



Thursday, 22 December 2011

## **TRANSPORT WORKING PARTY**

A meeting of **Transport Working Party** will be held on

**Thursday, 5 January 2012**

commencing at **4.00 pm**

The meeting will be held in the Meadfoot Room, Town Hall, Castle Circus,  
Torquay, TQ1 3DR

### **Members of the Committee**

Councillor Hill (Chairman)

Councillor Amil  
Councillor Cowell  
Councillor Doggett

Councillor Excell  
Councillor Faulkner (A)  
Councillor Brooksbank

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**Our vision is working for a healthy, prosperous and happy Bay**

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For information relating to this meeting or to request a copy in another format or language please contact:

**Patrick Carney, Town Hall, Castle Circus, Torquay, TQ1 3DR  
(01803) 207710**

Email: [democratic.services@torbay.gov.uk](mailto:democratic.services@torbay.gov.uk)



# **TRANSPORT WORKING PARTY AGENDA**

1. **Apologies for absence**
2. **Minutes of Meeting held on 17th November 2011** (Pages 1 - 2)
3. **Torbay Parking Review (Pay and Display) - Consideration of Objections to proposed Traffic Regulation Order** (Pages 3 - 14)
4. **Torbay Road, Torquay - Consideration of Objections to proposed Traffic Regulation Order** (Pages 15 - 24)
5. **Gibson Road Parking - presentation by resident**
6. **Local Sustainable Transport Fund - Bid update** (Pages 25 - 28)
7. **Shiphay Controlled Parking Zone - Review** (Pages 29 - 52)
8. **Palace Avenue - verbal update**
9. **St Michaels Traffic Action Zone - Derrell Road** (Pages 53 - 60)
10. **Safety Audit Policy** (Pages 61 - 74)
11. **Any Other Business**
12. **Date of Next Meeting - 16th February 2012, 4pm, Meadfoot Room**



## Minutes of the Transport Working Party

17 November 2011

**-: Present :-**

Councillors Hill, Cowell, Excell, Brooksbank, Pentney (In place of Doggett), Addis (In place of Amil) and Pountney (In place of Faulkner (A))

(Also in attendance: Councillor Bobbie Davies, Councillor Michael Hytche and Councillor Chris Lewis (in part))

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### 16. Apologies for absence

Councillor Amil  
Councillor Doggett  
Councillor A Faulkner  
Sue Cheriton

### 17. Minutes of meetings held on 6/10/11 & 18/10/11

Minutes were proposed by Councillor Pentney and seconded by Councillor Brooksbank with the addition of Councillor B Davies on the attendee list for meeting held on 18/10/11.

### 18. Presentation to the Group by Mrs Hewitt regarding Dartmouth Road crossing

Presentation by Mrs Hewitt requesting the zebra crossing on Dartmouth Road is altered to be a push button signal crossing. After discussion members recommended that the project is considered as part of the Road Safety Review in the spring. Members also requested that officers contact the RNIB to establish if there are any other opportunities for funding from charity bodies.

### 19. Hele Air Quality Management Area - Briefing Note

Members received report.

### 20. Paignton Town Centre Parking Review - Consideration of objections to proposed Traffic Regulation Order

Presentation by Mr Rogers from Palace Avenue. Mr Rogers was objecting to an alteration to provide 6 additional metered parking bays in Palace Avenue. Outcome: Members recommended that the proposed amendments to the Traffic Regulation orders are implemented as advertised except in the areas detailed in Appendix 4, where amendments will be re-advertised. However with the addition

that the Commissioner of Environment and Place be requested to reconsider his decision to implement the 6 metered parking spaces in Palace Avenue. Decision: 6 in favour, 1 abstention.

**21. Totnes Road, Paignton - Proposed Pedestrian Crossing**

After due consideration Members recommended that officers from Highways approach the developer to request that the Section 106 funding be spent on other pedestrian improvement priorities within the area of Totnes Road and Hayes Road. Decision: Unanimous.

**22. Avenue Road to Torquay Sea Front Cycle Route**

After due consideration Members recommended to approve the proposed cycle link (as detailed in Appendix 1) and that all associated Traffic Regulation Orders are advertised and implemented if no objections are received. Any objections received will be presented to a forthcoming meeting of the Transport Working Party. The route will be implemented when future funding is available. Decision: Unanimous.

**23. Broadsands Road - Consideration of Objections to proposed Traffic Regulation Order**

That the proposed amendments to the existing Traffic Regulation Orders, as detailed in Appendix 2 are implemented as advertised. Decision: Unanimous.

**24. Local Sustainable Transport Fund (verbal update)**

Sally Farley provided an update on the Local Sustainable Transport Fund outlining that the proposed application will no longer include the Park and Ride in Shiphay but will include a cycle route to the harbour, a fast ferry service between Brixham and Torquay, and improved bus services. A draft submission will be presented to the Transport Working Party in January 2012 for approval before it is submitted in February 2012.

**25. Any Other Business**

None.

**26. Date of Next Meeting - 5th January 2012, 4pm, Meadfoot Room**



Title: **Torbay Parking Review (Pay and Display) – Consideration of Objections to proposed Traffic Regulation Order**

Public Agenda Item: **Yes**

Reason for Report to be Exempt:

Wards Affected: **All Wards**

To: **Transport Working Party** On: **5<sup>th</sup> January 2012**

Key Decision: **No** **Implemented following legal procedures.**

Change to Budget: **Yes** Change to Policy Framework: **No**

Contact Officer: **Richard Brown**  
Telephone: **207674**  
E.mail: **Richard.brown@torbay.gov.uk**

## **1. What we are trying to achieve and the impact on our customers**

- 1.1 Improve the management of parking in areas of high demand through the use of on-street pay and display to encourage turnover of parking.
- 1.2 Promote sustainable travel through the introduction of on-street pay and display in areas of commuter parking.
- 1.3 Allow income from parking to be re-invested into frontline services.

## **2. Recommendation(s) for decision**

- 2.1 That the following actions be progressed in the identified areas.

### **Pimlico/Lymington Road**

Implement scheme as advertised

### **Magdalene Road**

Implement scheme as advertised and advertise additional 15 spaces in the road as 4 hour maximum stay pay and display.

**Babbacombe Road**

Implement scheme with 3 hour maximum stay

**Newton Road**

Implement a Controlled Parking Zone in Newton Road with a set charging policy for commuters (see appendix 2) and reduce pay and display proposals to 10 spaces using advertised tariff of £1 for 4 hours.

**Sands Road**

Implement scheme as advertised

**Stearfield Road**

Implement scheme with 4 hour maximum stay

**Adelphi Road**

Implement compromise on scheme with maximum stay period of 4 hours and re-advertise middle section of the road as residents parking only.

**3. Key points and reasons for recommendations**

- 3.1 Following a meeting of the Full Council on the 31<sup>st</sup> October 2011 Members decided to implement a number of new on street pay and display locations subject to the necessary statutory consultation with the public, these locations, revised income, capital costs and tariffs are included in appendix 2.
- 3.2 In light of the response received from the statutory consultation, some amendments to the proposal approved by Full Council are recommended.

**For more detailed information on this proposal please refer to the supporting information attached.**

**Patrick Carney**

**Service Manager – Streetscene and Place**

## **Supporting information**

### **A1. Introduction and history**

- A1.1 The Council needs to respond boldly to the Coalition Government's plans and the state of public finances that became evident through the second half of 2010. As a result of this the Council established the Productivity Improvement Programme (PIP) in October 2010. PIP included the following three projects: 1. Torbay Council Design (currently on hold); 2. Procurement; and 3 Revenue Income and other associated efficiency programmes.
- A1.2 A collaborative approach was used to identify and develop income generating opportunities working closely with lead officers from across the Council. As a result of the initial proposals officers identified potential locations of high demand or long stay commuter parking.
- A1.3 An initial open Public Meeting of the Transport Working Party was held on 5<sup>th</sup> September 2011 to consider the proposals included in the parking opportunities originally included within the PIP Project. Following the meeting further consultations took place with town traders, local groups and Community Partnerships in the areas affected specifically by the introduction of more parking meters.
- A1.4 The initial on street parking meters proposals specifically considered a number of new locations which included shopping areas, commuter zones and seafront parking sites. As a result of the extensive consultation a number of proposed locations were withdrawn completely, replaced by alternatives, or deferred for further investigation following a meeting of the Transport Working Party on the 18<sup>th</sup> October 2011.

The key changes in view of the consultation are as follows:

- Secondary shopping areas -These areas were shown to be already suffering in the current economic climate and could not sustain parking meters
  - High investment requirements – some areas required expensive infrastructure improvements which would not be justified against the level income expected and were withdrawn
  - Residential areas – some areas were adjusted or withdrawn as these were considered mostly residential zones
  - Wider parking reviews - required in some instances where there was conflict between the needs of different groups within an area or additional works to be costed
- A1.5 The recommendations in this report reflect the proposals put forward by the Transport Working Party and after further consultation with the local traders and businesses, the community partnerships affected and other interested groups.

### **A2. Risk assessment of preferred option**

#### **A2.1 Outline of significant key risks**

- A2.2 The public are aware of the plans to extend on street pay and display locations which have generated many objections to the schemes – these have been included

in determining these proposals which have been assessed along with other budget pressures.

## **A2.2 Remaining risks**

A2.2.1 The lead time for implementing the new on street pay and display locations is subject to a 12 week order time for parking equipment and installation.

## **A3. Other Options**

A3.1 The following options have been considered for each area identified:-

### **Pimlico/Lymington Road**

1. Implement scheme as advertised
2. Do not implement advertised scheme

### **Magdalene Road**

1. Implement scheme as advertised
2. Do not implement advertised scheme
3. Implement scheme and advertise additional 15 spaces in Magdalene Road as 4 hour maximum stay.

### **Babbacombe Road**

1. Implement scheme as advertised
2. Implement scheme with 3 hour maximum stay
3. Do not implement advertised scheme
4. Remove loading bays from scheme and implement a 10 minute tariff with a charge of 30p as well as a 20 minute tariff for 50p
5. Implement the first 10 minutes parking as free

### **Newton Road**

1. Implement scheme as advertised
2. Do not implement advertised scheme
3. Implement a charging policy for permits with 10 spaces left as pay and display with one machine. This would be in the form of a separate Controlled Parking Zone for Newton Road where permits could be sold to commuters and nearby residents at set charges

### **Sands Road**

1. Implement scheme as advertised
2. Do not implement advertised scheme
3. Implement scheme but with 4 hours maximum stay to match comments regarding Adelphi and Steartfield Roads

### **Steartfield Road**

1. Implement scheme as advertised
2. Do not implement advertised scheme
3. Implement scheme but at 4 hour maximum stay period

### **Adelphi Road**

1. Implement scheme as advertised
2. Do not implement advertised scheme



3. Implement scheme leaving out the middle section of the road and re-advertise as residents parking and extend maximum stay period to 4 hours

#### **A4. Summary of resource implications**

- A4.1 In order to implement the new on street pay and display locations additional resources will be required from the Business Services Business Unit and the Residents and Visitors Services Business Unit. A sum of £6,000 has been allowed for to back fill any current posts involved with the implementation of the new areas.

#### **A5. What impact will there be on equalities, environmental sustainability and crime and disorder?**

- A5.1 An initial overview equality impact assessment (EIA) for the overall project has been completed.

#### **A6. Consultation and Customer Focus**

- A6.1 Extensive consultation has taken place by officers and members of the Transport Working Party. This process has included an open meeting on 5<sup>th</sup> September 2011 and 18<sup>th</sup> October 2011 for all interested members of the public to attend including verbal representations from community leaders and businesses. There has also been consultation with a local traders group and the following Community Partnerships:

- Shiphay and the Willows Community Partnership
- Torquay Town Centre Community Partnership
- Torre and Upton Community Partnership
- Preston Community Partnership
- St Marychurch and District Community Partnership
- Wellswood and Torwood Community Partnership
- Ellacombe Community Partnership
- Paignton Community Partnership

In addition specific location related consultation has taken place with Upton Park Friends Group and Torquay Museum.

Verbal and written declarations from the public have been received including two formal petitions both relating to the on-street parking proposals.

The Transport Working Party has considered all representations received prior to making the recommendations in this report

A summary of the feedback is outline below and within Appendix 1.

#### **Pimlico/Lymington Road**

No objections received and supported by Ward Partnership

#### **Magdalene Road**

Objection from Ward Partnership regarding a resident in Magdalene Road with no off street parking.

Objection from Bowls Club was also received requesting an increased turnover of vehicles in the road so that their Members can visit more easily and to include a further 15 spaces of unrestricted parking in the road as pay and display but only with a maximum stay of 4 hours.

### **Babbacombe Road**

Objections received from 7 hotels and guest house proprietors concerned that passing trade will be deterred by parking charges. The scheme does include a 4 space loading bay which effectively allows 10 minutes free parking however it is clear that those objecting feel this will not work. Instead the hotel and guest house owners are requesting the first 10 minutes parking to be free in all the pay and display spaces. This would be achieved by offering a free 10 minute ticket from the pay and display machine and would be enforced in the normal way if the ticket is expired. This however would set a precedent as no other on street pay and display area would offer the first 10 minutes free and most town centre areas would request such a free parking offer should it be implemented in Babbacombe Road. This obviously would result in a loss of income.

Torquay Museum has objected on the grounds that parking charges would deter customers visiting the Museum also that if charging was to go ahead then 2 hours would not be long enough in the area for those attending lectures. The Museum has requested we investigate the possibility of creating a small parking area for them in the Harbour Car Park nearby which might give the impression to their customers that this area is for their sole use.

### **Newton Road**

15 objections from Torbay Hospital staff have been received who state they use the area regularly to park to attend work. Many are not entitled to a parking permit to park on the Hospital site. Some Hospital staff have expressed a wish to purchase permits to park in Newton Road.

2 objections from local residents, one resident lives in Newton Road and has two vehicles to their family but only one off street parking space.

### **Sands Road**

No objections received

### **Stearfield Road**

Only two objections received. One from a guest house owner in Leighon Road and one from the Ward Partnership stating that the maximum stay should be 4 hours.

