

**CORPORATE SERVICES DEPARTMENT**  
Director – Caroline Holland



**Democracy Services  
London Borough of Merton  
Merton Civic Centre  
London Road  
Morden SM4 5DX**

**Direct Line: 0208 545 3616  
Email:  
democratic.services@merton.gov.uk**

**Date: 4 August 2016**

Dear Councillor

**Notification of a Decision taken by the Cabinet Member for  
Environmental Sustainability and Regeneration**

The attached **Non-Key** decision has been taken by the Cabinet Member for Environmental Sustainability and Regeneration, with regards to:

- Proposed MTC CPZ (Mitcham Town Centre) – statutory consultation.

and will be implemented at **Noon on Tuesday 9 August 2016** unless a call-in request is received.

The [call-in](#) form is attached for your use if needed and refers to the relevant sections of the constitution.

Yours sincerely

**Chris Pedlow  
Democracy Services**

## **NON-KEY DECISION TAKEN BY A CABINET MEMBER UNDER DELEGATED AUTHORITY**

See over for instructions on how to use this form – all parts of this form must be completed. Type all information in the boxes. The boxes will expand to accommodate extra lines where needed.

### **1. Title of report and reason for exemption (if any)**

Proposed MTC CPZ (Langdale Avenue area, Mitcham Town Centre) formal Consultation

### **2. Decision maker**

Councillor Martin Whelton, Cabinet Member for Regeneration, Environment and Housing.

### **3. Date of Decision**

3<sup>rd</sup> August 2016

### **4. Date report made available to decision maker**

3<sup>rd</sup> August 2016

### **5. Date report made available to the Chairs of the Overview and Scrutiny Commission and of any relevant scrutiny panel**

### **6. Decision**

- A) Note the results of the statutory consultation carried out between 16 June and 8 July 2016 on the proposals to introduce a Controlled Parking Zone (CPZ) MTC to include Albert Road, Elmwood Road, Langdale Avenue and Whitford Gardens.
- B) Note and considers the representations received in respect of the proposals as detailed in Appendix 3.
- C) I agree to proceed with the making of the relevant Traffic Management Orders (TMO) and the implementation of a proposed MTC CPZ to include Albert Road, Elmwood Road, Langdale Avenue and Whitford Gardens, operational Monday to Saturday, between 8.30am and 11pm as shown in Drawing No. Z78-233-01 in Appendix 1.

### **7. Reason for decision**

To address residents' concerns on parking. Support for the implementation of a controlled parking zone following the consultation with residents.

### **8. Alternative options considered and why rejected**

Doing nothing: would not meet residents' concerns as expressed in the petition and the response to consultation.

### **9. Documents relied on in addition to officer report**

None

**10. Declarations of Interest**

None

**11. Publication of this decision and call in provision**

Send this form and the officer report\* to [democratic.services@merton.gov.uk](mailto:democratic.services@merton.gov.uk) for publication. Publication will take place within two days. The call-in deadline will be at Noon on the third working day following publication.

\*There is no need to resend Street Management Advisory Committee reports.

*Martin Wheeler*

*Cabinet Member for Regeneration, Environment  
and Transport*

*3<sup>rd</sup> August, 2016*

## **Cabinet Member Report**

**Date:** 02 August 2016

**Agenda item:** N/A

**Wards:** Figge's Marsh

**Subject:** Proposed MTC CPZ (Mitcham Town Centre) – statutory consultation

**Lead officer:** Chris Lee, Director of Environment & Regeneration

**Lead member:** Councillor Martin Whelton, Cabinet Member for Regeneration, Environment and Housing

**Forward Plan reference number:** N/A

Contact Officer: Barry Copestake; Tel 020 8545 3840

Email: [barry.copestake@merton.gov.uk](mailto:barry.copestake@merton.gov.uk)

### **Recommendations:**

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That the Cabinet Member considers the issues detailed in this report and

- A) Notes the results of the statutory consultation carried out between 16 June and 8 July 2016 on the proposals to introduce a Controlled Parking Zone (CPZ) MTC to include Albert Road, Elmwood Road, Langdale Avenue and Whitford Gardens.
- B) Notes and considers the representations received in respect of the proposals as detailed in Appendix 3.
- C) Agrees to proceed with the making of the relevant Traffic Management Orders (TMO) and the implementation of a proposed MTC CPZ to include Albert Road, Elmwood Road, Langdale Avenue and Whitford Gardens, operational Monday to Saturday, between 8.30am and 11pm as shown in Drawing No. Z78-233-01 in Appendix 1.
- D) Agrees to exercise his discretion not to hold a public inquiry on the consultation process.

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## **1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY**

- 1.1 This report presents the results of the statutory consultation carried out on the Councils' proposals to introduce a CPZ in the Langdale Avenue area, Mitcham, to include Albert Road, Elmwood Road, Langdale Avenue and Whitford Gardens.
- 1.2 It seeks approval to proceed with the making of the relevant Traffic Management Orders (TMO) for the proposed MTC CPZ to include Albert Road, Elmwood Road, Langdale Avenue and Whitford Gardens, operational Monday to Saturday between 8.30am and 11pm as shown in Drawing No.Z78-233-01 in Appendix 1.

## 2 DETAILS

2.1 The key objectives of parking management include;

- tackling of congestion by reducing the level and impact of traffic in town centres and residential areas
- making the borough's streets safer and more secure, particularly for pedestrians and other vulnerable road users through traffic management measures
- managing better use of street spaces for people, goods and services, ensuring that priority is allocated to meet the objectives of the strategy
- improving the attractiveness and amenity of the borough's streets, particularly in town centres and residential areas
- encouraging the use of sustainable modes of transport.

2.2 Controlled parking zones, aim to provide safe parking arrangements, whilst giving residents and businesses priority access to available kerbside parking space. It is a way of controlling the parking whilst improving and maintaining access and safety for all road users. A CPZ comprises of yellow line waiting restrictions and various types of parking bays operational during the controlled times. These types of bays include the following:

Permit holder bays: - For use by resident permit holders, business permit holders and those with visitor permits.

Pay and display shared use/permit holder bays: - For use by pay and display customers and permit holders.

2.3 A CPZ includes double yellow lines (no waiting 'at any time') restrictions at key locations such as at junctions, bends and along certain lengths of roads (passing gaps) where parking impedes the flow of traffic or would create an unacceptable safety risk e.g. obstructive sightlines or unsafe areas where pedestrians cross. These restrictions will improve access for emergency services; refuse vehicles and the overall safety for all road users, especially those pedestrians with disabilities and parents with prams. Any existing double yellow lines at junctions will remain unchanged.

2.4 Within any proposed CPZ or review, the Council aims to reach a balance between the needs of the residents, businesses, visitors and all other users of the highway. It is normal practice to introduce appropriate measures if and when there is a sufficient majority of support or there is an overriding need to ensure access and safety. In addition the Council would also take into account the impact of introducing the proposed changes in assessing the extent of those controls and whether or not they should be implemented.

2.5 The CPZ design comprises mainly of permit holder bays to be used by residents, their visitors or business permit holders and a limited number of pay and display shared use bays, which are mainly located near businesses. The layout of the parking bays are arranged in a manner that provides the maximum number of suitable parking spaces without jeopardising road safety and the free movement of traffic.

