more severe than in many places. This may be exacerbated by development over the next local plan period.

The current situation is very challenging. In most cases, statutorily at least, this is not the responsibility of the district council. The County Council, town and parish councils, the Airport, schools, and residents need to be part of solutions to improve the situation. There are very few opportunities to increase capacity on or off-street easily and so alleviating the problem will require behaviour change and management.

Through the application of a strategic partnership approach the district can start to tackle issues and improve the situation for residents and visitors.

This will require political leadership and resident buy-in. In addition, the implementation of the strategy will require additional resources including staff and this should be identified at the outset.

## 7.1   Implementation

At the highest level we would recommend the implementation strategy should be:

1.  Review tariffs, to at least reflect inflation, the regional market and high demand

2.  Establish a business case for more resources to deliver parking projects and secure this resource

3.  Develop appropriate Parking Policy (including seeking contributions for implementation) in the Local Plan

4.  Once new resource is identified, establish a travel / car parking working group and take up an active role in the Essex County Local Highways Panel and Stansted Area Transport Forum

5.  The working group and project team should prioritise and implement an action plan and consider other projects that arise.

# The Action Plan

| Measure | Description | When | Monitoring |
|---|---|---|---|
| **Resourcing and implementation** | | | |
| Resources | • Identify sources for funding including central government grants, car parking income and planning contributions<br>• Identify budget for staff resource to develop and deliver the strategy at an appropriate level<br>• Implement the Uttlesford Cycling and Walking Infrastructure Plan when completed. | Year 1<br>1 – 2 yrs<br>1 – 2 yrs | • Staff resource in place<br>• Budget identified<br>• Budget line established |
| Delivery | • Establish a working group to consider transport and parking across the district with Parking Working Group or similar<br>• Maintain a log of queries and issues<br>• Work with Essex County Council through the Essex Local Highways Panels<br>• Establish a presence on Stansted Airport's Area Transport Forum. | 1 – 2 yrs<br>1 – 2 yrs<br>1 – 2 yrs<br>1 – 2 yrs | • Working group established<br>• Attendance<br>• Actions and follow ups |
| Change parking fees to reflect the market and inflation | • Implement new tariffs and update signage and promotion of pay-by-phone<br>• Changes to off-street orders and on-street schedules where required. | 1 – 2 yrs<br>1 – 2 yrs | • Tariffs decided<br>• Orders changed |

| Measure | Description | When | Monitoring |
|---|---|---|---|
| **Providing alternatives to car ownership and use** | | | |
| Neighbourhood Car Clubs | • Work with the County and NEPP to produce a short term plan for Car Club procurement<br>• Use funding from the planning system and grants<br>• Implement TROs to install A-A Car club cars across the major settlements and new developments in the district. | 1 – 2 yrs<br>2 – 3 yrs<br>1 – 5 yrs | • Usage data<br>• DVLA data on Car Registrations<br>• Resident feedback |
| Walking & Cycle Network development | • Implement the Essex Highways '2018 Uttlesford District Cycling Action Plan' through grant funding as available and through the planning system<br>• Implement the Uttlesford Cycling and Walking Infrastructure Plan when completed. | 1 – 5 yrs<br><br>3 – 5 yrs | • Automatic cycle counters at key points on the network<br>• Census data |
| Park Active / Park and Choose | • Consider approximate sites along key arterial routes and close to new development areas<br>• Use the planning system to secure and provide sites<br>• Promote and develop the sites over time as affordable. | 1 – 2 yrs<br>3 – 6 yrs<br>6 + yrs | • Usage data<br>• Traffic count data<br>• Car park use |
| 'Smarter Choices' | • Establish short term plan for implementation and funding through development or grants<br>• Mobilisation through in-house manager or contractor. | 1 – 2 yrs<br>2 + yrs | • Monitoring through deployment |
| School Travel Planning | • Increase Active Schools and 3PR schemes in partnership with the county and NEPP | Ongoing | • School travel census / hand up surveys and public comments |