### **Adelphi Road**

9 objections received from guest house and hotel owners in Adelphi Road very concerned as their businesses do not provide enough parking for guests and so some guests park on street. Also they are concerned as those proprietors who live on site will have no where to park without payment being required. Ward Councillors have met with the guest house and hotel owners and a possible compromise would be to leave the middle section of the road non pay and display and using a Controlled Parking Zone offer residents parking in this area of the road.

Finally proprietors are requesting 4 hours maximum stay instead of 2 hours to give guests extra time if having to park in the road.

**A7. Are there any implications for other Business Units?**

A7.1 Commercial Services Business Unit and Procurement will be required to assist with the implementation of the new on street pay and display areas.

**Appendices**

Appendix 1 Summary of objections

Appendix 2 Update Scheme Summary

**Documents available in members' rooms**

None

**Background Papers:**

The following documents/files were used to compile this report:

None

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### Objections received from advertising proposed Traffic Regulation Orders

#### Torquay Summary

<b>Road</b>	<b>Number of Objections</b>	<b>Objector</b>	<b>Comments from Objectors</b>
Pimlico/Lymington Road	None	None	None
Magdalene Road	2	Elderly resident with no off street parking and Bowls Club	Provide parking permit to elderly resident with no off street parking. Cllr Excell has spoken with the resident and offered an alternative to her. Bowling club concerned about turnover of parking bays and expand parking restrictions by 15 spaces.
Babbacombe Road	5	Babbacombe Road hotels and local shopper objections  Torquay Museum	First 10 minutes free as possible solution to guests wanting accommodation instead of loading bays  Objection to scheme
Newton Road	15	Commuters to hospital are main objectors and 1 from a resident in Newton Road	Commuters will find free on street parking elsewhere, too many restrictions in this area anyway. Charges too high or sell permits so pay and display machines are not required

#### Paignton Summary

<b>Road</b>	<b>Number of Objections</b>	<b>Objector</b>	<b>Comments from Objectors</b>
Sands Road	None	None	None
Stearfield Road	2	Guest house owner and Ward Partnership	Remove Steartfield Road from proposals.
Adelphi Road	9	Guest house owners objecting due to removal of unrestricted parking	Compromise suggested to turn the middle section of the road into residents parking area

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### Updated Scheme Summary

#### On Street Parking

<b>Torquay</b>	<b>Location</b>	<b>Length</b>	<b>Spaces</b>	<b>Tariff</b>	<b>Machines</b>
Old Newton Road	Between Rougemont Ave & Orchard Way	250m	45	2/2a	1
Lymington Road	Jct. Trematon Ave to Sunbury Hill	220m S & N	40	2	5
Magdalene Road	Jct Trematon Ave	93m	17	2	2
Babbacombe Road	Between Torwood Gardens Road & Braddons Hill Road East	160m	29	3	3
Pimlico	Outside Madrepore Place	28m	5	3	1
Trematon Ave	Between Magdalene Road and Lymington Road	64m	11	2	0

#### On Street Parking

<b>Paignton</b>	<b>Location</b>	<b>Length</b>	<b>Spaces</b>	<b>Tariff</b>	<b>Machines</b>
Sands Road	O/S Queen's Park	38m North	7	3	1
	Between Adelphi Lane & Queens Road	41m South	7	3	1
Adelphi Road	South Side	110m	12	3a	1
Stearfield Road	Esplanade Road to Leighon Road	72m	12	3	2

#### Based on current 2011 tariff

#### **2. Commuter (New Rate)**

Maximum 4 hours stay  
4 hours £1.00

#### **2a (Commuter on street permits)**

Quarter £75  
Six months £135  
Annual £250

#### **3. Standard**

10 Mins - 20p  
30 Mins - 60p  
1 Hour - £1.00  
2 Hours - £2.00

#### **3a. Standard (4 hours)**

10 Mins – 20p  
30 Mins – 60p  
1 Hour - £1.00  
2 Hours - £2.00  
3 Hours - £3.00  
4 Hours - £4.00

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Title: **Torbay Road, Torquay - Consideration of Objections to proposed Traffic Regulation Order**

Public Agenda Item: **Yes**

Reason for Report to be Exempt:

Wards Affected: **Tormohun**

To: **Transport Working Party** On: **5<sup>th</sup> January 2012**

Key Decision: **No** **Implemented following legal procedures.**

Change to Budget: **No** Change to Policy Framework: **No**

Contact Officer: **Richard Brown**  
Telephone: **207674**  
E.mail: **Richard.brown@torbay.gov.uk**

## **1. What we are trying to achieve and the impact on our customers**

- 1.1 Provide additional parking on the Torquay Sea Front area and to simplify the restrictions within the area.
- 1.2 To encourage a turnover of spaces in an area of high demand through the use of on-street pay and display parking.

## **2. Recommendation(s) for decision**

- 2.1 Implement the scheme as per the advertised Traffic Regulation Order (TRO) and outlined in Appendix 1 to this report.

## **3. Key points and reasons for recommendations**

- 3.1 Members of the Transport Working Party of the 18 October 2011 considered a report to remove the peak hour restrictions on Torbay Road adjacent to Torre Abbey Meadows. The current restrictions remove the parking between 8am and

10am and 4pm and 6pm. Members recommended that a TRO be advertised to remove these restrictions so that better access can be provided to the Torquay Sea Front area. In order to ensure a turnover of spaces the Working Party recommended that on-street pay and display be used to more efficiently manage the spaces.

- 3.2 The Council received two objections to the proposed TRO and Councillors are asked to consider these objections

**For more detailed information on this proposal please refer to the supporting information attached.**

**Patrick Carney  
Service Manager – Streetscene and Place**

## **Supporting information**

### **A1. Introduction and history**

- A1.1 Torbay Road, Torre Abbey Meadows has been identified as an area where an above average number of Penalty Charge Notices are issued. 1256 Penalty Charge Notices were issued in this area in 2010/11. Despite additional advisory signage being erected by the Council motorists appear to not understand that they can not park between 8am and 10am and 4pm and 6pm Monday to Saturday. The no parking times were originally implemented to ease congestion at commuter times.
- A1.2 Following feedback from the public and to increase access to the beach and amenity areas the removal of the no parking times from Monday to Saturday have been considered. To create a turnover of vehicles the parking restrictions would match Torbay Road, Rock Walk in Torquay where 4 hours maximum stay is in place. There would therefore be an additional 61 parking bays available for the motorist to use between 8am to 10am and 4pm to 6pm Monday to Friday. The issue of congestion will be monitored by the Highways Team.
- A1.3 The initial on street parking meters proposals specifically considered a number of new locations which included shopping areas, commuter zones and seafront parking sites. As a result of the extensive consultation a number of proposed locations were withdrawn completely, replaced by alternatives, or deferred for further investigation following a meeting of the Transport Working Party on the 18th October 2011. At the meeting of the Full Council on the 31st October 2011 Members decided to advertise proposals for a number of new on street pay and display areas including Torbay Road in Torquay by Torre Abbey Meadows

### **A2. Risk assessment of preferred option**

#### **A2.1 Outline of significant key risks**

- A2.2 The public are aware of the plans to extend on street pay and display locations which have generated many objections to the schemes – these have been included in determining these proposals which have been assessed along with other budget pressures.

#### **A2.2 Remaining risks**

- A2.2.1 The removal of the peak time parking restrictions will lead to a reduction in the road capacity and may affect journey times.

### **A3. Other Options**

- A3.1 Not to implement the advertised TRO.

#### **A4. Summary of resource implications**

A4.1 In order to implement the new restrictions resources will be required from the Business Services Business Unit and the Residents and Visitors Services Business Unit.

#### **A5. What impact will there be on equalities, environmental sustainability and crime and disorder?**

A5.1 An initial overview equality impact assessment (EIA) for the overall project has been completed.

#### **A6. Consultation and Customer Focus**

A6.1 Extensive consultation has taken place by officers and members of the Transport Working Party. This process has included an open meeting on 5<sup>th</sup> September 2011 and 18<sup>th</sup> October 2011 for all interested members of the public to attend including verbal representations from community leaders and businesses. There has also been consultation with a local traders group and the Community Partnership relating to Torbay Road.

#### **A7. Are there any implications for other Business Units?**

A7.1 Commercial Services Business Unit and Procurement will be required to assist with the implementation of the new on street pay and display areas.

#### **Appendices**

Appendix 1 Summary of scheme in Torbay Road

Appendix 2 Summary of on-street Pay and Display tariff

Appendix 3 Objections to proposed Traffic Regulation Order

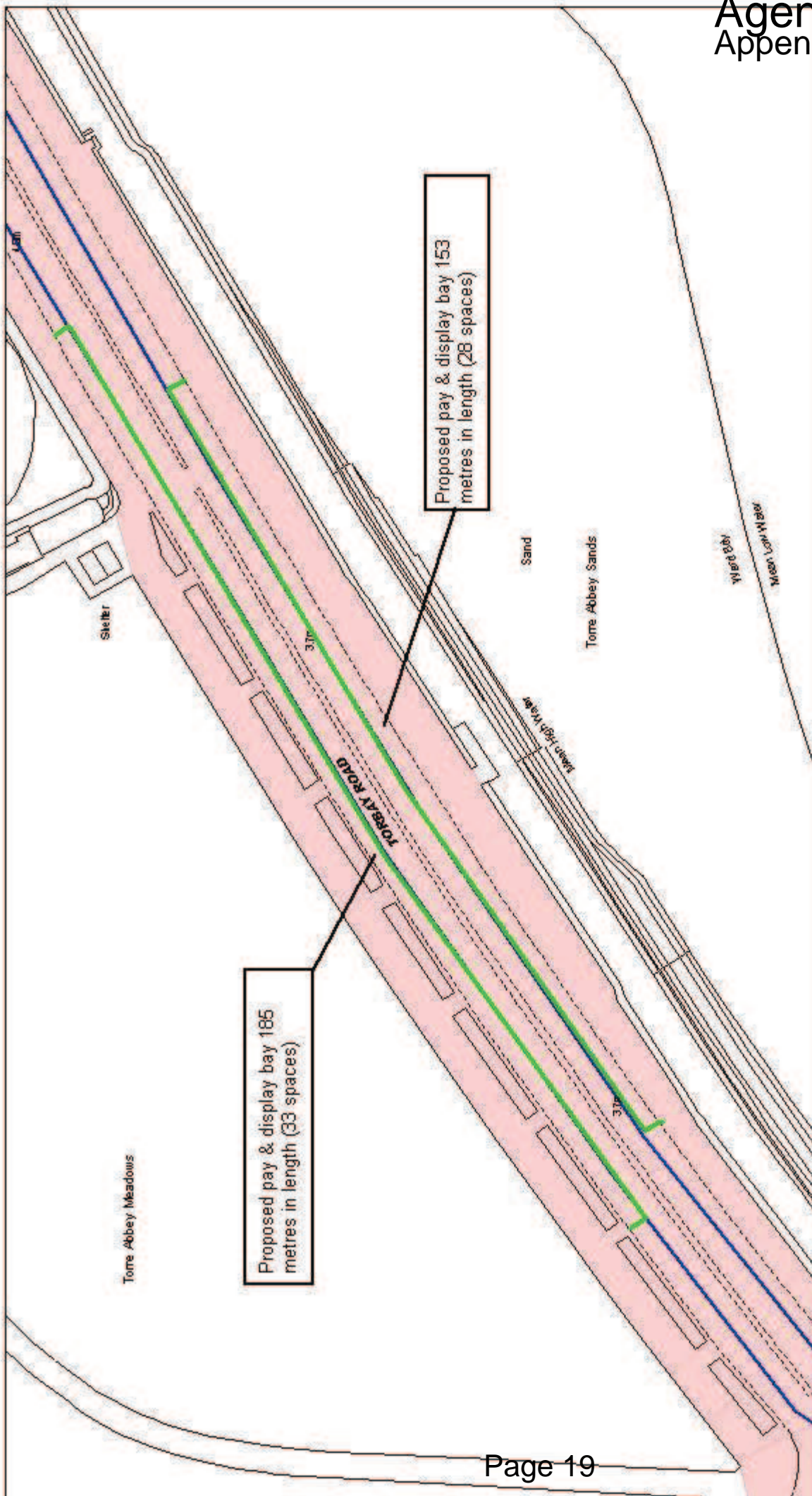
#### **Documents available in members' rooms**

None

#### **Background Papers:**

The following documents/files were used to compile this report:

None



SCALE	1 : 920
DATE	10/10/2011
DRAWING No.	
DRAWN BY	

Torbay Road, Torquay - Proposed P&D Bays

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### On Street Parking

Torquay	Location	Length	Spaces	Tariff	Machines
Torbay Road	Between King's Drive and Belgrave Road	184m North	33	1	4
	Both sides of carriageway	153m South	28		3
		Total	61		

### Based on current 2011 tariff

#### 1. Seasonal

1st May - 30th Sept	1st Oct - 30th Apr
10 Mins - 20p	10 Mins - 20p
30 Mins - 60p	30 Mins - 30p
1 Hour - £1.00	1 Hour - 60p
2 Hours - £2.00	2 Hours - £1.20
3 Hours - £3.00	3 Hours - £1.80

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- 8 NOV 2011

S|||

[REDACTED]

Service Manager  
Communities, Leisure and Transport (Residents and Visitor Services)  
Torbay Council  
3<sup>rd</sup> Floor, Roebuck House  
Abbey Road  
Torquay  
TQ2 5TF

Dear Sir

We would like to oppose the proposed new parking meters that you wish to install, particularly those on the Torbay Road seafront. This is one of the last areas in Torquay where there is both free parking and easy access to level ground and as such is invaluable to many residents, particularly the elderly or those who find walking difficult.

We are sure that the Council wishes to encourage visitors to Torquay and wants to encourage residents to use the Bay for leisure and exercise. Many of the people who park in this area visit regularly, but for fairly short periods of time (although not as short as the proposed ten minutes charge, which seems useless in the context of a seaside location). They will certainly be put off by parking charges and this will have a negative effect on local business as well as reducing the amenity value of the area.

We hope that you will not implement these proposals, or at the very least include a free element for short visits of an hour or so, particularly outside high season.

