

**CORPORATE SERVICES DEPARTMENT**  
Director – Caroline Holland



**Democracy Services  
London Borough of Merton  
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**Date: 19 August 2016**

Dear Councillor

**Notification of a Decision taken by the Cabinet Member for  
Regeneration, Environment and Housing**

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

- **Proposed CW3 CPZ - Pitcairn Road Area**

and will be implemented at **Noon on Wednesday 24 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

**Lisa Jewell  
Democracy Services**

## NON-KEY DECISION TAKEN BY A CABINET MEMBER

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)**

CW3 CPZ – Pitcairn Road Area

**2. Decision maker**

Cabinet member for regeneration, environment and housing

**3. Date of Decision**

17.08/2016

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

15/08/2016

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

N/A

**6. Decision**

- A) Notes the result of the informal consultation carried out between 3 June and 1 July 2016 on the proposals to introduce a Controlled Parking Zone (CPZ) CW3 to include Alexandra Road, Arnold Road, Crusoe Road, Dovedale Rise, Finborough Road, Flanders Crescent, Fleming Mead, Friday Road, Island Road, Kenmare Road, London Road, Myrna Road, North Place, Pitcairn Road, Shrewton Road, Singleton Road, Swains Road, Tudor Road, Victoria Road, Waldo Place and Woodley Close as shown in Drawing No. Z78-321-01 and attached in Appendix 2.
- B) Agrees to proceed with a statutory consultation to include Alexandra Road, Arnold Road, Crusoe Road, Dovedale Rise, Finborough Road, Flanders Crescent, Fleming Mead, Friday Road, Island Road, Kenmare Road, London Road, Myrna Road, North Place, Pitcairn Road, Shrewton Road, Singleton Road, Swains Road, Tudor Road, Victoria Road, Waldo Place and Woodley Close into the proposed CW3 CPZ, operational Monday to Friday between 8.30am and 6.30pm as shown in Drawing No. Z78-321-01 rev A and attached in Appendix 1.
- C) Agrees to make an Exemption Order to allow footway parking in Fleming Mead and Friday Road to maximise number of parking spaces in these roads.
- D) Agrees to proceed with a statutory consultation on relevant Traffic Management Orders (TMOs) on the proposed 'At any time' waiting restrictions in various roads if the CPZ does not go ahead.

- E) Agrees to proceed with a statutory consultation to include Singleton Close into the existing CW CPZ operating Monday – Friday between 8.30am and 6.30pm.
- F) Agrees to proceed with a statutory consultation to change the proposed permit bays along the Cemetery in Victoria Road to shared use bays.

**7. Reason for decision**

Addressing residents' concerns on parking in the area and the impact caused by all-day parking.  
Greater access to parking to local residents by controlling parking.  
Helps to address safety issues for pedestrians, vehicles and emergency services through the introduction of 'at any time' waiting restrictions at junctions, bends and passing gaps  
Support shown by residents in the consultation for the introduction of a controlled parking zone.  
Maximises the number of spaces available in Fleming Mead and Friday Road by allowing footway parking.

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

- 8.1 **Do nothing.** 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.
- 8.2 Not to introduce the proposed double yellow lines. In the event of an incident, however, this would put the Council at risk and the Council could be considered as failing in its duties by not giving safety and access priority.

Statutory consultation documents, drawings and representations

**9. Declarations of Interest**

None



Councillor Martin Whelton  
Cabinet member for regeneration, environment and housing  
17 August, 2016

## **Committee: Cabinet Member Report**

**Date:** 9<sup>th</sup> August 2016

**Agenda item:**

**Wards:** Colliers Wood and Lavender Fields.

**Subject:** Proposed CW3 CPZ (Pitcairn Road Area, Colliers Wood – Informal 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: Paul Atie, Tel: 020 8545 3337