| Measure | Description | When | Monitoring |
|---|---|---|---|
| **Policy and Residents Parking** | | | |
| Planning Policy which accommodates parking | • Consider the findings of the 2009 'Parking Standards, Design and Good Practice' document to provide parking policy into the emerging Local Plan for Uttlesford District<br>• New developments, where there is a risk of commuter or airport parking should have Residents Parking Schemes | 1 – 2 yrs<br><br>2+ yrs | • DVLA data on Car Registrations<br><br>• Resident feedback |
| Residents Parking Zones | • District wide 'conversation' with elected representatives and town and parish councils about the roll-out of Residents Parking Schemes<br>• Develop RPS projects, define areas and estimate costs<br>• Implementation of RPS areas in partnership with NEPP / Essex CC. | 1 – 5 yrs<br><br>3 – 5 yrs | • Automatic cycle counters at key points on the network<br>• Census data |
| Local Lining and Signing Schemes | • Use of Local Highways Panels to process TRO requests in partnership for communities and Highways<br>• Use the planning system to secure funding | 1 – 2 yrs<br>3 – 6 yrs | • Usage data<br>• Traffic count data |

| Measure | Description | When | Monitoring |
|---|---|---|---|
| **Town specific measures** | | | |
| Great Dunmow | • Feasibility of capacity improvements in White Street and trial of season ticket area removal<br>• Feasibility of moving the Market to provide more space in Angel Lane<br>• Consider options to High Street through the working group. | 1 – 2 yrs<br>1 – 2 yrs<br>2+ yrs | • Report to working group<br>• Report to working group<br>• Report to working group |
| Saffron Walden | • Consider arrangements at Debden Road<br>• Change arrangements in Market Place<br>• Proposals to residents parking and residents parking schemes. | 1 – 2 yrs<br>1 – 2 yrs<br>2+ yrs | • Delivery<br>• Delivery<br>• Report to working group |
| Stansted Mountfitchet & Elsenham | • Work with Parish Council to consider changes around Crafton Green car park<br>• Implement Residents Parking in south of the town<br>• Work with Parish Council and stakeholders to consider changes to Lower Street. | 1 – 2 yrs<br>2 – 3 yrs<br>2 – 3 yrs | • Report to working group<br>• Report to working group<br>• Report to working group |
| Local Schemes and measures | • Work with Town & Parish Councils, NEPP and the county through the working group to seek local solutions to problems highlighted through the consultation. | Ongoing | • Reports to working group |

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# Glossary

| 3PR | | See Appendix B |
|---|---|---|
| ANPR | Automatic Number Plate Recognition | a technology that uses optical character recognition on images (usually a CCTV camera) to read vehicle registration plates |
| APDS | The Alliance for Parking Data Standards | A not-for-profit body that Develops, promotes, manages, and maintains a uniform global standard to allow organisations to share parking data across platforms worldwide. |
| AVP | Automated or Autonomous Valet Parking | A system able to take control of a vehicle and to drive it from the drop-off zone to the parking space and from the parking space to the pick-up zone |
| BI | Business Intelligence | A set of technologies, methods and processes that transform raw data into meaningful and useful information used to enable more effective strategic, tactical, and operational insights and decision-making |
| Buchanan Report | Buchanan Order Management Report 'the Buchanan Report' | A report produced in 2020 which looked in detail as streets in Saffron Walden to determine whether additional permit parking places could be recommended to alleviate the permit holder parking pressure as the demand for permits exceeded the supply. |
| BPA | British Parking Association | A not-for-profit organisation, representing, promoting and influencing the parking and traffic management profession throughout the UK and Europe |
| CEO | Civil Enforcement Officer | A person employed to enforce parking, traffic and other restrictions and laws in England & Wales. |
| CIHT | Chartered Institution of Highways & Transportation | A not-for-profit body that represents and qualifies professionals who plan, design, build, manage and operate transport and infrastructure. |
| CPE | Civil Parking Enforcement | 'Decriminalised' parking enforcement carried out by councils rather than the Police under The Road Traffic Act 1991 |
| DEFRA | Department of Environment, Food and Rural Affairs | Central Government Department responsible for improving and protecting the environment |
| DfT | Department for Transport | Central Government Department responsible for transport and highways in England |
| DVLA | Driver and Vehicle Licensing Agency | The organisation of the UK government responsible for maintaining a database of drivers in Great Britain and a database of vehicles for the entire United Kingdom. |
| ECC | Essex County Council | The Local Highways Authority |
| ELT | Extract, Load, Transform | A data integration process for transferring raw data from a source server to a data warehouse on a target server and then preparing the information for downstream uses |
| EV | Electric Vehicles | Wholly electric or hybrid vehicles which are capable of being plugged in order to recharge batteries for electrically powered movement |
| EVCP | Electric Vehicle Charge Point | The charging point for electric vehicles, which can be found in off-street car parks and in some on-street locations |