We were very disappointed to find no information about these proposals on the council website and no contact details other than general ones. We had intended to email this objection but instead had to return to Torbay Road in order to obtain the address for submission of objections and the deadline and then post this letter. I would suggest that when you review the number of objections received you bear in mind the difficulties people may have had in responding.

This letter refers to parking on Torbay Road. However, a newspaper reference online mentioned other areas discussed as possible sites at the policy development group meeting on August 16<sup>th</sup>. These included parts of Babbacombe Downs Road and Meadfoot Sea Road – areas which people use in much the same way as Torbay Road (and, if anything more used by local residents). We have been unable to confirm if these made it onto your final proposals, but if they did, we would like to register opposition to these proposals too, for the reasons above.

Yours faithfully

[REDACTED]

[Redacted]  
**From:** [Redacted]  
**Sent:** 25 October 2011 14:22  
**To:** [Redacted]  
**Subject:** re. Street Parking Torbay Road

Dear [Redacted]

I am writing in response to the letter regarding the proposed parking changes to be introduced on Torbay Road.

I would like to officially lodge the concerns of [Redacted] that this proposal would cause significant traffic congestion during the peak summer months and for this reason we would ask for the decision to be reconsidered.

The existing parking restrictions were introduced in response to peak hour traffic congestion and since then the traffic movement has improved significantly. We believe the introduction of limited waiting for up to 3 hours between 8am and 6pm will reintroduce congestion at peak times and thus cause problems for traffic wishing to use the Torbay Road, including our [Redacted]

Thank you for taking the time to read and consider our concerns.

Yours sincerely

[Redacted signature block]

Tel. 01803 [Redacted]  
Fax. 01803 [Redacted]  
Mob. [Redacted]

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Title: **Local Sustainable Transport Fund - bid update**

Public Agenda Item: **Yes.**

Reason for Report to be Exempt: **N/A**

Wards Affected: **All**

To: **Transport Working Party** On: **05/01/12**

Key Decision: **No** **How soon does the decision need to be implemented** **N/A**

Change to Budget: **No** Change to Policy Framework: **No**

Contact Officer: **Sally Farley**  
Telephone: **01803 207745**  
E.mail: **Sally.farley@torbay.gov.uk**

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## 1. What we are trying to achieve and the impact on our customers

1.1 The Authority is producing a bid to the Department for Transport (DfT) Local Sustainable Transport Fund to include: a cycleway; a new frequent and fast ferry service; and new bus service and real time information linking the Harbour to the Willows via Torre Station.

1.2 The purpose of the bid is to stimulate economic growth whilst reducing the Bay's carbon footprint. Every bid must demonstrate innovation.

1.3 The fund cannot be used for roads or car parking

1.4 Rail schemes not favoured, large rail schemes not eligible

1.5 Benefits include:

- New pontoons available for all ferry operators
- New cycle way between Willows and Torquay Harbour
- Reduced congestion
- Water Transport in Torbay (unique land to land service)

- Improved access to Torquay and Brixham Harbours
- Provides a genuine alternative to car travel between Torquay and Brixham, that offers faster journey times than the private car
- Improved access to employment and services

## **2. Recommendation(s) for decision**

### **2.1 None required – for comment only**

## **Supporting information**

### **A1. Introduction and history**

A1.1 In June 2011 the Authority produced a draft bid to the DfT for the Local sustainable Transport fund. This bid was accepted by the DfT in September 2011.

A1.2 Following further investigation the project was modified to remove the park and ride element from the bid and a revised bid was accepted by the DfT in October 2011.

A1.3 Following a presentation to the Mayor and the Transport Working Party in November the bid is being prepared with Jacobs to ensure a successful outcome within existing budget constraints.

A1.4 The bid must be submitted by the end of February and a response from the DfT is expected in May 2012.

A1.5 A summary of the draft bid will be available for the February Transport Working Party for information.

### **A2. Risk assessment of preferred option**

#### **A2.1 Outline of significant key risks**

- Bid preparation costs £45,000 (from existing budget).
- Bus and ferry services to be tendered through OJEU process after bid approved
- Timetable is very tight
- Location issues for pontoons

#### **A2.2 Remaining risks**

A2.2.1 Rejection of the bid by the DfT.

### **A3. Other Options**

A3.1 Not to bid for funding is an option but there will be no further funding for sustainable transport for the foreseeable future.

#### **A4. Summary of resource implications**

- Bid for £2.5 million
- Bid preparation £45,000
- No change to existing budget
- No long term revenue commitment (revenue allocation 3 years and included in bid to DfT)
- Grants funding for transport unlikely to be available again for foreseeable future

#### **A5. What impact will there be on equalities, environmental sustainability and crime and disorder?**

A5.1 There will be a positive effect on sustainability and equalities including: congestion relief; reduced carbon footprint; and improved access to services and employment particularly for those without access to the car.

A5.2 Journey time between Brixham and Torbay Harbours will be 15 minutes, with a service every half and hour. The vessels will accommodate a wide range of needs including disabled passengers and cyclists.

#### **A6. Consultation and Customer Focus**

A6.1 In addition to the consultation undertaken through the LTP3, there have been further meetings with the hospital and Sustrans. A wide range of stakeholders will need to be consulted and letters of support are an essential part of the bid.

#### **A7. Are there any implications for other Business Units?**

A7.1 Tor Bay Harbour Authority will house the new pontoons and ferry service. The Harbour Committee will need to approve the location and design of the new ferry pontoon infrastructure. Highways will be responsible for implementing the works for the cycle way. Both Services have members on the project board making the day to day decisions around this bid.

#### **Appendices**

None

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Title: **Shiphay Controlled Parking Zone - Review**

Public Agenda Item: **Yes**

Reason for Report to be Exempt:

Wards **Cockington with Chelston**  
Affected: **Shiphay with the Willows**

To: **Transport Working Party** On: **5<sup>th</sup> January 2012**

Key Decision: **No.** How soon does the **January** decision need to be **2012** implemented

Change to **No** Change to **No**  
Budget: Policy Framework:

Contact Officer: **John Clewer**  
☎ Telephone: **7665**  
✉ E.mail: **john.clewer@torbay.gov.uk**

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## 1. **What we are trying to achieve and the impact on our customers**

- 1.1 It is a requirement of the Council's Parking Policy that any amendment to parking restrictions carried out within the bay area undergoes a review within a timeframe of six months to one year of implementation. The purpose of this report is for members to consider the comments / objections received to the changes to the Traffic Regulation Orders (TRO) made as a result of the review of the Shiphay Controlled Parking Zone.

## 2. **Recommendation(s) for decision**

- 2.1 It is recommended that members approve the proposals outlined under option 1 in this Issues Paper for implementation as part of the review into the Shiphay Controlled Parking Zone during the current financial year.

## 3. **Key points and reasons for recommendations**

- 3.1 In April 2005 the Transportation Strategy Working Party identified seven possible areas for the introduction of controlled parking zones, of which the Shiphay zone was the final area to be reviewed. Subsequently issues papers were presented to the Transportation Working Party on 2nd February 2009 (outlining the results of the Stage 2 consultation for the Shiphay Controlled Parking Zone) and 6<sup>th</sup> November 2009 (outlining any objections received following the advertising of the proposed Traffic Regulation Orders).

- 3.2 Members recommended that the report be put before the cabinet and therefore a report was prepared and presented on the 8<sup>th</sup> December 2009. Following which the Mayor, as decision taker, made the decision to implement the Shiphay Controlled Parking Zone with effect from 1<sup>st</sup> September 2010, with the zone being enforced from the 20<sup>th</sup> October 2010.
- 3.3 It is a requirement of the Council's Parking Policy that any amendment to parking restrictions carried out within the bay area undergoes a review within a timeframe of six months to one year of implementation. The purpose of this report is for members to consider the comments / objections received following the changes made to the Traffic Regulation Orders (TRO) as a result of the review of the Shiphay Controlled Parking Zone. .
- 3.4 Consultation with the residents of the area, Council Ward Members, has being undertaken and positive feedback received.
- 3.5 **Appendix 1** shows the boundaries of the proposed traffic action zone and **Appendix 2 (plans 1 – 9)** details the proposed amendments.

**For more detailed information on this proposal please refer to the supporting information attached.**

**Patrick Carney**  
**Service Manager – Street Scene Services**



## Supporting information

### A1. Introduction and history

- A1.1 In April 2005 the Transportation Strategy Working Party identified seven possible areas for the introduction of controlled parking zones, of which the Shiphay zone was the final area to be reviewed. Subsequently issues papers were presented to the Transportation Working Party on 2nd February 2009 (outlining the results of the Stage 2 consultation for the Shiphay Controlled Parking Zone) and 6<sup>th</sup> November 2009 (outlining any objections received following the advertising of the proposed Traffic Regulation Orders).
- A1.2 Members recommended that the report be put before the cabinet and therefore a report was prepared and presented on the 8<sup>th</sup> December 2009. Following which the Mayor, as decision taker, made the decision to implement the Shiphay Controlled Parking Zone with effect from 1<sup>st</sup> September 2010, with the zone being enforced from the 20<sup>th</sup> October 2010.
- A1.3 A plan showing the boundaries of the CPZ are attached as **appendix 1**.
- A1.4 It is a requirement of the Council's Parking Policy that any amendment to parking restrictions carried out within the bay area undergoes a review within a timeframe of six months to one year of implementation. The purpose of this report is for members to consider the comments / objections received following the changes made to the Traffic Regulation Orders (TRO) as a result of the review of the Shiphay Controlled Parking Zone.
- A1.5 Consultation with the residents of the area and Council Ward Members, was undertaken during October, with an advert and article in the local media and notices placed on site, as well as the opportunity to register comments via the council web site. Positive feedback has been received.
- A1.6 Comments received as a result of the consultation are summarised as follows:

#### Objections

- South Devon Health Care NHS Foundation Trust asks that due to the status of the Broomhill Way park and ride, the Shiphay CPZ scheme should actually be removed / suspended until another solution is in place.
- One letter was received asking for the situation to “revert back to how it was before the scheme started as it has now proved more restrictive than before it was introduced.”

#### In Support

- Seven letters were received of which four offered direct support thanking the authority for ‘giving a residential street back to its residents’.
- Three others also asked for the addition of an extra hours enforcement during the afternoon period.
- Other correspondence has also been received querying the lack of hours the zone is in operation and requesting either 10am – 2pm or 2 hours maximum parking, no return in 3 hours.

#### Banbury Park

- Three letters were received requesting better enforcement around the junction of Banbury Park and Cadewell Lane.
- One resident complaining about issues when trying to access / egress their driveway.

#### Cadewell Lane

- One letter was received from the landlord of flats 84 – 90 Cadewell Lane requesting permits be issued as, which whilst not within the zone, his properties are accessed via Banbury Park.
- One comment was received concerning the parking bays opposite Cadewell Park Road, which were implemented instead of the previous double yellow lines. These bays force vehicles turning right from Cadewell Park Road into the middle of the road.

#### Collaton Road / Exe Hill

- Four letters and numerous telephone calls have been received concerning the congestion caused in this area since amendments were made to the existing parking restrictions, especially during the morning commuter period and school times.

#### Crosspark Avenue

- One letter requested the introduction of parking restrictions to create passing places due to the useable width of the carriageway being reduced by parked vehicles.

#### Grosvenor Close

- Five letters have been received concerning the effects on residents of overspill parking from vehicles which have been displaced from inside the CPZ.

#### Grosvenor Avenue

- One letter requested that the double yellow lines be extended further in to the junction of Grosvenor Avenue / Higher Cadewell Lane, resulting in poor visibility.

#### Higher Cadewell Lane

- Four letters have been received concerning the effects on residents of overspill parking from vehicles which have been displaced from inside the CPZ.
- Three letters request that Higher Cadewell Lane be included within the boundaries of an extended CPZ.
- One letter requests that bays be relaxed within the zone to make capacity for vehicles currently using Higher Cadewell Lane.
- One letter requests the introduction of parking restrictions to create passing places due to the useable width of the carriageway being reduced by parked vehicles.

#### Lloyd Avenue

- One letter, backing up previous comments made, concerning parking around the junction of Lloyd Avenue and Summerfield Road and asking that some bays are removed on the 'uphill' side of Lloyd Avenue to reduce the risk of 'uphill' and 'downhill' traffic coming into conflict.

#### Queensway

- Six letters and numerous telephone calls have been received from the residents of Queensway and adjacent cul-de-sacs regarding overspill parking from vehicles which had previously parked within the CPZ. This problem has only occurred recently and is believed to be due to NHS staff, who previously had permits to park at the Focus DIY store, being displaced since it was redeveloped as ASDA.

The residents request that parking restrictions be implemented as vehicles parking close to the junction of Queensway and Shiphay Lane, force vehicles turning into Queensway to come into conflict with downhill traffic. This parking is causing congestion, vehicles are stationary on Shiphay Lane, as they are unable to freely turn into Queensway.

#### Rougemont Avenue

- One letter was received from a resident requesting the reinstatement of on-street parking bays to act as a traffic calming feature at the junction of Rougemont and Grosvenor Avenues.

#### Shiphay Lane

- Correspondence was received from one resident requesting a change to the parking restrictions on the West side of Shiphay Lane.
- Correspondence was also received from the Shiphay Dental enquiring into the possibility of the provision of a small section of 3 hour parking in the vicinity of the surgery.
- A further letter commented on the problems caused by cars parking in the vicinity of the bus stop near house no.62.

#### Stanbury Road

- One letter has been received concerning the effects on residents of overspill parking from vehicles which have been displaced from inside the CPZ.

#### Wallace Avenue

- One letter has been received concerning the effects on residents of overspill parking from vehicles which have been displaced from inside the CPZ.

#### Other comments:

- Allowed vehicle size - One letter was received from a resident asking for the size of vehicle allowed within the zone to be increased to 'plate certificate' size.
- Bank Holiday / Christmas Operation – correspondence was received regarding the operational days of the zone and whether it should be enforced over holiday periods?
- Number of permits per household – correspondence was received stating that two permits per household was restrictive where households have grown up children with cars.
- Original Consultation – One comment was received stating that the original “vote on the scheme was flawed as only one vote was allowed per dwelling thus disenfranchising multiple car owners in a property.”
- Parking of traders – correspondence was received regarding the parking of emergency short term callers
- Scheme Registration – Correspondence was received regarding the amount of information requested prior to the issue of a vehicle permit. Some residents feel this to be “completely intrusive and unnecessary, also a threat to use the information for other purposes is a disgrace and unwarranted.”