Email: <mailto:paul.atie@merton.gov.uk>

### **Recommendations:**

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

- A) Notes the result of the informal consultation carried out between 3 June and 1 July 2016 on the proposals to introduce a Controlled Parking Zone (CPZ) CW3 to include Alexandra Road, Arnold Road, Crusoe Road, Dovedale Rise, Finborough Road, Flanders Crescent, Fleming Mead, Friday Road, Island Road, Kenmare Road, London Road, Myrna Road, North Place, Pitcairn Road, Shrewton Road, Singleton Road, Swains Road, Tudor Road, Victoria Road, Waldo Place and Woodley Close as shown in Drawing No. Z78-321-01 and attached in Appendix 2.
  - B) Agrees to proceed with a statutory consultation to include Alexandra Road, Arnold Road, Crusoe Road, Dovedale Rise, Finborough Road, Flanders Crescent, Fleming Mead, Friday Road, Island Road, Kenmare Road, London Road, Myrna Road, North Place, Pitcairn Road, Shrewton Road, Singleton Road, Swains Road, Tudor Road, Victoria Road, Waldo Place and Woodley Close into the proposed CW3 CPZ, operational Monday to Friday between 8.30am and 6.30pm as shown in Drawing No. Z78-321-01 rev A and attached in Appendix 1.
  - C) Agrees to make an Exemption Order to allow footway parking in Fleming Mead and Friday Road to maximise number of parking spaces in these roads.
  - D) Agrees to proceed with a statutory consultation on relevant Traffic Management Orders (TMOs) on the proposed 'At any time' waiting restrictions in various roads if the CPZ does not go ahead.
  - E) Agrees to proceed with a statutory consultation to include Singleton Close into the existing CW CPZ operating Monday – Friday between 8.30am and 6.30pm.
  - F) Agrees to proceed with a statutory consultation to change the proposed permit bays along the Cemetery in Victoria Road to shared use bays.
  - G) 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 result of the informal consultation carried on the Councils' proposals to introduce a CPZ in Colliers Wood area, include Alexandra Road, Arnold Road, Crusoe Road, Dovedale Rise, Finborough Road, Flanders Crescent, Fleming Mead, Friday Road, Island Road, Kenmare Road, London Road, Myrna Road, North Place, Pitcairn Road, Shrewton Road, Singleton Road, Swains Road, Tudor Road, Victoria Road, Waldo Place and Woodley Close.
- 1.2 It seeks approval to proceed with a statutory consultation to include Alexandra Road, Arnold Road, Crusoe Road, Dovedale Rise, Finborough Road, Flanders Crescent, Fleming Mead, Friday Road, Island Road, Kenmare Road, London Road, Myrna Road, North Place, Pitcairn Road, Shrewton Road, Singleton Road, Swains Road, Tudor Road, Victoria Road, Waldo Place and Woodley Close into the proposed CW3 CPZ, operational Monday to Friday between 8.30am and 6.30pm as shown in Drawing No. Z78-321-01 rev A and attached in *Appendix 1*.
- 1.3 It seeks approval to allow footway parking in Fleming Mead and Friday Road to maximise number of parking spaces in these roads.
- 1.4 It seeks approval to proceed with the statutory consultation on relevant Traffic Management Orders (TMOs) on the proposed 'At any time' waiting restrictions in various roads if the CPZ does not go ahead.
- 1.5 It seeks approval to proceed with statutory consultation to include Singleton Close into the existing CW CPZ operating Monday – Friday between 8.30am and 6.30pm.
- 1.6 it seeks approval to proceed with a statutory consultation to change the proposed permit bays along the Cemetery side in Victoria Road to shared use bays.

## **2. DETAILS**

- 2.1 The key objectives of parking management include:
  - Tackling 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 more 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.
- 2.6 Within the CPZ, waiting restrictions are proposed at key locations such as at junctions, bends and passing gaps. 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.

### **3. INFORMAL CONSULTATION**

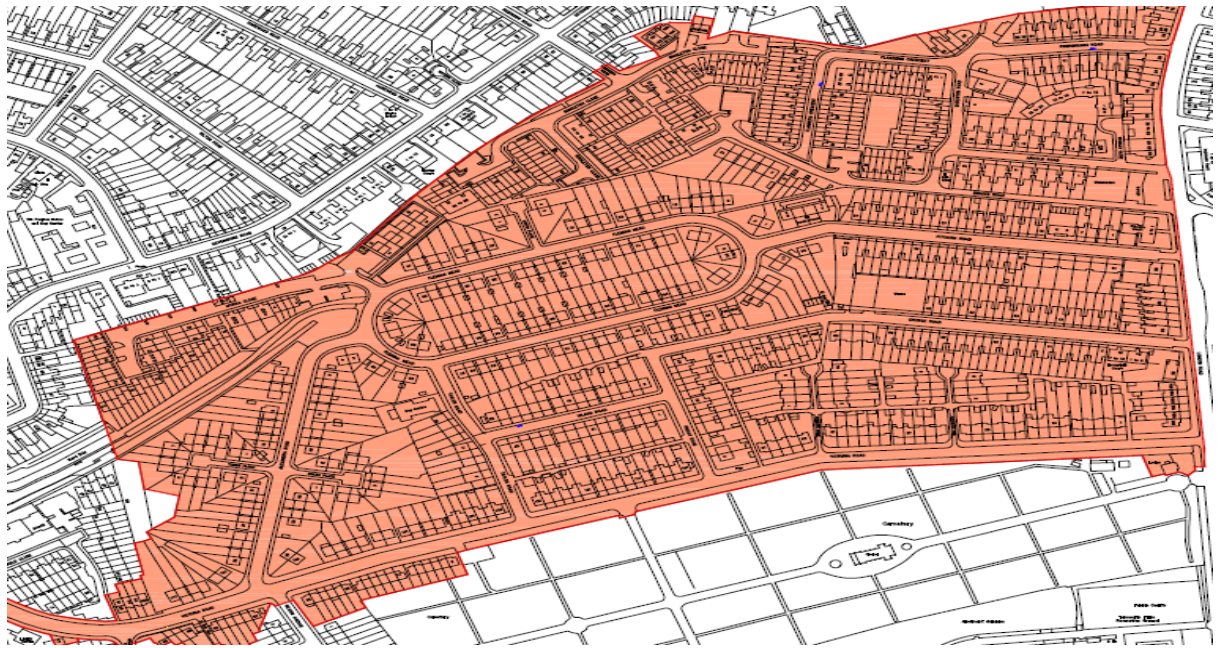
- 3.1 The Council received two petitions from residents of Arnold Road and Pitcairn Road in August and November 2014 respectively requesting a CPZ in their roads. The local Ward Councillors organised a public meeting which was held on 25 May 2016 for residents of the area, which officers attended.
- 3.2 The informal consultation on proposals to introduce parking controls in Pitcairn Road area commenced on 03 June 2016 and ended on 01 July 2016. 1048 premises were consulted via documents containing a newsletter explaining the proposals; an associated plan showing the proposed parking and a sheet of frequently asked questions. A copy of the consultation document is attached as Appendix 2. The consultation document was posted to all households and the businesses within the catchment area. An exhibition was held on 11 June 2016 at the Community Day Centre allowing residents to discuss the proposed measures with officers. Notification of the proposals along with an online questionnaire (e-form) was also posted on the Council's website. Plan of the proposed CPZ showing the parking controls within the area included the following:

- 'At any time' double yellow lines at key locations such as at junctions, bends, narrow roads and ends of culs de sac.
- Single yellow lines (mainly between parking bays and across dropped kerbs);
- Permit holder bays for use by residents, businesses and their visitors;
- Pay and display shared use bays in Pitcairn Road and Victoria Road with a maximum stay of 2 hours;
- Pay and display only bays in Taylor Road with Maximum stay of 5 hours.
- Footway parking exemption in Fleming Mead and Friday Road to maximise number of parking spaces in the area.

3.3 Halfway through the informal consultation, officers became aware of complaints from some residents that they did not receive the consultation leaflet. This was investigated and it was discovered that due to an oversight, roads namely Island Road and Woodley Close were not included in the address list that was sent to the Council's post room for letter delivery. As soon as this error was realised, the consultation document including a covering letter was distributed to the two roads only and a full consultation period was afforded to the residents of these roads. The document was posted to the residents on 30 June and the consultation concluded on 22 July 2016. However due to technical and operational reasons the online questionnaire could not be extended for specifically these two roads. It was, therefore, decided that a prepaid hard copy of the questionnaire be posted to the residents to complete and return to the Council. The consultation documents are attached in appendix 2.

3.4 The consultation resulted in a total of 167 questionnaires returned (after removing duplicates/multiple returns from households), representing a response rate of 15.5%. See plan below showing the extent of the consultation.

3.5 The Council also received two petitions against the scheme containing 159 signatures. It would be prudent to note that a petition received during a consultation against a proposed scheme is reported but does not override the consultation results. The Council carry out consultations to determine if there is a support for the proposed scheme or not. The Council prefer residents to make an informed decision regarding a proposed scheme in the comfort of their home without outside influence. It is, therefore, recommended that the Cabinet Member note the petitions but make a decision on the consultation results.



3.6 As shown in table 1 below, of the 167 who responded, 58.3% support a CPZ in their road, compared to 39.2% who do not and 2.5% who are unsure or who made no response. See table two below.

(Table 1 – summary of results to questions 3)

ROAD	Q3. DO YOU SUPPORT A CPZ IN YOUR ROAD					
	YES	NO	UNDECIDE D	% YES	% NO	% No response % UNSURE
Alexandra Road	7	3	0	70.0%	30.0%	0.0%
Arnold Road	3	0	0	100.0%	0.0%	0.0%
Crusoe Road	8	3	0	72.7%	27.3%	0.0%
Dovedale Rise	1	0	0	100.0%	0.0%	0.0%
Finborough Road	6	1	0	85.7%	14.3%	0.0%
Flanders Crt	0	2	0	0.0%	100.0%	0.0%
Fleming Mead	9	6	0	60.0%	40.0%	0.0%
Friday Road,	3	1	0	75.0%	25.0%	0.0%
Island Road,	6	8	1	40.0%	53.3%	6.7%
Kenmare Road,	2	1	0	66.7%	33.3%	0.0%
London Road	3	0	0	100.0%	0.0%	0.0%
Myrna Road	7	0	2	77.8%	0.0%	22.2%
North Place	1	0	0	100.0%	0.0%	0.0%
Pitcairn Road,	15	10	0	60.0%	40.0%	0.0%
Shrewton Road	0	0	0	0.0%	0.0%	0.0%
Singleton Road	6	3	0	66.7%	33.3%	0.0%



Swains Road	0	0	0	0.0%	0.0%	0.0%
Taylor Road	5	1	0	83.3%	16.7%	0.0%
Tudor Place,	1	6	0	14.3%	85.7%	0.0%
Victoria Road,	11	11	1	47.8.0%	47.8%	4.3%
Waldo Place	1	3	1	20.0%	60.0%	20.0%
Woodley Close	0	4	0	0.0%	100.0%	0.0%
	95	63	5	58.2%	38.7%	3.1%

3.7 Of the 163 who responded, 58.3% support a CPZ in their road if their neighbouring roads were included in a CPZ, compared to 39.2% who do not, 5.5% who are unsure or who made no response. As shown in table 2 below.

Table 2 – summary of results to questions 4)