| GDPR | The General Data Protection Regulation | Regulation (EU) 2016/679 - a regulation in EU law on data protection and privacy for all individuals within the European Union (EU) and the European Economic Area (EEA). |
|------|------|------|
|  | Intelligent deployment | The use of Business Intelligence methods to maximise CEO effectiveness. CEOs are deployed to locations based on the likelihood that vehicles are parked in contravention, based on previously gathered data |
| KPI | Key Performance Indicator | A quantifiable measure of performance over time for a specific objective. |
| LHA | Local Highways Authority | The Authority charged with the management and maintenance of the public highways under the 2004 Traffic Management Act |
| LTP | Local Transport Plan | Document produced by Transport Authorities which sets out policy and investment priorities. A material consideration when deciding Planning Applications |
| LSOA | Lower Super Output Area | One of the smallest geographical statistical units used by the Office of National Statistics and in the Census |
| NEPP | North Essex Parking Partnership | The organisation charged with carrying out the parking duties of the LHA including TROs and civil parking enforcement |
| NPP | National Parking Platform | A DfT backed pilot to bring various data and parking rights information into a publicly owned data warehouse which aims to work with any parking and payments provider |
|  | Mobile Monitoring | The use of ANPR mounted on vehicles to monitor large numbers of vehicles in a short period of time. |
| MSCP | Multi-Storey Car Park | A car park on multiple levels |
|  | Park Active / Park and Choose | See Appendix B |
| PC | Parish Council | The third-tier Parish Council's in place across the district |
| P&D | Pay and display | A parking system in which a motorist buys a temporary permit from a machine and displays it in the window of the vehicle |
| PCN | Penalty Charge Notice | A fixed penalty notice issued by a CEO, backed with powers to obtain payment by civil action |
| PML | Parking Matters Ltd | The consultant carrying out this study |
| RFID | Radio-frequency identification | A system using electromagnetic fields to automatically identify and track tags attached to objects. The tags contain electronically-stored information. Oyster cards and contactless credit/debit cards are examples of this type of system |
|  | Smarter Travel Choices | See Appendix B |
| SAE | Society of Automotive Engineers | A U.S.-based, globally active professional association and standards developing organization for engineering professionals in various industries. Principal emphasis is placed on transport industries such as automotive, aerospace, and commercial vehicles |
| SATF | Stansted Area Transport Forum | A local forum with working groups that considers travel and access to Stansted Airport. |
| SMMT | The Society of Motor Manufacturers & Traders | A trade association that supports and promotes the interests of the UK automotive industry at home and abroad. Working closely with member |

| | | |
|---|---|---|
| | | companies, SMMT acts as the voice of the motor industry, promoting its position to government, stakeholders and the media. |
| SMPC | Stansted Mountfitchet Parish Council | The Parish Council for Stansted Mountfitchet |
| STC | Smarter Travel Choices | Travel behaviour change initiatives including providing better travel information to reduce single occupancy vehicle use |
| STP | School Travel Planning | A range of initiatives which seek to reduce car-use to schools and increase walking, cycling and bus use |
| SWTC | Saffron Walden Town Council | The Town Council for Saffron Walden |
| TC | Town Councils | The third tier Town Councils in place in both of the District's towns |
| TRO | Traffic Regulation Orders | The legal instrument used to enforce on-street traffic and parking restrictions |
| TSRDG | Traffic Signs Regulations and General Directions | The law that sets out the design and conditions of use of official traffic signs that can be lawfully placed on or near roads in Great Britain and the Isle of Man. |
| UWE | University of the West of England | A university known for research into travel and transport behaviour |
| UDC | Uttlesford District Council | The local authority for Uttlesford District |
| VRM | Vehicle Registration Mark | The mandatory alphanumeric registration mark of a vehicle, displayed on a vehicle registration plate |
| VRP | Vehicle Registration Plate | The DVLA assigned registration plates that vehicles must display when being used. |