- Value for money – One letter was received stating that the £30 permit was poor value for money when the scheme is only in operation for one hour a day.
- Visitor Annual Parking Permit - one letter was received requesting the ability to purchase an annual permit for a regular visitor whose vehicles are not registered at the property.
- Visitor Permits – correspondence was received concerning the time limited nature of these permits.

In response the following actions are proposed:

#### Banbury Park (Appendix 2 Plan No.1)

- Parking Services to be informed and asked to check this area on a regular basis.
- There is a small gap in the existing Traffic Regulation Order, which will be advertised as currently signed i.e. 'Permit Holder Bay Mon – Fri 10am-11am'

#### Cadewell Lane

- No action.

#### Cadewell Lane / Cadewell Park Road junction (Appendix 2 Plan No.2)

- Remove 11m of 'Limited waiting 2 hours no return in 3 hours Resident Permit Holders Exempt Mon – Fri 8am – 6pm' and implement double yellow lines, to improve the movement of vehicles turning right out of Cadewell Park Road.

#### Collaton Road / Exe Hill (Appendix 2 Plan No.3)

- Parking restrictions will be implemented to allow the free passage of traffic and to reduce both congestion on Collaton Road and the conflict between vehicles turning into Exe Hill, especially during the morning commuter period and school times.
- Change the restrictions in the existing parking bays fronting property nos 3 – 9 Shiphay Lane from 'Limited Waiting 1 hour return prohibited within 2 hours' to 'Limited Waiting 1 hour return prohibited within 2 hours, Mon-Fri 8am-6pm'.

#### Crosspark Avenue (Appendix 2 Plan No.4)

- Implement the minimum parking restrictions required to allow the free passage of traffic (especially buses), create passing places, reduce congestion and maintain access to properties.

#### Grosvenor Close

- Low level consultation to be undertaken with the residents to gain feedback as to whether they wish to become part of the Controlled Parking Zone. It should be remembered that residents originally voted to be part of the zone, before opting out during the final stages of consultation.

#### Grosvenor Avenue (Appendix 2 Plan No.5)

- The double yellow lines are to be extended further in to the junction with Higher Cadewell Lane, to prevent vehicles parking on the apex of the corner and therefore improve the visibility for drivers exiting Grosvenor Avenue.

#### Higher Cadewell Lane (Appendix 2 Plan No.4)

- Implement the minimum parking restrictions required to allow the free passage of traffic (especially buses), create passing places, reduce congestion and maintain access to properties.

#### Lloyd Avenue (Appendix 2 Plan No.6)

- Remove the Permit holder only bay outside house no's 2 – 4 Lloyd Avenue and replace with double yellow lines, to reduce the risk of 'uphill' and 'downhill' traffic coming into conflict.

#### Queensway (Appendix 2 Plan No.7)

- Parking restrictions will be implemented to allow the free passage of traffic and to reduce both congestion and the conflict between vehicles turning into Queensway and those travelling downhill.

#### Rougemont Avenue (Appendix 2 Plan No.5)

- There is a gap in the existing Traffic Regulation Order (outside house no's 49 – 51), which will be advertised as currently signed i.e. 'Permit Holder Bay Mon – Fri 10am-11am'.
- With regard to the request for the reinstatement of on-street parking bays to act as a traffic calming feature at the junction of Rougemont and Grosvenor Avenues, it is felt that the carriageway in this area is too narrow and that parked cars would reduce the available visibility.

#### Shiphay Lane (Appendix 2 Plan No.8 & 9)

- Change the existing restrictions in the parking bay fronting house no's 39 – 45 Shiphay Lane from 'limited waiting 2 hours no return in 3 hours, resident permit holders exempt Monday – Friday' to 'limited waiting 3 hours no return in 4 hours, resident permit holders exempt Monday – Friday'. As per appendix 3 plan no.11.
- No action to be taken regarding parking in the vicinity of the bus stop near house no.62.
- Change the existing restrictions in the parking bay fronting house no's 112 – 114 and opposite house no's 111 - 115 Shiphay Lane from 'limited waiting 1 hour no return in 2 hours', to 'limited waiting 2 hours no return in 3 hours, Monday to Friday 8am – 6pm.' As per appendix 3 plan no.12.

#### Stanbury Road

- No action.

#### Wallace Avenue (Appendix 2 Plan No.4)

- Implement the minimum parking restrictions required to allow the free passage of traffic, create passing places and maintain access to properties.

#### Other comments:

- These all concern the actual policy behind the Control Parking Zone and as such are outside the remit of this report. These comments will be help on file, until such time the policy is reviewed.

## **A2. Risk assessment of preferred option**

### **A2.1 Outline of significant key risks**

A2.1.1 Whilst consultation has been undertaken with major stakeholders, it is possible that when the alterations to the existing Traffic Regulation Orders (TRO) are advertised (both on site and in the local media), these will attract objections from the members of the public. Any such objections will then have to be referred back to a future meeting of the Transport Working Party for consideration.

### **A2.2 Remaining risks**

A2.2.1 By making the best use of the available road space we will be able to reduce congestion, formalise parking and therefore reduce the number of wasted journeys made by drivers as they search for on-street parking spaces. If these changes to the existing Traffic Regulation Orders (TRO) are not approved due to objections, congestion will continue and wasted journeys may increase with the resultant rise in both traffic movements and vehicle emissions.

## **A3. Other Options**

A3.1 The following options have been identified:-

### **Option 1**

Advertise the amendments to the Traffic Regulation Orders as detailed in **Appendix 2 Plan No's 1 - 9** of the Shiphay Controlled Parking Zone Review and implement should no objections be received. Any objections will then be submitted to a forthcoming meeting of the Transport Working Party for consideration.

### **Option 2**

Do nothing

## **A4. Summary of resource implications**

A4.1 Advertising of the proposed Traffic Regulation Orders will be carried out by staff from within the Residents and Visitor Services Business Unit using existing resources. Implementation of the proposed Traffic Regulation Orders will be carried out by the Street Scene & Place Group. Enforcement of the waiting restrictions will be provided by staff from within the Residents & Visitor Services Business Unit.

## **A5. What impact will there be on equalities, environmental sustainability and crime and disorder?**

A5.1 None

## **A6. Consultation and Customer Focus**

A6.1 Consultation with the residents and Council Ward Members has being undertaken and positive feedback received.

## **A7. Are there any implications for other Business Units?**

A7.1 None

## **Appendices**

Appendix 1 Shows the boundaries of the existing Controlled Parking Zone.

Appendix 2 Plans 1 – 9 detail individual scheme proposals.

## **Documents available in members' rooms**

Comments received as a result of consultation.

## **Background Papers:**

The following documents / files were used to compile this report:

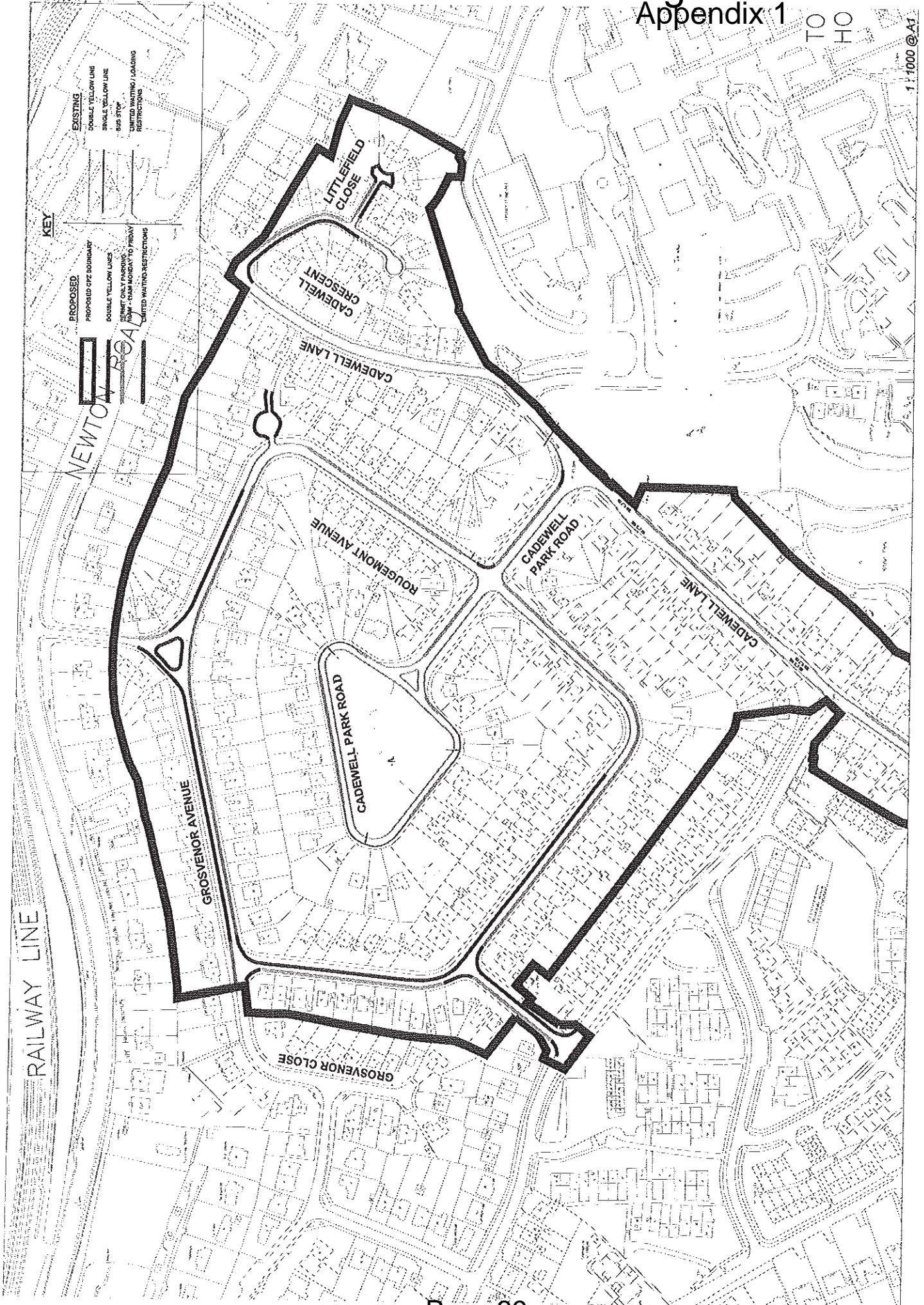
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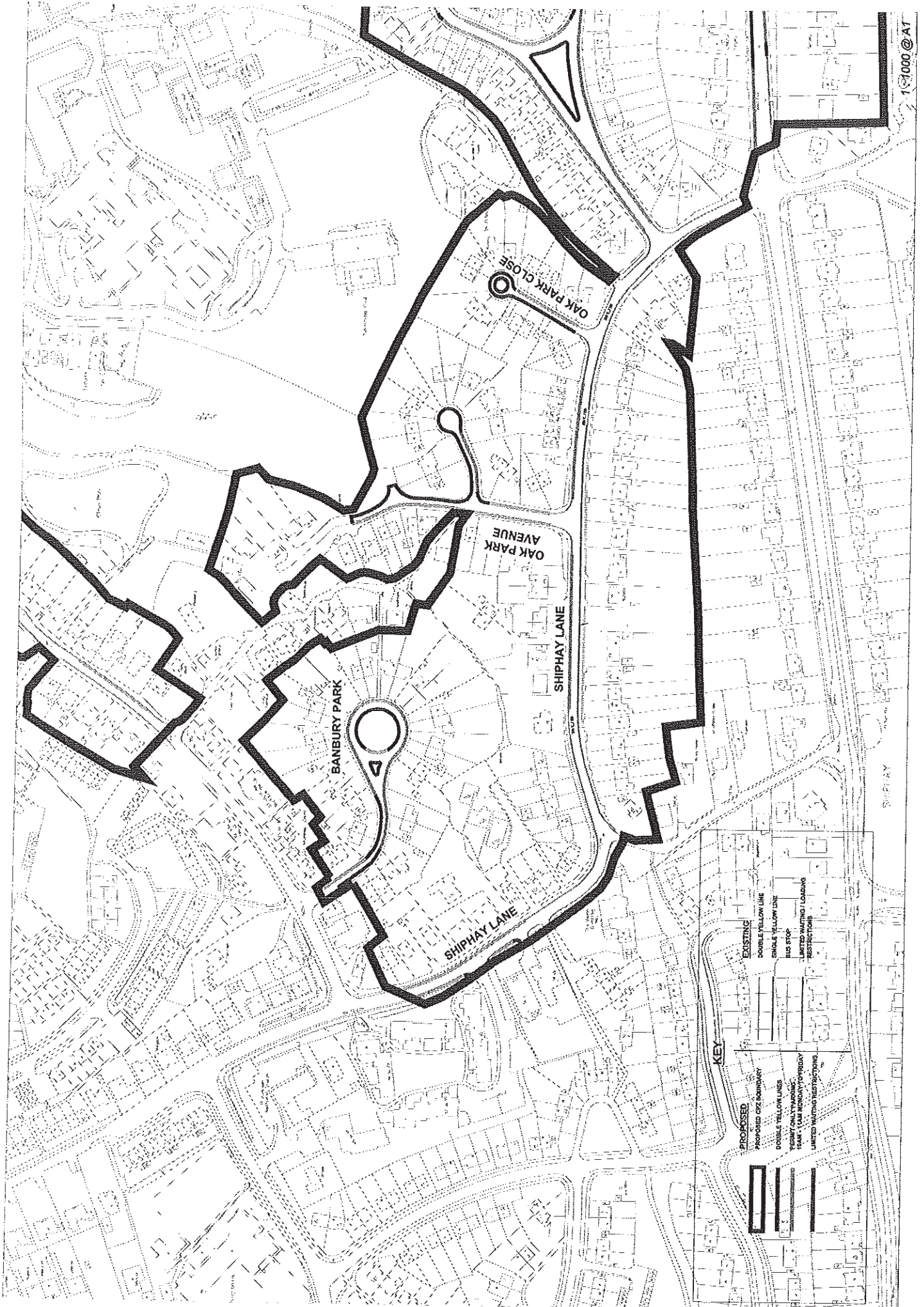
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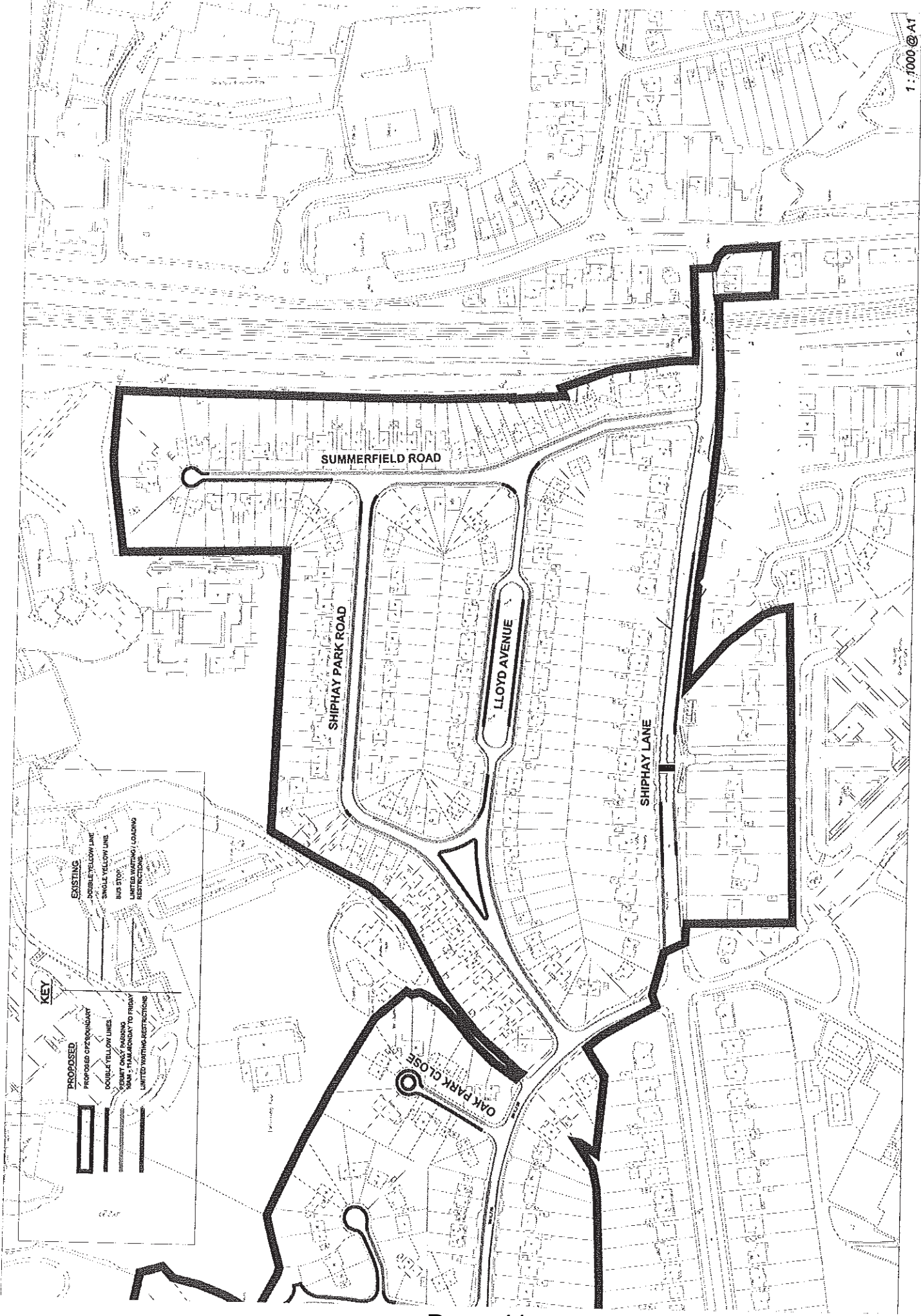
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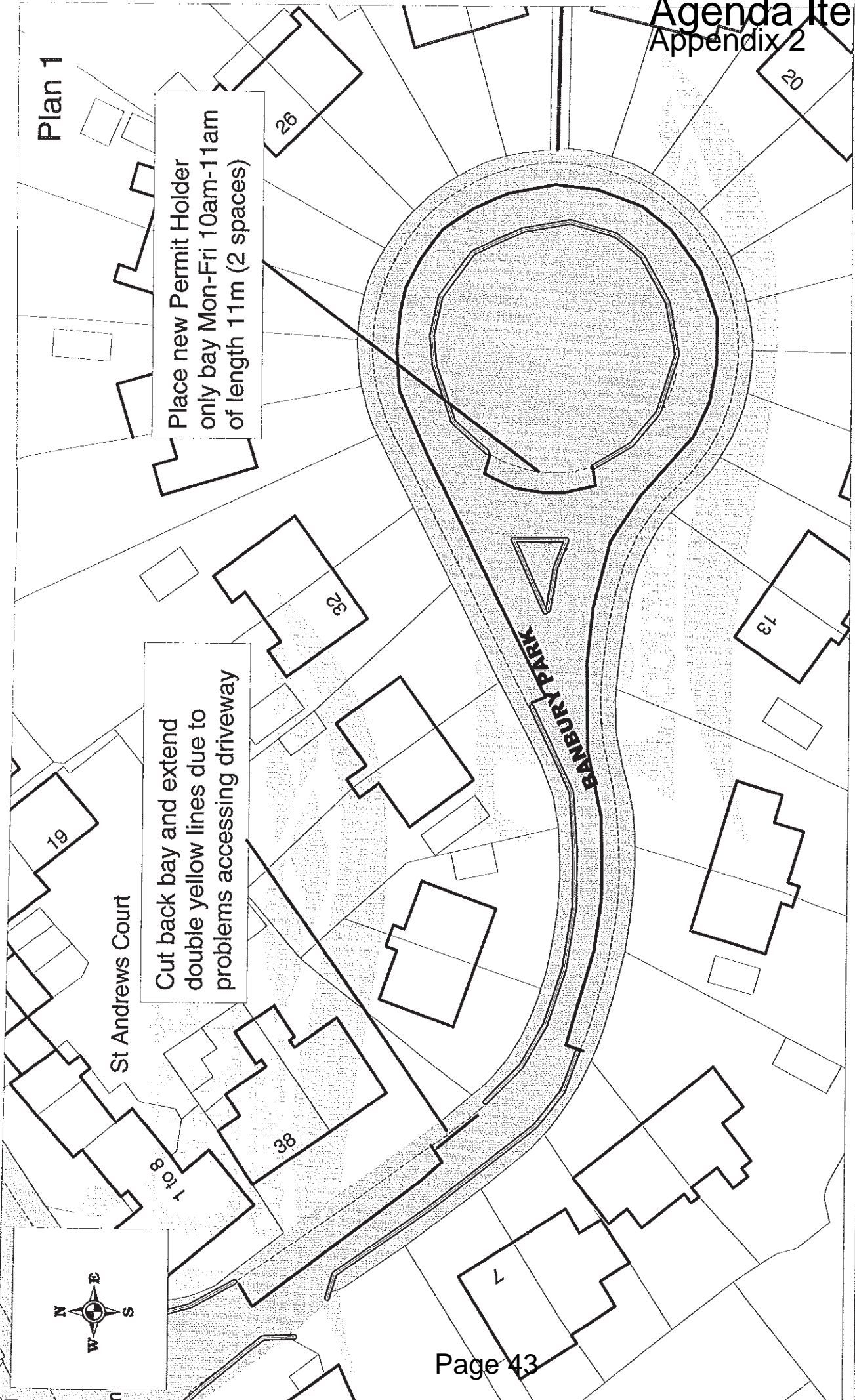
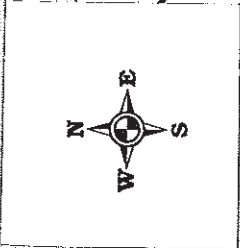
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Plan 1

Place new Permit Holder  
only bay Mon-Fri 10am-11am  
of length 11m (2 spaces)

Cut back bay and extend  
double yellow lines due to  
problems accessing driveway

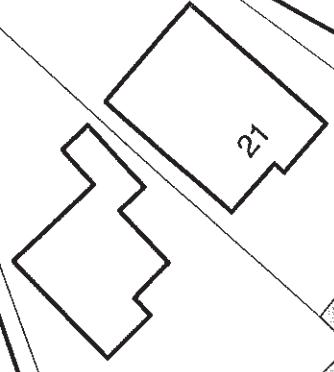
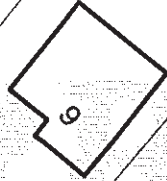
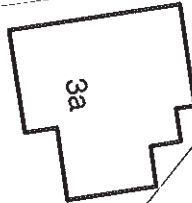


Banbury Park Shiphay CPZ  
Torquay

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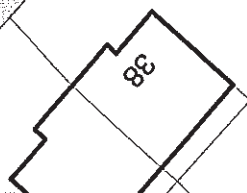
CADWELL PARK ROAD

46.8m

CADWELL LANE

Remove existing limited waiting 2hrs no return 3hrs permit holders exempt Mon-Fri bay and replace with no waiting at any time restrictions

Sinks



1:500 scale

Cadewell Lane  
Shiphay CPZ Torquay



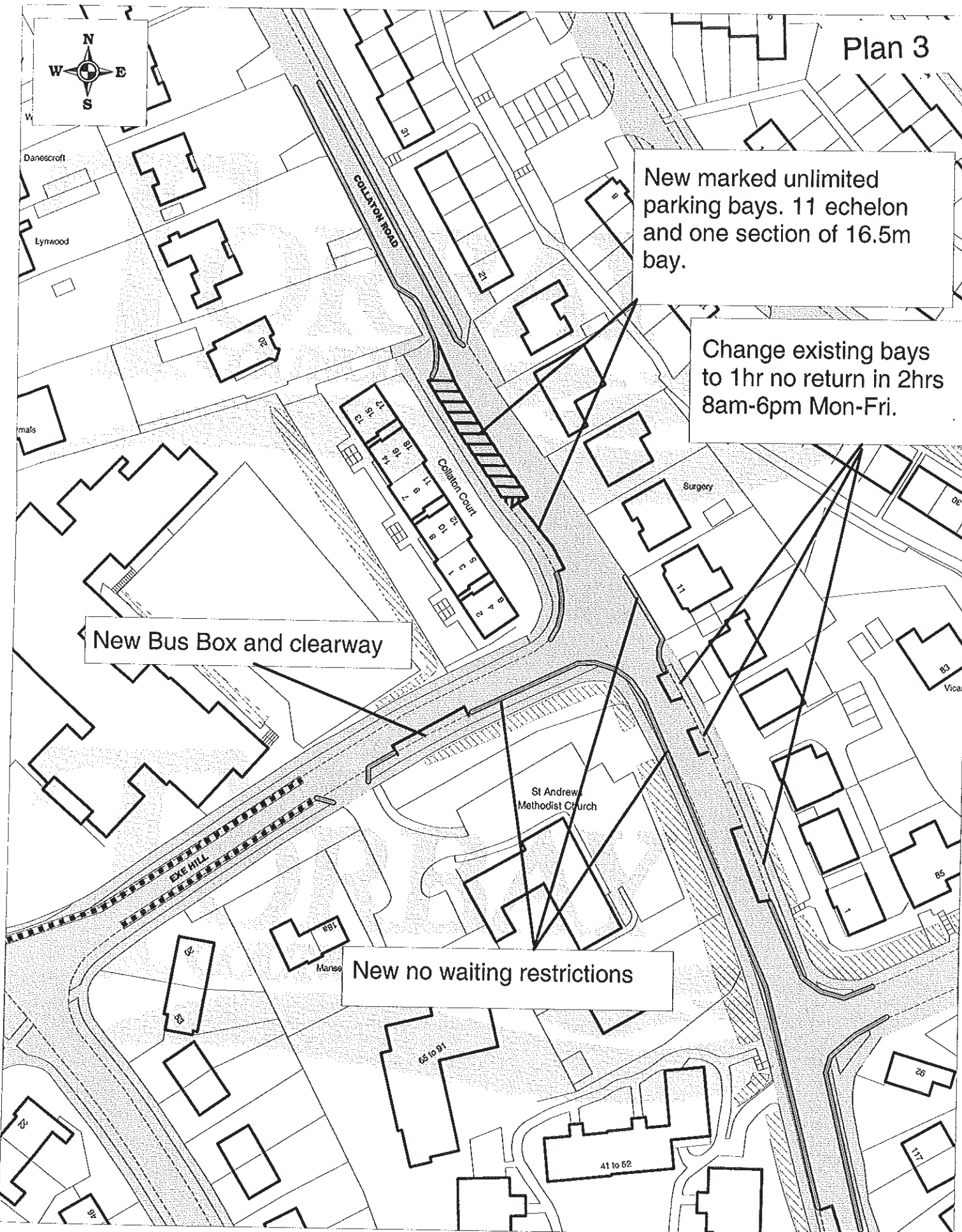


New marked unlimited parking bays. 11 echelon and one section of 16.5m bay.

Change existing bays to 1hr no return in 2hrs 8am-6pm Mon-Fri.

