



Telford & Wrekin
C O U N C I L

Addenbrooke House Ironmasters Way Telford TF3 4NT

FINANCE & ENTERPRISE SCRUTINY COMMITTEE

Date **Thursday, 9 November 2017** Time **6.00pm**
Venue **Meeting Room G3-G4, Addenbrooke House, Ironmasters Way, Telford, TF3 4NT**

Enquiries Regarding this Agenda:

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Committee Membership: Councillors N A M England (**Chair**), S Bentley, N A Dugmore, R Mehta, R J Sloan, C F Smith and D G Wright
Co-optees: Mrs C Mason-Morris and Mr R Williams

AGENDA

- 1. Apologies for Absence**
 - 2. Declarations of Interest**
 - 3. Minutes** Appendix A
To confirm the minutes of the meeting of the Finance & Enterprise Scrutiny Committee held on 29 June 2017.
 - 4. Civil Parking Enforcement**
 - To receive a presentation from the Assistant Director Customer & Neighbourhood Services providing further modelling information requested at the meeting on 29 June 2017;
 - To receive a report from Councillors E J Carter and N C Lowery; Appendix B1
 - To consider written and verbal evidence from Newport Town Council and Hollinswood and Randlay Parish Council Appendix B2
- Members of the Customer, Community & Partnership Scrutiny Committee are invited to take part in this item.
- 5. Work Programme 2017/18** Appendix C
To consider the Work Programme for 2017/18
 - 6. Chair's Update**

FINANCE & ENTERPRISE SCRUTINY COMMITTEE

Minutes of a meeting of the Finance & Enterprise Scrutiny Committee held on Thursday, 29 June 2017 at 6.00pm in Meeting Rooms G3/4, Addenbrooke House, Ironmasters Way, Telford

Present: Councillors N A M England (Chair), S Bentley, N A Dugmore, C F Smith and D G Wright

Co-optees: Mrs C Mason-Morris and Mr R Williams

Also Present:

Councillor A D McClements (Cabinet Member Transport, Infrastructure & Broadband)

Customer, Community & Partnership Scrutiny Committee:- Councillors K R Guy, G C W Reynolds, P J Scott and Co-Optee: Mr D Johnson

In Attendance: A Astley (Assistant Director: Neighbourhood & Customer Services), D Moseley (Democratic & Scrutiny Services Team Leader), and M Powell (Network Management Group Manager).

FESC-1 Apologies for Absence

Councillors R Mehta and R J Sloan

Councillor J M Seymour and co-optee Paula Doherty (Customer, Community & Partnership Scrutiny Committee)

FESC-2 Declarations of Interest

None.

FESC-3 Minutes

Resolved – that the minutes of the meetings of the Finance & Enterprise Scrutiny Committee held on 18 January, 26 January and 1 February 2017 be confirmed and signed by the Chair.

FESC-4 Civil Parking Enforcement

The Chair welcomed Members of Customer, Community & Partnership Scrutiny Committee to the Committee to work on scrutiny of Civil Parking Enforcement (CPE). The Chair also welcomed the Cabinet Member for Transport, Infrastructure & Broadband and noted the presence of Councillors E J Carter and N C Lowery in the public gallery.

The Chair invited the Assistant Director: Neighbourhood & Customer Services and the Network Management Group Manager to present information which had been requested at the previous meeting.

The Assistant Director: Neighbourhood & Customer Services provided a reminder of what CPE was (the transfer of enforcement for parking, from a criminal matter to a civil matter) and that CPE only related to on street parking and was only enforceable through the installation of double yellow lines, parking bays, disabled bays etc. She explained the process for applying for the powers and the main types of restriction that the Council would become responsible for enforcing if CPE powers were adopted.

Results of the Parish and Town Council Survey

An online survey had run for seven weeks (15 December 2016 to 3 February 2017) and responses were received from 12 of the 29 Parish & Town Councils.

The survey asked Parishes how many complaints they had received about car parking in the last 2 years, either recorded or estimated. Nine of the 12 parishes which responded made estimates but three did not provide an overall figure. For those instances where more than one response was received for the same parish, figures were combined creating a potential margin of error from duplication or gaps. The number of estimated complaints ran from 250 (Little Wenlock) to 5 (Church Aston) with hot spots being outside schools (37%), the local centres of Dawley, Ironbridge, Newport and Wellington (15%), on estates in Hollinswood and Randlay, Brookside and Newport (15%), over residential/through roads and across the parishes (29%). The Wrekin presented as a key hot spot. Over 58% of the complaints encompassed restrictions which could be enforced if the Council operated CPE and a further 21% (obstructive footway parking) could be enforced only by subsequently applying for additional powers.

Seven respondents to the survey had explicitly supported CPE and two had opposed it due to concern regarding income generation becoming the main objective. A number of parishes expected the situation to get worse and some willingness had been shown from Wellington and Newport Town Councils to invest in CPE to allow local tasking. Opportunities to train multi-disciplinary enforcement officers to enforce parking, littering, dog fouling etc were noted.

Police Data related to CPE

Limited information was available from West Mercia Police. The levels and locations of enforcement detail were summarised as 841 tickets being issued over the period December 2014 to November 2016 with the highest proportion being issued in Newport (46%) and Wellington (42%) and low percentages (1 or 2%) being recorded in each of Donnington, Edgmond, Hadley, Ketley, Ketley Bank, Oakengates and Trench.

Council Data on complaints

In 2016, there were 231 enquiries where parking could have been a contributory factor, although on further inspection of the records, the majority were general traffic enquiries and this had resulted in low confidence in the data.

Levels of complaints ranged from 29 in Lawley and Overdale to 1 in Church Aston.

Information from other Local Authorities who don't operate CPE

Based on information recorded on the Department for Transport website, 21 Local Authorities did not operate CPE as at June 2016. Three of these were unitary authorities (Telford & Wrekin, North Somerset and Workingham Borough Council), and 18 were District Councils within 7 County Councils (Cambridgeshire, East Sussex, Hampshire, Oxfordshire, Northamptonshire, Suffolk and Warwickshire). Of the unitary councils which did not currently have powers, North Somerset had submitted an application and Wokingham were preparing their submission.

The reasons for progressing CPE were given as lower policing priority and a reduction in police resources for enforcement, and the number of complaints received by the Council. Reasons for not progressing CPE were cited as insufficient evidence to justify need, financial burden on taxpayers, and cost to the Council.

Data and Approach from those Local Authority who do operate CPE

Initial data had been collected from 16 other authorities operating CPE which had been reviewed to give average figures of 15.61 Penalty Charge Notices per km of road, leading to an average length of road per enforcement officer of 197km.

Other authorities operated CPE using a variety of models:

- Fully internal system including notice processing – 5
- Council employed enforcement officers, with external back office – 1
- Fully externalised model to a specialised company – 4
- Enforcement partnership between County Council and its districts/boroughs, with Notice processing retained by the Borough – 1
- Partnership with another local authority for back office, with directly employed enforcement officers - 1

Revised Cost Example

Based on the findings above, further modelling had taken place to include five enforcement officers in order to cover the volume of road in the borough and just under 4000 tickets being issued per annum together with a lower recovery rate due to non payment of fines:-

	Year 1	Year 2	Year 3
Total Cost	210574.54	165715.39	169797.38
Potential Recovery	102666.59	108199.52	108199.52
Balance (assuming 20% of tickets were unpaid in line with the experience of other local authorities)	-107907.95	-57515.87	-61597.86

It was clear from the information provided that a CPE model with five enforcement officers purely funded by ticket income would operate at a loss, especially when a safety factor/bias was applied to the income projections to allow for lower than expected income.

Partnership funding would, therefore, be required in the set-up and ongoing costs of the scheme to avoid it being subsidised by the Council. Potential partners included the Police and Parish & Town Councils (as supported by some in their survey comments). Such investment would not only ensure that the scheme was not subsidised by the Council but would also ensure the culture was such that enforcement officers would not be chasing income targets and would focus only on those who consistently disregarded yellow lines.

Members' Questions and Comments

If adopted, would CPE be carried out on a borough wide basis or only within the towns? Some problem areas were not located within the district centres but could be, for example related to yellow lines on bus routes. Would additional powers be sought to enforce obstruction of the footway? It was important that the model adopted was cost effective and provided a borough-wide benefit.

Enforcement powers would have to be adopted borough-wide. The model illustrated that based on the kilometres of road within the borough, five enforcement officers would be required. Pavement parking enforcement required a second business case subsequent to adoption of initial powers. Members would need to come to their own view on the cost-effectiveness involved.

Five enforcement officers did not seem sufficient – could powers be devolved to the Parish Councils and could the Parishes fund additional enforcement officers?

If adopted, the Council could devolve powers to the Parishes but, if powers were not devolved to all the Parishes, the Council would still have to enforce across the borough. Other Councils provided for the model of "Neighbourhood Warden" which provided more opportunities for investment due to the wider range of enforcement powers involved (eg dog fouling, fly tipping) but to be viable, financial support from outside the Council would still be required. Under such a model, it would be possible for Parish Councils to fund more enforcement officers.

Did the set up costs detailed include any extra lineage?

The model was based on the number of existing yellow lines. Consultation on additional lining would be required so this had not been included.

Confirmation that Telford & Wrekin would be the only authority where CPE powers had not been adopted was sought.

The only Unitary Authority.

How intense was the process to put together a business case? Had time for putting together the case been costed?

A robust Business Case would be required – it was a significantly weighty document and there were be a cost attached to compiling the content but this would be dependent on whether it was prepared internally or externally commissioned.

Were Officers working towards an application date of March 2018?

Officers were not working to a timescale as this Scrutiny Committee had to make a recommendation to Cabinet as to whether or not to commit resources to developing a business case.

Members also made a number of comments:-

- Cost was a key concern and Members felt they needed to be mindful of risk comparison (eg in areas where higher levels of ticketing were seen, these may be in authority areas where parking charges applied).
- Discussions needed to take place with the Police and Crime Commissioner regarding the availability of transitional funding and with the Town and Parish Councils to secure ongoing funding.
- It was noted that some Councils externalised enforcement with a specialist company.
- Five Enforcement Officers was widely accepted to be too few as it would be important to eliminate parking problems around all schools relating to pick up and drop off.
- It was disappointing that only 12 of the 29 Parish and Town Councils had engaged with the survey.
- As parking was not an issue in every parish, it would be unlikely that smaller Parish Councils with low precepts would commit funding.
- The Neighbourhood Warden model, wherein additional enforcement powers were included, was considered a helpful model which could attract buy-in from a greater number of Parish Councils.
- Members considered that if Parish Councils committed funding to the project, they would expect to see some percentage of the funds recovered returned to them.
- Members queried whether a subsequent order was required to enforce obstructive footway parking and further advice would be sought from the Council's Legal Team.

The Cabinet Member for Transport, Infrastructure & Broadband indicated that she had attended the meeting with an open mind and had very much welcomed the debate which had raised some interesting issues. She supported the Committee's request for further information and urged them to do what was right for the Borough.

Resolved – that

- (a) Further modelling work discussed during the debate be undertaken and reported to the next meeting of the Committee;**

- (b) Assurances be sought from the Police and Crime Commissioner regarding the position on the availability of transitional funding;
- (c) Councillors E J Carter and N C Lowery be invited to the next meeting of the Committee to present their report; and
- (d) Newport Town Council and any other interested Parish Councils be invited to the next meeting to give evidence to the Committee

FESC-5 Work Programme 2017/18

The Chair referred Members to the Terms of Reference for the Committee set out at Appendix 1 to the report, which had been endorsed by Scrutiny Management Board and no changes were recommended. Members accepted the content.

The Chair referred Members to the suggestions shown in Appendix 2 to the report which had been referred to the Committee by Scrutiny Management Board to decide which issues should be included in the Committee’s Work Programme. Two items were detailed: Civil Parking Enforcement and Budget Scrutiny.

Scrutiny Management Board had also allocated a baseline of four formal meetings to each Scrutiny Committee to carry out the work programme. Members expressed concern that four meeting would not be sufficient to conduct scrutiny of the budget as well as complete the review of CPE.

Members considered how to engage with Town and Parish Councils and it was mooted that the assistance of Shropshire Association of Local Councils (SALC) could be sought if necessary.

Resolved – that

- (a) the Terms of Reference set out at Appendix 1 to the report be agreed;
- (b) Civil Parking Enforcement and Scrutiny of the Budget be included on the Committee’s work programme for 2017/18; and
- (c) the dates of future meetings as set out in the draft work programme be noted and Scrutiny Management Board be advised that additional formal meetings would likely be required.

The meeting ended at 7.10pm

Chairman:

Date:

Briefing document for Finance & Enterprise Scrutiny Committee - Civil Parking Enforcement

Introduction to Civil Parking Enforcement

We believe local authorities are best placed to carry out the traffic management duties within their local communities. With over 90% of English Local Authorities taking on the responsibility of on-street parking enforcement from the police, we feel there is a strong case for local authorities to take on CPE powers.

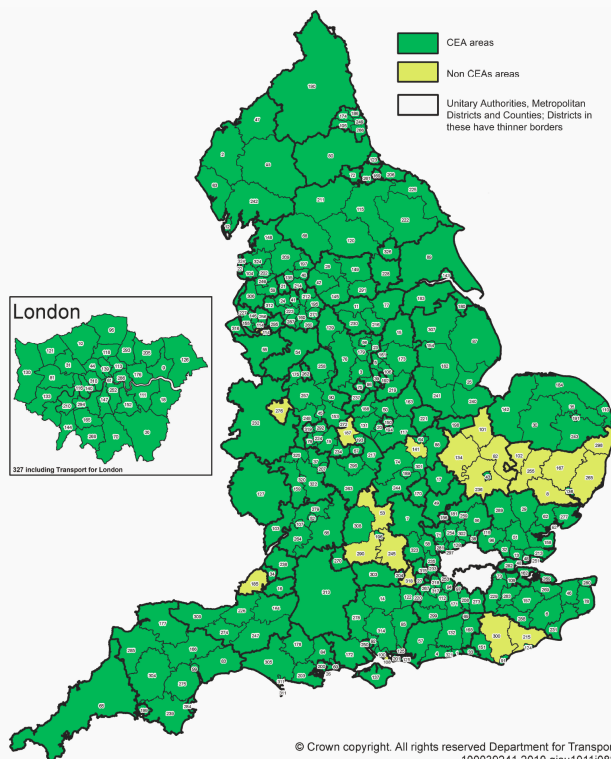
In 2004, the Government through the Traffic Management Act (2004) gave councils the option to assume parking enforcement powers from the police. In addition to this, the local authority would be able to collect any fines, which would go to the local authority rather than central government.

Telford and Wrekin Council are the only local authority to not have assumed these powers in the West Mercia Police area, and are one of only a handful to have not assumed them nationally. The purpose of penalty charges is to dissuade motorists from contravening parking restrictions. The objective is for 100 per cent compliance, with no penalty charges.

Why adopt Civil Parking Enforcement Powers?

- To enforce parking contraventions fairly, accurately and expeditiously.
- To increase compliance with parking restrictions through clear, well designed, legal and enforced parking controls.
- To deliver wider transport strategies and objectives through appropriate parking.
- Charges to balance supply and demand for available parking and consequently encourage sustainable travel options.
- Improving road safety.
- Improving and maintaining unrestricted access to premises.
- Improving the quality and accessibility of public transport.
- Meeting the needs of people with disabilities.

List of areas in England designated as a Civil Enforcement Area (CEA) for the purposes of enforcing parking contraventions – 13 June 2016



Parking Enforcement is about ensuring the rules are followed and to encourage users to be considerate and comply with the law.



The Government believes that rather than creating top down solutions, local authorities should work together and use current systems of transferring responsibilities to meet local need.

The government recognised that local authorities were better placed to deal with this problem and by empowering councils to be able to deal with this. The overwhelming majority of Councils assumed CPE powers for the benefit of their residents and there is a clear level of support from the local community in Telford & Wrekin to improve the level of parking enforcement – see Figure 1 below.

Proper management of parking on public roads is essential to ensure the smooth flow of traffic and to allow drivers to park near their destinations. It is right that parking restrictions and charges should be imposed and that penalty charges should be levied on those who do not comply. The level of charges must be based solely on the need to manage parking; if that level generates a surplus then it may be used for other purposes, which can be invested back into the Borough.

The lack of effective parking enforcement for on-street parking negatively impacts areas across the Borough and it is important to recognise the wider benefits of adopting CPE powers and the opportunities this could present to also more widely enforce issues such as dog fouling and littering.



Figure 1 - Twitter Online Survey conducted by Telford Live

Conclusion

Civil Parking Enforcement (CPE) is a complex matter and requires careful consideration and planning to ensure that any scheme developed is suitable for the circumstances in Telford & Wrekin and sustainable in financial terms. On July 14th 2016 a notice of motion was put forward at Full Council by Councillor E Carter and was seconded Councillor N Lowery.

The proposal for T&W Council to assume CPE powers has received support from both our MPs in Telford & Wrekin, local Parish and Town Councils, the Police Crime Commissioner for West Mercia and the Police Inspector for Neighbourhood Policing. The PCC has also made a financial commitment to contribute to the scheme.

As our Borough continues to grow in terms of housing, population and development, it is essential we develop a credible strategy to improve road safety to ensure the efficient operation of our highway networks to help encourage responsible and safe parking.

We feel that the Council is best placed to address illegal and inconsiderate parking and its decriminalisation will enable Telford & Wrekin Council to respond to an important aspect of our communities needs and priorities now and in the future as we continue to grow as a Borough. Therefore, we urge Scrutiny to support our recommendation for Telford & Wrekin to apply for civil parking powers and to ensure the Council's Parking Policy and Traffic Regulation Orders are up to date to support this recommendation to Cabinet.

**Telford & Wrekin Council Scrutiny – Civil Parking Enforcement (CPE)–
Representation From Newport Town Council (NTC)**

Introduction

I am the Town Clerk for Newport Town Council (NTC) and have been so since 2007. I have documented for Newport Town Council the increasing frustration over the lack of parking enforcement over the past 9 years. My office is in the High Street and I have spent more time dealing with parking related issues than any other matter during my 9 year tenure, with no improvement being noted (other than for one 18 month period). The adoption of CPE powers by Telford & Wrekin Council is considered the only viable way forward to have an effective parking regime in Newport (and the wider borough).

It is requested that serious and immediate action is taken to submit an application for CPE prior to 31st March 2018 (**RESOLVED by Newport Town Council at a meeting on 11 October 2017**).

Notable points to consider:

- 1) The power to enforce on road parking regulations currently lies with the Police Force.
- 2) West Mercia Police removed traffic wardens in 2008.
- 3) Since 2008 there has been little or no effective parking enforcement in Newport.
- 4) The Police Force has continually (at a senior level) express its lack of interest in undertaking its parking enforcement role.
- 5) Telford & Wrekin (T&W) Council is the only Unitary Authority within the bailiwick of West Mercia Police that does not have CPE powers.
- 6) The Town Plan (produced in 2014 by a group of residents) has Parking Enforcement high on its agenda. The Town Plan was produced as a result of over 1300 household responses and is considered to be an extremely good gauge of public opinion on the matter. 66% of respondents stated that they wished to see short stay parking on the High Street enforced. The number one aim/quick win identified in relation to Traffic and Transport matters was "the introduction of civil parking law enforcement".
- 7) NTC has written to the 3 administrations of T&W Council (led by different parties at different times) over the last 9 years and has continually met fierce resistance to moving the matter forward.
- 8) NTC even wrote directly to the Ministry of Transport to ask for permission for Newport Town Council to be granted the power of CPE (i.e. skip the local authority of T&W Council). The answer was that it is a matter for the Local Unitary Authority.
- 9) The 2 organisations capable of addressing the issue appear to have ducked the issue for nearly 9 years (other than for an 18 month period). The Police have the power and choose not to use it (I appreciate that they may well have more serious things to do with a limited resource) and T&W Council appear to have continually pushed the matter into the long grass for others to deal with later on (because parking can be dealt with as a police matter).
- 10) A trial project, delivered by Telford Police and funded by NTC with Wellington Town Council and the Police and Crime Commissioner (to share a PCSO resource) in 2015 proved to be extremely successful. It demonstrated beyond doubt to us that there is a need for an effective enforcement regime. Attempts to recreate that model within an Integrated Community Management model are proving to be fruitless.

- 11) The lack of effective parking enforcement is considered to have a significant detrimental effect on the economic viability of much of Newport's High Street activity.
- 12) Road Safety concerns, blocked access, lack of turnover of time-limited parking spaces have been (by an absolute country mile) the most reported comment to me for many years; often with extreme agitation, frustration, shouting, slamming of doors, visible distress being demonstrated.
- 13) Having met with many other Clerks/ Telford & Wrekin Parish & Town Councils there is an underswell of growing opinion that the ongoing lack of enforcement is unsustainable.
- 14) It is acknowledged that parking enforcement is often perceived as unpopular/ it's a cash cow for councils or just a case of jobs worth individuals. However, that view is often the view of those that break the law or have little regard for socially responsible behaviour. Lack of enforcement for an extended period leads to normally law abiding (socially responsible) citizens to wonder why they hunt for a legitimate parking space when they note that another individual has been parked in the same 45 minute parking bay for 2 days! They soon follow suit and begin to disregard the conventions.
- 15) The increase in the number of houses in recent a forthcoming years is causing a greater strain on the ever reducing car parking available (partly because the size of the average car is more than it was 25 years ago, each car now needs more inches). The regulation of the available space needs to be addressed in an equitable fashion. It is considered that most people most of the time will abide by signage out of sense of good citizenship. However, those generally good citizens are now wondering 'why they bother' when others just don't care/ are selfish and leads to a reduction in self-regulation.
- 16) The lack of an effective parking enforcement regime and overall parking strategy is having a negative effect on the economic outlook for the Town and providing a source of much social conflict. A significant number of students at Harper Adams University rent family housing in and around Newport, these properties are often converted so that they have additional bedroom space. This results in 3 and 4 bed family accommodation which might normally have one or 2 cars now having 4 or 5, overflow of parking onto the highway (normally the path) is inevitable. The limited time (45 mins) parking spaces in and around the High Street area are highly desirable as it provides for a regular churn that is welcomed by most retail businesses.
- 17) The item has been discussed more than any other single item by the Town Council's Community Safety Committee.
- 18) Lack of parking enforcement (and spaces) was a significant theme evidenced in the Newport Town Plan, with a significant number of responses specifically recommending more parking enforcement and others alluding to the fact (e.g. suggesting more police presence around school starting and closing times).
- 19) It is known that Telford & Wrekin Council has a parking enforcement regime (a system that monitors/enforces parking restrictions) albeit on T&W Council owned car parks. It does not seem therefore too big a step to scale that operation up to widen that remit to include on-street parking.
- 20) Taking on of CPE is seen by NTC as an opportunity to multi-skill parts of the work force that can react to a variety of challenges. Imagine a council employed law enforcement officer/ local warden who has the power to punish littering, dog fouling and parking; as they walk down the street checking for parking offences they might also notice littering and can react to the appropriate priority. The role is more versatile and it also offers an increased visible street presence that provides public reassurance.

Lee Jakeman (MILCM)
Town Clerk
For Newport Town Council

27th October 2017

There is also a staggering statistic from the YES/NO question "Would you wish to see on a community recycling centre" which saw 96% of the respondents voting YES. There were also comments on the need to keep our streets clean and free from dog fouling. Indeed the strength of feeling was such that the SRCC made comment that:

"Such a strong body of opinion towards a single issue is unusual. In fact, in 10 years of carrying out the analysis of community questionnaire data we have seen very few issues dominating such an event."

Traffic control.

The current road system has inherent traffic flow and volume limitations and a number of 'rat runs' have developed, seemingly to circumvent congestion and are used in preference to the bypass. Additionally, our excellent schools attract pupils from within the town, surrounding parishes and as far as Wolverhampton, adding to congestion and exacerbating parking issues outside schools. Therefore, there is a need to address the volume and speed of traffic within the town, preserve and increase the safety of pedestrians and cyclists, and address parking throughout the town.



Figure 13 - Traffic congestion in the past, Newport High Street

Strong opinion was also seen on parking, both within the town and in residential areas with 66% of the surveys returned stating that they wished to see short stay parking on the High Street being enforced. However, there was little support for a multi-storey car park with only 33% supporting such an initiative. The main mode of transport was no surprise, with the car still being the main form of transport; however, the residents were concerned about the amount of traffic using the town, its speed, and the impact this was causing. With regard to public transport 56% of respondents stated that they felt that the transport system was fair to good, as to a rail link with Stafford & Telford, 78% of the respondents supported such an initiative. From the questions on travel and transport it was evident that, in the main, journeys and commuting activities were to Telford.

TRAFFIC & TRANSPORT

VISION

Newport should have an integrated road and transport infrastructure which connects to local and national networks, and also enables easy, safe pedestrian and cycle access and the control of the movement of vehicles within and through the town.

Long Term Aim

Encourage use of pedestrian and cycle routes, and provide secure cycle storage on designated car parks.

Encourage secondary schools to offer more on-site parking for vehicles and cycles.

As part of the integrated traffic model, devise effective dedicated cycle lanes and pedestrian only 'Green Routes' giving safe and easy access through town and allowing the linking of key focal points.

As part of the integrated traffic model, devise effective dedicated cycle lanes and pedestrian only 'Green Routes' giving safe and easy access through town and allowing the linking of key focal points.

Review traffic control and calming measures and extend as required.

Develop plans for a circular traffic route around the town centre, such as a one way system using Boughey Road, Granville Avenue, Avenue Road, Water Lane and Salters Lane.

Medium Term Aims

Introduce restrictions and/or enforcement on all or some of the designated car parks to address competing short (shoppers) and long stay usage (students/workers). Suggestions for consideration include resident-only permits, dedicated long stay parking areas, etc.

The control of parking in the vicinity of Newport schools, particularly at school start/finish times.

Introduce by-laws to prevent pavement parking throughout the town.

Introduce residents only parking permits.

The pedestrianisation of the High Street would enhance safety and maximise the use of an outstanding feature of the Town – the wide High Street.

The preparation of a business case for the re-introduction of rail passenger services between Wellington and Stafford, through Newport.

The promotion and/or establishment of dedicated walking and cycling routes within the town.

Implement traffic control and calming measures in selected locations.

Undertake an option appraisal report into the provision of a one way circular traffic route around the town centre.

Short Term Aims
Undertake a survey of users of the designated car parks in town to determine usage patterns.
Strict enforcement of parking restrictions.
A survey of transportation needs and patterns to/from other transport hubs, towns and villages.
A survey of transportation usage within the town. This should include bus stops and designated bus/coach parking areas.
A survey of walking and cycling routes within the town.
The formation of a lobby group to lobby those individuals and organisations who are able to positively influence the re-instatement of the rail link and the re-introduction of passenger rail services for Newport
Identify opportunities for traffic calming measures.
Make improvements in directional signage, with greater use being made of 'brown' information signs as a means of encouraging day trippers/tourists.
Actions and Quick Wins
The introduction of civil parking law enforcement.

**Finance & Enterprise Scrutiny Committee
2017/18 Work Programme**

Topics

Topic	Method	Scoped? Y/N	Timescale	Cabinet Member	Assistant Director	Other Participants	Expected Outcome/Impact
Civil Parking Enforcement	In Depth	Part	Motion from Council July 2017	Cabinet Member for Transport, Infrastructure & Broadband	Customer & Neighbourhood Services	Cllr E J Carter Cllr N C Lowery Town and Parish Councils	<u>Policy Development.</u> To make a recommendation to Cabinet as to whether or not to commit resources to developing a business case with a view to making an application for a Civil Parking Enforcement Order.
Budget Scrutiny	In Depth	N	January / February 2017	Cabinet Member for Finance, Commercial Services & Economic Development	Finance & Human Resources	TBC	<u>Policy Development.</u> To consider proposals from the administration and opposition groups and make recommendations to Cabinet on the budget.

Meeting Plans

Meeting Dates	Meeting Type	Items	Cabinet Member	Assistant Director or Other Participants
29 June 2017	Formal	Terms of Reference and Work Programme Civil Parking Enforcement Chair's Update	Cabinet Member for Transport, Infrastructure & Broadband	Angie Astley Matt Powell
9 November 2017	Formal	Civil Parking Enforcement Chair's Update	Cabinet Member for Transport, Infrastructure & Broadband	Angie Astley Superintendent Tom Harding Matt Powell Cllrs E J Carter & N C Lowery Newport Town Council Hollinswood & Randlay Parish Council
30 November 2017 (Provisional)	Working Group	Civil Parking Enforcement	N/A	N/A
15 January 2018	Formal	Budget Scrutiny	Cabinet Member for Finance, Commercial Services & Economic Development	Assistant Director: Finance & Human Resources
18 January 2018	Formal	Budget Scrutiny	To be agreed	To be agreed
23 January 2018	Formal	Budget Scrutiny	To be agreed	To be agreed
15 February 2018	<i>Cabinet</i>	<i>Chair to present Scrutiny Recommendations on the Budget Proposals</i>	<i>N/A</i>	<i>N/A</i>

Monitoring Activity

Due Date	Date Circulated	Topic	Assistant Director and Responsible Officer	Outcome
None Due	N/A	N/A	N/A	N/A