ROAD	WOULD YOU BE IN FAVOUR OF A CPZ IN YOUR ROAD IF THE NEIGHBOURING ROAD(S) OR PART OF YOUR ROAD WERE INCLUDED IN A CPZ?					
	YES	NO	UNSURE OR NO RESPONSE	% YES	% NO	% UNSURE
Alexandra Road	7	3	0	70.0%	30.0%	0.0%
Arnold Road	3	0	0	100.0%	0.0%	0.0%
Crusoe Road	8	3	0	72.7%	27.3%	0.0%
Dovedale Rise	1	0	0	100.0%	0.0%	0.0%
Finborough Road	6	1	0	85.7%	14.3%	0.0%
Flanders Crt	0	2	0	0.0%	100.0%	0.0%
Fleming Mead	9	6	0	60.0%	40.0%	0.0%
Friday Road,	3	1	0	75.0%	25.0%	0.0%
Island Road,	6	8	1	40.0%	53.3%	6.7%
Kenmare Road,	2	1	0	66.7%	33.3%	0.0%
London Road	3	0	0	100.0%	0.0%	0.0%
Myrna Road	7	0	2	77.8%	0.0%	22.2%
North Place	1	0	0	100.0%	0.0%	0.0%
Pitcairn Road,	15	10	0	60.0%	40.0%	0.0%
Shrewton Road	0	0	0	0.0%	0.0%	0.0%
Singleton Road	6	3	0	66.7%	33.3%	0.0%
Swains Road	0	0	0	0.0%	0.0%	0.0%
Taylor Road	5	1	0	83.3%	16.7%	0.0%
Tudor Place,	1	6	0	14.3%	85.7%	0.0%

Victoria Road,	11	11	1	47.8.0%	47.8%	4.3%
Waldo Place	1	3	1	20.0%	60.0%	20.0%
Woodley Close	0	4	0	0.0%	100.0%	0.0%
	95	63	5	58.3%	39.2%	2.5%

3.8 Residents were also asked which days of operation they would prefer should the CPZ be introduced in their road. Results show that 56.4% of respondents prefer Mon – Fri, 15.5% support Mon – Sat, 27% prefer Mon –Sun and **1.2%** who are unsure or who made no response. As shown in table 3 below.

(Table 3 – summary of results to questions 5)

ROAD	Q5. IF A CPZ WAS INTRODUCED WHICH DAYS WOULD YOU LIKE THE CONTROLS TO OPERATE?						
	MON - FRI	MON - SAT	MON - SUN	NO RESPO NSE	% MON - FRI	% MON - SAT	% MON - SUN
Alexandra Road	5	1	4	0	50.0%	10.0%	40.0%
Arnold Road	0	0	3	0	0.0%	0.0%	100.0%
Crusoe Road	8	0	3	0	72.7%	0.0%	27.3%
Dovedale Rise	0	1	0	0	0.0%	100.0%	0.0%
Finborough Road	2	2	3	0	28.6%	28.6%	42.8%
Flanders Crt	2	0	0	0	100.0%	0.0%	0.0%
Fleming Mead	8	4	3	0	53.3%	26.7%	20.0%
Friday Road,	2	1	1	0	50.0%	25.0%	25.0%
Island Road,	7	4	2	2	46.7%	26.7%	13.3%
Kenmare Road,	3	0	0	0	100.0%	0.0%	0.0%
London Road	3	0	0	0	100.0%	0.0%	0.0%
Myrna Road	5	2	2	0	60.0%	20.0%	20.0%
North Place	1	0	0	0	100.0%	0.0%	0.0%
Pitcairn Road,	15	2	8	0	60.0%	8.0%	32.0%
Shrewton Road	0	0	0	0	0.0%	0.0%	0.0%
Singleton Road	6	0	3	0	66.7%	0.0%	33.3%
Swains Road	0	0	0	0	0.0%	0.0%	0.0%
Taylor Road	2	3	1	0	33.3%	50.0%	16.7%
Tudor Place,	7	0	0	0	100.0%	0.0%	0.0%
Victoria Road,	10	4	9	0	43.5%	17.4%	39.1%
Waldo Place	3	1	1	0	60.0%	20.0%	20.0%
Woodley Close	3	1	0	0	75.0%	25.0%	0.0%
	92	26	43	2	56.4%	15.9%	26.4%

3.9 Residents were also asked which hours of operation they would prefer should the CPZ be introduced in their road. Results show 44.8% of respondents prefer 8.30am – 6.30pm, 31.1% prefer 11am – 3pm and 19% prefer 10am – 4pm.

(Table 5 – summary of results to questions 4 for the reduced A1 CPZ area)

ROAD	Q6. IF A CPZ WAS INTRODUCED WHICH HOURS WOULD YOU LIKE THE CONTROLS TO OPERATE?						
	8.30AM-6.30PM	10AM - 4PM	11AM – 3PM	% 8.30AM - 6.30PM	% 10AM-4PM	% 11AM-3PM	Undecided
Alexandra Road	4	0	6	40.0%	0.0%	60.0%	0
Arnold Road	3	0	0	100.0%	0.0%	0.0%	0
Crusoe Road	7	1	3	63.6%	9.1%	27.3%	0
Dovedale Rise	1	0	0	100.0%	0.0%	0.0%	0
Finborough Road	7	0	0	100.0%	0.0%	0.0%	0
Flanders Crt	0	0	2	0.0%	0.0%	100.0%	0
Fleming Mead	6	3	6	40.0%	20.0%	40.0%	0
Friday Road,	1	1	2	25.0%	25.0%	50.0%	0
Island Road,	6	3	4	40.0%	20.0%	33.3%	2
Kenmare Road,	1	0	2	33.3%	0.0%	66.7%	0
London Road	3	0	0	100.0%	0.0%	0.0%	0
Myrna Road	5	3	1	55.1%	33.3%	11.1%	0
North Place	0	0	1	0.0%	0.0%	100.0%	0
Pitcairn Road,	13	8	4	52.0%	32.0%	16.0%	0
Shrewton Road	0	0	0	0.0%	0.0%	0.0%	0
Singleton Road	6	1	2	60.0%	10.0%	30.0%	0
Swains Road	0	0	0	0.0%	0.0%	0.0%	0
Taylor Road	3	3	0	50.0%	50.0%	0.0%	0
Tudor Place,	0	3	4	0.0%	37.5%	62.5%	0
Victoria Road,	10	4	9	43.5%	17.4%	39.1%	0
Waldo Place	0	2	3	0.0%	40.0%	60.0%	0
Woodley Close	2	0	2	50.0%	0.0%	50.0%	0
<b>Total</b>	78	32	51	44.8%	19.9%	33.1%	<b>2</b>

3.10 The Exhibition which was held on 11 June 2016, was attended by 55 local residents and two Councillors were also present.