New Bus Box and clearway

New no waiting restrictions

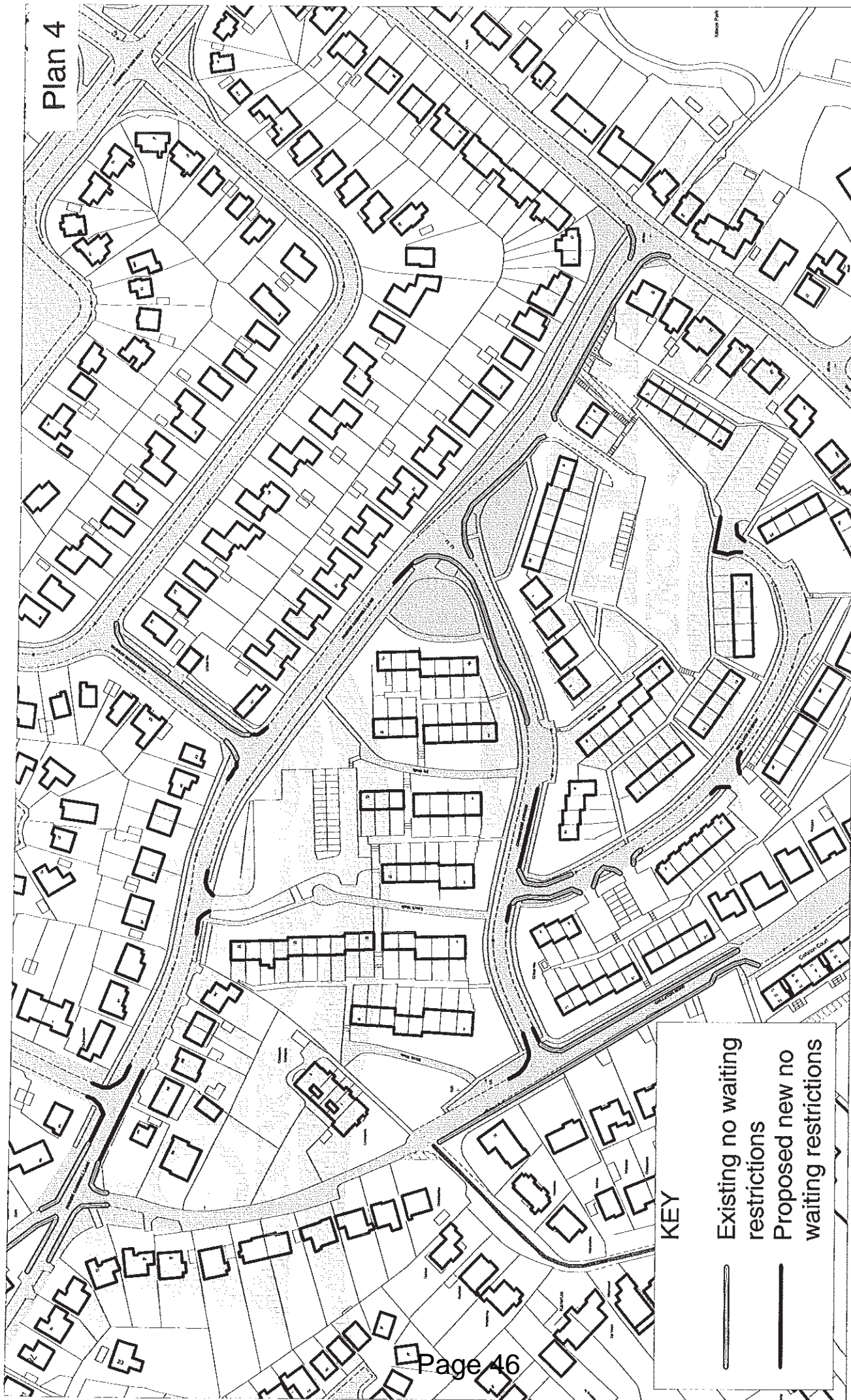


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Exe Hill/ Collaton Road  
Shiphay CPZ Torquay







KEY

- Existing no waiting restrictions
- Proposed new no waiting restrictions

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Higher Cadewell Lane/ Crosspark Avenue/  
Wallace Avenue Shiphay CPZ  
Torquay





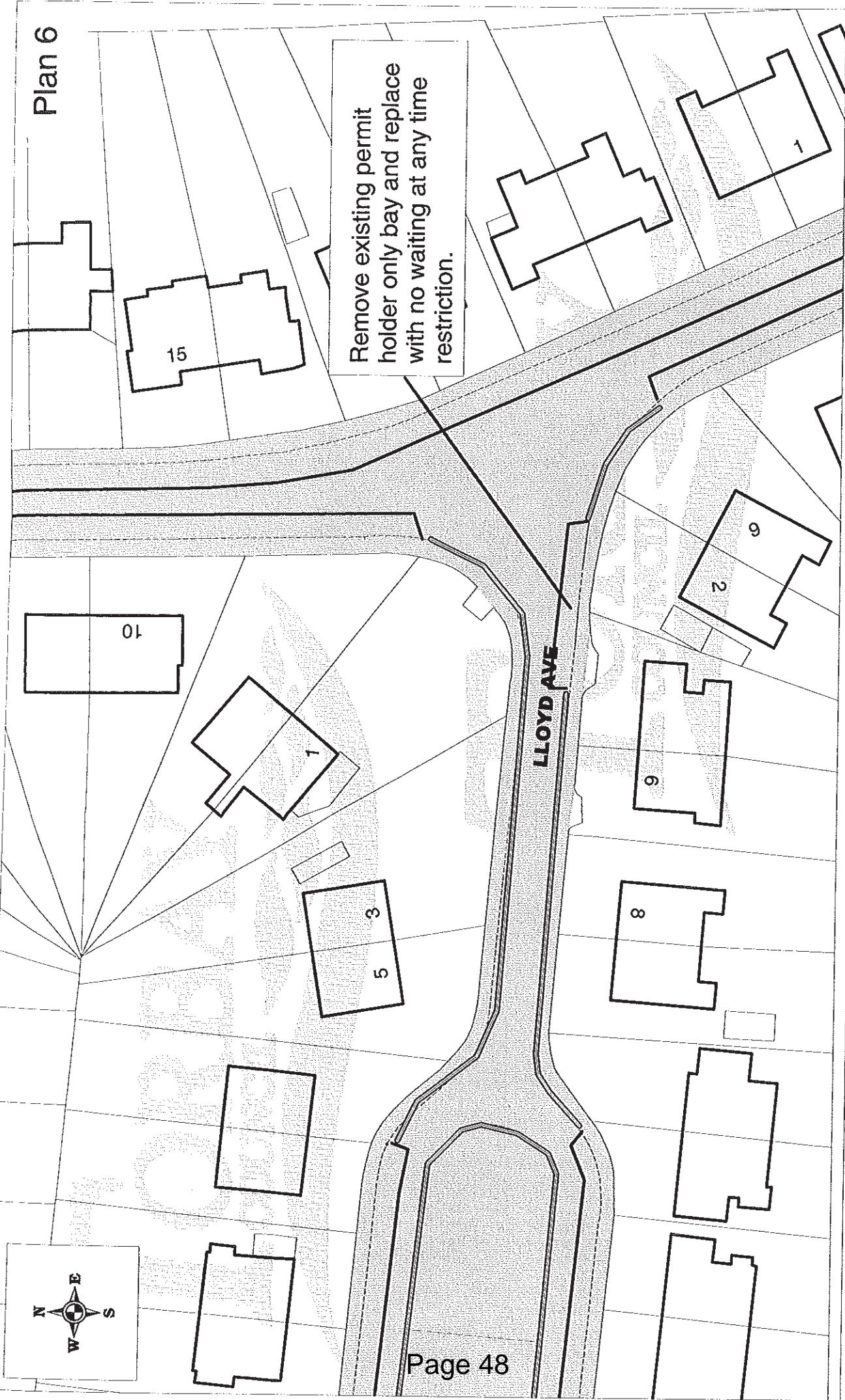


Make permit holders  
only bay 10am-11am  
Mon- Fri

Make permit holders  
only bay 10am-11am  
Mon- Fri

Make permit holders  
only bay 10am-11am  
Mon- Fri.  
Also place double yellow  
lines at entrance to cul-  
de-sac and at entrance  
to pedestrian access.

Remove existing permit holder only bay and replace with no waiting at any time restriction.







**KEY**



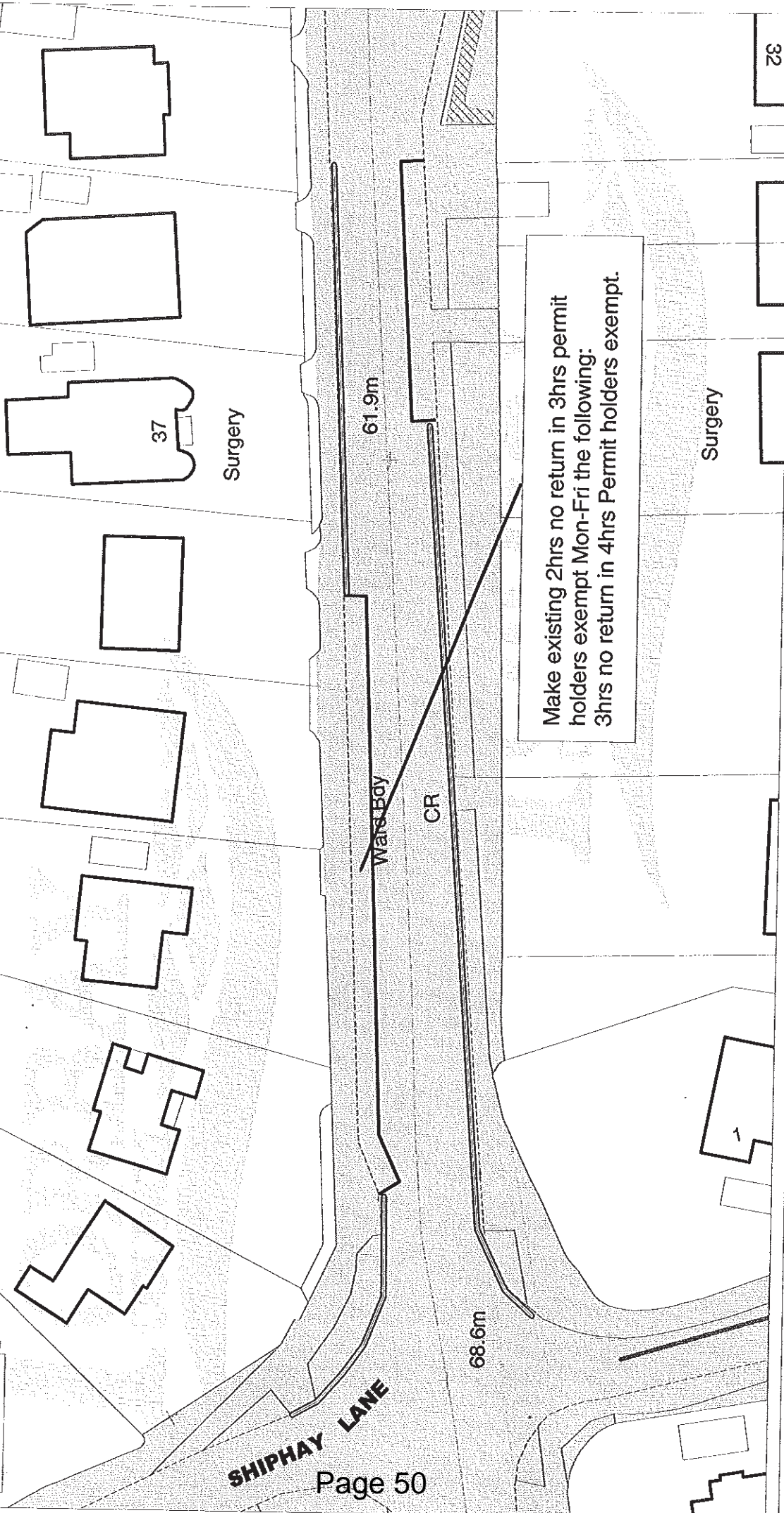
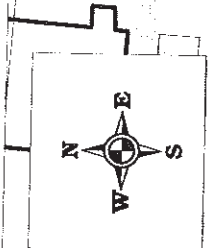
Existing no waiting at any time  
Proposed no waiting at any time

Existing limited waiting bay

1:1000 scale

Queensway Shiphay CPZ  
Torquay





Make existing 2hrs no return in 3hrs permit holders exempt Mon-Fri the following:  
3hrs no return in 4hrs Permit holders exempt.

SHIPHAY LANE

Shiphay Lane Shiphay CPZ  
Torquay

1:500



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Keep existing permit holders only bay 10am-11am the same as current.

**TH** Make existing 1hr no return in 2hr bays 2hrs no return in 3hrs 8am-6pm Mon-Fri.

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Shiphay Lane Shiphay CPZ  
Torquay



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Title: St Michaels Traffic Action Zone – Derrell Road

Public Agenda Item: **Yes**

Reason for Report to be Exempt:

Wards Affected: **Clifton with Maidenway  
Goodrington with Roselands  
Roundham with Hyde**

To: **Transport Working Party** On: **5<sup>th</sup> January 2012**

Key Decision: **No.** How soon does the **January** decision need to be **2012** implemented

Change to Budget: **No** Change to Policy Framework: **No**

Contact Officer: **John Clewer**  
☎ Telephone: **7665**  
✉ E.mail: **john.clewer@torbay.gov.uk**

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## 1. What we are trying to achieve and the impact on our customers

- 1.1 The Local Transport Plan 3 (2011 – 2016) has identified the continued provision of funding from the capital programme for Traffic Action Zones. As part of the Integrated Transport Allocation, £165,000 has been allocated in 2011/2012, to enable works to be carried out within the St Michaels area of Paignton under the heading of Traffic Action Zone (TAZ). The works are intended to improve road safety, promote the use of sustainable travel and encourage access to local services.

## 2. Recommendation(s) for decision

- 2.1 It is recommended that members approve the additional proposal outlined under option 1 in this Issues Paper for implementation as part of The St Michaels Traffic Action Zone during the current financial year.

## 3. Key points and reasons for recommendations

- 3.1 Consultation with the residents of the area, Council Ward Members, Paignton Town Community Partnership Steering Group has being undertaken and positive feedback received.

**Appendix 1** shows the boundaries of the proposed traffic action zone, whilst **appendix 2**

**plan 10** details the proposed scheme for Derrell Road.

**For more detailed information on this proposal please refer to the supporting information attached.**

**Patrick Carney**  
**Service Manager – Street Scene Services**



## Supporting information

### A1. Introduction and history

A1.1 The Local Transport Plan 3 (2011 – 2016) has identified the continued provision of funding from the capital programme for Traffic Action Zones. As part of the Integrated Transport Allocation, £165,000 has been allocated in 2011/2012, to enable works to be carried out within the St Michaels area of Paignton under the heading of Traffic Action Zone (TAZ). These works will target improvements in highways safety, traffic calming, signing, lining, landscaping, parking, pedestrian safety, cycling and links to public transport. **Appendix 1** shows a plan depicting the proposed area of the TAZ.

