

# Rutland County Council Parking Policy

November 2021

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# 1 Introduction

This draft Parking Policy supersedes the 2011 Strategic Parking Review and outlines updated policies and procedures to help us safely and efficiently manage our highway network.

## Vision

Our vision is to deliver public parking provision (including infrastructure and enforcement) that supports our County's economy and environmental goals by enabling our residents, businesses and visitors to safely access and enjoy local services and amenities.

## Objectives

A number of objectives underpin our parking policy and will help to deliver this vision. Each policy within it is designed to meet some, or all of these objectives. It is recognised that in certain circumstances objectives may be conflicting and will need to be balanced to support safe and cost-efficient service delivery

Our primary objectives are therefore to:

1. ensure the safety of those using our highway – however they choose to travel;
2. provide access to services and enable the efficient movement of vehicles through our towns and along key routes; and
3. ensure parking provision and other parking services are economically sustainable.

These are supported by a number of secondary objectives designed to ensure delivery of this policy contributes to wider policy goals locally and nationally:

1. protect our rural environment;
2. reduce our impact on the environment by encouraging behavior change and a reduction in car use;
3. encourage and educate residents to take responsibility for their choices; and
4. support the local economy.

## Policy development

Development of this policy has taken into account the previous parking policy, national and local context and feedback from residents and other stakeholders.

### *National context*

- **Covid 19** – the covid 19 pandemic led many of us to change our travel behaviors – for example, as a result of working from home. As we emerge from the pandemic we must be mindful of these changes and the as yet unclear impact they will have on demand for parking.

- **National policy context** – at the time of writing, there is fresh momentum from Government to encourage a shift in travel behavior, making bus the travel option of choice. The government strategy ‘Bus Back Better’ set out how local authorities must work to achieve this, by making buses priority over other means of transport.
- **Legislation and statutory duties** – Section 16 of the Traffic Management Act 2004 (TMA) imposes a statutory duty on local traffic authorities to manage its road network, so far as is reasonably practicable, to secure the expeditious movement of traffic. As the Highway Authority, Rutland County Council therefore has general responsibility for activity (excluding private roads and those under National Highways) on the County highway network and as such, to reduce disruption, has the right to impose restrictions on parking. This policy and the policies contained within it, have been developed to ensure compliance with this duty, along with all other relevant government legislation.

### *Local context*

- **Links with wider Council policy and strategy** – Through our parking policy we support the Council’s corporate aims of delivering sustainable development, vibrant communities, protecting the vulnerable and customer focussed services.
- **The environment** – early in 2021, Rutland County Council passed a climate motion that aims for the county to reach ‘carbon net zero’ as soon as possible and no later than 2050. This policy therefore seeks to encourage residents and visitors to travel more sustainably, helping to reduce the emission of greenhouse gases within the county.
- **Moving Rutland Forward (MRF): LTP4** - This policy is also aligned with MRF which sets out our overarching vision for transport up to 2036 alongside a number of challenges, goals and solutions. The policy will therefore help to deliver a transport network and services that:
  - facilitate delivery of sustainable population and economic growth;
  - meet the needs of our most vulnerable residents; and
  - support a high level of health and wellbeing (including combating rural isolation).
- **Rurality** – Rutland is a rural county with two market towns. Whilst new parking technologies are frequently developed, they are often urban centric, and to implement these within a rural setting may not always be viable, in keeping or cost effective. As such, whilst we will remain abreast of new technologies, this policy takes a pragmatic approach regarding what is realistically deliverable.

### *Public engagement*

This policy has been developed, taking into consideration the findings of public engagement – including:

- Feedback gathered via our 2016 countywide travel survey and MRF consultation which took place in 2019.
- Review of the previous parking strategy by the Growth, Infrastructure and Resources Scrutiny Panel (22<sup>nd</sup> October 2020)
- Feedback and information from parishes on parking – such as general parking observations and concerns (sought via communication with parishes between late 2020 and March 2021),
- Feedback from the Future Rutland Conversation which took place in spring 2021.

## Scope of document

Based on the content of existing national and local policy documents, the findings from public engagement and a review of the previous parking strategy, this document contains a number of sections:

- Overarching criteria for new and amended parking restrictions and provisions
- Enforcement
- Town centre parking
- Residential parking
- Villages and tourism hot spots
- Verge and pavement parking
- New developments
- HGV, coaches and traffic movement
- Schools
- Blue Badge parking
- Fees and charges
- Parking infrastructure

Through implementing the policies in the above sections, we aspire to ensure Rutland is a county where the travel needs of residents and visitors are safely met, traffic flows freely along our roads, businesses are supported and our rural environment is protected.

## How to use this document

The policies in this document are set out into the sections shown above. It is likely that for an individual issue more than one section may be relevant, so please ensure you read all necessary policies. The quick reference table provided in Appendix A has been designed to help with this, whilst Appendix C summarises how each of the policies within this document help us to meet our primary objectives.

## 2 Overarching criteria for new and amended parking restrictions and provisions

**This section outlines policies which apply to all new and amended restrictions and parking provisions, and should be read alongside the specific policies set out in subsequent sections.**

### PP1 - Parking policy applicable to all new or amended parking restrictions or provisions

- New or amended restrictions or provisions, will be considered to ensure:
  - Safety (where there is evidence that parking is causing danger).
  - Efficient use of on-street parking spaces and off-street car parks.
  - That roads are not completely blocked-by parked vehicles.
- Community based requests for restrictions or provisions must be submitted through the highway and transport concern process – details of which can be found online: <https://www.rutland.gov.uk/my-community/transport/transport-strategy/highway-and-transport-concerns/>. It is helpful for the submitter to provide evidence of the concern and support for measures from a supermajority of stakeholders from the immediate area and the surrounding area if an effect is likely on the surrounding area.
- Consultation over new restrictions or proposals will take place in accordance with the council’s highway and transport concern consultation processes in use at the time.
- New and amended restrictions will usually require the creation of a legally enforceable traffic regulation order and must be subject to a formal consultation process and be administered in accordance with national statutory processes<sup>1</sup>
- Experimental traffic orders may be used where appropriate to test the effectiveness and impact of new or amended restrictions<sup>2</sup>.
- Restrictions may be reviewed and removed if it is decided they are no longer necessary or other benefits can be realised through their removal.