### Singleton Close

- 3.11 The results of the informal consultation show that residents of Singleton Close are in favour of the proposed CPZ. However, the road is not connected to the rest of the roads in the proposed CW3 CPZ. The only access into Singleton Close is through Robinson Road which is in the existing CW CPZ. It is recommended that Singleton Close is removed from the proposed CW3 CPZ and added to the existing CW CPZ. This would allow permit holders of Singleton Close to park in Robinson Road if there is a need for extra parking bays.

### Arnold Road

Some residents of the above road complained regarding the proposed double yellow lines restrictions on one side of the road. They are of the opinion that the footway is wide enough to allow partial footway parking and there is room for wheelchair and pushchair to use the footway. This was further investigated to ascertain the width of the carriageway and that of the footway. Arnold Road has a carriageway width of 6 metres which progressively gets narrower (west to east) to 5.7 metres and with footway width on both sides measures at 1.6 – 1.7 metres. The minimum running carriageway width required by a fire engine to access residential road is between 3 and 3.5 metres. With cars parked fully on the carriageway, on both sides of the road, the average available road width for access would be reduced to 2.0 metres and even less in some sections of the road. Also the footway is too narrow to have a partial footway parking whilst maintain a minimum 1.5m for pedestrians. It is recommended that the parking is maintained on one side of the road, (southern side only) and double yellow lines all along the northern side. See photo attached in Appendix 3

### Tudor Place and Waldo Place

- 3.12 Tudor Place and Waldo Place have carriageway width of 4.2 and 4 metres respectively with footway width on both sides of the road at 1.8 and 2 metres. The minimum running width required by a fire engine to access residential road is between 3 and 3.5 metres. Carriageway and footway in both roads are not wide enough to accommodate partial footway parking and access for the emergency services. Although the consultation result show that the majority of residents in both roads are not in favour of the scheme, it is recommended that both roads are included within the statutory consultation so as to afford them a further opportunity to air their views particularly as officers will recommend the introduction of the proposed double yellow lines to ensure access and safety at all times. With the possible introduction of the yellow line restrictions, the residents may wish to further consider their opportunity to remain within the scheme so as to ensure their ability to purchase parking permits to park in the adjacent roads.
- 3.13 When considering road safety, S.122 of the Road Traffic Regulation Act 1984 places a duty on the Council "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" when exercising any of its functions under the 1984 Act. Road safety is therefore a matter that the Council should have proper regard to when considering whether to make an Order under S.6 of the 1984 Act.
- 3.14 During the exhibition officers received feedback from some residents requesting additional parking bays. These requests have been considered and amendments have been made to the design where possible.

- 3.15 In response to the feedback received, the following amendments have been made to the original design. These are set out below and shown on Drawing No. Z78-321-01 Rev A, in Appendix 1.

#### Victoria Road

- 3.16 The local Ward Councillors have requested for some shared use bays in Victoria Road on the side of the Cemetery to accommodate visitors. It is recommended that the blocks of permit holder bays outside the Cemetery be changed to shared use bays.

#### Fleming Mead

- 3.17 Fleming Mead is not wide enough to accommodate parking on both sides of the road without causing obstruction. It has a road width of between 6.5 and 6.6 metres. The minimum running width required by a fire engine to access residential road is between 3 and 3.5 metres. With cars parked fully on the carriageway, on both sides of the road, the average available road width for access is reduced to an average width of 2.5/2.6 metres. However, the footway is 2.0m wide and constructed in bitmac which can accommodate 0.5m partial footway parking where the kerb is of a reasonable height. This would leave a running width of between 3.1 and 3.2 metres respectively for the fire engine where vehicles are parked on both sides of the road. In order to add additional parking bays, it is proposed that partial footway parking along the stretch of the road be introduced where practicable.

#### Friday Road

- 3.18 Section of the carriageway width between its junction with Island Road and Victoria Road has a carriageway width of 6.6 metres with an average footway width of 2m on both sides. The minimum running width required by a fire engine to access residential road is as set out in section 3.18 above. With cars parked fully on the carriageway, on both sides of the road, the average available road width for access would be reduced to an average width of 2.6 metres. However, the bitmac footway that is 2 metres wide can accommodate 0.5metre partial footway parking. This would leave a running width of 3.1 metres for the fire engine where vehicles are parked on both sides of the road. In order to add additional parking bays, it is proposed that partial footway parking along the stretch of the road be introduced where practicable.

#### Taylor Road

- 3.19 During the exhibition some residents complained that there are not enough parking bays proposed. This was investigated and additional parking bays have been added.

3.20 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. Fleming Mead and Taylor Road have sufficient footway width to allow partial footway parking (two wheels on the footway). It is recommended that the footway parking exemption be approved to maximise parking for residents and also to create sufficient access for all road users including the emergency services. Victoria Road already has footway parking exemption.