A1.2 A briefing note was presented to the members of the Transportation Working Party on 18<sup>th</sup> March 2011 and, after due consideration, approval was given to progress the scheme.

A1.3 Following consultation a report was presented to the Transport Working Party on 6<sup>th</sup> October 2011 detailing the nine schemes which make up the proposals for the TAZ and after due consideration the members gave approval to progress, with the addition of a further scheme on Derrell Road (scheme 10).

A1.4 10. Derrell Road (Outside entrance to play park) – uncontrolled pedestrian crossing point.

The proposal is to implement a kerb build out on the Western side of Derrell Road to provide an uncontrolled pedestrian crossing point opposite the entrance to the newly refurbished play park. The scheme will also include the erection of new pedestrian guard rail fronting the entrance to the play park and a short extension to the existing parking restrictions. This scheme will result in the loss of three car parking spaces.

### A2. Risk assessment of preferred option

#### A2.1 Outline of significant key risks

A2.1.1 Whilst consultation has been undertaken with major stakeholders, it is possible that when the alterations to the existing Traffic Regulation Orders (TRO) are advertised (both on site and in the local media), these will attract objections from the members of the public. Any such objections will then have to be referred back to a future meeting of the Transport Working Party.

#### A2.2 Remaining risks

A2.2.1 If these changes to the existing Traffic Regulation Orders (TRO) are not approved due to objections, there will be a greater risk to pedestrians being injured whilst crossing to and from the play park.

### A3. Other Options

#### A3.1 Option 1

Implement the proposed engineering works as detailed in scheme 10 of the St Michaels Traffic Action Zone.

Advertise the amendments to the Traffic Regulation Orders as detailed in scheme 10 of the St Michaels Traffic Action Zone and implement should no objections be received. Any objections will then be submitted to a forthcoming meeting of the Transport Working Party for consideration.

### **A3.2 Option 2**

Do not implement the proposed engineering works or amendments to the Traffic Regulation Orders, as detailed in schemes 10 of the St Michaels Traffic Action Zone.

### **A4. Summary of resource implications**

A4.1 Advertising of the proposed Traffic Regulation Orders will be carried out by staff from within the Residents and Visitor Services Business Unit using existing resources. Implementation of the proposed Traffic Regulation Orders will be carried out by the Street Scene & Place Group. Enforcement of the waiting restrictions will be provided by staff from within the Residents & Visitor Services Business Unit.

### **A5. What impact will there be on equalities, environmental sustainability and crime and disorder?**

A5.1 None

### **A6. Consultation and Customer Focus**

A6.1 Consultation with the residents, Council Ward Members and the Paignton Town Community Partnership Steering Group has been undertaken and positive feedback received.

### **A7. Are there any implications for other Business Units?**

A7.1 None.

### **Appendices**

Appendix 1 Shows the boundaries of the proposed review area.

Appendix 2 Plan 10 detail scheme drawing.

### **Documents available in members' rooms**

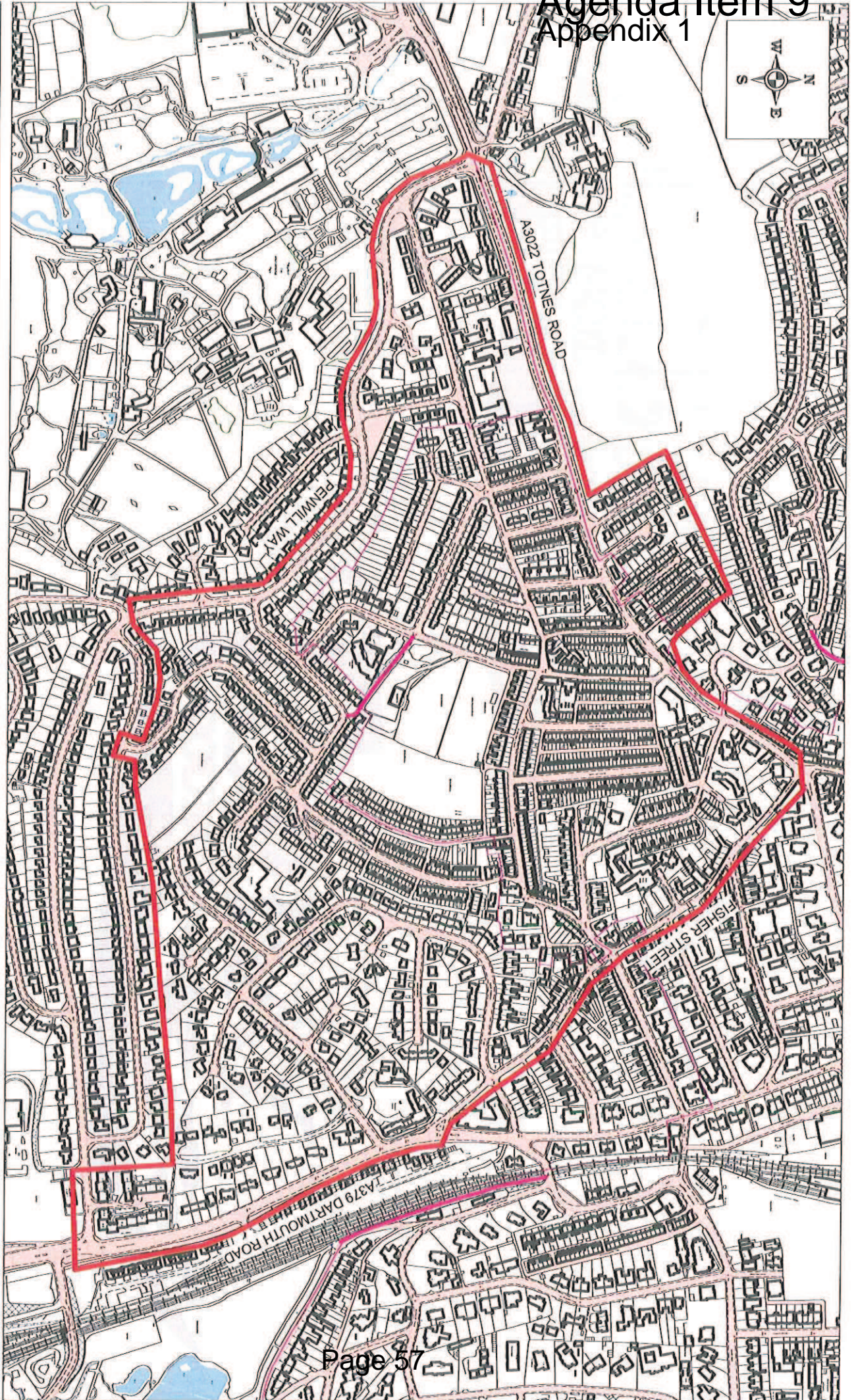
**None.**

### **Background Papers:**

The following documents / files were used to compile this report:

The Local Transport Plan 3 (2011 – 2016)





St Michaels TAZ  
Zone Plan - Paignton

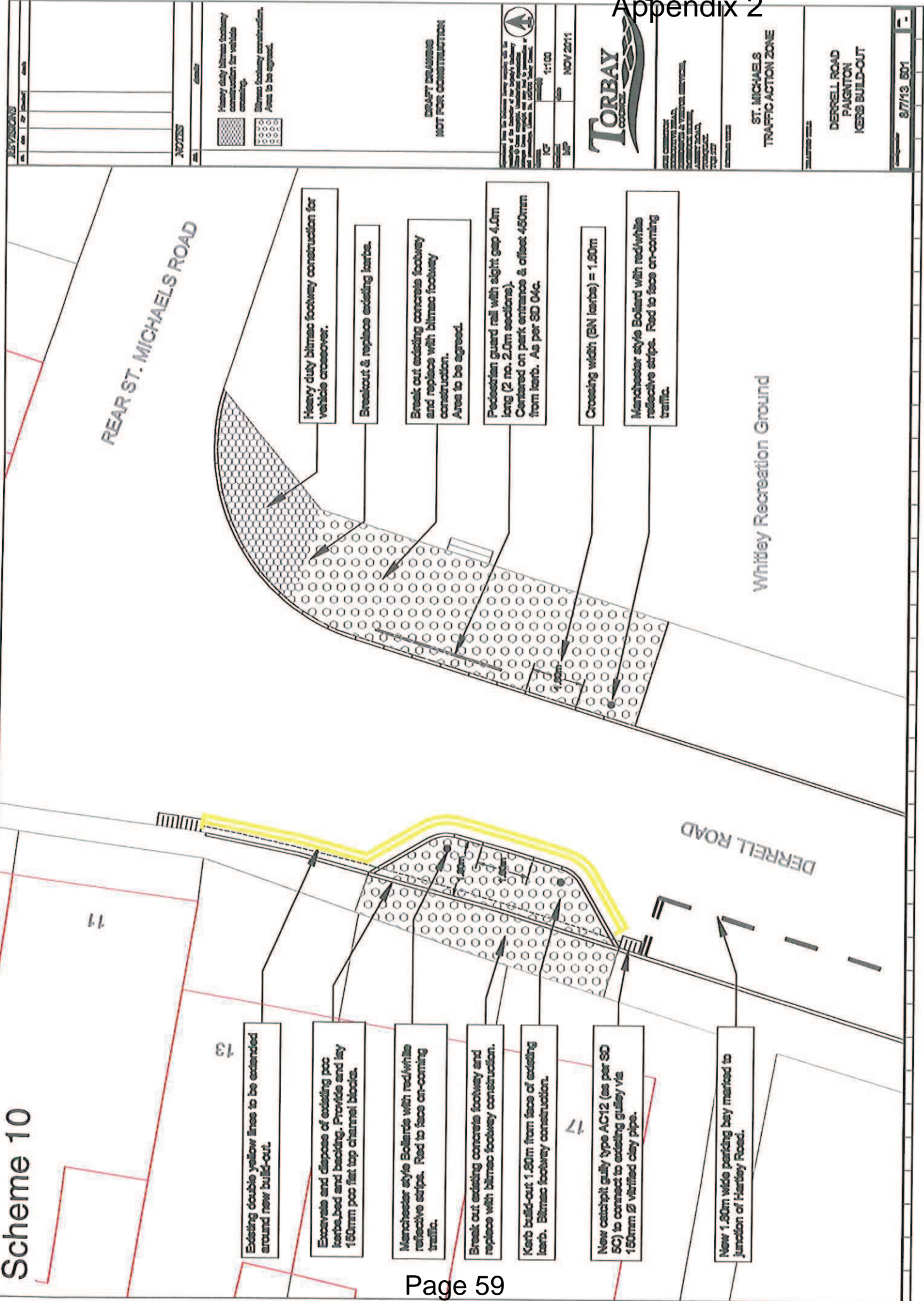


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Scheme 10



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Title: **Safety Audit Policy**

Public Agenda Item: **Yes**

Wards **All Wards in Torbay**

Affected:

To: **Transport Working Party**

Key Decision: **No**

On: **5<sup>th</sup> January 2012**

How soon does the decision need to be implemented **February 2012**

Change to Budget: **No**

Change to Policy Framework: **No**

Contact Officer: **Ian Jones – Principal Engineer**

☎ Telephone: **01803 207835**

✉ E.mail: **ian.jones@torbay.gov.uk**

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## **1. What we are trying to achieve and the impact on our customers**

- 1.1 To have a policy in place to ensure that material changes to Torbay's highway network have appropriate safety assessments carried out.

## **2. Recommendation(s) for decision**

- 2.1 That the 'Torbay Road Safety Audit Policy' in appendix 1 to this report is approved and adopted for all future highway schemes.

## **3. Key points and reasons for recommendations**

- 3.1 Road Safety Audits are independent assessments of potential road safety problems associated with a new highway improvement scheme.
- 3.2 Whilst it is considered good practice to carry out full safety audits to any scheme which has a material impact on the highway, a full audit is not always appropriate to more minor improvements and can add unreasonable additional costs in some cases.
- 3.3 It is important therefore that there is a policy in place to ensure that Torbay Council can fulfil its responsibilities with respect to safety assessments of highway improvement schemes.

**For more detailed information on this proposal please refer to the supporting information attached.**

**Patrick Carney  
Service Manager - Streetscene and Place**



## **Supporting information**

### **A1. Introduction and history**

- A1.1 A Road Safety Audit (RSA) is a formal, systematic, independent assessment of the potential road safety problems associated with a new road scheme or road improvement scheme. Audits must consider those aspects of a design that have an adverse effect on safety. An audit is not a check of compliance with design standards.
- A1.2 Safety audits are not a legal obligation of a highway authority unless the changes are on a trunk road or motorway, however it is considered as good practice nationally and the lack of a robust safety audit regime could result in a legal challenge if a change to highway layout resulted in a serious collision which was attributable to the road layout.
- A1.3 Procedures for road safety audits for trunk roads are set out in the 'Design Manual for Roads and Bridges' under 'HD 19/03' and the principles of this are generally adopted for audits of other road schemes. The requirement is however to use an Audit Team which is independent of the scheme and may therefore mean that external bodies are used for this purpose.
- A1.4 Whilst the use of full RSA is seen as good practice for larger highway improvements it can prove quite onerous for smaller schemes and potentially add a significant cost to the scheme. It is therefore likely that for smaller schemes a reduced safety assessment would be adequate and provide a more cost effective solution.
- A1.5 The draft policy document is attached in appendix 1 and shows four types of audits/assessments and the types of schemes to which they should apply.
- A1.6 The adoption of this policy should give considerable savings in costs as the use of external bodies would be reduced and the amount of time taken to produce the audits/assessments would be reduced for smaller schemes. The policy also makes more use of in-house resources.
- A1.7 The draft policy also includes for new developments to ensure that developers also provide RSA's for all new roads and road improvements carried out by them under agreements.

