

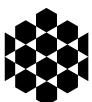
Department for Regional Development

Draft Policy

Residents' Parking Schemes

Consultation Document

**Closing Date for Responses:
Friday 9 February 2007**



To: All Consultees

Transportation & Engineering Policy Unit

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November 2006

Dear Consultee

CONSULTATION ON DRAFT RESIDENTS' PARKING POLICY

1. We are interested in your views on the proposed draft policy for the introduction of Residents' Parking schemes in Northern Ireland.
2. Your comments will help inform both the development of the policy, and the completion of the Section 75 Equality of Opportunity Screening Analysis (Appendix B) process, which will determine whether a full EQIA will be required.
3. A list of the people getting this pack is attached at Appendix C.

Key Measures in the Draft Residents' Parking Policy

4. The draft Policy provides a framework to allow the Department to introduce Residents' Parking schemes in Northern Ireland as a form of parking control.
5. Schemes will be introduced using residents' parking orders under the Road Traffic Regulation (NI) Order 1997.
6. The draft policy outlines requirements for schemes to be implemented with local support being required in the majority of cases.
7. The draft policy also outlines the various types of permit that will be issued and the level of charge associated with each.

Equality Impact Assessment

8. A Section 75 Equality of Opportunity Screening Analysis process has been carried out and a copy of the findings accompany the draft Policy document.

Regulatory Impact Assessment

9. It is Government Policy that all Departments and Agencies where they exercise statutory powers and make rules that will have a general effect on others, should produce a Regulatory Impact Assessment (RIA). In the case of this draft

Residents' Parking Policy it is considered that it is more appropriate to undertake RIAs on proposed schemes on a scheme-by-scheme basis.

Rural Proofing

10. 'Rural' proofing is a process through which Government policies are examined objectively to ensure that as far as possible, people living/working in rural areas can get the same access to goods and services as people in other areas.
11. The draft Residents' Parking policy is intended to resolve parking difficulties for residents in urban/built up areas and it is therefore considered that the draft policy will have no impact in rural areas.

New Targeting Social Need (New TSN)

12. New Targeting Social Need (New TSN) is the Government's high level policy for combating the problems of unemployment, increasing employability, and the causes of social exclusion.
13. Individual schemes will be provided to improve the availability of parking close to residents' homes. Schemes will generally only be introduced when proposed and supported by the local community.

Disclosure of Consultation Responses

14. The Freedom of Information Act 2000 requires that all information contained in a response to this consultation may be subject to publication or disclosure. This includes personal information. If you ask for your response to be kept confidential this will only be possible if it is consistent with freedom of information obligations (see Appendix D).

Your Invitation to Comment

15. We would appreciate your comments on any part of the draft Policy. You are also welcome to comment on this cover letter and on the way in which the consultation has been conducted. We are particularly interested in your views on the level of public support required before schemes will be implemented and the numbers and types of permits proposed together with the level of charge associated with each.
16. Please tell us your name and address at the beginning of your reply. If you are commenting on behalf of an organisation, please tell us its name and what it does. If you have consulted other people or organisations please let us know.
17. You are welcome to express your views in whatever format is convenient to you. It would help us if you could express your points concisely – you may wish, for example, to use short notes. Please indicate the number of the paragraph on which you are commenting. There is no need to comment on all of the policy, just the parts which are important to you.

18. Responses should be made in writing and sent to:

Department for Regional Development
Roads Service, Transportation and Engineering Policy Unit
Room 329
Clarence Court
10-18 Adelaide Street
Belfast
BT2 8GB

19. Alternatively, comments may also be sent by e-mail to:

roads.transportation@drdni.gov.uk

20. **The consultation period will end on Friday 9 February 2007.**

21. Further copies of the Policy Consultation Document can be obtained by telephoning 028 9054 0683 or by Textphone at 028 9054 0022. The document is also available by writing to the above address or from the following website:

<http://www.roadsni.gov.uk/consultation/consultation.htm>

22. The document will be made available in alternative formats on request.

Yours faithfully

JOHN IRVINE
Head of Transportation and Engineering Policy Unit

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1.1 **Background**

1.1.1 The Department took powers in The Road Traffic Regulation (NI) Order 1997 that would permit the introduction of residents' parking schemes in Northern Ireland.

1.1.2 Pilot studies were initially planned for parts of Belfast and Ballymena. However, these were not pursued following the withdrawal of police support for their enforcement.

1.2 **General**

1.2.1 A residents' parking order provides one of many means of controlling on-street parking, through the issue of parking permits to individual persons or commercial premises for the use of specified vehicles. It is not a means of controlling access to certain areas. Permits may also be issued for visiting residential or commercial premises.

1.2.2 Residents' parking schemes may be introduced in residential areas:

- a) where parking from nearby businesses, sports facilities, hospitals, schools, universities, theatres, shopping areas, etc penetrates residential streets and prevents residents from parking in reasonably close proximity to their houses; or
- b) for transportation reasons.

1.2.3 Only vehicles displaying one of the following may park in a bay or street designated for the use of permit holders.

- resident's permit (paragraph 1.12); or
- visitor's permit (paragraph 1.13); or
- business permit (paragraph 1.14); or
- health carer's permit (paragraph 1.15); or
- special permit (paragraph 1.16).

Following the introduction of residents' parking, parked vehicles not displaying a valid permit may be issued with a penalty charge notice. In general, permits shall be scheme-specific and not transferable between residential areas. Sample permit application forms are given in Section 2.

1.2.4 Possession of a valid permit does not ensure entitlement to park and does not imply that adequate parking space will be available for all permit holders at any one time.

1.3 Definitions

1.3.1 Health carers – paid health and social care staff providing residential care or treatment e.g. doctors, nurses, home helps, occupational therapists, care assistants, etc.

1.3.2 Light goods vehicle – a motor vehicle constructed or adapted for use for the carriage of goods, the permissible maximum weight of which does not exceed 3.5 tonnes;

1.3.3 Motor car – a mechanically propelled vehicle constructed solely for the carriage of passengers and their effects, seating not more than 7 persons in addition to the driver;

1.3.4 Motorcycle – a mechanically propelled vehicle not being a motor car having fewer than 4 wheels, the weight of which unladen does not exceed 410 kilograms;

1.3.5 Parking place – a place where vehicles or vehicles of any particular class may wait;

1.3.6 Residence – a domestic or non-domestic property listed in the Valuation and Lands Agency valuation list (see <http://www.vla.nics.gov.uk/>);

1.3.7 Resident – a person who normally resides at a residence that has its primary parking area within the limits of the residents' parking scheme;

1.3.8 RTRO – The Road Traffic Regulation (Northern Ireland) Order 1997.

1.4 Implementation

1.4.1 The introduction of residents' parking schemes in Northern Ireland can only be initiated following the completion of this consultation exercise. Assuming that the policy can issue without recourse to a public enquiry, it is anticipated that the first schemes will be implemented during the third quarter of 2007. This estimate allows 6 months to select, design, legislate for and implement a scheme.

1.5 Costs and benefits

1.5.1 The economic appraisal that was carried out on the introduction and operation of residents' parking schemes indicated that to achieve full cost recovery a charge level of £80 per resident would be required. This charge shall be subject to a biennial review by Roads Service Transportation and Engineering Policy Unit and shall apply equally to all schemes within Northern Ireland.

1.5.2 The level of charge has been chosen to achieve full cost recovery and is based on a number of factors, such as the extent of permit take up and the level of enforcement, amongst others. These will all be reviewed regularly to ensure the level of cost recovery is appropriate.

1.5.3 The benefits likely to result from introducing residents' parking schemes will accrue mainly to residents benefiting from improved parking opportunities and an enhanced living environment.

1.6 Considerations when introducing residents' parking schemes

1.6.1 To reduce difficulties that could otherwise arise from the migration of displaced parked vehicles, the parking needs of residents in surrounding areas (even though currently unaffected by parking difficulties) will be considered when charged parking, residents' parking and other on-street parking controls are being planned.

1.6.2 Where appropriate to the needs of a particular area, mixed used parking bays may be introduced where residents' parking permit holders may park at a reduced charge (or without charge) within specified on-street charge parking areas.

1.6.3 Considerations likely to influence the introduction of a residents' parking scheme would include:

- a) the need to maintain the safe and free movement of traffic;
- b) the interests of the owners / occupiers of adjoining property when deciding what parking places are to be designated;
- c) the need to maintain reasonable access to premises;
- d) the need to remove long-stay parked vehicles and to reserve space for the parking of permitted vehicles.

1.6.4 The factors to be considered in the design of individual schemes will depend on the reason for which the scheme is to be introduced. Notwithstanding the statutory consultation procedures associated with all schemes, as a general principle a degree of local democracy should influence the introduction of schemes requested by residents. With the exception of schemes introduced for transportation reasons, schemes should generally only be introduced where they have the support of two thirds of residents.

1.6.5 The design of a residents' parking scheme in which a church or school is located will be sensitive to the needs of the establishment in question. It is likely that waiting restrictions of a type other than residents' parking control may be required in the vicinity of a church or school. For example, longer duration limited waiting (such as two hours in any four) may accommodate the needs of a church within a scheme. As far as possible, scheme design will seek to minimise disruption to the normal operation of these premises.

1.6.6 Where parking permits are requested for a church or school, these may be issued as either residents' or business permits depending on whether the applicant resides in the premises.

1.6.7 The following may be considered in the design of individual residents' parking schemes:

- a) the use of available parking spaces for the parking of both vehicles with permits and those without;
- b) the effective control of parking space through the introduction of waiting restrictions that apply during that part of the morning when commuters are seeking all-day parking space;
- c) restricting the hours of application of residents' parking controls (eg 7.30-9.30am and 4.00-6.00pm) to ease the problem likely to be faced by medical and social workers and some visitors;
- d) the overall benefit that would accrue for transportation reasons from the removal of all-day parkers from city centre areas, even where the levels of resident car ownership are low and requests for resident parking provision are few;
- e) detailed scheme design to minimize disruption in other areas adjacent to the scheme caused by displaced vehicles or traffic; and
- f) whether the scheme is required on a permanent basis or if it can be limited to specific days, times of day, seasons or events.

1.6.8 The size of individual schemes will vary. To inform scheme design, surveys should be undertaken to determine the levels of resident and non-resident parking demand, the level of resident support for a scheme and the times during which it may be appropriate for a scheme to operate (a sample questionnaire is shown in Section 3). These may include:

- a) an assessment of the extent of available on-street and off-street parking accommodation;
- b) an assessment of those properties having adequate off-street parking;
- c) sufficient surveys to indicate the scale of the problem;
- d) parking surveys to determine the proportion of residents' vehicles in relation to number of houses;
- e) vehicle registration number surveys to establish the level of parking by residents during the day; and
- f) census data on car ownership.

1.6.9 When identifying an area to be zoned for consideration as a residents' parking scheme the area should normally be geographically linked and generally seen as being within the same area or part of the same community. The area should not be too large and the boundaries of the zone will normally be defined by main roads, railways, large open space, large commercial areas, etc. However in some cases an area with these boundaries may need to be sub-divided to reduce it to a manageable size.

1.6.10 The existence and extent of other controlled and residents' parking schemes in the area, both on-street and off-street, shall be taken into consideration, together with the associated administrative and enforcement regimes in place to deal with other schemes. The design of small isolated schemes remote from other areas of parking enforcement will require careful consideration as their enforcement could place a disproportionately high demand on a finite enforcement resource.

1.6.11 Where streets have a mix of properties with on-street and off-street parking, it is recognised that keeping off-street parking accesses clear will displace parking towards properties having on-street parking, thus exacerbating their parking difficulties. However, where the number of properties with on-street parking decreases and scheme size correspondingly decreases, cognisance must be taken of the proximity of other controlled parking regimes and the finite enforcement resource referred to in paragraph 1.6.10. Schemes will not be introduced where residential parking is primarily off-street.

1.6.12 With the exception of schemes introduced for transportation reasons, a residents' parking scheme is generally unlikely to be introduced where parking demand by non-residents is not high or residents have adequate opportunities to park.

1.6.12.1 While a degree of flexibility will necessarily apply, it is likely that as a guide, a scheme will be justified where the following criteria are met during the working day (normally Monday to Friday 8am to 6pm):

- more than 60% of the available kerbside space is estimated to be occupied by non-residents' vehicles for more than 5 hours; and
- more than 80% is occupied in total for the same 5 hours.

1.6.12.2 Similarly, where parking problems exist outside of the working day, the following should be used as a guide to qualifying criteria:

- more than 40% of the available kerbside space estimated to be occupied by non-residents' vehicles for more than any consecutive 4-hour period outside of the working day; and
- more than 80% occupied in total for the same 4-hour period.

1.6.12.3 The degree of parking density and the duration of it may be used to assess the relative priorities of competing schemes.

1.6.12.4 In order to preclude any short-term variations in parking patterns, levels of parking conflict must be ongoing for a sustained period before any decision to implement a scheme is taken.

1.6.13 In order for a residents' parking scheme to be progressed towards implementation, as a general guide, 50% of the streets in a zoned area must meet the criteria for justifying the implementation of a residents' parking scheme, as set out in paragraph 1.6.12, otherwise a scheme will not proceed.

1.6.14 Generally residents' parking schemes will be designed to accommodate the parking of all vehicles on the carriageway. However, where streets are narrow and the residential density is high, it is likely that there will be a much greater demand for parking spaces than would be available on the carriageway. Where this is the case, partial parking on the footway may be permitted provided this does not cause an obstruction to pedestrians. As a general guide in narrow streets where the demand for permits is under 1.2 permits per available kerbside space then all parking would be provided on the carriageway. However, where the demand was greater than 1.2 permits per available kerbside space then parking on the footway could be considered in the scheme design.

1.6.15 The introduction of a residents' parking scheme will not be accepted as an alternative to the provision by a developer of parking accommodation to normally required standards.

1.7 Permitted vehicles

1.7.1 A resident's permit, visitor's permit or business permit will only be issued in respect of a motorcar, motorcycle or light goods vehicle (see definitions in paragraph 1.3). Permits will not be issued in respect of any other class of vehicle. Similarly, permits will not be issued in respect of caravans or trailers, though these may be parked within a scheme on a short-term basis provided they are hitched to a vehicle bearing a valid parking permit.

1.8 Issue of permits

1.8.1 The following will apply to the issue of permits:

- a) All permits will be issued for a period of 12 months and will be subject to an annual charge payable at the time of issue, unless indicated otherwise in this policy. Roads Service Headquarters will determine the level of all charges (permits, replacements, etc).
- b) All permits will relate to parking in specified streets or areas and, unless otherwise designated, will not be transferable from one residents' parking scheme to another.
- c) A permit will not be required for vehicles actively (and essentially) engaged in the pursuance of statutory powers or duties by the following:

- the Northern Ireland Fire and Rescue Service; or
- the Northern Ireland Ambulance Service; or
- the Police Service of Northern Ireland; or
- HM Revenue & Customs; or
- the military; or
- the collection or delivery of postal packets; or
- a district council or government department; or
- statutory undertakers; or
- formal wedding cars or hearses.

a) Permits will not be required for vehicles:

- actively engaged in loading / unloading goods; or
- where passengers are boarding / alighting.

1.8.2 All applications including postal and annual renewals will only be accepted where they are supported by original documentation. An exception to this may be made for the in-year issue of visitor permits.

1.9 **Display of permits**

1.9.1 All permits must be displayed on the inside surface of the windscreen or a side window facing the kerb or the ticket placed on the dashboard area immediately below the windscreen so that the particulars recorded on the front of the ticket are clearly visible to a person standing at the front or side of the vehicle.

1.9.2 In the case of a motorcycle the ticket must be placed in a conspicuous position in a vehicle-mounted disc holder in front of the rider's seat.

1.10 **Revocation of permits**

1.10.1 Permits may be revoked where: -

- the applicant's circumstances no longer confer eligibility for a permit; or
- the permit is fraudulently used; or
- a replacement permit has been issued.

1.11 **Blue Badge holders**

1.11.1 Blue Badge holders must not park their vehicles in residents' parking spaces unless they possess a valid resident's, visitor's or business permit.

1.11.2 A resident driver living within the limits of a scheme who is the holder of a Blue Badge will be required to obtain (without charge) a resident's or business permit if he / she wishes to avail of the opportunity to park within the scheme.

1.11.3 Residents' or business permits will be issued free of charge to resident Blue Badge holders or residents whose vehicle is the principal transport for a non-driving Blue Badge holder who lives in the same residence. Blue Badge holders will otherwise be subject to the same conditions that apply to other residents in relation to defined residents' parking places.

1.12 **Residents' permits**

1.12.1 All reasonable steps will be taken to make residents aware in writing of their entitlement to apply for permits. The following limitations will then be placed on the issue of residents' permits:

- a) Initially only one resident's permit will be issued to an individual residence or business. Guidance on the issue of further permits is contained in paragraph 1.17.1. By exception, additional residents' permits may be issued to each vehicle-owning Blue Badge driver in a residence where the only parking available is on street.
- b) A residence or business that has access to off-street parking will not be eligible for an initial resident's or business permit. Such a residence or business will however be eligible for visitors' permits. They may also be considered as being eligible for inclusion in a secondary release of residents' or business permits should there be sufficient parking space for these to become available. As an exception, consideration may be given to the provision a resident's permit where a case is made that the off-street parking available is unsuitable for the use of a Blue Badge holding resident, due to gradient or restricted width for example. Where the number of vehicle-owning Blue Badge drivers exceeds the suitable off-street parking available to a residence, then additional residents' permits may issued to accommodate the surplus.
- c) Hotels, guesthouses or B&B premises will be treated the same as other businesses in relation to the issue of permits.
- d) In making application for either a resident's or visitor's permit, a resident must provide proof of residency. This may take the form of a current:
 - Northern Ireland or Great Britain full driving licence or a Northern Ireland provisional licence, each bearing the photograph of the holder; or
 - passport; or

- Senior Citizen's SmartPass issued under the Northern Ireland Concessionary Fares Scheme; or
- electoral identity card.

If none of the above indicate residency matching that of the application, further additional proof will be required in the form of a:

- current rent book; or
- utility or rates bill issued within the last six months.

e) Application may be made in respect of one vehicle only per residence or business. "Owner", in relation to a vehicle, means the person by whom such a vehicle is kept and used. Whilst the vehicle need not necessarily be registered in the applicant's name, proof of ownership or usage of the vehicle will be required. This must be in the form of a current driver's licence (either full or provisional) *together with* one of the following:

- the Registration Document;
- a copy of the car insurance documentation;
- a copy of a hiring / leasing agreement, together with a letter from the employer where appropriate; or
- for company owned vehicles, a typed letter on headed paper & signed by the Company Secretary confirming that the vehicle is made available to the resident for personal use.

1.13 **Visitors' permits**

1.13.1 Visitors' permits for a four-hour maximum period may be purchased in the form of one-off-use permits. Initially, a maximum of 25 permits will be available per residence per quarter year, though this may be reviewed in the light of operational experience. Visitor permits may be carried over if not used in the parking quarter year in which they were bought. Residents who are over 65 years of age will be entitled to one *additional* visitor's permit free of charge with each visitor's permit purchased (equating to 50 permits per quarter for the normal price of 25). Proof of age will be required in the form of:

- Birth Certificate*
- Pension Book **
- Driving Licence
- Passport

* An appropriate certificate (eg a marriage certificate or deed poll) will be required to confirm a change of surname.

** Female applicants must produce another of the stated documents to confirm they are over 65.

1.13.2 Business premises, including hotels, guesthouses and B&Bs, will be eligible to the same number of visitors' permits as private residences, with the exception that the increased allocation for those over 65 shall not apply.

1.14 **Business permits**

1.14.1 A business that has its primary parking area within the limits of a residents' parking scheme may be eligible for the issue of a business permit. Details on the number of permits to be issued are given in paragraph 1.12.1a). Business permits will generally be associated with the business premises rather than an individual vehicle.

1.14.2 Depending on the nature of the business involved, consideration may be given to the introduction of alternative forms of parking control in the vicinity of the business, e.g. a short length of limited waiting (60min in 2 hour) across the frontage of small shop or business premises.

1.14.3 Proof that a business operates at an address within the parking scheme area will be required in the form of a: -

- rates bill issued by the Rates Collection Agency; or
- Certificate of Net Annual Value as issued by the Valuation and Lands Agency;
or
- utility bill issued within the last six months.

1.15 **Health carers' permits**

1.15.1 The parking needs of health carers (see definition in paragraph 1.3.1) may be accommodated by the use of:

- visitors' permits purchased by the residents; or
- health carers' permits which may be issued free of charge to the local Health and Personal Social Services (HPSS) Trust, where the Trust applies for permits on behalf of staff requiring a permit.

1.15.2 Health carers' permits will generally be issued for specific vehicles although, where appropriate, a limited number of 'pool' type permits may be issued to cater for changing staff or those providing emergency cover. These may be associated with a particular health centre or medical practice as opposed to specific vehicles.

1.15.3 Health carers' permits used by home helps will normally be specific to a particular residents' parking area unless their local HPSS Trust substantiates a request for the issue of a permit to cover a wider area.

1.15.4 Health carers' permits will normally be time-limited to one hour though longer duration permits may be issued where the local HPSS Trust substantiates requests for these.

1.15.5 Health carers' permits may also be issued free of charge to Macmillan, Marie Curie or Northern Ireland Hospice nurses where their overseeing organisation applies for permits on their behalf.

1.15.6 Applications for health carers' permits should:

- a) be on from the local HPSS Trust on headed paper; and
- b) list the registration details of all staff vehicles for which a permit will be required; and
- c) list the nature of duties likely to be associated with each vehicle eg. GP on call, district nurse, home help etc; and
- d) detail why certain staff require a permit that covers more than one residents' parking scheme area; and
- e) substantiate why a request for 'pool' type permits (associated with a particular unit) cannot be met through the use of attributed to specific vehicles.

1.15.7 The Department for Health, Social Services and Public Safety was consulted in the drafting of this policy. It advised that the approval of parking permits for health care professionals is a matter for local HPSS Trusts. Those HPSS Trusts likely to be affected by a proposed scheme will be contacted in advance of implementation with advice that they should consider the parking needs of their staff.

1.16 **Special permits**

1.16.1 At the discretion of Roads Service, special one-day permits may be issued free of charge for vehicles involved in one-off events such as weddings, funerals, etc. where the use of visitors' permits would not be appropriate.

1.16.2 Special permits may also be issued for longer periods where it is *essential* that parking spaces be occupied by vehicles associated with builders' vehicles in connection with ongoing building work. Such permits will only be issued for the duration of the actual work involved and will be charged at the rate given in paragraph 1.19.1. Vehicles must be actively involved in the work with which they are associated and will not be issued permits where they are to be used as convenient parking for workers.

1.16.3 Special permits may be issued where the Department accepts a strong case supporting it. Examples of such cases might include where a:

- church is located within a scheme, consideration may be given to the issue of special permits on an annual basis to local funeral directors whose services are regularly called upon by the church in question. Such permits will be charged at the business rate; or
- non-resident family member or friend cares for an elderly or disabled relative on an unpaid daily basis. This will normally only be considered where no other residents' permits have been issued for the residence or there are no other residents eligible for a permit. Evidence may be required in support of an application of this type. Where such an application is accepted, the permits will be issued free of charge and consideration given to attributing the permit to the residence rather than the vehicle to cater for care being provided by more than one family member or friend; or
- minister of religion is providing daily pastoral care to a resident over a short period of weeks or months. Such permits will be issued free of charge.

All of the above examples will be restricted in duration to a few hours daily, although this may be varied depending on individual circumstances.

1.17 **Total number of permits for an area**

1.17.1 Where parking demand exceeds availability, up to 1.2 permits (combined resident and business permits) may be issued per available parking space. In the issue of permits, the guiding principle will be to initially allocate one permit per residence or business premises and then to consider what scope exists for the issue of further permits. Where this is possible, further permits will only be issued where they can be made available to all eligible applicants, rather than issue a limited number on a first come first served basis.

1.18 **Replacement and returned permits**

1.18.1 A replacement permit may be issued on receipt of an application accompanied by a valid reason why the replacement is required. Where a replacement permit is issued the original will be revoked and a charge of £6 made to cover the administrative costs involved. Only in exceptional cases will lost or stolen visitors' permits be replaced.

1.18.2 If a permit has been mislaid and is subsequently found after the issue of a replacement, the original permit must be returned to the issuing office as soon as possible.

1.18.3 Residents should report cases of stolen permits to the police. A police crime reference number must accompany applications for the replacement of stolen permits.

1.18.4 Where permits are no longer required and they have more than three months validity remaining, refunds will be made on the basis of approximately 1/12 of the annual cost of the permit for each whole unused month based on the date of receipt of the application.

1.19 **Cost of permits**

1.19.1 The initial cost of residents', visitors', business and health carers' permits is set out below. These costs will be the subject of annual review in conjunction with the revision of parking tariffs: -

• resident's permit	£80.00*
• visitors' permits	£12.50 for 25 permits
• visitors' permits (resident over 65 years)	£12.50 for 50 permits
• business permit	£80.00*
• health carer's permit	free * issued free to Blue Badge holders
• special permit for weddings / funerals	free
• special permit for statutory undertakers	free
• special permit for builders	£50 / wk per space used

1.20 **Appeals against the non-issue of a permit**

1.20.1 Appeals may be made to the Parking Enforcement Manager. To be successful an appeal must demonstrate to the satisfaction of the Parking Enforcement Manager that:

- existing policy guidelines have not been complied with; or
- an exceptional need exists that has not been adequately addressed.

2.1 **Residents' Parking Permit application form (example)****Section A** To be completed by all applicants

Title: Mr Mrs Miss Ms Other (please specify)
Please tick appropriate box

Surname name: Forename(s): Address: Postcode Daytime
Telephone No:

Section B - Blue Badge holders

To be completed where applicable

Please list all Blue Badge holding residents, together with their badge serial number and indicate whether or not they are the main driver of a vehicle at the above address:

Name of Blue Badge holding resident	Blue badge serial number	Main driver of of a vehicle at the above address? (Y/N)

Is off-street parking (eg in a driveway) available at the above address? (Y/N)

If yes, is the off-street parking suitable for the use of any Blue Badge holding residents?

Section C - proof of residency

Original documentation is required to prove residency. Please indicate which of the following you will be supplying with this application:

- Northern Ireland or Great Britain full driving licence or a Northern Ireland provisional licence, each bearing the photograph of the holder; or
- passport; or
- Senior Citizen's SmartPass issued under the Northern Ireland Concessionary Fares Scheme; or
- electoral identity card

If none of the above indicate residency matching that of the application, further additional proof shall be required in the form of a:

- current rent book; or
- utility or rates bill issued within the last six months

Please include proof of residency documentation for each Blue Badge holding resident who is the main driver of a vehicle at the above address

Section D - proof of vehicle ownership / usage

Original documentation is required to prove ownership or usage of a vehicle to be parked within a residents' parking scheme area. This must include:

Current driver's licence (either full or provisional)

Plus one of the following:

the Registration Document; or

a copy of the car insurance documentation; or

a copy of a hiring / leasing agreement, together with a letter from the employer where appropriate; or

for company owned vehicles, a typed letter on headed paper & signed by the Company Secretary confirming that the vehicle is made available to the resident for personal use

Please include proof of vehicle ownership / usage documentation for each Blue Badge holding resident who is the main driver of a vehicle at the above address

Section E - proof of age

Original documentation is required to prove age over 65 and therefore entitlement to additional visitors' permits. Please indicate which of the following you will be supplying with this application:

- | | |
|--------------------------|--------------------|
| <input type="checkbox"/> | Birth Certificate* |
| <input type="checkbox"/> | Pension Book** |
| <input type="checkbox"/> | Driving Licence |
| <input type="checkbox"/> | Passport |

* An appropriate certificate (eg a marriage certificate or deed poll) will be required to confirm a change of surname.

** Female applicants must produce another of the stated documents to confirm they are over 65

Section F - permits types applied for

Please tick permits applied for:

		Cost
<input type="checkbox"/>	Residents' permit (issued annually)	£80 each*
<input type="checkbox"/>	Visitors' permits (issued quarterly)	£12.50 for 25
<input type="checkbox"/>	Visitors' permits for residents over 65 (issued quarterly)	£12.50 for 50

* = issued free to Blue Badge holders

2.2 **Business Permit application form (example)**

Section A To be completed by all applicants

Title: Mr Mrs Miss Ms Other (please specify)
Please tick appropriate box

Surname name:

Forename(s):

Business name:

Address:

Postcode

Daytime Telephone No:

Section B - Blue Badge holders

To be completed where applicable

Please list all Blue Badge holding business residents, together with their badge serial number and indicate whether or not they are the main driver of a vehicle at the above address:

Name of Blue Badge holding business resident	Blue badge serial number	Main driver of a vehicle at the above address? (Y/N)

Is off-street parking (eg in a driveway) available at the above address? (Y/N)

If yes, is the off-street parking suitable for the use of any Blue Badge holding business residents?

Section C - Proof of business residency

Original documentation is required to prove that your business operates at an address within the parking scheme area. Please indicate which of the following you will be supplying with this application:

Rates bill as issued by the Rates Collection Agency

Certificate of Net Annual Value as issued by the Valuation and Lands Agency

Utility bill issued within the last six months

Other supporting documentation (please specify)

Section D - permits types applied for

Please tick permits applied for:

Cost

Business permit (issued annually) £80 each*

Visitors' permits (issued quarterly) £12.50 for 25

2.3 Special Permit application form (example)

Special permits

Application may be made for the issue of a special permit for the use of parking space within a residents' parking scheme area in connection with building, renovation, maintenance or repair work. Such permits may be issued where the space is occupied by a vehicle essential to the work being carried out. It will **not** be issued to provide convenient parking for workmen. A charge of £50 per space occupied per week will be made for permits of this type.

Location of parking space to be used in connection with building work:

NB. No charge will be levied on the use of parking spaces by statutory authorities using them in connection with their statutory duties. Such permits shall only be issued for the duration of the actual work involved.

Exceptionally the Department may issue a special permit where a strong case can be made in support of a permit being issued.

A case for the issue of a special permit (if required) should be made overleaf.

Supporting case for the issue of a special permit:



3.1 Sample Questionnaire

Section 1: Personal Details**Q1 Please enter your full address and postcode below:**

--

Is this a residential address or a business address

If business go to section 3

Section 2: Residents Parking**Q2 Does anyone residing at the address own a vehicle?**

Yes No

If no, go to section 3

Q3 Specify the type & number of vehicles owned at this address?

Car	<input type="checkbox"/>	Motorcycle	<input type="checkbox"/>
Light van	<input type="checkbox"/>	PSV	<input type="checkbox"/>

Other (please specify)

Q4 Specify where these vehicles are parked

	Vehicle 1	Vehicle 2	Vehicle 3
Driveway / garage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On street	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q5 Do you currently experience any difficulty parking your vehicle?

Every day	<input type="checkbox"/>	Several times a week	<input type="checkbox"/>
Several times a month	<input type="checkbox"/>	Never	<input type="checkbox"/>

If never go to section 4

Q6 If yes, during which period do you experience difficulty – Tick all that apply.

Mon-Fri Morning	<input type="checkbox"/>	Saturday Morning	<input type="checkbox"/>
Mon-Fri Afternoon	<input type="checkbox"/>	Saturday Afternoon	<input type="checkbox"/>
Mon-Fri Evening	<input type="checkbox"/>	Saturday Evening	<input type="checkbox"/>

Now go to section 4

Section 3: Business Parking

Q7 Are you a business owner in the area?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

If yes, continue Section 3

If no, go to Section 4

Q8 What type of business is located at this address?

Retail	<input type="checkbox"/>	Office/non-retail	<input type="checkbox"/>
Medical/Dental	<input type="checkbox"/>	Restaurant	<input type="checkbox"/>
Accommodation	<input type="checkbox"/>		

Q9 How many off-street parking places are available at this address?

0	<input type="checkbox"/>	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>	4+	<input type="checkbox"/>
---	--------------------------	---	--------------------------	---	--------------------------	---	--------------------------	----	--------------------------

Q10 Specify the number of employees you employ at this address.

Less than 5	<input type="checkbox"/>	Between 5 & 10	<input type="checkbox"/>
Between 10 & 25	<input type="checkbox"/>	More than 25	<input type="checkbox"/>

Q11 Where do employees generally park?

On street (non-paying)	<input type="checkbox"/>	On street-Pay & Display	<input type="checkbox"/>
Off-street private parking	<input type="checkbox"/>	Public car park	<input type="checkbox"/>

Q12 If applicable, where do customers/clients generally park?

On street (non-paying)	<input type="checkbox"/>	On street-Pay & Display	<input type="checkbox"/>
Off-street private parking	<input type="checkbox"/>	Public car park	<input type="checkbox"/>

Q13 Do you think it likely that the introduction of a residents' parking scheme would adversely affect business at this address?

Yes

No

Go to question 17

Q14 Please describe, in your opinion, how the introduction of a residents' parking scheme would adversely affect your business (eg customers will not be able to park conveniently close to my premises).

Q15 Please describe, in your opinion, to what extent the introduction of a residents' parking scheme would adversely affect your business (eg I would expect clientele visits to drop by 20%).

Q16 Please provide evidence to support your stated views (eg my customers generally park in x street – something that they would no longer be able to do).

Section 4: Issues associated with Commuter-Parking

Q17 Do you think commuter-parking causes a problem in your area?

Yes No Don't know

Q18 What do you consider to be the problems associated with commuter parking in your area? Tick all that apply.

Residents find it difficult to park near their house

Employees find it difficult to park near the workplace

Visitors find it difficult to find a parking space

Customers find it difficult to find a parking space

Nuisance parking impacts on traffic flow in area

Safety concerns

Impacts on business in area

Other (please specify)

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Q19 Do you agree there is a need for the Department to introduce measures to deal with these problems?

Yes No Don't know

Q20 How do you think the problems could be addressed?

Tick all that apply

Restrict parking for everyone

Allow parking for residents only

Don't know

Other (*please specify*)

Q21 Do you agree with the proposal to introduce a residents' parking scheme in your area and are you willing to participate in a scheme?

Yes Go to question 23

No

Don't know Go to question 23

Q22 If no, why do you disagree with the proposal?

Don't have a problem parking the car

Don't think commuter-parking causes any problems

It would have an adverse impact on local businesses

Don't think it is fair

Other (*please specify*)

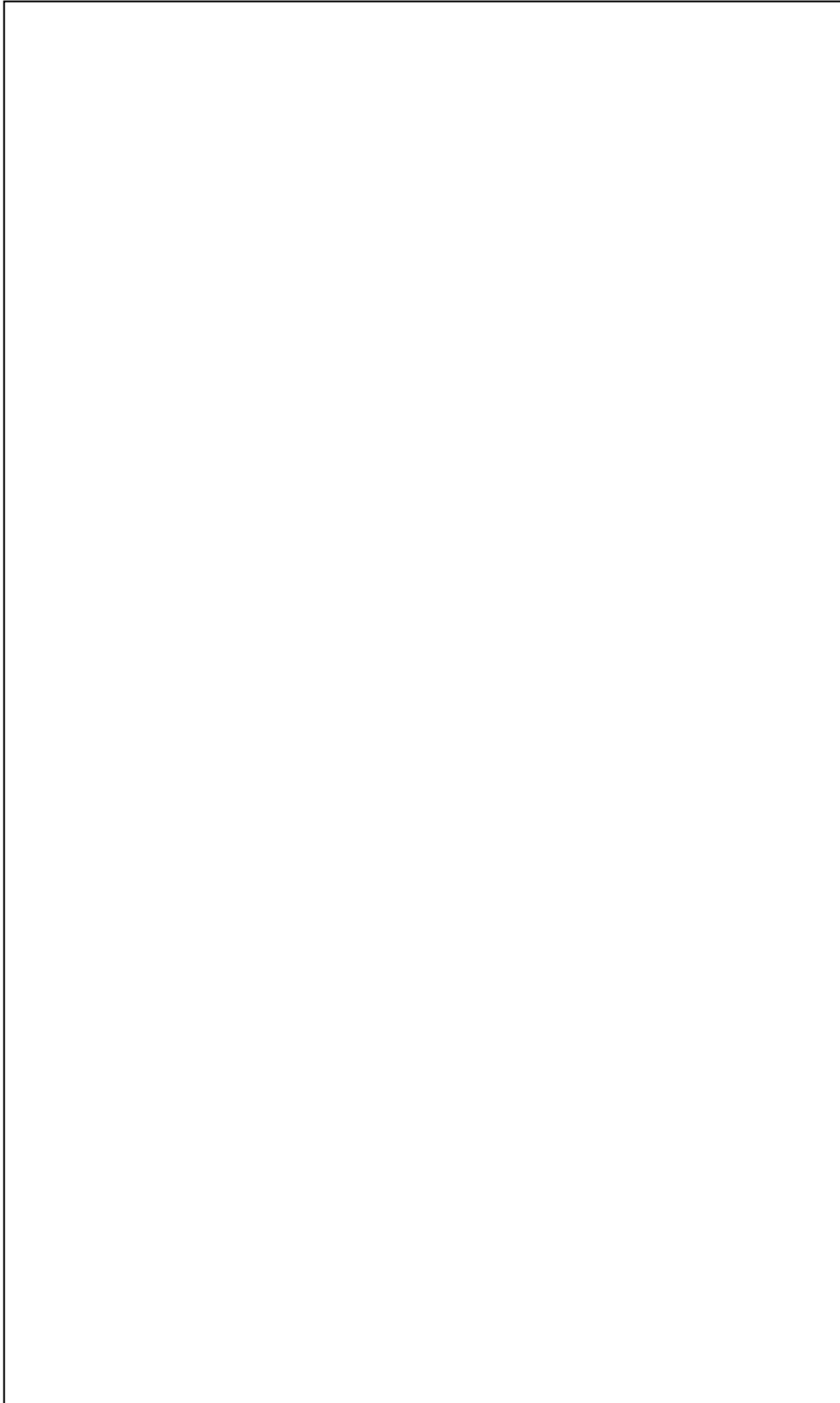
Q23 If a scheme were introduced, how many residents' (or business) permits would you wish to purchase each year?

None One Two

Q24 Approximately, how many visitors' permits do you think you would purchase each year?

None 1-25 26-50 51-75 76-100

Q25 Any other views?

A large, empty rectangular box with a thin black border, intended for the respondent to provide their views on the question above.

4.1 UK Policy

4.1.1 In July 2004, the UK Department for Transport published its “The Future of Transport” White Paper. The aim of this paper was to develop a long-term strategy for a modern, efficient and sustainable transport system. The report looks at the factors that will shape travel and transport over the next thirty years and sets out how the Government will respond to the increasing demand for travel, maximising the benefits of transport while minimising the negative impact on people and the environment.

4.1.2 There are a number of features of this strategy, which are relevant to the proposed introduction of residents’ parking schemes. For instance, in terms of road use, the report states that the aim should be to provide:

- *“a road network that provides a more reliable and freer-flowing system for motorists, other road users and businesses, where travellers can make informed choices about how and when they travel, and so minimise the adverse impact of road traffic on the environment and other people.”*

4.1.3 Furthermore, among the recommendations of the report are the following:

- *“to encourage local authorities to review priorities and reallocate space in town centres to encourage walking, improve access and the pedestrian environment in town centres.” (3.17)*
- *“As far as possible, decisions should be made at the local level, close to those whose lives they will affect. But this needs to be balanced with the impact at the regional and national level, and with the benefits that can be gained from taking advantage of economies of scale.” (9.2)*

4.1.4 In general, UK Government strategy is to be focused on identifying innovative ways of meeting the challenge of an increasing demand for travel, through promoting access to as wide a range of transport modes as possible, delivering new ways of financing this travel, as well as encouraging local transport planning decision making.

4.2 NI Policy – Regional Transportation Strategy

4.2.1 The Northern Ireland Regional Transportation Strategy (RTS) for 2002 – 2012 identifies strategic transportation investment priorities and considers potential funding sources and affordability of planned initiatives over the 10-year period. In highlighting the need for a strategy, the plan envisages what it perceives to be the outcome if a major investment in the region’s transport infrastructure and services did not take place. Amongst the specific outcomes mentioned by the RTS is the following:

- *“the environment and quality of life in many residential and urban areas would deteriorate because of more non-residential parking, ‘rat running’ and increased traffic levels” (2.6.3)*

4.2.2 The RTS thus notes that, following the planned improvements to public transport, parking charges could be raised and/or parking availability reduced for long-stay commuter parking (Executive Summary point 14).

4.2.3 The RTS has been the subject of a full Equality Impact Assessment.

4.3 **NI Policy – Belfast Metropolitan Transport Plan**

4.3.1 The Belfast Metropolitan Transport Plan (BMTP) was launched in November 2004. The plan, takes forward the strategic initiatives of the RTS. The BMTP is the local transport plan for the Belfast Metropolitan Area, which will deliver a phased and costed implementation programme of transport schemes to 2015.

4.3.2 The BMTP covers a number of different elements of the overall transport system, including the highway network, public transport and walking and cycling. In order to maximise the return on the investment proposed the Plan also sets out a number of proposals for the management of travel and transport. Among these proposals are some that are key to the proposed introduction of residents’ parking schemes. Thus, in section 7.1 of the BMTP, the following proposal is specified for what are described as Belfast ‘City Centre Core’ and ‘City Centre Fringe’ Zones:

- *“Residents-only parking with restrictions as to who is permitted to park by using a system of parking permits which will be available to local residents and businesses. The precise number of spaces for use as residents’ only parking will be established through a detailed needs assessment and consultation. It is also likely that some spaces will be combined charged and residents parking spaces – i.e. that residents displaying the appropriate permit would be able to park in such spaces but that others would be required to pay and observe the parking duration requirements.”*

4.3.3 The BMTP goes on to state that:

- *“The implementation of parking control measures in the form of residents’ parking schemes in the City Centre Fringe Zone is an essential complement of the controls in the City Centre Core Zone. Unless these controls are implemented the reduction in long-stay parking spaces in the City Centre Core will lead to greater levels of commuter parking and in more areas than at present. The aim of the residents’ parking schemes will be twofold: to enable residents to have a parking spaces close to their homes; and to reduce the annoyance and intrusion of commuter parking.” (7.2.1)*

4.3.4 The introduction of residents’ parking permits is therefore as an important element of both the management of travel and the control of parking in urban areas.

4.3.5 The BMTP has been the subject of a full Equality Impact Assessment.

4.4 **NI Policy – Draft Sub-Regional Transport Plan**

4.4.1 The Sub-Regional Transport Plan (SRTP) is based upon the guidance provided by the Regional Development Strategy and the RTS. The SRTP deals with the transport needs of the whole of Northern Ireland with the exception of the Belfast Metropolitan Area and the rail and trunk road networks, which are covered in earlier Transport Plans.

4.4.2 In line with the RTS, the SRTP notes the highway linkages with the Regional Strategic Transport Network and identifies separate packages of measures for the period 2002 – 2015 by mode of transport:

- walking and cycling;
- public transport; and
- highways and traffic management.

4.4.3 In paragraph 5.5.3 while discussing reasons for diverging from the principles behind charge parking strategies the SRTP highlights:

- *‘Charging for long stay on-street spaces may conflict with residential parking needs.’*

Clearly the potential exists for this conflict to be resolved through the introduction of residents’ parking schemes.

4.4.4 The SRTP is currently the subject of a full Equality Impact Assessment.

4.5 **NI Policy – Decriminalisation of Parking Offences (DPE)**

4.5.1 The effective enforcement of residents’ parking schemes will be critical to their success. Following the decision by the PSNI to withdraw from the enforcement of on-street parking restrictions, the Department for Regional Development (DRD) has introduced new primary legislation, which enables the Department to enforce on-street parking restrictions. The implementation of Decriminalised Parking Enforcement (DPE) will enable parking controls to be more effectively enforced.

4.5.2 DPE was subject to an EQIA screening analysis exercise that determined that a full Equality Impact Assessment was not required.

You are invited to send your views on this Policy Consultation Document on Residents' Parking.

Comments should reflect the structure of the document as far as possible with references to paragraph numbers where relevant. Responses should be made in writing and sent to:

Department for Regional Development
Roads Service, Transportation and Engineering Policy Unit
Room 329
Clarence Court
10-18 Adelaide Street
Belfast
BT2 8GB

Comments may also be sent by e-mail to:

roads.transportation@drdni.gov.uk

The consultation period will end on Friday 9 February 2007.

Further copies of the Policy Consultation Document can be obtained by telephoning 028 9054 0683 or by Textphone at 028 9054 0022. The document is also available by writing to the above address or from one the following website:

<http://www.roadsni.gov.uk/consultation/consultation.htm>

The document will be made available in alternative formats on request.

Please note that your response may be made publicly available unless you specifically indicate that it is to be treated in confidence.

6.1 Introduction

6.1.1 What is a residents' parking scheme?

It's an area where only vehicles with a valid permit can park during the hours the scheme is in operation. It aims to discourage vehicles from outside the area (such as commuter traffic) from parking within residential streets. It will be signed to indicate where the scheme applies and while different areas have different needs it will in general be considered where there is a significant parking problem in an area. Roads Service will also consider schemes that have been suggested by the public or by their representatives.

Roads Service will consult with residents and businesses in the area to assess the level of interest in having a residents' parking scheme introduced. A scheme will not be pursued unless two thirds of local residents support it.

6.1.2 Who will benefit?

Local residents, businesses and visitors to the area will benefit from a scheme.

6.1.3 Are there different types of permits?

Yes. Separate permits will be available for residents, visitors, businesses and carers as detailed below.

6.1.4 Once issued how long does a permit remain valid?

A residents or business permit remains valid for 12 months. Each visitor permit allows parking for up to four hours.

6.2 Residents

6.2.1 Who will be entitled to receive a resident's permit?

Initially, one resident's permit may be issued per eligible residence, following which requests for additional permits will be assessed on the basis of available parking space, with a maximum of 2 permits per residence.

6.2.2 Will my residence qualify for a permit?

A "residence" is considered to be a domestic or non-domestic property listed in the Valuation and Lands Agency valuation list.

Residences having access to off-street parking will not be eligible for an initial permit, but will be eligible for visitors' permits and may be eligible for a 'secondary' resident's permit where these are available.

6.2.3 Is there a maximum number of permits that will be approved for issue in a particular area?

Yes. The maximum number of permits approved for issue will be dictated by the number of spaces available for permit parking in the area.

6.3 Visitors

6.3.1 Will visitors be able to park in the area?

Yes. Visitors will be able to park within areas designated for residents provided a valid visitor's permit is displayed on the vehicle.

6.3.2 How many visitors' permits will I be allowed?

A maximum of 25 half-day visitors' permits may be issued per residence per quarter year. Residents over 65 years of age will be entitled to double this allocation.

6.4 Businesses

6.4.1 Will vehicles used in conjunction with a business within the area of the scheme be able to park in the area?

Yes, but subject to the display of a business permit. The issue of business permits is similar to residents' permits, i.e. initially one permit per business with a maximum of two permits.

6.5 Carers

6.5.1 Will doctors, nurses, health visitors, occupational therapists and home helps be allowed to park?

Yes, providing a valid permit is displayed on the vehicle. Permits for this group will be free of charge.

6.6 Blue Badge Holders

6.6.1 Will Blue Badge holders be able to park in residents' parking areas?

Yes, but only if they are residents living within the limits of the scheme and are in possession of a valid visitors or residents' permit. Also residents whose vehicle is the principal transport for a non-driving Blue Badge holder who lives in the same residence will be eligible for a permit. A residents' permit will need to be displayed in the parked vehicle in these cases. There will be no charge for resident permits that are issued to Blue Badge holders.

6.6.2 **Will the scheme have any effect on the existing disabled parking bays within my street?**

No. Existing on-street disabled parking bays will be retained within the scheme if still needed. However to park in a disabled parking bay both the residents' permit and blue badge will need to be displayed.

6.7 **Documentation required to obtain a permit**

6.7.1 **Will proof of residency be required?**

Yes. An application for a resident's or visitor's permit will require one of the following current documents as proof of residency: -

- a Northern Ireland or Great Britain full driving licence or a NI provisional licence, each bearing the photograph of the holder; or
- a passport; or
- a Senior Citizen's Smart Pass issued under the Northern Ireland Concessionary Fares Scheme; or
- an electoral identity card.

If none of the above indicate residency matching that of the application, further proof in the name of the applicant shall be required in the form of:

- a current rent book; or
- a utility or rates bill issued within the last six months.

6.7.2 **Will proof of vehicle ownership be required?**

Yes. For the purpose of residents' parking schemes, a "vehicle owner" is the person by whom the vehicle is kept and used and need not be the registered keeper. Proof of "ownership" by the applicant shall be required in the form of the following: -

- the Registration Document;
- a copy of the purchase / bill of sale;
- a copy of the car insurance documentation;
- a copy of a hiring / leasing agreement, together with a letter from the employer where appropriate; or

- for company owned vehicles, a typed letter on headed notepaper & signed by the Company Secretary confirming that the vehicle is made available to the resident for personal use.

6.8 **Cost**

6.8.1 **How much will permits cost?**

The following charges will apply to the issue of permits and will be subject to biennial review: -

- | | |
|---------------------------------------------|------------------------------------|
| • resident's permit | £80.00 ¹ |
| • visitors' permits | £12.50 for 25 permits ² |
| • visitors' permits (for residents over 65) | £12.50 for 50 permits ³ |
| • business permit | £80.00 ¹ |

¹ issued free of charge to Blue Badge holders

² limited to 25 per quarter year

³ limited to 50 per quarter year

6.8.2 **Why will I have to pay to park close to my home?**

Each scheme will, as far as is possible, give residents exclusive opportunity to park in their street. However, it must be borne in mind that there is no automatic entitlement to park 'at your door' and any scheme will only deliver the anticipated benefits to residents and businesses if it is properly designed and enforced. Considerable cost will be incurred in introducing, operating and enforcing a residents' parking scheme and it is reasonable that those benefiting from the scheme meet these costs.

6.9 **Enforcement**

6.9.1 **Who will enforce violations of the scheme?**

This will be the responsibility of Traffic Attendants working for Roads Service.

6.9.2 **What will be the penalty for violating residents' parking scheme controls?**

The penalty for violating residents parking scheme controls will be a fine of £60 however, if paid within 14 days of getting the ticket, a 50% discount will apply and you will only have to pay £30, which is the same as the penalty for violations of the on-street charged parking in Northern Ireland.

6.10 **General**

6.10.1 **What happens if I lose my permit?**

One replacement permit may be issued at a cost of £6 to cover administrative costs. Further replacements will be charged at the full rate.

6.10.2 **What happens if I move out of the area?**

When permits are no longer required, refunds will be made free of charge on the basis of approximately 1/12 of the annual cost for each whole unused month.

6.10.3 **Can permits issued for use in one residents' parking area be used in another?**

No. With the exception some carers' permits, permits will be specific to the area for which they are initially issued and cannot be used elsewhere.

6.10.4 **Will residents have the right to park on the street?**

Yes, provided that a valid permit is properly displayed on the vehicle. However, it is not possible to guarantee a parking space. No residents' parking scheme that we know of within the British Isles does this. But, provided the scheme is operated properly, it will significantly reduce the amount of commuter parking in the zone, thus making it much easier for you to find a parking space.

6.10.5 **Will I be able to park outside my house?**

Not necessarily, there will not be any specific spaces allocated to individual residences or businesses. However prohibiting parking by non-residents should make this easier.

6.10.6 **Will people from outside my area be able to park on my street?**

Yes, but only if they display a valid visitors' permit for the area. However in some areas it may be possible to set aside parking bays for general use by short stay visitors to the area.

6.10.7 **What types of vehicle will be allowed to park?**

Only the following types of vehicle will be allowed to park within a permit parking zone:

- motor car;
- motor cycle;
- light goods vehicle not exceeding 3,500 kg;

- vehicle actively engaged in loading or unloading;
- vehicle actively used by essential services

Section 1 - the legal background

Under section 75 of the Northern Ireland Act 1998, the Department is required to have due regard to the need to promote equality of opportunity:

- between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- between men and women generally;
- between persons with a disability and persons without; and
- between persons with dependants and persons without.

The main groups within each of the nine categories, highlighted above, are identified at Appendix 1.

In addition, without prejudice to its obligations above, the Department is also required, in carrying out its functions relating to Northern Ireland, to have regard to the desirability of promoting good relations between persons of different religious beliefs, political opinion or racial group.

Section 2 – the policy to be screened

2.1 Please insert below a brief description of the policy/legislation, including the title and all the main aims and objectives

Title: Residents' parking policy

Aims: The policy sets out the way by which residents' parking schemes will be introduced throughout Northern Ireland.

Residents' parking schemes will be introduced with the support of residents to help alleviate some of the difficulties caused where long term parking (for example from nearby businesses, sports facilities, hospitals, schools, universities, theatres, shopping areas) penetrates residential streets and prevents residents from parking in reasonably close proximity to their houses.

The hours of operation of individual schemes will be tailored to suit the nature of the problem to be addressed. This may vary from schemes that operate all day every day, to ones that operate for a few hours in the morning and afternoon during the working week. Parking within reserved areas will only be permitted for vehicles displaying a valid permit.

Normally schemes will only be implemented at the request

of, and with the support of, local residents. This will be determined by a survey of local residents' opinions. Where this support is not forthcoming, schemes will generally not be implemented. There will, however, be the facility to introduce schemes for transportation or environmental reasons, without the support of residents. Where such schemes are implemented they will be subject to individual EQIA screening analysis based on the specific circumstances pertaining to them.

In addition, where consultations with residents in advance of a scheme being implemented reveal equality issues unique to that scheme, then an individual EQIA screening for that scheme will be carried out.

2.2 On whom will the policies / legislation impact? Please specify

The policy will impact upon residents within (and visitors to) residents' parking scheme areas together with drivers of vehicles normally parking in the areas concerned before schemes are introduced.

2.3 Who is responsible for (a) devising and (b) delivering the policy, eg is it DRD, a Whitehall Department or EU? What is the relationship and have they considered this issue and any equality issues?

DRD Roads Service

2.4 What linkages are there to other NI Departments / NDPBs in relation to this policy/legislation?

None

2.5 What data are available to facilitate the screening of this policy/ legislation?

None

2.6 Is additional data required to facilitate screening? If so, give details of how and when it will be obtained.

No

Section 3 – screening analysis

In cases where there is no available quantitative evidence, you will need to take a pragmatic, common sense judgement as to whether the policy/legislation you are screening may have a particular/differential impact on any of the groups.

Discussions with Equality Unit, Statistics Branch and organisations representing the Section 75 Groups will be important and helpful at this stage in obtaining qualitative evidence of impacts. Every effort should be made to ensure that assessments are evidence based.

3.1 Is there any evidence of higher or lower participation or uptake by the following Section 75 groups?

	Yes	No
Religious belief		✓
Political opinion		✓
Racial group		✓
Age	✓	
Marital status		✓
Sexual orientation		✓
Men and Women generally		✓
Disability	✓	
Dependency	✓	

Please give details

The benefits of introducing residents' parking schemes will be potentially the same for all residents. While there is little firm evidence of higher or lower participation or uptake by the above Section 75 groups, it is possible that local residents with a disability, with dependants or who are older will be more likely to benefit from the enhanced parking facilities offered by a residents' parking scheme.

3.2 Is there evidence that any of the following Section 75 groups have different needs, experiences, issues and priorities in relation to this policy issue?

	Yes	No
Religious belief		✓
Political opinion		✓
Racial group		✓
Age	✓	
Marital status		✓
Sexual orientation		✓
Men and Women generally		✓
Disability	✓	
Dependency	✓	

Please give details

Again, while there is little firm evidence of the above Section 75 groups having different needs, experiences, issues or priorities in relation to this policy, it is likely that it will be more beneficial for those with a disability, those with dependants or older persons to be able to park closer to their homes. The introduction of a residents' parking scheme would assist such people living within the area to do so. Blue Badge holders living within a residents' parking area, or their principal transport provider, will be issued with a parking permit free of charge.

3.3 Have consultations with the relevant representative organisations or individuals within any of the Section 75 categories, indicated that policies of this type create problems specific to them?

	Yes	No
Religious belief		✓
Political opinion		✓
Racial group		✓
Age		✓
Marital status		✓
Sexual orientation		✓
Men and Women generally		✓
Disability		✓
Dependants		✓

Please give details of any consultations carried out, and any problems identified.

On a number of occasions during the past few years consultations have been held with individual residents and representative Residents' Groups for areas for which requests have been received for the introduction of residents' parking schemes.

Latterly, consultations with Disability Action (DA), the Inclusive Mobility

Transport Advisory Committee (IMTAC) and the Carers National Association (CNA) have not indicated that this policy will create any problems specific to them. The proposed policy was welcomed as a positive measure by the groups consulted and a number of useful amendments were made as a result of their input.

DA and the IMTAC identified that a Blue Badge is registered to the disabled person and not to a specific vehicle. Consequently, there may be situations where the vehicle registered to another person residing in the same household as the non-driving Blue Badge holder, is the principal mode of transport for the disabled person. They also highlighted the need for additional permits where there is more than one vehicle owning Blue Badge holder in a residence and instances where some properties may have off-street parking that is may be unsuitable for Blue Badge holders' use.

The CNA highlighted the situation where non-resident family members and friends provide unpaid daily care for an elderly or disabled relative. The policy was subsequently amended to cater for these situations.

3.4 Is there an opportunity to better promote equality of opportunity or community relations by altering the policy, or by working with others, in Government, or in the larger community in the context of this policy?

~~Yes~~ No

Please give details

A programme of residents' parking schemes will be developed and implemented across Northern Ireland in response to requests and subject to the availability of resources. It is not anticipated that there will be any adverse impact on any of the Section 75 groups from this programme of measures and no need has been identified to alter the policy to promote equality of opportunity or community relations.

3.5 It may be that a policy/legislation has a differential impact on a certain Section 75 group, as the policy has been developed to address an existing or historical inequality or disadvantage. If this is the case, please give details below:

This policy is not being developed to address an existing or historical inequality.

3.6 Please consider if there is any way of adapting the policy to promote better equality of opportunity or good relations.

Please give details

No changes have been identified that would improve the promotion of better equality of opportunity or good relations.

Section 4 – EQIA recommendation

4.1 Full EQIA procedures should be carried out on policies considered to have significant implications for equality of opportunity. Please fill in the following grid in relation to the policy/legislation.

Prioritisation Factors	Significant Impact	Moderate Impact	Low Impact
Social Need.			✓
Effect on people's daily lives.		✓	
Effect on economic, social and human rights.			✓
Strategic significance			✓
Financial significance			✓

Please give details

The policy will have a moderate beneficial effect on the lives of people within a permit parking scheme area by improving their opportunities to park in relative proximity to their home.

Where residents support the introduction of a scheme, there will be an annual charge of £80 for a residents' permit, while visitor permits will cost 50p for up to four hours. The latter will initially be limited to 100 per year, though this may be reviewed in the light of operational experience. Residents who are over 65 years of age shall be entitled to one *additional* visitor's permit free of charge with each visitor's permit purchased (equating to 50 permits per quarter year for the normal price of 25). Given the low level of charge (£80 per year equates to 22p per day for a residents' permit) the financial significance in relation to residents' ability to pay is considered to be low (a list of charges is given in Annex A).

The impact on social need, strategic significance and the effect on economic, social and human rights will also be low.

4.2 In view of the considerations in Section 3 and 4 do you consider that this policy/legislation should be subject to a full EQIA? Please give reasons for your considerations. If you are unsure, please consult with affected groups and revisit the screening analysis accordingly.

~~Yes/No/Unsure~~

Reaction to consultations with Disability Action, the Inclusive Mobility Transport Advisory Committee and the Carers National Association has been favourable and has also led to a number of useful improvements to the policy (see para. 3.3).

In addition, while there may be a greater participation in residents' parking schemes by some Section 75 groups, this will be a positive impact on those groups (without consequential negative impact on other groups) and consequently should not be the subject to a full EQIA.

4.3 If an EQIA is considered necessary please comment on the priority and timing in light of the factors in table 4.1.

Not applicable

4.4 If an EQIA is considered necessary is any data required to carry it out/ensure effective monitoring?

Please give details

Not applicable

Main Groups Relevant to the Section 75 Categories	
Category	Main Groups
Religious belief	Protestants; Catholics; people of non-Christian faiths; people of no religious belief
Political opinion	Unionists generally; Nationalists generally; members/supporters of any political party
Racial Group	White people; Chinese; Irish Travellers; Indians; Pakistanis; Bangladeshis; Black Africans; Black Caribbean people; people with mixed ethnic group
“Men and women generally”	Men (including boys); women (including girls); trans-gendered people
Marital status	Married people; unmarried people; divorced or separated people; widowed people
Age	For most purposes, the main categories are: children under 18, people aged between 18-65, and people over 65. However, the definition of age groups will need to be sensitive to the policy under consideration
“Persons with a disability”	Disability is defined as: A physical or mental impairment, which has a substantial and long-term adverse effect on a person’s ability to carry out normal day-to-day activities as defined in Sections 1 and 2 and Schedules 1 and 2 of the Disability Discrimination Act 1995
“Persons with dependants”	Persons with personal responsibility for the care of a child; persons with personal responsibility for the care of a person with an incapacitating disability; persons with personal responsibility for the care of a dependant elderly person
Sexual orientation	Heterosexuals; bi-sexuals; gays; lesbians

Annex A

The initial cost of residents', visitors', business and health carers' permits is set out below. These costs will be the subject of annual review in conjunction with the revision of parking tariffs: -

- | | | |
|----------------------------------------------|-------------------------|-------------------------------------|
| • resident's permit | £80.00* | |
| • visitors' permits | £12.50 for 25 permits | |
| • visitors' permits (resident over 65 years) | £12.50 for 50 permits | |
| • business permit | £80.00* | |
| • health carer's permit | free | * issued free to Blue Badge holders |
| • special permit for weddings / funerals | free | |
| • special permit for statutory undertakers | free | |
| • special permit for builders | £50 / wk per space used | |

Age Concern Northern Ireland
Altnagelvin Hospital HSS Trust
Amalgamated Engineering & Electrical Union
AMICUS
Antrim Borough Partnership
Armagh and Dungannon HSS Trust
Armagh City & District Partnership
Assembly Library
Association of Chief Officers of Voluntary Organisation (ACOVO)
Automobile Association
Bahai's Office for NI
Ballymore District Partnership
Banbridge District Partnership
Barnardos NI
Barnardos, Tuar Ceatha Project
Belfast Butterfly Centre
Belfast City Airport
Belfast City Hospital HSS Trust
Belfast Education and Library Board
Belfast Harbour
Belfast Healthy Cities Project
Belfast Hebrew Congregation
Belfast Local Strategy Partnership
Belfast Out Resource Centre
Belfast Solicitors Association
Blind Centre NI - Belfast
Blind Centre NI - Coleraine
Blind Centre NI - Omagh
British Association for Shooting & Conservation
British Deaf Association (NI)
British Motorcyclist Federation
British Telecom
Bryson House
Carafriend
CARE for Northern Ireland
Carers Northern Ireland
Carlingford Lough Commission
Carrickfergus Together
Castlereagh Partnership for Peace & Reconciliation
Causeway HSS Trust
Child Poverty Action Group
Children's Law Centre
Chinese Welfare Association
Chrysalis Womens Centre
Church of Ireland House
Citizen's Advice Bureau

City of Derry Airport
City Partnership Board
Clerk of Petty Sessions, Laganside Courts
Cllr Paul Butler
Coalition on Sexual Orientation
Coiste-na n-iarchimi
Coleraine Borough Strategic Partnership
Coleraine Harbour
Commissioner for Children & Young People
Committee on Administration of Justice
Community Development and Health Network (NI)
Community Relations Council
Community Technical Aid
Community Transport Association
Concordia Partnership for Progress
Confederation of British Industry, Northern Ireland Branch
Conservation Volunteers Northern Ireland
Cookstown District Partnership
Co-Ownership Housing Association
Council for Nature Conservation & the Countryside - Belfast
Craigavon District Partnership
Cruse Bereavement Care (NI)
Derry Well Woman
Disability Action - Belfast
Disability Action - Londonderry
Disabled Drivers Association NI
District Partnership for Derry City Council Area
Down District Partnership
Down Lisburn HSS Trust
Down's Syndrome Association
Earthwatch
East Belfast Community Development Agency
Eastern Health & Social Services Board
Employers Forum on Disability
Equality Forum NI
Equality Coalition
Equality Commission for NI
Falls Community Council
Falls Women Centre
Federation of Small Businesses
Fermanagh Women's Network
First Division Civil Servants Association
Food Standards Agency
Foyle HSS Trust
Foyle Women's Information Network
Foyle Women's Network
FPA NI
Fr. Timothy Bartlett, Secretary, Catholic Bishops of NI
Freight Transport Association
Friends of the Earth

Gay & Lesbian Youth Northern Ireland
Gingerbread NI
Green Buildings Network
Green Park HSS Trust
Head of Regulatory Impact Unit, Inland Revenue
Health and Safety Executive for NI
Help The Aged NI
Homefirst Community HSS Trust
Human Rights Commission
Inclusive Mobility Transport Advisory committee (IMTAC)
Indian Community Centre
Information Commissioner
Inland Waterways NI
Institute of Directors
Institute of Professional Legal Studies (QUB)
Institution of Highways and Transportation
Interim Secretary of the NI, Judicial Appointments
International Airport
Invest NI
Irish & Local Studies Department
Irish Transport Trust
Judge Curran, HM Council of County Court Judges
Larne District Partnership
Larne Harbour
Law Centre (NI)
Law Reform Advisory Committee
Lesbian Line c/o Carafriend
Limavady District Partnership
Lisburn Peace & Reconciliation
Local Government Staff Commission for NI (LGSC)
Londonderry Harbour Office
Magherafelt Area Partnership Ltd
Magherafelt Women's Group
Mater Infirmorum Hospital HSS Trust
MENCAP
Methodist Church in Ireland
Mid-Ulster Women's Network
Motor Cycling Ireland
Motorcyclist Action Group
Moyle District Partnership
Mr A Arlow
Ms O'Kane
Multi-Cultural Resource Centre
National Energy Action
Newry & Mourne HSS Trust
Newry & Mourne Peace & Reconciliation Partnership
Newry & Mourne Senior Citizen's Consortium
Newry & Mourne Women's Limited
Newtownabbey Local Strategic Partnership
Newtownabbey Senior Citizens Forum

NI 2000
NI Anti-Poverty Network
NI Association of Citizens Advice Bureaux
NI Chamber of Commerce and Industry
NI Commissioner For Children and Young People
NI Committee of the Irish Congress of TU's
NI Council for Voluntary Action
NI Cycling Initiative
NI Environment Link
NI Islamic Centre
NI Resident Magistrates' Association
NI Women's Aid Federation
NI Women's European Platform
NIACRO
NIE
NIPSA
NITHCo
North and West Belfast HSS Trust
North Down and Ards Community HSS Trust
North Down District Partnership
North Eastern Education and Library Board
North West Community Network
North West Forum of People with Disabilities (Derry)
North West Forum of People with Disabilities (Enniskillen)
Northern Health and Social Services Board
Northern Ireland African Cultural Centre
Northern Ireland Ambulance Service HSS Trust
Northern Ireland Association for Mental Health
Northern Ireland Chamber of Trade
Northern Ireland Chest, Heart & Stroke Association
Northern Ireland Council for Ethnic Equality
Northern Ireland Council for Ethnic Minorities
Northern Ireland Court Service
Northern Ireland Gay Rights Association
Northern Ireland Local Government Association
Northern Ireland Office, Human Rights and Equality Unit
Northern Ireland Officer NIC/ICTU
Northern Ireland Ombudsman
Northern Ireland Statistics and Research Agency
Northern Ireland Tourist Board
Northern Ireland Walking Forum
Northern Ireland Water Council
NSPCC
NTL
NUS-USI Northern Ireland
Office of the Archbishop of Armagh and Primate of all Ireland
Omagh District Partnership
Omagh Women's Area Network
Parent's Advice Centre
Parents and Professionals and Autism

Parliamentary Clerk, Ministry of Defence
Phoenix Gas
POBAL
Policy Development Officer, Community Relations Council
Presbyterian Church in Ireland
Press for Change
Protestant, Unionist, Loyalist (PUL) Network
Queer Space
RAC
Relate NI
Road Haulage Association
Road Safety Council for Northern Ireland
RoSPA (GB)
Royal Group of Hospitals & Dental HSS Trust
Royal National Institute for the Blind (NI)
Royal National Institute for the Deaf (NI)
Rural Community Network
Rural Development Council
Rural Support
Save the Children
Sense NI
Sign Language Centre Belfast
Sikh Cultural Centre
Society of Local Authority Chief Executives
South and East Belfast HSS Trust
South Eastern Education and Library Board
Southern Education and Library Board
Southern Health and Social Services Board
Sperrin Lakeland HSS Trust
Sperrin Lakeland Senior Citizens' Consortium
St Angelo Airport
Staff Commission for Education & Library Board
Strabane District Partnership
Sustainable Northern Ireland Programme
Sustainable Organic Living Environment
SUSTRANS
The Ards Partnership
The Cedar Foundation
The Disability Committee of the NI Committee, ICTU
The Executive Council of the Inn of Court of NI
The General Consumer Council
The Guide Dogs for the Blind Association
The Head of School of Law, The Queens University of Belfast
The Head of the School of Law, University of Ulster
The Law Society of NI
The NI Council for Voluntary Action
The Office of Law Reform
The Omnibus Partnership
The Peace and Reconciliation Partnership Ballymena
The Pedestrian Association

The Police Service of Northern Ireland
 The Rainbow Project
 The Women's Centre
 Training for Women Network Ltd
 Translink
 Transport 2000
 Traveller and Gay (TAG)
 Travellers Movement NI
 Ulster Archaeological Society
 Ulster Automobile Club
 Ulster North Down and Ards Hospitals HSS Trust
 Ulster Scots Heritage Council
 Ulster Society for the Protection of the Countryside - Ballymena
 Ulster Society for the Protection of the Countryside - Belfast
 Ulster Wildlife Trust
 ULTACH
 Union of Construction Allied Trades and Technology
 UNISON
 United Hospital HSS Trust
 Viridian
 Warrenpoint Harbour
 West Belfast Economic Forum
 Western Education & Library Board
 Western Health & Social Services Board
 Wildfowl & Wetlands Trust
 Women's Aid Federation
 Women's Forum
 Women's Forum Northern Ireland
 Women's Information Group
 Womens Resource and Development Agency
 Women's Support Network
 World Wide Fund for Nature
 Youth Council for NI
 Youthnet

Copies have also been issued for consultation to:

- All 26 District Councils
- All Northern Ireland:
 - Political Parties
 - Members of the House of Lords
 - Members of Parliament (MPs)
 - Members of the European Parliament (MEPs)
- All Members of the Northern Ireland Assembly (MLAs)
- The Northern Ireland Affairs Committee

Copies 'For Information' to Assembly Library, Parliament Buildings

1. The Freedom of Information Act gives the public the right of access to any information held by a public authority, namely the Department of the Environment in this case. This right of access to information includes information provided in response to a consultation. The Department cannot automatically consider as confidential information supplied to it in response to a consultation. However, it does have the responsibility to decide whether any information provided by you in such circumstances, including information about your identify, should be made public or treated as confidential.
2. This means that information provided by you in response to the consultation is unlikely to be treated as confidential, except in very particular circumstances. The Lord Chancellor's Code of Practice on the Freedom of Information Act provides that
 - The Department should only accept information from third parties in confidence if it is necessary to obtain that information in connection with the exercise of any of the Department's functions and it would not otherwise be provided.
 - The Department should not agree to hold information received from third parties 'in confidence' which is not confidential in nature.
 - Acceptance by the Department of confidentially provisions must be for good reasons, capable of being justified to the Information Commissioner.