### 3 INFORMAL CONSULTATION

- 3.1 The Council received a petition submitted by residents of Langdale Avenue on 18 March 2015.
- 3.2 The informal consultation on proposals to introduce parking controls in the Langdale Avenue area commenced on 14 January 2016 and ended on 12 February 2016. 259 premises were consulted via documents containing a newsletter explaining the proposals; an associated plan showing the proposed parking layout and a sheet of frequently asked questions. Residents were directed to the Council website to fill in the online questionnaire. The consultation document was posted to all households and businesses within the boundary of the proposed scheme.
- 3.3 The consultation resulted in a total of 53 questionnaires returned (after removing duplicates / multiple returns from same households), representing a response rate of 21%. Of the 53 who responded, 62% supported a CPZ in their road, compared to 32% who did not and 6% who were unsure. Residents were also asked which days of operation they would prefer if a CPZ was introduced in their road. Results show that 24% of respondents opted for Monday – Friday, 45% for Monday - Saturday and 31% for Monday – Sunday. Residents were further asked which hours of operation they would prefer should the CPZ be introduced in their road. Results show that 59% of respondents opted for 8.30am – 11pm, while 25% opted for 8.30am – 6.30pm and 16% for 10am – 4pm. To summarise, 62% demonstrated support for a CPZ to operate Monday – Saturday 8.30am – 11pm.
- 3.4 The results of the consultation along with officers' recommendations were presented in a report to the Cabinet Member for Environmental Sustainability and Regeneration on the 12 April 2016, after which the (previous) Cabinet Member approved the undertaking of the statutory consultation. See plan below showing the extent of the consultation.



## 4. STATUTORY CONSULTATION

- 4.1 The statutory consultation on the Council's intention to introduce a CPZ to include Albert Road, Elmwood Road, Langdale Avenue and Whitford Gardens commenced on 16 June 2016 and ended on 8 July 2016. The consultation included the erection of street Notices on lamp columns in the vicinity of the proposals and the publication of the Council's intentions in the Local Guardian and the London Gazette. Consultation documents were available at the Link, Merton Civic Centre and on the Council's website. A newsletter with a plan, attached as Appendix 2, was also distributed to all those properties included within the consultation area.
- 4.2 The newsletter detailed the following information:
- The outcome of the informal consultation
  - Cabinet Member decision
  - The undertaking of the statutory consultation
  - A plan detailing the following:-
    - Hours of operation of the zone (Monday to Saturday between 8.30am and 11pm)
    - Double yellow lines operating "at any time" without loading restrictions
    - Single yellow lines (mainly between parking bays and across dropped kerbs)
    - The various parking bays
    - Zone boundary
- 4.3 The statutory consultation resulted in 3 representations, 1 objecting to the proposed P&D bays and 2 in favour but with specific concerns. These are detailed in appendix 3. One concern is that not enough parking capacity would be available for residents during the operational hours of the scheme. Officers believe that with the CPZ giving priority to residents through restricting commuter and other long-stay visitor parking, there will be an increase in vacant parking places as well as an improved opportunity to find parking within the zone.
- 4.4 The one objection is against the allocation of pay and display parking creating competition for parking places between residents and visitors to the area. P&D was considered because during the informal consultation stage a local business made a request for a pay and display facility to be included in the scheme for use by visitors to the area. To facilitate visitors, the proposed parking bays in Elmwood Road are shared -use which can be utilised by visitors using pay and display (maximum stay of 2 hours) as well as permit holders (residents) and their visitors. These shared use bays will be located adjacent to the flank walls in Elmwood Road near to its junction with London Road which can be accessed easily by the visitors to the businesses.
- 4.5 In accordance with the Greater London Council (General Powers) Act 1974, parking on any part of a footway is illegal; although there are occasions where provided there is sufficient footway width (minimum 1.5m) parking on footway can be permitted via an Exemption Order. This exemption, however, does not apply where the footway comprises of a grass verge. Langdale Avenue has sufficient footway width to allow partial footway parking (two wheels on the footway). A footway parking exemption has previously been approved, April 2010 which maximises parking for residents and create sufficient access for all road users including the emergency services.

#### 4.6 Ward Councillor Comment

The Ward Councillors have been engaged throughout the consultation process. Following the conclusion of the consultation, they are supportive of the recommendations made and have no further comments to make.

### 5. **RECOMMENDATION**

5.1 Based on the informal and statutory consultation results it is recommended that the Cabinet Members agrees to proceed with the making of the relevant Traffic Management Orders (TMO) and the implementation of a proposed MTC CPZ to include Albert Road, Elmwood Road, Langdale Avenue and Whitford Gardens, operational Monday to Saturday, between 8.30am and 11pm as shown in Drawing No. Z78-233-01 in Appendix 1.

5.2 The CPZ design comprises of mostly permit holder bays to be used by residents, and their visitors. The layout of the parking bays are arranged in a manner that provides the maximum number of suitable parking spaces without jeopardising road safety and the free movement of traffic.

5.3 An element of pay and display parking to facilitate visitors / shoppers to the area for local amenities will be included as part of the proposals.

#### 5.4 Permit issue criteria

The initial application cost includes a set-up fee of £25.00 (this applies to residents 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and any subsequent resident permits, Address permit, annual visitor permits and business permits). It is proposed that the residents' permit parking provision should be identical to that offered in other controlled parking zones in Merton at the time of consultation. The cost of the first permit in each household is £65 per annum; the second permit is £110 and the third permit cost is £140. An annual Visitor permit cost is £140.

#### 5.5 Visitors' permits

All-day Visitor permits are £2.50 and half-day permits at £1.50. Half-day permits can be used between 8.30am - 4pm or 3pm - 11pm. The allowance of visitor permits per adult in a household shall be 50 full-day permits, 100 half-day permits or a combination of the two.

#### 5.6 Pay and display parking

To provide parking availability for visitors to the local amenities pay and display will be proposed with a tariff of £1.20p per hour, with a minimum payment of 40p for 20 minutes. Maximum stay for pay and display parking will be 2 hours with a no return period of 2 hours. This facility will be in designated shared use parking bays for use by permit holders and pay and display users.

### 6. **TIMETABLE**

6.1 If agreed the TMO will be made soon after a decision and the measures will be implemented six weeks after the publication of the Made Order.



## **7. ALTERNATIVE OPTIONS**

- 7.1 Do nothing. This would not address the current parking demands of the residents in respect of their views expressed during the informal consultation, as well as the Council's duty to provide a safe environment for all road users

## **8. FINANCIAL RESOURCE AND PROPERTY IMPLICATIONS**

- 8.1 The cost of implementing the proposed measures is estimated at £15k. This includes the publication of the made Traffic Management Orders and the appropriate road markings and signage. This will be met by the Environment and Regeneration revenue budget for Parking Management schemes.

## **9. LEGAL AND STATUTORY IMPLICATIONS**

- 9.1 The Traffic Management Orders would be made under Section 6 and Section 45 of the Road Traffic Regulation Act 1984 (as amended). The Council is required by the Local Authorities Traffic Order (Procedure) (England and Wales) Regulations 1996 to give notice of its intention to make a Traffic Order (by publishing a draft traffic order). These regulations also require the Council to consider any representations received as a result of publishing the draft order.
- 9.2 The Council has discretion as to whether or not to hold a public inquiry before deciding whether or not to make a traffic management order or to modify the published draft order. A public inquiry should be held where it would provide further information, which would assist the Council in reaching a decision.
- 9.3 The Council's powers to make Traffic Management Orders arise mainly under sections 6, 45, 46, 122 and 124 and schedules 1 and 9 of the RTRA 1984.

## **10. HUMAN RIGHTS & EQUALITIES AND COMMUNITY COHENSION IMPLICATIONS**

- 10.1 The implementation of new CPZs and the subsequent changes to the original design affects all sections of the community especially the young and the elderly and assists in improving safety for all road users and achieves the transport planning policies of the government, the Mayor for London and the borough.
- 10.2 By maintaining clear junctions, access and sightlines will improve, thereby improving the safety at junctions by reducing potential accidents.
- 10.3 The Council carries out careful consultation to ensure that all road users are given a fair opportunity to air their views and express their needs. The design of the scheme includes special consideration for the needs of people with blue badges, local residents, businesses as well as charitable and religious facilities. The needs of commuters are also given consideration but generally carry less weight than those of residents and local businesses.
- 10.4 Bodies representing motorists, including commuters are included in the statutory consultation required for draft traffic management and similar orders published in the local paper and London Gazette.

## **11. CRIME AND DISORDER IMPLICATIONS**

- 11.1 N/A

## **12. RISK MANAGEMENT IMPLICATIONS**

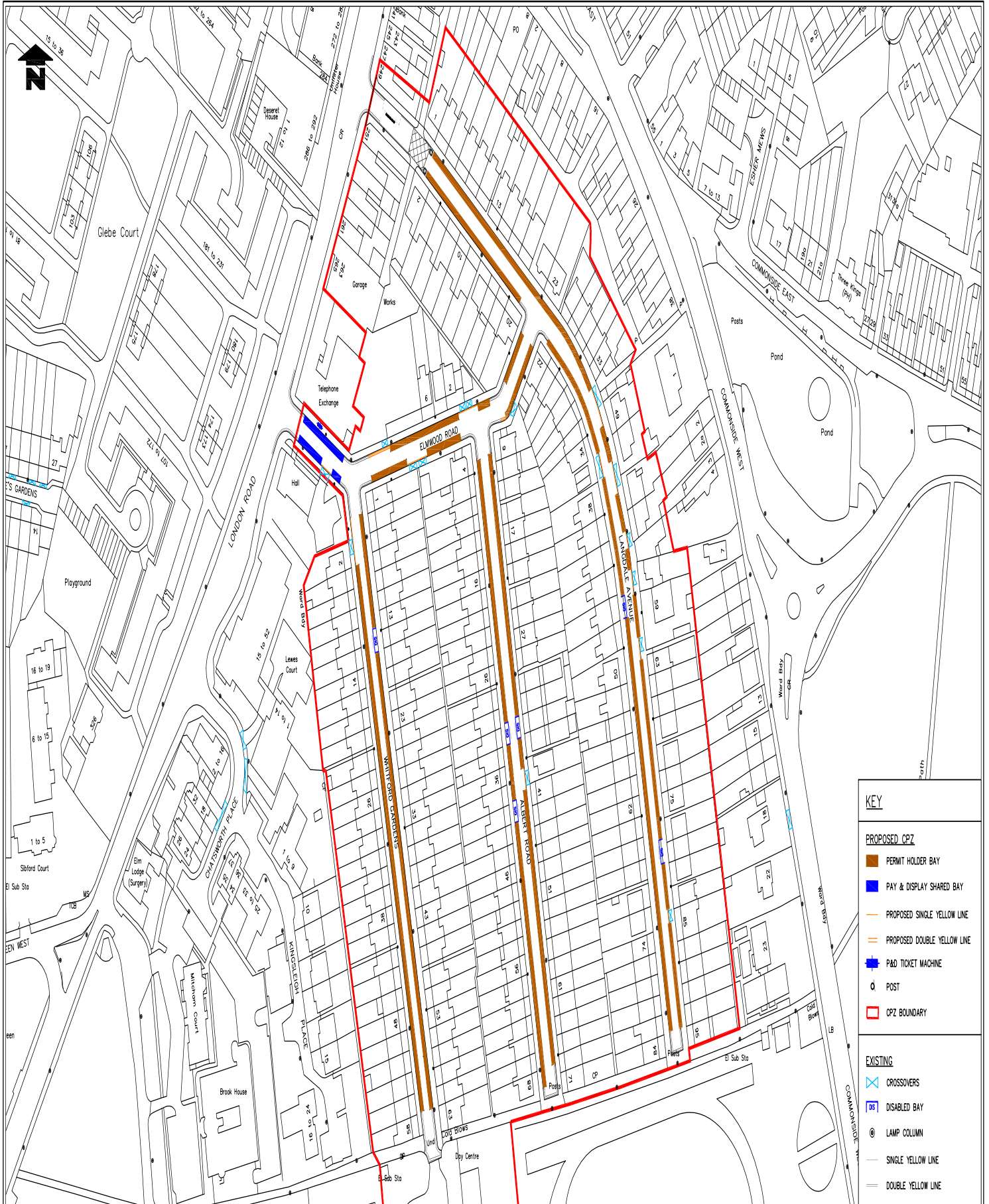
- 12.1 The risk of not introducing the proposed parking arrangements is that the existing parking difficulties would continue and it would do nothing to assist the residents.
- 12.2 The risk in not addressing the issues from the informal consultation exercise would be the loss of confidence in the Council. The proposed measures may cause some dissatisfaction from those who have requested status quo or other changes that cannot be implemented but it is considered that the benefits of introducing the measures outweigh the risk of doing nothing.

## **13. ENVIRONMENTAL IMPLICATIONS**

- 13.1 When determining the type of parking places are to be designated on the highway, section 45(3) requires the Council to consider both the interests of traffic and those of the owners and occupiers of adjoining properties. In particular, the Council must have regard to: (a) the need for maintaining the free movement of traffic, (b) the need for maintaining reasonable access to premises, and (c) the extent to which off-street parking is available in the neighbourhood or if the provision of such parking is likely to be encouraged by designating paying parking places on the highway.
- 13.2 By virtue of section 122, the Council must exercise its powers under the RTRA 1984 so as to secure the expeditious, convenient and safe movement of vehicular and other traffic including pedestrians, and the provision of suitable and adequate parking facilities on and off the highway. These powers must be exercised so far as practicable having regard to the following matters;
- a) The desirability of securing and maintaining reasonable access to premises,
  - b) The effect on the amenities of any locality affected including the regulation and restriction of heavy commercial traffic so as to preserve or improve amenity,
  - c) The national air quality strategy,
  - d) Facilitating the passage of public service vehicles and securing the safety and convenience of their passengers,
  - e) Any other matters appearing to the Council to be relevant.

## **14. APPENDICES**

- 14.1 The following documents are to be published with this report and form part of the report.
- a) Appendix 1 – Drawing No.Z78-233-01
  - b) Appendix 2 – Statutory consultation document
  - c) Appendix 3 – Representations with officer's comments



**KEY**

**PROPOSED CPZ**

- PERMIT HOLDER BAY
- PAY & DISPLAY SHARED BAY
- PROPOSED SINGLE YELLOW LINE
- PROPOSED DOUBLE YELLOW LINE
- P&D P&D TICKET MACHINE
- POST
- CPZ BOUNDARY

**EXISTING**

- CROSSOVERS
- DISABLED BAY
- LAMP COLUMN
- SINGLE YELLOW LINE
- DOUBLE YELLOW LINE

Notes  
Do not scale from this drawing

Rev	Revised	Drawn by	Check by	Date	App. by	Date

**Sustainable Communities**  
environment & regeneration

TRAFFIC & HIGHWAYS

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Drawn by: SC Date: 22 DEC 2015  
Checked by: BC Date: 22 DEC 2015  
Approved by: PA Date: 22 DEC 2015

**PROJECT**  
Controlled Parking Zones (CPZ's)

**TITLE**  
LANGDALE AVENUE AREA  
PROPOSED DESIGN

**merton**  
Merton Civic Centre  
London Road  
Morden, Surrey  
SM4 6DX  
www.merton.gov.uk

Drawing No: Z78-233-01  
Revision: -  
Client/Order: CONSULTATION  
Scale: N.T.S

## Proposed Controlled Parking Zone (CPZ) MTC - Langdale Avenue Area



Councillor Martin Whelton

Cabinet Member for  
Regeneration, Environment and  
Housing.

T: 020 8545 3425

E: [martin.whelton@merton.gov.uk](mailto:martin.whelton@merton.gov.uk)



ISSUE DATE : 16 JUNE 2016

For Resident / Business

The purpose of this leaflet is to let you know the outcome of the informal consultation carried out between January and February 2016 on the proposal to introduce a controlled parking zone (CPZ) in your area.

### 2 CPZ CONSULTATION RESULTS

The consultation resulted in a total of 53 questionnaires returned from the roads within the proposed CPZ, representing a response rate of 21%. A detailed analysis of the results show that 62% support a CPZ in their road, compared to 32% who do not and 6% who are unsure or did not comment. Detailed analysis of the results road by road are included in the report and can be viewed on our website. [www.merton.gov.uk/cpzmtc](http://www.merton.gov.uk/cpzmtc).

The results of the consultation along with officers' recommendations were presented in a report to the Cabinet Member for Environmental Sustainability and Regeneration on the 12 April 2016. The report and decision sheet can be viewed on our website. [www.merton.gov.uk/cpzmtc](http://www.merton.gov.uk/cpzmtc).

After careful consideration, the Cabinet Member has decided to proceed with a statutory consultation to include Albert Road, Elmwood Road, Langdale Avenue and Whitford Gardens, into the proposed MTC CPZ, operational Monday to Saturday between 8.30am and 6pm. Please see plan overleaf.

### WHAT HAPPENS NEXT

Notice of the Council's intention to introduce the proposed measures will be published in a local newspaper (e.g. Guardian), London Gazette and posted on notice columns in the vicinity. Representations against the proposals described in this Notice must be made in writing to Future Merton (Traffic and

Highways Team 9th Floor), Merton Civic Centre, London Road, Morden, Surrey, SM4 5Dx or email [trafficandhighways@merton.gov.uk](mailto:trafficandhighways@merton.gov.uk) by no later than 8 July 2016 quoting reference [ES/ MTC](#). Objections must relate only to the elements of the scheme that are subject to this statutory consultation.

A copy of the proposed Traffic Management Orders (TMOs), a plan identifying the areas affected by the proposals and the Council's Statement of Reasons can be inspected at Merton Link, Merton Civic Centre, London Road, Morden, Surrey, SM4 5DX during the Council's normal office hours Monday to Friday, 9am to 5pm and a copy also available at Mitcham Library. This information is also available on Merton Council's website [www.merton.gov.uk/cpzmtc](http://www.merton.gov.uk/cpzmtc)

All representations along with Officers' comments and recommendations will be presented in a report to the Cabinet Member for Regeneration, Environment and Housing. Please note that responses to any representations received will not be made until a final decision is made by the Cabinet Member.

The Council is required to give weight to the nature and content of your representations and not necessarily the quantity. Your reasons are, therefore, important to us.



## Appendix 3

### Representations and Officer's Comments

#### ES/MTC/001

I am in favour of the scheme, just a few questions if I may? Can visitors only park in the few Pay and Display bays by the Telephone Exchange or any bay so long as they buy a ticket? If it's anywhere with a ticket you might need more than one ticket machine as shown on the current proposal map. What is the plan for people who work in Mitcham town centre to park? Would they have to pay for the whole day or would there be a permit of sorts or provision for them to maybe use the large usually quite empty car park by Morrison's for free I wonder? I know we've just lost the HSBC with Nat West to go next month but we still have a Nationwide, WH Smith, Greggs, Iceland, we even have a Poundland! My worry is if not catered for there could be a serious impact to the area which you'll know has had some serious money lavished on it recently.

#### *Officers Comments:*

*Vehicles using the pay and display element of the scheme may only park in the shared use bays on Elmwood Road near to its junction with London Road, however residents' visitors may park within any of the permit holder bays whilst displaying a valid visitor permit. There are three 24hour car parks (CP) situated in the vicinity of Mitcham Town Centre, Elm Nursery CP, Raleigh Gardens CP and Sibthorpe Road CP; there is also St Mark's Road CP. Further information on the Council's car parks in Mitcham Town Centre can be found at the following webpage, [www.merton.gov.uk/mitchamcps](http://www.merton.gov.uk/mitchamcps)*

#### ES/MTC/002

I am resident of Whitford Gardens in Mitcham where you have proposed Controlled Parking Zone (CPZ) MTC - Langdale Avenue Area. I have no issue with the proposed Parking Plan, but I just have a main concern that when we residents come after 6 in the evening we don't find any space to park in any of the streets mentioned in the parking zone. I just need to know if we don't find any space in the evening where we can park. Please specify where we can park our cars when we don't find any space in the evening.

#### *Officers Comments:*

*The operational hours of the proposed scheme are between 8.30am - 11pm, therefore after 6pm the scheme will still be in operation. The parking situation will be monitored; however it is likely that following the introduction of the CPZ an increase in vacant parking places and regular turnover will be available.*

#### ES/MTC/003

Having looked at the proposals for a CPZ in the Langdale Avenue area and responded to the original correspondence, I would like to object to the pay and display bays that are proposed for the area in Elmwood Road outside Age UK. These did not appear on the original design and I feel that if this area is forced to have a CPZ then the residents should be given the maximum area possible to park in. Considering the fact that if each house were to have one car (and some have more) the three roads leading onto Elmwood Road would be full without taking into account the flats on London Road that have been included in this proposal and the large vans that take up the space of two cars. If you start offering pay and display places you are limiting the residents' chances of finding a space which is no improvement on the situation we have now and having paid to park that would become unacceptable. I should be grateful if you would consider this carefully. I would also be interested to know that if after the CPZ comes into force there are still not enough spaces for residents to park would the CPZ be removed?

**Officers Comments:**

*During the informal consultation stage a business made a request for a pay and display facility to be included in the scheme for use by visitors to the area. In response to this the proposed parking bays in Elmwood Road are shared use and can be utilised by visitors using pay & display and permit holders (residents). Whilst there will be a maximum stay period of 2 hours at the pay and display bays, resident permit holders are not restricted with a time limit. The parking situation will be monitored; however it is likely that following the introduction of the CPZ an increase in vacant parking places and regular turnover will be available.*

## Merton Council - call-in request form

### 1. Decision to be called in: (required)

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### 2. Which of the principles of decision making in Article 13 of the constitution has not been applied? (required)

Required by part 4E Section 16(c)(a)(ii) of the constitution - tick all that apply:

(a) proportionality (i.e. the action must be proportionate to the desired outcome);	
(b) due consultation and the taking of professional advice from officers;	
(c) respect for human rights and equalities;	
(d) a presumption in favour of openness;	
(e) clarity of aims and desired outcomes;	
(f) consideration and evaluation of alternatives;	
(g) irrelevant matters must be ignored.	

### 3. Desired outcome

Part 4E Section 16(f) of the constitution- select one:

(a) The Panel/Commission to refer the decision back to the decision making person or body for reconsideration, setting out in writing the nature of its concerns.	
(b) To refer the matter to full Council where the Commission/Panel determines that the decision is contrary to the Policy and/or Budget Framework	
(c) The Panel/Commission to decide not to refer the matter back to the decision making person or body *	
* If you select (c) please explain the purpose of calling in the decision.	



**4. Evidence which demonstrates the alleged breach(es) indicated in 2 above (required)**

Required by part 4E Section 16(c)(a)(ii) of the constitution:

**5. Documents requested**

**6. Witnesses requested**

**7. Signed (not required if sent by email): .....**

**8. Notes**

Call-ins must be supported by at least three members of the Council (Part 4E Section 16(c)(a)(i))

The call in form and supporting requests must be received by by 12 Noon on the third working day following the publication of the decision (Part 4E Section 16(c)(a)(iii)).

The form and/or supporting requests must be sent **EITHER** by email from a Councillor's email account (no signature required) to [democratic.services@merton.gov.uk](mailto:democratic.services@merton.gov.uk) **OR** as a signed paper copy (Part 4E Section 16(c)(a)(iv)) to Democracy Services, 7<sup>th</sup> floor, Civic Centre, London Road, Morden SM4 5DX.