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<sup>1</sup> Power to approve or amend TROs has been delegated to the Strategic Director for Places in consultation with the assigned Portfolio Holder.

<sup>2</sup> Experimental traffic orders are not necessarily easier to administer. Once lines and signs are in place, if the scheme is then desired to be removed, the expense of removal of lines and signs doubles the total expense.

## 3 Enforcement

### Our aim

A county where dangerous or inconsiderate parking is minimised and with it, the associated impact on traffic flows, resident and visitor safety, accessibility and amenity.

### The challenges

Within Rutland, a system of civil parking enforcement exists, meaning Rutland County Council (RCC) is able to enforce a number of parking restrictions (in accordance with the Secretary of State 'Guidance for local authorities on enforcing parking restrictions'<sup>3</sup>) as civil rather than criminal offences. As a result, RCC Civil Enforcement Officers have power to enforce most types of on-street parking contraventions – enabled through section 6 of the Traffic Management Act (TMA) 2004. Our civil enforcement officers also patrol and issue penalty charge notices in our off street pay and display car parks.

There are some instances where the local authority does not have power to enforce – in these situations the matter becomes a police concern. This distinction between the role of the local authority and the police is not always publicly recognised but RCC is happy to advise residents regarding whether or not something falls within our remit to enforce. There is also a role for town or parish councils to use engagement to address issues.

Traditionally enforcement activities have been focussed on town centres however we are seeing increased demand for restrictions in areas outside of our town centres. Due to Rutland's rural and dispersed nature enforcement outside of our market towns is costly and often inefficient due to the travel time required to reach the areas requiring enforcement and the regularity of enforcement required to see any impact.

### Policy to address these challenges

To help provide public clarity over responsibility for parking enforcement, and to ensure the efficient and optimal operation of civil enforcement officers, we have introduced the following policies:

#### **EN1 – Where RCC Civil enforcement officers can enforce**

- RCC civil enforcement officers are only able to enforce parking where there are waiting restrictions in place or within off street pay and display carparks controlled by RCC.
- It is the responsibility of the police to investigate enforcement of all other parking contraventions.
- A memorandum of understanding between Leicestershire Police and RCC parking will be kept up to date and published on our website to provide clarity over enforcement responsibilities.

#### **EN2 - Frequency and schedule of enforcement**

- The frequency and scheduling of enforcement visits is an operational decision.

<sup>3</sup> <https://www.gov.uk/government/publications/civil-enforcement-of-parking-contraventions/guidance-for-local-authorities-on-enforcing-parking-restrictions>

- Regular enforcement will be focused primarily within our market towns, with ad hoc enforcement occurring at other locations.
- Where we become aware of a particular contravention or issue, best efforts will be made for a CEO to attend – however this will be subject to staffing availability and existing priorities.

### EN3 – Penalty charge notices

- Where a CEO observes a contravention that is within their power to enforce, a penalty charge notice will be issued in line with statutory guidance.
- RCC will process penalty charge notices in accordance with statutory guidance.
- Individuals wishing to challenge a penalty charge notice, may in the first instance make an informal challenge to Rutland County Council within 14 days of the PCN issue date<sup>4</sup>. If the challenge is unsuccessful and the individual still wishes to challenge further, the registered keeper of the vehicle may represent against the Notice to Owner, if the representations are unsuccessful and the keeper wishes to challenge further, they are then able to appeal to the adjudicating Traffic Penalty Tribunal. Challenges at any other stage apart from within the initial first 14 days are considered at the full PCN rate.

### EN4 – Enforcement away from town centres

- Enforcement away from town centres (including but not limited to residential parking areas, schools, parking restrictions in villages) will take place on an ad hoc basis.
- Where we become aware of a particular contravention or issue, best efforts will be made for a CEO to attend – however this will be subject to staffing availability.

### EN5 - Enforcement of verge and pavement parking

- RCC CEOs are not able to issue PCNs unless parking restrictions (such as double yellow lines) are in place with one exception (see below).
- Where HGVs, over 7.5t, are wholly or partly parked on a footway, verge or land between two carriageways RCC CEOs are legally permitted to enforce, without there needing to be lines or signs.
- In the absence of restrictions, Leicestershire Police (101) may be able to enforce where a vehicle is causing a danger.
- National regulations permit Blue Badge holders park for up to 3 hours on yellow line restrictions, where there is no loading ban in operation and where it is safe to do so and providing they are not causing an obstruction i.e. completely blocking a road or pedestrian dropped kerb area.<sup>5</sup>

### EN6- Dropped kerb enforcement

- The contravention of parking over a dropped kerb applies where a vehicle parks on the carriageway over a place where the footway, cycle track or verge has been lowered to the level of the carriageway to assist: pedestrians crossing the carriageway; cyclists entering or leaving the carriageway; or vehicles entering or leaving the carriageway across the footway, cycle track or verge (e.g. property driveways).
- CEOs will observe for such offences when patrolling their daily routes in Oakham and Uppingham town centres.
- When a complaint is received by the Council regarding a single incident within or outside the areas above, response will be subject to best efforts, subject to staff availability and/or being mobile. Where there is a complaint (or series of complaints) regarding persistent and repeated offences, a patrol route may be modified on a temporary basis, again on a best efforts basis. In determining allocation of resources, particular attention will be paid to offences that impede the passage of those with disabilities.

<sup>4</sup> <https://parking.rutland.gov.uk/>

<sup>5</sup> <https://www.gov.uk/government/publications/the-blue-badge-scheme-rights-and-responsibilities-in-england/the-blue-badge-scheme-rights-and-responsibilities-in-england>

- CEOs cannot enforce vehicles parked next to / to one side or the other of a dropped kerb or opposite or on an area marked with a white advisory access bar marking (H-bar) where there is no dropped kerb at that precise location.
- Enforcement can only be achieved where the vehicle access is shared by multiple properties. For vehicle accesses to singular properties, the Council would need written authorization from those responsible for the property as in most cases a resident is not causing an issue parking over their own dropped kerb / access.
- Dropped kerbs intended for pedestrian use, for example tactile paved crossing points, can be enforced as standard. Where there is doubt as to whether a dropped kerb is intended as an access or dropped kerb (e.g. accidentally sunken kerbs,) a Civil Enforcement Officer is at liberty to issue and seek advice but penalties are at risk of being cancelled on appeal.
- As per national rules, Blue Badge holders are not exempt from the prohibition of parking at dropped kerbs.

## 4 Town centre parking

### Our aim

Thriving market towns supported by suitable parking provisions as well as more sustainable travel options such as the bus, rail and walking and cycling infrastructure.

### The challenges

Parking management in town centres is necessary to facilitate the free flow of traffic, limit dangerous and inconsiderate parking and maximize accessibility. LTP4 stated that a strategic parking review would be undertaken to identify the demand for parking against availability. However Covid 19 created a shift in people's travel patterns (and parking requirements) and therefore it has not been possible to undertake the proposed review as it would be unrepresentative.

The Future Rutland Conversation highlighted mixed opinions of town centre parking availability, with 39% of respondents believing it is easy to find parking and 34% finding it difficult. However, within the free text response sections, a number of respondents outlined a desire for increased town centre parking provision, including increased free parking in Oakham and Uppingham and increased capacity at Oakham train station.

### Policy to address these challenges

The ability to provide further parking (including park and ride) is limited due to a lack of available land (as identified in previous studies) and competing requirements for free space – for example for outdoor seating areas. Provision of additional parking would also conflict with the objective of improving our local environment and reducing our impact on climate change and the Government's Bus Back Better policy which seeks to make buses the travel option of choice.

As such, consideration of town centre parking necessitates creation of a fine balance between supporting the needs of our residents, visitors and businesses alongside the need to protect our environment by encouraging a move away from car dependency.

The policies below set out how we intend to achieve this.

#### **TC1 - Town centre off street parking provisions<sup>6</sup>**

- No new off-street car parks (including permanent park and ride facilities) are to be built by RCC due to exhaustion of possible sites, prohibitive costs and in line with national and local sustainable transport and environmental policy goals.
- Capacity of RCC off street parking provisions will be reviewed annually.

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<sup>6</sup> The current location of RCC off street parking provisions can be found online: <https://www.rutland.gov.uk/my-community/parking/council-car-parks/> .

#### **TC2 - On street parking**

- Capacity of short term, town centre on street parking will be reviewed biennially.
- Consideration will be given to opportunities to optimize or extend provisions, where viable.
- On-street parking spaces will be marked as a single continuous block rather than individual parking bays to optimise the available space for parking. Existing individual parking bays will be re-marked as a block when re-marking / re-surfacing is required.

#### **TC3 - New or amended restrictions in town centres**

- Amended or new restrictions will be implemented in town centres in accordance with PP1, TC1 and TC2.
- The content of community developed town centre plans will be reviewed when considering any strategically identified future amendments to parking provisions.
- Policies specific to residential parking, verge or footway parking, school parking and major road parking are provided within subsequent sections of this document.

#### **TC4 - Train station parking**

- Train station parking is not under the control of RCC, however we will lobby for additional parking at the station, where opportunity may arise.

#### **TC5 - Business parking**

- RCC will promote the development of travel plans to local businesses – to help encourage sustainable methods of travel.
- The creation of private parking bays in our car parks or on street (“local business bays”) will be considered where feasible (taking into account availability of space, cost of investigation and implementation and any other relevant factors).
- Applications will be considered by the Highways and Transport Working group. For more information please contact parking management.
- Charges will be levied for implementation of the bay alongside an annual rental charge (this may be variable dependent on location).

## 5 Resident parking areas

### Our aim

Where viable, offer fair access to residential parking opportunities, balanced with the need to protect against car dependency and the associated impact on the environment.

### The challenges

Controlled resident parking (a geographically area where parking is organised in order to help residents park close to their homes) exists in some Rutland settlements where parking demand from residents and other road users is high. Existing residential parking areas can be found on our website.<sup>7</sup>

Historically it has been in town centre residential areas, where there is greater demand for parking. However, over recent years an increasing number of requests for resident only parking areas on the outskirts of our two towns and some villages have been received. Reasons for this may include: increased personal vehicle ownership, existing garages being too small for larger vehicles, conversion of residential garages and off street parking into additional dwelling space and the siting or growth of out of town businesses.

Whilst residential parking schemes can help in some circumstances they are not always a practical solution for a number of reasons. The introduction of schemes may displace the problem to alternative residential areas; they can limit opportunities for free town centre parking by some residents<sup>8</sup>; and the setting up and administration of schemes incurs costs to both residents (for permits) and to the authority (for creation, administration and enforcement).

### Policy to address these challenges

The following policies set out our approach to residential parking schemes in Rutland. If residents would like a residential parking scheme to be considered they should in the first instance contact their town or parish council, or meeting or a ward member, to discuss submitting a request through the through the highway and transport concern process – details of which can be found online: <https://www.rutland.gov.uk/my-community/transport/transport-strategy/highway-and-transport-concerns/>.

#### RP1 - Criteria for new resident parking schemes

- Residents parking schemes will usually only be considered in the town centre areas. However, where resources are available and there is suitable justification, new schemes may be considered in areas on the outskirts of our town centres and villages – subject to all other criteria being met.
- Residents' parking schemes will only be investigated after consideration has been given to changing existing parking restrictions or traffic management not needed for reasons of safety.

<sup>7</sup> <https://www.rutland.gov.uk/my-community/parking/resident-parking-areas/>

<sup>8</sup> As highlighted by some respondents to the future Rutland conversation

- There must be local support for the proposal, with a parish representative obtaining signatures of support from 75% of the properties that would be impacted by the proposal. This includes the immediate area and any area which might be impacted by expected measures.
- RCC studies must identify there is insufficient unrestricted parking spaces within the area being considered, both on and off street, to enable residents to park up to two vehicles per property (or one in town centres and areas of limited capacity) and allowing for an additional number of spaces occupied by non-resident vehicles. New or amended schemes will not be considered unless parking stress levels are above 90% - in line with 'Lambeth Methodology'. Independent surveying may be used. A garage is included in the definition of off street parking space when determining capacity irrespective of whether it is used for vehicles

#### **RP2 - Household permit limits and capacity**

- Resident permits will be restricted to a maximum of 2 per household (dependent on RP3).
- In town centres, or other areas where capacity is problematic or to support targets to reduce the environmental impact of private vehicle ownership, a maximum of 1 permit per household may be necessary.
- Provisions for visitors of residents living within a controlled residential parking scheme area outside of a town centre will be considered on a case by case basis.
- Capacity of resident parking areas will be reviewed a minimum of every five years.
- Where an RCC study identifies a justifiable need for additional capacity which cannot be met on RCC land, RCC will seek opportunities to identify alternative, solutions including use of unused garage blocks.

#### **RP3 - Household application criteria**

- To apply for a resident area parking permit, applicants must be a full time, permanent resident at an address included in the scheme and have insufficient off-street parking for the vehicles registered to their address (e.g. where a resident has 3 vehicles registered to the property but off street parking for only 2).
- An off street parking space is defined as a space that is a minimum of 2.4m by 4.8m and is accessible from the public highway. A garage is defined as an off street parking space irrespective of whether it is used as such. A site visit may be required to determine whether a property has off-street space (s).
- Properties with potential off-street parking, as of 1 April 2022, which are to be converted to remove that parking facility will not be eligible for permits.
- Properties which are converted to residential use from any other class of use will not be eligible for residential parking permits.
- Additional location specific application criteria may apply in some locations. Further information can be found on the RCC website, along with application forms.<sup>9</sup>
- Carers' permits are available to enable others to support residents who do not have access to a vehicle or off street parking. Applicants need to complete the form available on the website.<sup>10</sup>

#### **RP4 - Residential parking area charges<sup>11</sup>**

- On-street parking permit charges are reviewed as part of the annual fees and charges review.
- Payment methods will be as frictionless as possible – e.g. cashless payments.

#### **RP6 - Shared use residential parking areas**

- Existing and new resident parking areas may be made shared use as limited waiting bays.

<sup>9</sup> <https://www.rutland.gov.uk/my-community/parking/resident-parking-permits/>

<sup>10</sup> <https://www.rutland.gov.uk/resources/assets/attachment/full/0/98611.pdf>

<sup>11</sup> The current council charges for residential parking can be viewed online at the following address:  
<https://www.rutland.gov.uk/my-community/parking/council-car-parks/parking-information/>

#### RP7-removal of residential parking areas

- RCC reserves the right to remove or amend residential parking areas in line with the criteria outlined in the previous policies.

## 6 Villages and tourist hotspots

### Our aim

Careful implementation of parking restrictions and enforcement, ensuring the safety, accessibility and amenity of residents and visitors is upheld whilst protecting the rurality of our villages.

### The challenges

Parking concerns don't just exist in our towns, they also exist in some rural areas. This section sets out the challenges and policies regarding parking concerns in these areas.

Parking issues are sometimes reported by residents in rural areas, particularly near tourist attractions at times of high demand such as school holidays or good weather. This overspill parking often occurs when visitors to tourist attractions find that the associated, private car parks have insufficient capacity or where members of the public choose not to use these due to the requirement to pay.

This leads to vehicles on occasion parking on verges and within nearby villages – potentially damaging verges, impacting residential amenity and causing a safety risk to other highway users and partially obstructing the highway.

However the use of restrictions in rural areas has been met with mixed response, with some residents wanting restrictions, but others feeling they would negatively impact on their own use of their community and also the rural nature of their surroundings.

Furthermore, the Future Rutland Conversation highlighted a level of dissatisfaction with the charges Rutland residents had to pay to access areas of interest. Our intervention in this area is limited to passing this feedback to relevant car park operators because RCC does not control parking or associated charging on private car parks.

### Policy to address these challenges

The policies below ensure that all areas of Rutland are covered by this policy whilst also helping us to deliver against our LTP4 goal of supporting 'Accessible leisure, recreation and tourism opportunities'.

#### VT1 - Engagement with local tourist attractions

- We will seek opportunities to work alongside local attraction providers and partnerships (such as the Rutland Water Partnership) to ensure visitors are aware of and encouraged to use the available parking provisions.
- We will seek opportunities to engage with local attraction providers to discuss opportunities for discounted parking options for Rutland residents.
- Signage for attractions will only be considered in accordance with the current highway signs policy.

**VT2 - Parking capacity in villages**

- Parking concerns in villages can be reported to the council via the “Highway and Transport Working Group” process.<sup>12</sup>

**VT3 - New restrictions or provisions within villages**

- RCC will review the content of community developed neighbourhood plans when considering any strategically or locally identified future amendments to parking provisions within villages.

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<sup>12</sup> Further information can be found here: <https://www.rutland.gov.uk/my-community/transport/transport-strategy/highway-and-transport-concerns/>

## 7 Verge and pavement parking

### Our aim

Highways protected from inconsiderate and dangerous parking that restricts accessibility, damages verges and poses a risk to safety.

### The challenges

Vehicles parked on verges cause unsightly damage and are detrimental to residential amenity. Where vehicles park on pavements, this can also cause obstruction to those wishing to use the footway, as well as safety issues for those wishing to cross the road – due to obscured visibility.

With one exception, outlined in policy EN5, Civil Enforcement Officers are not able to issue a parking charge notice (PCN) for the above concerns, unless there are waiting restrictions (double or single yellow lines) on the highway adjacent to the verge or footway.

### Policy to address these challenges

To help address the problems associated with verge and pavement parking, the below policy has been brought in to enable restrictions to be imposed where there is an evidenced need.

#### **VP1 - Parking policy – New verge and pavement parking restrictions**

- Where there is evidence to indicate a safety or accessibility problem, the council may implement or amend a verge or pavement parking ban. Such ban will be implemented in accordance with policy PP1 and will need substantial on street signage.
- Where a national legislation change results in the power for local authorities to enforce footway parking and obstruction, the council will review the implications and update this policy as necessary.

## 8 New developments and planning policy<sup>13</sup>

### Our aim

New developments built with a level of parking that supports the needs of residents whilst reducing car dependency and the potential for inconsiderate on street parking.

### The challenges

The Government requires local authorities to set standards for parking at new developments taking account of local circumstances. These standards are set out in the current adopted planning policies of the Council and will be reviewed through the preparation of a new Local Plan, following the Council decision to withdraw the submitted Local Plan.

The Future Rutland Conversation identified that parking on some new build estates is a problem due to lack of capacity with further concerns about the impact that housing growth could have on the availability of parking provisions within our market towns. In addition, developers have started to favour parking courts at the rear of properties to improve the street scene – however, this approach is not always convenient and so residents often choose to park on the road to the front of their property rather than in their allocation bay.

This in turn has led to concerns regarding pedestrian safety (due to parked vehicles obscuring pedestrian visibility) and accessibility for large vehicles such as refuse lorries. These problems are compounded where they occur on un-adopted roads, where the council has limited powers to implements improvements or undertake enforcement.

### Policy to address these challenges

To help limit any future potential negative impacts associated with new development, the Council's currently adopted planning policies will be updated to provide minimum standards for parking rather than maximum.

The new Local Plan will seek to ensure the need for parking to be:

- well integrated and not dominate the street scene;
- not be detrimental to local amenity or the Rutland Water Area; and
- fit for purpose, convenient, comfortable and easy to use.

Alongside the revised Local Plan policies, parking policies have been added to this policy to provide clarity over responsibilities for parking restrictions and enforcement on new developments, as well as how developer contributions can be used to provide improved parking provisions within the county.

The key policies that will help us target the outlined challenges, and meet our LTP4 goal of 'sufficient parking capacity for our current and future population' are as follows:

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<sup>13</sup> Section to be reviewed by Planning Policy and Development Control.

### **ND1 – Parking standards for new development**

- A new Local Plan will be prepared for Rutland and will seek to revise the standards that will apply for: residential parking; non-residential parking; design and layout of car parking spaces; disabled parking; cycle parking; powered two wheeler parking and electric vehicle charging.
- The new Local Plan will also seek to set any exceptions to minimum standards for residential and non-residential parking.
- Planning applications will be reviewed to ensure they meet the current required standards until a new Local Plan is prepared and adopted.
- Where development takes place in areas already controlled by residential parking schemes, RCC's preference is for developers to show allocated parking spaces, rather than communal areas within their plans.

### **ND2 - Developer contributions**

- Where applicable, RCC will seek developer contributions and measures through either Section 106 agreements or Section 278 agreements.
- Such agreements may be used to provide highway or transport measures required as a direct result of the development. Such measures may include, for example, new parking bays and/or the cost of creating or amending any parking related traffic regulation orders.
- Community Infrastructure Levy (CIL) funding may also be considered for strategic parking enhancements across the county.
- Parishes and town councils should include in their neighborhood plans any parking improvements they would like to see within their community. Inclusion within a neighborhood plan provides supporting evidence which can be used when putting together a case to request funding or infrastructure improvements, as a result of a development (or other funding opportunity).

### **ND3 – Restrictions on unadopted roads within new developments**

- RCC has very limited control over unadopted highways.
- Where RCC is alerted to persistent cases of dangerous, inconsiderate or illegal parking on unadopted roads, the Planning Enforcement Officer will ascertain whether planning conditions are being adhered to.
- In extreme cases, where a road is subject to a subject 38 agreement and there is agreement from the Highway and Transport Working Group that action is required on grounds of an evidenced safety issue, the council may work with the developer with a view to imposing a Traffic Regulation Order (TRO) on these roads prior to adoption. However, the developer does not have to agree to the implementation of any TRO on their highway, as they are responsible for the highway until the point of adoption. If the developer agrees to a TRO on an unadopted road, a legal agreement will need to be formed between RCC and the developer, outlining who will be responsible for any defects caused by the lining work or damage of the highway prior to adoption.

## 9 HGV, coaches and traffic movement

### Our aim

Parking and loading provisions that facilitate economic activity, whilst ensuring the safety of road users and flow of traffic.

### The challenges

As a local highway authority we have a statutory duty to ensure the free flowing movement of traffic. Parked vehicles can impact the free flow of traffic – restricting access, causing congestion and reducing visibility at junctions. This issue is particularly important on our A and B roads where these routes are used for freight, abnormal load vehicles and emergency services to get efficiently and safely through the county without obstacle.

Alongside this our LTP4 consultation highlighted concerns pertaining to a lack of HGV and coach parking – resulting in such vehicles occasionally parking in inappropriate places – causing detriment to residential amenity, blocking visibility and also restricting access. Appropriate parking for coaches in-particular may also encourage greater tourism within the county which is economically advantageous.

### Policy to address these challenges

To facilitate the efficient movement of traffic along our highway network, and ensure coaches and HGVs are welcome where appropriate we have strengthened our policies relating to restrictions on key traffic routes and HGV and coach parking.

#### TP1 - Restrictions relating to traffic flows

- New on street parking bays will not usually be considered on 'A' or 'B' roads within the county.
- Parking restrictions will be considered on A and B roads where required to ensure that there is no barrier to the 2 way flow of car traffic and safe passage for HGVs and buses.
- On classified un-numbered roads and unclassified roads parking restrictions may be considered, where they are required to ensure access for HGVs and buses.
- Where all other options have been exhausted, restrictions may be considered at junctions where there is evidence that parking is blocking visibility splays, resulting in accidents.
- Proposed parking bays or restrictions on A or B roads will require approval from Leicestershire Police.

#### TP2 - HGV and coach parking

- HGV and coach parking availability will be reviewed biennially to ascertain availability.<sup>14</sup>
- Existing HGV and coach parking will be promoted to raise awareness and encourage use.

<sup>14</sup> One of the actions within LTP4 was to undertake a review of HGV and lorry parking – however, the Covid 19 pandemic has impeded this due to traffic volumes being unrepresentative. Therefore this action will be implemented once traffic levels have reached a new normal.

## 10 Schools

### Our aim

A high percentage of pupils walking, cycling or travelling to school by bus - reducing car congestion around school gates and in turn reducing the risk to safety.

### The challenges

Members of the public frequently comment on congestion on roads surrounding schools, resulting from parked vehicles at school drop off and collection times. This can have a number of negative impacts, including:

- Danger to children crossing the road,
- Detrimental impact on residential amenity, and
- Localised poor air quality and the release of greenhouse gases, impacting on climate change (as a result of car travel and engines left idling whilst waiting for pupils to finish school).

### Policy to address these challenges

It is vital to protect road users' safety, as well as the environment – the Future Rutland Conversation highlighted this as an area of great importance for local residents. The policies highlight the need for joint working in this area – with all community partners, including parents and guardians, taking ownership of actions within their control.

The key policies relating to parking surrounding schools are outlined below. These policies will help us to achieve our LTP4 goal 'LERG2 - High levels of walking and cycling to school and college – leading to improved health in our young, reduced congestion on our roads and improved local air quality'.

#### **SP1 – School travel plans and active travel**

- Schools must have an up to date travel plan in place before any parking restrictions are considered to address parking problems associated with the operation of the school.
- This travel plan must be reviewed and approved by RCC's Transport Team prior to any measures being considered.
- Schools must actively engage with the school community (parents, guardians, staff, pupils) and local community, to enable and encourage more sustainable means of travel to school and promote road safety messages relating to the vicinity of the school (including dangerous parking).
- Schools should promote park and stride to those parents and guardians where driving is considered the only option – encouraging them to park further away from the school gate, and walking with their child for the last stretch of the journey.
- School's should review their travel plans regularly and reactively to take into consideration any changes or problems occurring – ensuring they are living documents.
- RCC will offer road safety and sustainable travel training and initiatives to schools. Where school parking problems exist, schools will be expected to take advantage of any active travel and road safety education support RCC may have available at the time.

### SP2 – Restrictions near schools

- Restrictions will usually only be considered within 100m of a school access to ensure that children crossing the road are not endangered by parked vehicles, whilst also ensuring restrictions aren't used unnecessarily – impacting on residential amenity and the street scene of the area.
- Restrictions and provisions will only be considered where the school has an up to date travel plan – as outlined in policy SP1.

## 11 Blue badge holder parking and disabled parking bays

### Our aim

A county where services and social and leisure opportunities are accessible by all.

### The challenges

To ensure access to services, disabled parking provisions exist around the county. These take the form of designated spaces in RCC council carparks and on street in town centres and advisory residential disabled parking bays elsewhere. Blue badge holders are also permitted by national legislation to park in some other locations with parking restrictions. Feedback from the Future Rutland Conversation indicated that some respondents with reduced mobility felt that there was sufficient parking for Blue Badge holders, whilst others feeling there “there is a greater need for disabled parking spaces.”

In some locations, the creation of on street, residential disabled parking bays has the potential to cause congestion and reduces opportunities for other road users to park and can be costly to create. Therefore a defined process is necessary to ensure bays are created only where necessary and in suitable locations.

### Policy to address these challenges

The policies below set out how disabled parking will be managed and allocated.

<b>DP1 – Disabled parking provisions within car parks</b>
<ul style="list-style-type: none"><li>• Car parking charges may apply to all car park users including blue badge holders.</li><li>• Availability of disabled parking bays within car parks will be reviewed annually.</li></ul>
<b>DP2 – On street, short stay and residential permit parking areas</b>
<ul style="list-style-type: none"><li>• Blue badge holders can park on street in Rutland in accordance with the rules outlined in national legislation.<sup>15</sup></li><li>• Blue badge holders may utilise resident only parking bays free of charge.</li><li>• Availability of on street disabled parking bays will be reviewed biennially.</li></ul>
<b>DP2 – Disabled parking bays in residential areas</b>
<ul style="list-style-type: none"><li>• Disabled parking bays will be considered in residential areas for Blue Badge holders who are drivers, based on applicants need and feasibility of delivery in residential areas, in accordance with policies outlined in Section 2.</li><li>• A charge may be levied for the creation of disabled residential parking bay. The charge will be determined through the annual Fees and Charges review. To apply for a disabled residential parking bay, residents should email the parking team: <a href="mailto:parkingmanagement@rutland.gov.uk">parkingmanagement@rutland.gov.uk</a></li></ul>

<sup>15</sup> <https://www.gov.uk/government/publications/the-blue-badge-scheme-rights-and-responsibilities-in-england/the-blue-badge-scheme-rights-and-responsibilities-in-england>

#### **DP4 - Blue badge issuing**

- RCC issues Blue Badges in accordance with national guidance. The application form is available on the RCC website.<sup>16</sup>

#### **DP5-Blue badge parking in areas with parking restrictions**

- Nationally set rules exist for Blue Badge holders which currently permit them to park for up to 3 hours on yellow line restrictions, where there is no loading ban in operation and where it is safe to do so and providing they are not causing an obstruction for example completely blocking a road or pedestrian area.<sup>17</sup>

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<sup>16</sup> <https://www.rutland.gov.uk/my-community/parking/blue-badge-permits/apply-for-a-blue-badge/>

<sup>17</sup> <https://www.gov.uk/government/publications/the-blue-badge-scheme-rights-and-responsibilities-in-england/the-blue-badge-scheme-rights-and-responsibilities-in-england>

## 12 Fees and charges

### Our aim

An economically sustainable parking service.

### The challenges

The Future Rutland Conversation presented a fairly balanced view regarding the level of charges applied to our car parks – with 28% of respondents stating parking to be inexpensive and cheaper than city counterparts, and 37% feeling it is too expensive. The remaining 37% of respondents were indifferent.

As a rural county, we must balance the parking needs of our residents, visitors and businesses, with the need to protect and enhance the environment by encouraging alternative, more sustainable modes of travel – such as bus, bicycle or foot.

This need is reflected within our fourth local transport plan, which states: ‘any increased parking needs to be balanced against the potential for excessive free or cheap car-parking to reduce modal shift and increase single occupancy car use.’

This conflict of interest was also observed within the Future Rutland Conversation, with a number of respondents expressing that free parking should be retained or extended further within towns – however there were also respondents who felt there was a need to encourage alternative modes of travel to the car, with free on street provisions being reserved for those with restricted mobility.

As we emerge from lockdown, we also face challenges over the financial viability of our parking services. During lockdown, off street car parking charges within the county were removed, impacting on revenue income. This income is used to ensure provisions are well maintained and enforced so that they can be fairly and efficiently used by all.

Alongside what is charged, there is also the issue of how parking can be paid for. The need to enable ease of payment must be balanced against the need to renew ticket machines to limit theft and the covid-19 pandemic. As such cash payment options have also been largely removed with the exception of being able to pay cash at pay terminals in some shops.

Parking related fees and charges can be viewed online at the following address:

<https://www.rutland.gov.uk/my-community/parking/council-car-parks/parking-information/> .

### Policy to address these challenges

To ensure we are able to continue offering well maintained and enforced parking provisions, car parking fees and charges will continue to apply in our off street car parks and for residential parking permits.

To further ensure fair and optimized use of car parking provisions, and help tackle the challenges outlined above, some changes have taken place or are proposed – such as the introduction of

standardised charges across all off street car parks in Rutland and the removal of free blue badge parking in RCC off street car parks. These changes are reflected in the policies below.

#### **PC1 – Setting charges**

- Charges may apply to all users both off-street (car parks) and on-street areas (roads). Current charges can be found on the RCC website and will be detailed on local signage.
- Charges (for administration) are applicable for residential permits. Charges for use of on street space as an asset rather than just for administration may be considered.
- Parking charges will be reviewed annually during a review of the council’s wider fees and charges.
- Over the life of this policy, there may be a need to consider the introduction of additional charges (such as on-street parking charges or for visitors to use resident bays) or extended charge periods. In such cases, any proposed fees and charges will be submitted for consideration by Full Council, either through the annual fees and charges review, or as a standalone item.
- When setting parking charges RCC will take account of:
  - changes to parking charges in neighbouring authorities,
  - demand and capacity,
  - vehicle type and size,
  - emissions and fuel type,
  - availability of alternative transport facilities,
  - Local and national environmental and transport strategies and policy (including the government’s Bus Back Better and Decarbonisation strategy): and
  - Any other relevant factors.
- Penalty Charge Notice rates are set by the national government<sup>18</sup>.

#### **PC2 – Current charges**

- All public RCC car parks have identical charges.
- Charges apply in all Rutland County Council car parks Monday to Saturday, 8am to 6pm, excluding Bank Holidays.
- We will consider charging on Sundays and Bank Holidays in line with annual fees and charges considerations.

#### **PC3 – Car park payment methods**

- Payment methods will be as frictionless as possible e.g. cashless payment.
- We will consider implementing suitable, emergent alternative payment methods to cash (subject to available funding or resultant savings).

<sup>18</sup> <https://www.legislation.gov.uk/ukxi/2007/3487/schedule/made>

## 13 Parking infrastructure

### Our aim

Well maintained parking provisions that seamlessly serve the needs of residents and visitors.

### The challenges

Parking infrastructure includes, but is not limited to: display boards, ticket machines, line markings and signage, electric vehicle charging points, lighting and cycle parking provisions. As with highway assets, our parking assets must be maintained to ensure they remain fit for purpose and take account of changing technology. However, due to Rutland's small size, a number of improvements and technological advancements are not yet economically viable or in keeping with the characteristics of our rural county. Furthermore, not all residents and visitors to the county have access to smart phones so we must be mindful of considering the accessibility of new technology.

We are also considering the need to support the creation of electric vehicle charging provisions in public spaces. Presently electric vehicle charging is provided within some of our town centre car parks (by Town Councils) as well as at some food and drink establishments around the county. However, we know that technology is advancing and there is a need to consider alternative options when existing charge points require replacement (something that was flagged by respondents to the Future Rutland Conversation), along with addressing the view that there is generally insufficient provision within the county to make electric vehicles a viable option.

### Policy to address these challenges

This section contains policies that will ensure our parking infrastructure remains well maintained and considers the latest technology. Alongside this we will seek opportunities to obtain developer contributions to support any future improvements to infrastructure (policy ND2). Parishes should also ensure any locally identified infrastructure improvements are noted within their neighbourhood plan.

<b>PI1 – Parking assets</b>
<ul style="list-style-type: none"><li>• A parking asset register will be kept and reviewed at least annually to assess condition of all parking assets.</li></ul>
<b>PI2 – New off street car parking provision</b>
<ul style="list-style-type: none"><li>• No new public off-street car parks (including park and ride facilities) are to be built due to exhaustion of site investigations, potential costs and in line with Government and RCC policy to encourage sustainable transport options.</li></ul>
<b>PI3 - Technology upgrades</b>
<ul style="list-style-type: none"><li>• New and emerging parking technologies will be reviewed, as a minimum, annually.</li><li>• Technologies will be considered for implementation in Rutland (subject to available funding) where they would be financially viable, provide an enhanced offering to the public and are in keeping with the local environment.</li></ul>
<b>PI4 – Electric vehicle charging</b>
<ul style="list-style-type: none"><li>• Policy relating to the provision of electric vehicle charging, both within our town centre car parks and on street, will be considered as part of a wider council review.</li></ul>

- Relevant policy will be added to or linked to from this policy as appropriate once the review has taken place.

#### **PI5 - Developer contributions**

- RCC may consider utilising Community Infrastructure Levy funding to deliver strategic parking infrastructure improvements – as outlined in policy ND2.

## 14 Conclusion

This policies within this document set out how parking operations and infrastructure will be planned, developed and managed within Rutland. If you have any questions about the contents of this document please email [parkingmanagement@rutland.gov.uk](mailto:parkingmanagement@rutland.gov.uk) or telephone the council on 01572 722577 and ask for the parking services team.

Most of the policies are reactive in nature and therefore this document does not have an implementation plan. However the policies where action is required on a regular basis are shown, alongside their frequency, in the table in Appendix B. This policy will be reviewed biennially unless there are national legislation or case law changes that require amendment sooner.

## Appendix A – Policy quick reference guide

	Enforcement	Town centre parking	Residential parking	Villages and tourism hot spots	Verge and pavement parking	New developments	HGV, coaches and traffic movement	Schools	Blue Badge parking	Fees and charges	Parking infrastructure
<b>PP1 - Parking policy applicable to all new or amended parking restrictions or provisions</b>		x	x	x	X	x	x	x	X		x
<b>EN1 – Where RCC Civil enforcement officers can enforce</b>	x	x	x	X	X	x	x	x	X		
<b>EN2 - Frequency and schedule of enforcement</b>	x	x	x	X	X	x	x	x	X		
<b>EN3 – Penalty charge notices</b>	x	x	x	X	X	x	x	x	X	x	
<b>EN4 – Enforcement away from town centres</b>	x	x	x	X	X	x	x	x	X		

	Enforcement	Town centre parking	Residential parking	Villages and tourism hot spots	Verge and pavement parking	New developments	HGV, coaches and traffic movement	Schools	Blue Badge parking	Fees and charges	Parking infrastructure
EN5 - Enforcement of verge and pavement parking	x	x	x	X	X	x	x	x	X		
EN6- Dropped kerb enforcement	x	x	x	x	X	x	x	x	X		
TC1 - Town centre off street parking provisions		X					x		X		
TC2 - On street parking		X					x		X		
TC3 - New or amended restrictions in town centres		X					x	X			
TC4 - Train station parking		X									
TC5 - Business parking		X				x					
RP1 - Criteria for new resident parking schemes		X	X	X		X	x	X	X		
RP2 - Household		X	X	X		X			X		

	Enforcement	Town centre parking	Residential parking	Villages and tourism hot spots	Verge and pavement parking	New developments	HGV, coaches and traffic movement	Schools	Blue Badge parking	Fees and charges	Parking infrastructure
permit limits and capacity											
RP3 - Household application criteria		X	X	X		X			X		
RP4 - Residential parking area charges		X	X	X		X			X	x	
RP6 - Shared use residential parking areas		X	x	x		x					
RP7-removal of residential parking areas		X	x	x		x	x	X	X		
VT1 - Engagement with local tourist attractions				X			x				
VT2 - Parking capacity in villages			X	X		x	x	X	X		
VT3 - New restrictions or provisions			X	X		x	x	X	x		

	Enforcement	Town centre parking	Residential parking	Villages and tourism hot spots	Verge and pavement parking	New developments	HGV, coaches and traffic movement	Schools	Blue Badge parking	Fees and charges	Parking infrastructure
within villages											
VP1 - Parking policy – New verge and pavement parking		x		X	X		x	X	X		
ND1 – Parking standards for new developments		x	X	X	X	x	x	X	X		
ND2 - Developer contributions		x	x	X		x	x	X			X
ND3 – Restrictions on unadopted roads within new developments		x	x	X	X	x	x				
TP1 - Restrictions relating to traffic flows		x	x	X	X	x	x	X	X		
TP2 - HGV and coach parking		x		X	X	x	x				
SP1 – School travel plans and active travel		x	x	X	X	x		X			

	Enforcement	Town centre parking	Residential parking	Villages and tourism hot spots	Verge and pavement parking	New developments	HGV, coaches and traffic movement	Schools	Blue Badge parking	Fees and charges	Parking infrastructure
SP2 – Restrictions near schools		x	x	X	X	x	x	X	X		
DP1 – Disabled parking provisions within car parks		X	x						X		
DP2 – On street, short stay and residential permit parking areas		X	x	X		x		X	X		
DP4 - Blue badge issuing		X	x	X					X		
DP5-Blue badge parking in areas with parking restrictions		X	x	x	X			x	X		
PC1 – Setting charges										x	
PC2 – Current charges										x	
PC3 – Car park payment methods										x	

	Enforcement	Town centre parking	Residential parking	Villages and tourism hot spots	Verge and pavement parking	New developments	HGV, coaches and traffic movement	Schools	Blue Badge parking	Fees and charges	Parking infrastructure
PC3 – Car park payment methods										x	
PI1 – Parking assets											x
PI2 – New off street car parking provision											x
PI2 – New off street car parking provision											x
PI3 - Technology upgrades											x
PI4 – Electric vehicle charging											x
PI5 - Developer contributions											x

## Appendix B – Areas for review under business as usual activities

<b>Review area</b>	<b>Frequency of review</b>
Capacity of RCC off street parking	Annually
Capacity of short term, town centre on street parking	Biennially
Capacity of resident parking areas	Minimum of every five years.
On-street parking permit charges	Annually as part of the council's wider fees and charges review.
HGV and coach parking availability	Biennially
Availability of disabled parking bays within car parks	Annually
Availability of on street disabled parking bays	Biennially
Parking charges	Annually as part of the council's wider fees and charges review.
RCC staff parking charges	Annually
Review parking asset register.	At least annually
Review new and emerging parking technologies	As a minimum, annually.

## Appendix C – How the policies within this document help us to meet our primary objectives

	Ensure the <b>safety</b> of those using our highway – however they choose to travel	Provide <b>access to services</b> and enable the <b>efficient movement of vehicles</b> through our towns and along key routes	Ensure parking provision and other parking services are <b>economically sustainable</b>
<b>VP1 - Parking policy – New verge and pavement parking</b>	x	x	X
<b>ND1 – Parking standards for new developments</b>	x	x	
<b>ND2 - Developer contributions</b>		x	X
<b>ND3 – Restrictions on unadopted roads within new developments</b>	x	x	
<b>TP1 - Restrictions relating to traffic flows</b>	x	x	
<b>TP2 - HGV and coach parking</b>		x	
<b>SP1 – School travel plans and active travel</b>	x	x	
<b>SP2 – Restrictions near schools</b>	X	x	
<b>DP1 – Disabled parking provisions within car parks</b>	x	x	
<b>DP2 – On street, short stay and residential permit parking areas</b>	x	x	
<b>DP4 - Blue badge issuing</b>	X	X	
<b>DP5-Blue badge parking in areas with parking restrictions</b>	x	X	
<b>PC1 – Setting charges</b>			X
<b>PC2 – Current charges</b>			X
<b>PC3 – Car park payment methods</b>		X	X
<b>PI1 – Parking assets</b>		X	X
<b>PI2 – New off street car parking provision</b>		x	
<b>PI3 - Technology upgrades</b>	x	x	X
<b>PI4 – Electric vehicle charging</b>		x	X
<b>PI5 - Developer contributions</b>		x	X