### 3.21 **Ward Councillor Comments**

The local ward Councillors have been fully engaged during the consultation process. Although the Ward Members have been advised of the outcome of the consultation and officer's recommendations, at the time of writing this report, no comments have been received against the proposed measures.

## 4. **PROPOSED MEASURES**

4.1 Based on the informal consultation results, it is recommended that a statutory consultation be carried out to include Alexandra Road, Arnold Road, Crusoe Road, Dovedale Rise, Finborough Road, Flanders Crescent, Fleming Mead, Friday Road, Island Road, Kenmare Road, London Road, Myrna Road, North Place, Pitcairn Road, Shrewton Road, Singleton Road, Swains Road, Tudor Road, Victoria Road, Waldo Place and Woodley Close into the proposed CW3 CPZ, operational Monday to Friday between 8.30am and 6.30pm as shown in Drawing No. Z78-321-01 rev A as attached in *Appendix 1*.

4.2 The CPZ design comprises of mainly permit holder bays to be used by residents, businesses and their visitors with some shared use facilities made available for pay & display customers. 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.

### 4.3 Hours of operation

The majority of respondents favour CW3 CPZ to operate Monday to Friday between the hours of 8.30am and 6.30pm.

### 4.4 Permit issue criteria

The initial application cost includes a set-up fee of £25.00 (this applies to residents 1st, 2nd, 3rd 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.

### 4.5 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 & 2pm or 12pm & 6.30pm. 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.

### 4.6 Trades permits

Trade Permits are priced at £900 per annum. Trades permits can also be purchased for 6 months at £600, 3 months at £375, 1 month at £150 and Weekly at £50.

#### 4.7 Pay and display tickets

It is recommended that the charge for parking within the pay and display shared use/permit holder bays reflect the standard charges applied to these types of bays in the borough, at the time of consultation. The cost will be £1.20 per hour.

4.8 The pay and display shared use bays in Pitcairn Road and Victoria will operate a maximum stay of 2 hours and no return within 1 hour.

4.9 The pay and display only in Taylor Road will operate a maximum stay of 5 hours and no return within 1 hour.

### 5. **TIMETABLE**

5.1 The statutory consultation will be carried out soon after a decision is made. The consultation will include the erection of the Notices on lamp columns in the area; the publication of Council's intentions in the Local Guardian and the London Gazette. The documents will also be available at the Link, Civic Centre and on the website. A newsletter will also be distributed to all consultees. It will detail the result of the informal consultation; Council's intentions and the undertaking of the statutory consultation on the proposed parking controls.

### 6. **ALTERNATIVE OPTIONS**

6.1 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.

Not to introduce the proposed double yellow lines. In the event of an incident, however, this would put the Council at risk and the Council could be considered as failing in its duties by not giving safety and access priority.

### 7 **FINANCIAL RESOURCE AND PROPERTY IMPLICATIONS**

7.1 The cost of implementing the proposed measures is estimated at £40k. This includes the publication of the made Traffic Management Orders, the road markings and the signs. This cost will be covered by the Environment and Regeneration revenue budget for 2016/17 for Parking Management schemes.

### 8. **LEGAL AND STATUTORY IMPLICATIONS**

8.1 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.

- 8.2 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.
- 8.3 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.

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

- 9.1 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.
- 9.2 By maintaining clear junctions, access and sightlines will improve, thereby improving the safety at junctions by reducing potential accidents.
- 9.3 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.
- 9.4 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.

## **10. CRIME AND DISORDER IMPLICATIONS**

- 10.1 N/A

## **11. RISK MANAGEMENT IMPLICATIONS**

- 11.1 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 and the local business community.
- 11.2 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.

## **12. ENVIRONMENTAL IMPLICATIONS**

- 12.1 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.

12.2 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.

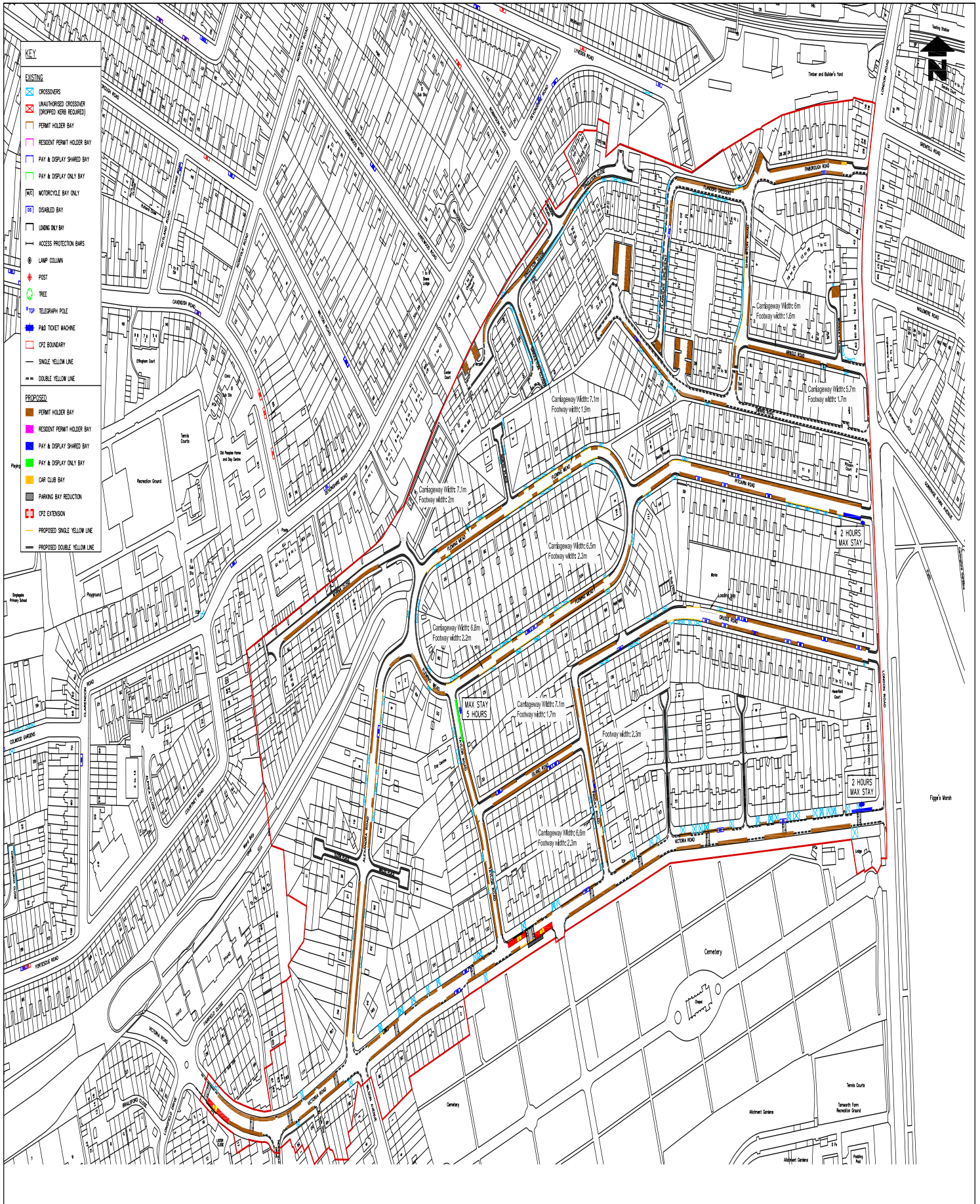
### **13. APPENDICES**

13.1 The following documents are to be published with this report and form part of the report.

Appendix 1 – Drawing No. Z78-321-01Rev A

Appendix 2 – Informal Consultation Documents

Appendix 3 – Arnold Road footway photos



Notes  
Do not scale from this drawing

Rev	By	Date	Check	By	Date	Appr.	By	Date

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Drawn by: SC Date: 14 APR 2015  
Checked by: Date: -  
Approved by: Date: -

PROJECT  
**Controlled Parking Zones (CPZs)**

TITLE  
**CW3 Colliers Wood East  
Finborough Road Area - Overview**

**merton**  
Merton Civic Centre  
London Road  
Morden, Surrey  
SN4 5DX  
www.merton.gov.uk

Drawing No.	Z78-231-01
Revision	A
Classification	DRAFT
Scale	1 : 1250

## Controlled Parking Zone (CPZ)

### Proposed Zone CW3 Pitcairn Road Area



Councillor Martin Whelton

Cabinet Member for Regeneration,  
Environment and Housing  
T: 020 8545 3425  
E: martin.whelton@merton.gov.uk



ISSUE DATE : 3 JUNE 2016

#### Dear Resident / Business

The safety of our residents and visitors to the borough is of high priority for us. The quality of the street scene is of equal importance. As part of this commitment, a Controlled Parking Zone (CPZ) is proposed in the Pitcairn Road area. CPZs are only considered where local residents have petitioned the Council to introduce parking controls in their road. CPZs will usually be implemented where a majority of households who respond within a proposed area/or road, want one in defined circumstances.

The purpose of this leaflet is to seek your views on proposals to introduce a CPZ in Pitcairn Road Area as shown on the enclosed plans. This proposal is in response to representations received from all the roads which have junction with London Road residents who are experiencing parking difficulties in their road(s). Generally, residents feel the problem is being caused by:

- Commuters who park and complete their journey by public transport.
- Residents of nearby CPZs who do not want to pay for parking in their roads
- Staff of nearby businesses.

In anticipation of the likely parking displacement into neighbouring roads, it has been agreed that the Council would carry out an informal consultation across a larger area, to give those residents further away from London Road an opportunity to air their views.

When making your decision please take into account that if a CPZ is introduced in your neighbouring roads, it is likely that the vehicles displaced (commuters and residents avoiding charges) from your controlled neighbouring roads could increase pressure for parking on your road.

#### WHAT IS A CONTROLLED PARKING ZONE (CPZ)?

A Controlled Parking Zone is an area where parking controls are introduced to protect the parking needs of residents and their visitors, as well as those of local businesses. Parking bays are marked on the carriageway to indicate to motorists where they can park. Yellow line restrictions are also introduced to improve safety and traffic flow by removing dangerous or obstructive parking. In a CPZ the operational times for the single yellow lines are indicated on zone entry signs. In some cases there may be single yellow lines that may operate at different times and these will be signed separately. Double yellow line restrictions do not require signs. In the absence of loading restrictions on yellow lines, loading or unloading of goods is permitted for a limited period of time. All parking places within a CPZ are individually signed to ensure that motorists are aware of the operational times and conditions. This ensures that the bays are fully enforceable. To minimise street furniture, every effort is made to ensure signs are placed on existing street furniture, such as lamp columns or signs are combined with other street signs. In a CPZ, residents, local businesses and their visitors are given priority to use the appropriate parking places by displaying a valid permit in respect of that zone. However, a parking permit does not give the holder the right to park outside a particular property, and does not guarantee an available parking space.