### **A2. Risk assessment of preferred option**

#### **A2.1 Outline of significant key risks**

- A2.1.1 The draft policy gives guidance as to the type of RSA or safety assessment which is appropriate for the type of scheme. If a policy is not adopted there is a likelihood that inappropriate assessments could be made with an increased risk of collisions occurring from schemes which may not have had a suitable level of assessment.

A2.1.2 Without a policy in place for RSA or safety assessment there is a risk that higher level RSA's could be used for relatively low risk schemes resulting in significant cost implications.

A2.1.3 The draft policy sets out requirements for developers schemes. The lack of policy could result in inadequate safety assessments in new roads and road improvements carried out by developers and could result in an increased risk of collisions related to road layout and to increased costs to the authority should future safety improvements be identified.

## **A2.2 Remaining risks**

A2.2.1 The policy allows for some assessments to be carried out using in house resources. This could result in a reduction in the level of independence to the design and places the responsibility for assessing the levels of competence of the officers involved with the Head of Service.

## **A3. Other Options**

A3.1 Members could consider the introduction of a policy which does not require the use of external bodies to undertake some higher level RSA's. This could leave the authority open to legal challenge if a change to road layout results in a collision related injury. The authority may also need to invest considerable funding to train the required level of competent auditors.

## **A4. Summary of resource implications**

A4.1 Full Road Safety Audits will need to be carried out by a team independent to the design. Where no suitable resources are available in-house, the authority's partner consultant, 'Jacobs' may be used.

A4.2 Road Safety Assessments and Self Audits as detailed in appendix 1 will be carried out where possible by officers in the Streetscene and Place, with the use of independent assessors kept to a minimum.

A4.3 The costs of carrying out RSA's or safety assessments will be funded from the relevant scheme budget. Members should note that such audits and assessments may result in additional physical works where problems are identified.

A4.4 Where RSA's relate to new developments the costs will be borne by the developer concerned and included in any highway agreements.

## **A5. What impact will there be on equalities, environmental sustainability and crime and disorder?**

A5.1 RSA's and Road Safety assessments will look to minimise risk to vulnerable highway users.

**A6. Consultation and Customer Focus**

A6.1 No formal consultation is required for this policy. RSA's are carried out on schemes to minimise the risk to public safety.

**A7. Are there any implications for other Business Units?**

A7.1 In the event of a claim against the authority where a new road layout may result in a collision, a safety audit may be required to be presented as evidence by the authority's legal officer.

**Appendices**

Appendix 1 – Draft Torbay Road Safety Policy

**Documents available in members' rooms**

None.

**Background Papers:**

The following documents/files were used to compile this report:

Document HD 19/03 Road Safety Audit (DMRB Volume 5, Section 2, Part 2)

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## Torbay Road Safety Audit Policy

### 1. Introduction

This document contains guidelines on the Road Safety Audit process to be undertaken within Torbay. These are guidelines and may be relaxed or tightened at the discretion of the Highways Client Officer.

### 2. Background

A Road Safety Audit (RSA) is a formal, systematic, independent assessment of the potential road safety problems associated with a new road or road improvement scheme. Audits must consider those aspects of a design that have an adverse effect on safety. An audit is **not** a check of compliance with design standards.

HD19/03 Road Safety Audit (DMRB Volume 5, Section 2, Part 2) sets out the procedures required to implement Road Safety Audits on Highway Improvement Schemes on trunk roads including motorways.

Highway Improvement Schemes are audited at Stages 1, 2, 3 and 4.

- Stage 1 audits are undertaken at the completion of a preliminary design;
- Stage 2 audits are concerned with the more detailed aspects of the scheme, and are undertaken at completion of detailed design. Where a Stage 1 audit has not been undertaken, or for a smaller scheme, audit Stages 1 and 2 can be combined into a Stage 1/2 Audit;
- Stage 3 audits are undertaken at completion of construction, and preferably before the works are opened to road users. The scheme site is examined during daylight and during the hours of darkness so that hazards particular to day and night operation can be identified;
- Stage 4 audits are monitoring reports using 12 and 36 month collision data.

It is a fundamental principle that the Audit Team is independent of the Design Team. HD19/03 requires an Audit Leader and at least one Audit Team Member. The Highway Client Officer must be satisfied with the experience and qualifications of the proposed team. Acceptable training, skills and experience are laid out in HD19/03.

Adherence to HD19/03 is mandatory for trunk roads. RSAs are not mandatory on local roads, although the principles are commended to, and adopted by many local authorities. HD19/03 sets a high standard for carrying out audits which can prove challenging for some local highways authorities, given the resources available and the number and scales of highway schemes that most authorities have to consider. As a result, the CIHT 'Road Safety Audit' document (2008) advises that a more flexible approach could be taken.

This Policy defines the process for RSAs in Torbay, using the principles of HD19/03 and adapting to provide a more reasonable framework for the area.

### 3. Road Safety Audit Levels

All schemes have the potential to influence future collisions, however it is accepted that the level of audit should be relevant and proportional to the scheme. For this reason, four grades of audit are being adopted by Torbay Council which will provide the basis for the level of safety assessment that is required for each scheme. The level of audit recommended for each type of scheme is detailed in Section 4 (Table 2).

#### Road Safety Audit - Grade A

Grade A schemes will require a full Road Safety Audit, completed to HD19/03 standards.

Whilst there are no motorways or trunk roads within the Torbay boundary, Grade A may be applicable on Torbay's strategic network at the discretion of the Highway Client Officer.

Grade A schemes will be audited by an external party to Torbay Council. The Audit team should be conducted in accordance with HD19/03, and the requirements for auditors training and experience are as set out in HD19/03.

#### Road Safety Audit - Grade B

Grade B schemes will adopt the principles of HD19/03. However, full compliance is not considered necessary due to the location, road type and/or scheme. Compliance to HD19/03 will be relaxed in the following ways:

- Training requirements of all team members – only one team member to be HD19/03 approved
- Requirement for a Stage 4 Audit is omitted

A RSA will normally be applicable to schemes with works costs in excess of £40k. The audit team should be fully independent from the design process.

When requesting an audit, the proposed design drawings to a suitable scale along with a background to the scheme should be provided to the Audit Team. At least 36 months collision data should also be supplied.

Stage 1/2 Audits will take place at detailed design stage. Stage 3 audits are expected to take place as soon after completion of construction as possible.

Guidance on templates is available in HD19/03.

#### Road Safety Review

A Safety Review is considered acceptable for smaller schemes, generally with a works cost between £10k and £40k. See Section 4 (Table 2) for detail of scheme types suitable for a Road Safety Review.

One auditor independent from the design team is satisfactory to carry out the review; however it may be preferable for a road safety engineer or officer from Torbay Council to assist. This decision will be made by the scheme Highway Client Officer. The auditor should be HD19/03 approved, or be experienced in road safety engineering or similar professional training.

A Safety Review is essentially a 'light touch' Road Safety Audit. The categories listed in HD19/03 Annex A/B/C should be used as a reference when a problem is identified. The problem should be recorded, stating the potential risk and the type of collision that may occur. A recommendation must be included. This should be proportionate and viable to the proposed scheme. Recommendations to 'consider' should be avoided.

A Safety Review Template is attached in Appendix A.

## Self Audit

A Self Audit by the design team is generally considered acceptable for schemes with a works cost under £10k. Reference should be made to Table 2 for schemes suitable for Self Audit.

The Self Audit shall comprise a Safety Checklist to ensure that the design team have identified potential risks to all road users and provided suitable mitigation where necessary.

The audit does not necessarily need to be undertaken by a team member independent of the design but must have suitable road safety engineering experience as deemed appropriate by the Highways Client Officer.

The following aspects should be considered when completing a Self Audit:

- Visibility for each road user group
- Potential conflicts between vehicles; or between vehicles and vulnerable road users
- Type of collision that may occur

A template for the Self Audit is attached in Appendix B.

## Summary

A summary of the requirements for each Audit Level are included in Table 1.

**Table 1: Audit Level Summary Requirements**

Audit Level	Description	Training / Competency*	Internal / External	Number of auditors	Site Visit Required	Stage
A – RSA	RSA to HD19/03 standards	HD19/03 approved	External	2+	Yes	1 – 4
B – RSA	RSA to the principles of HD19/03	One team member to be HD19/03 approved*	External***	2+	Yes	1 – 3
Safety Review	Safety Review based upon a scaled down audit	Road Safety Audit trained or HD19/03 approved**	Internal/ External***	1+ (scheme dependent)	Yes	Design and Opening
Self Audit	Internal review of design to guidelines of Self Audit following the checklist	Safety design experience. Team member independent of design	Internal***	1+	Optional	Design and Opening

\* The Highways Client Officer may request an auditors CV prior to the audit taking place to confirm suitability

\*\* 1 team member to be trained as a Safety Auditor or be experienced in road safety engineering or similar professional training

\*\*\* Internal / External may also refer to internally/externally to the design team within Torbay Council

## 4. Scheme Types

Table 2 displays the level of audit that is recommended for each type of scheme. This guidance can be amended at the discretion of the Highway Client Officer. The codes correspond to the audit level, as described in Section 3 of this Policy.

Departures may be permitted at the discretion of the Highways Client Officer.

**Table 2: Audit Level by Scheme**

Scheme Type	<10k	10k-40k	>40k
Major Highway Improvements	N/A	N/A	RSA (A/B)*
Minor Highway Improvements (General)	SA	SR	RSA (B)
Maintenance (Other)	SA	SA	SA
Changes to Pedestrian Flow	SA	RSA (B)	RSA (B)
Controlled crossings and changes	RSA (B)	RSA (B)	RSA (B)
Change of priorities	RSA (B)	RSA (B)	RSA (B)
Shared space areas	RSA (B)	RSA (B)	RSA (B)
Cycling schemes on strategic roads	RSA (B)	RSA (B)	RSA (B)
Visibility Improvements	SA	SR	SR
Bus Stop Improvements	SA	SR	SR
Pedestrian Guardrail	SA	SR	SR
Gateways and Speed bars	SA	SR	RSA (B)
High Friction Surfacing	SA	SR	SR
Street Lighting (relocation of columns)	SA	SR	SR
Signing and Lining	SA	SR	SR
Road Surface Maintenance	SA	SA	SA
Pedestrian Mobility	SA	SR	RSA (B)
20mph speed limit	SA	SR	SR
Parking bays	SA	SR	SR
Cycle parking	SA	SA	SR
Safety fence	SR	RSA (B)	RSA (B)
Cycle schemes on minor roads	SR	SR	RSA (B)
Signalised junction replacements	SR	SR	RSA (B)
New signalised junction or junction improvements	SR	RSA (B)	RSA (B)

RSA (A) – Road Safety Audit, Grade A

RSA (B) – Road Safety Audit, Grade B

SR – Safety Review

SA – Self Audit

\* RSA (A) at the specific request of the Highways Client Officer



## **5. Developer Designs**

For any schemes that are put forward by an external developer, not appointed by Torbay, a RSA should be carried out. The RSA will be a condition of Section 278 and Section 38 agreements.

The RSA will be completed by an audit team independent to the development or design/consultant. The developer will fund the full cost of the RSA.

The audit team is expected to be fully competent and accredited to HD19/03.

It is accepted that not all Section 278 schemes may require the RSA process. However, departures from the process should be requested by the developer.

All Section 38 schemes will require the RSA process. These will predominately be up to RSA Stage 3. However, in some instances, for example the construction of a junction onto a major road, a full 4 stage audit will be required.

In the event that a Stage 3 or Stage 4 audit identifies safety improvement works, these shall be funded by the developer to the satisfaction of the Highways Client Officer, unless the identified works are considered unnecessary. The Highways Client Officer should confirm this to the developer in writing.

### **References**

HD19/03 Road Safety Audit - Design Manual for Roads and Bridges: Volume 5, Section 2, Part 2

Chartered Institute of Highways and Transport, Road Safety Audit Guidelines (2008)

### **Appendices**

Appendix A – Safety Review Summary Template

Appendix B – Self Audit Form

### Safety Review Summary

Scheme Ref and Name	
Review Stage	
Scheme Description	
Site Visit	
Documents Reviewed	

Ref	Problem	Recommendation
3.1 <i>(Taken from the information sheet)</i>	<i>E.g. The wall obstructs visibility for pedestrians crossing from east to west at the uncontrolled crossing point. This may lead to pedestrians stepping out and being struck by an oncoming vehicle as it turns left into the road.</i>	<i>E.g. Refer issue back to designer for potential solution</i>

Name of Reviewer (1)

Signature

Date

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Name of Reviewer (2)

Signature

Date

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Approved by

Signature

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## Safety Review Information Sheet

No.	Item
<b>1</b>	<b>General</b>
1.1	Departures from Standards
1.2	Drainage
1.3	Climatic Conditions
1.4	Landscaping
1.5	Public Utilities
1.6	Access
1.7	Skid Resistance
1.8	Fences and Road Restraint Systems
1.9	Adjacent Development
1.10	Bridge Parapets
1.11	Network Management
<b>2</b>	<b>Local Alignment</b>
2.1	Visibility
2.2	New/Existing Road Interface
<b>3</b>	<b>Junctions</b>
3.1	Visibility
3.2	Road Markings
3.3	Roundabouts
3.4	Traffic Signals
3.5	T, X and Y Junctions
<b>4</b>	<b>Non Motorised User Provision</b>
4.1	Adjacent Land
4.2	Pedestrians
4.3	Cyclists
4.4	Equestrians
<b>5</b>	<b>Road Signs, Carriageway Markings and Lighting</b>
5.1	Signs
5.2	Variable Message Signs
5.3	Lighting
5.4	Carriageway Markings

N.B. This is based on the RSA Stage 3 Checklist (source: HD19/03). Considerations may vary depending on the stage of audit.

**Self Audit Form****Date of Audit****Scheme****Audit Stage**

Road User	Problem	Recommendation
Pedestrians		
Cyclists		
Motorcyclists		
Bus		
Car		
HGV		
Children		
Elderly		
Visibly or Mobility Impaired		

If any items remain unresolved, or there are any queries over the level of audit, the scheme should be reviewed by the Highways Client Officer.

I confirm that the safety of all road users has been considered and that suitable mitigation measures have been put forward for design.

Name:

Signed:

Approved: