

SCRUTINY PROJECT PLAN

Review of Parking Issues in the Borough

SECTION ONE – Project Definition Form

| <i>Project Title</i> | <i>Review of Parking Issues in the Borough</i> |
|---|---|
| <i>Executive Summary – What will this review do?</i> | <p>This review will investigate issues relating to parking on grass verges, grassed areas & pavements in the Borough.</p> <p>The review will:</p> <ul style="list-style-type: none">• Identify the extent of the problem in the Borough• Investigate what the Council currently does and could do to tackle the issue• Investigate the possibility of the enforcement officers changing the hours of enforcement• Investigate what other Councils do to tackle this issue• Investigate what other agencies e.g. the Police and Hampshire County currently do or could do to tackle this issue |
| <i>What are the benefits to the Council and its residents?</i> | <p>Residents benefit from an effective parking enforcement service to ensure parking in the Borough is effectively and efficiently regulated.</p> |
| <i>Link with the Corporate Strategy and Business Plans</i> | <p>The Council is committed to improving neighbourhoods, while also maximising opportunities through innovative partnership working.</p> |
| <i>Methodology</i> | <p>Interviews Interview with key officers</p> |

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| | <p>Research Collate data on the Council's current parking enforcement work in the Borough Councillors to undertake a survey to identify the extent of the problem and 'hot spots' in the Borough Research into how other Councils have tackled this issue (e.g. Fareham and Eastleigh Councils)</p> <p>Interviews Interview a representative of Hampshire County Council's traffic team to ascertain the policies and service provided by Hampshire County Council</p> |
| Success Criteria | The project will be considered successful if by the end of the study, the Panel has: identified the extent of the problem in the Borough; investigated any issues in relation to parking on verges and pavements in the Borough; and is satisfied that action taken, or action proposed by the Panel tackle these issues. |
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| SECTION TWO – Who Will Be Involved | |
| Project Team | |
| Scrutiny Panel | <p>Parking Scrutiny Review Panel</p> <p>Councillor Davis, Howard, Lloyd (Chairman), Milne, and Shimbart</p> |
| Support Team | |
| Cabinet Lead | Councillor Bains |

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Witnesses to Interview

| Who? | Why? | When? |
|--|---|-----------------------|
| <i>Natalie Meagher, Head of Neighbourhood Support</i> | Lead Officer | 2 July 2018 |
| <i>Councillor Bains, Cabinet Lead for Environment and Neighbourhood Services</i> | Cabinet Lead for Parking Strategy/Management | Throughout the Review |
| <i>Andrew Wood, Area Principal Engineer, Hampshire Highways</i> | To provide advice on Hampshire County Council's Parking and Traffic Team's policies and service | From 7 January 2019 |
| <i>Sam Ings, Interim Head of Service (Environmental Health, Parking and Traffic Management)</i> | Key Officer | From February 2019 |
| <i>Tim Pointer, Interim Head of Enforcement and Neighbourhood Quality</i> | Key Officer | From April 2019 |
| <i>Sean Mckay, Parking</i> | Key Officer | Throughout the review |

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|--|-------------|-----------------------|
| <i>Team Leader</i> | | |
| <i>Alison Mills, Traffic Team Leader</i> | Key Officer | Throughout the Review |
| <i>Kathy Fowler, Parking and Traffic Team Manager</i> | Key Officer | From March 2019 |

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Evidence to Gather

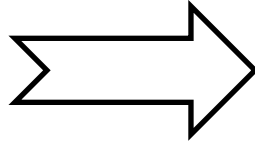
(Please identify any information that is key to research for this scrutiny)

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|---|
| Data of the Council's Parking Enforcement Programme |
| Details from members of any parking issue 'hot-spots' in their wards |
| Details of Other Councils' traffic policies/Traffic Regulation Orders |

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Projected Start Date

June 2018

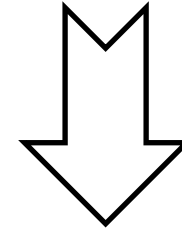


Projected Timescales for:

**Evidence gathering –June-November
2018 – Jan 2019**

Interviews – January- August 2019

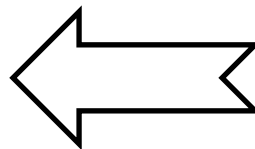
**Evidence Analysis – Jan – August
2019**



Dates for:

***Report to Board – 27
August 2019***

***Report to Cabinet – 25
September 2019***



Project Report Deadlines

Draft Report Produced – April 2019

**Panel to Agree Final Report – August
2019**