Please see the frequently asked questions (FAQ's) sheet enclosed.

#### HOW WILL IT WORK?

All road space in a CPZ is managed by the introduction of parking controls. Parking is only permitted where safety, access and sight lines are not compromised. It is, therefore, normal practice to introduce double yellow lines at key locations such as at junctions, bends, turning heads and at specific locations along lengths of roads where parking would impede the passing of

vehicles. It is also necessary to provide yellow lines (effective during the CPZ hours of operation or At Any time) where the kerb is lowered, i.e. at crossovers for driveways.

The key objective of managing parking is to reduce and control non-essential parking and assist the residents, short-term visitors and the local businesses. Within any CPZ, only those within the zone are entitled to permits. This means that long-term parkers will not be able to park within the permit bays during the operational times. An incremental pricing structure for 2nd and subsequent permits also assists in minimising the number of permits issued to individual residents and help discourage multiple car ownerships. CPZs comprise of various types of parking bays such as permit holder bays (for use by resident or business permit holders and those with visitor permits); shared use bays (for permit holders and pay and display) and pay and display only bays (permits are not valid).

Council appointed Civil Enforcement Officers will enforce the controls by issuing fines/Penalty Charge Notices (PCNs) to vehicles parked in contravention of the restrictions. Outside the controlled times the restrictions are not enforced. However, Civil Enforcement Officers will issue PCNs for any other parking contravention such as parking on double yellow lines, footways and parking across individual crossovers without the property owner's consent. The Council aims to reach a balance between the needs of the residents, businesses and the safety of all road users. In the event that the majority of those consulted do not support a CPZ in their road or area, and if the Cabinet Member agrees, officers may recommend that only the proposed double yellow lines identified at key locations are introduced to improve safety and maintain access.

## PROPOSAL

The proposals include a number of provisions which are detailed below

Operational Hours - The choice of operational hours are explained below:

**All Day Controls (8.30am - 6.30pm)** - This will provide maximum protection to the residents by removing short and long-term parking. It will, however, be less flexible for residents and their visitors who will need to obtain a visitor's permit from the resident they are visiting in order to park in the permit holder bays.

**Part Time Controls (10am - 4pm)** - These operating times offer less restrictions on residents and their visitors than 'all day' controls. It is still effective in preventing long-term parkers. However, it may encourage short term parking by non residents or businesses, such as shoppers outside the operating times. Resident returning from work later in the afternoon may find less available parking in their street due to this.

However, it may encourage other short term parking outside the restricted time, by non-residents such as shoppers and non-residents who may also work their way around the 6 hours by moving their vehicles and then returning to park for the rest of the day.

**4 hours controls (11am - 3pm)** - These operating times offer fewer restrictions for residents and their visitors than the "all day" controls. It is still effective in preventing commuters and other long stay parking. However, it may encourage short-term parking outside the operating times by non-residents or businesses. Residents returning from work later in the afternoon may find less available parking in their road due to this. Motorists unable to park in nearby roads without controls may also take advantage of the available parking outside the controlled times. The standard annual parking permit charges apply regardless of the hours the zone operates.

The proposed operational days include:

Monday to Friday - This will offer more flexibility to residents and visitors at weekends. However it may encourage non residents, especially shoppers, to park on Saturdays, therefore reducing available parking for your visitors.

Monday to Saturday - Provides maximum protection



to the residents. However, it will be more restrictive on visitors who would require a visitor's permit to park during the controlled times.

The Cost of the annual parking permits remains unchanged whether the CPZ operates all day or part time.

Parking Controls - The following are incorporated within the proposed measures:

- Double yellow lines at junctions, bends, ends of cul-de-sac and at strategic sections of the road to create passing gaps. (This will improve safety and access at all times by reducing obstructive parking that is currently taking place)
- Shared Use Pay and Display bays are also proposed where it is necessary to allow non residents to pay for parking for a short period at specific locations such as near shops, schools, churches and also in areas for longer term parking where residents are not directly affected, to allow effective use of the bays. (This will increase the use of parking provisions in the area by pay and display customers whilst still maintaining parking facilities for permit holders)

### LET US KNOW YOUR VIEWS

The decision on whether or not to proceed with the next step, which would involve a statutory consultation on the proposals, will be subject to the responses received during this consultation. We would ask that you submit your questionnaire online using this link [www.merton.gov.uk/cpz\\_cw3](http://www.merton.gov.uk/cpz_cw3). The online system has been created to keep costs down and allow the Council to process your views more efficiently. Please let us have any comments or suggestions you may have by **1 July 2016**.

We regret that due to the number of responses received during an informal consultation of this size, it will not be possible to individually reply to each respondent. We

welcome your comments on this proposal, which will be noted and included within the proposed measures where appropriate. You are also invited to speak to officers at the public exhibition on **11 June 2016** as detailed overleaf. It should be noted that subject to the responses received, a recommendation may be made to only include those roads where there is a majority in support of the proposals.

### WHAT HAPPENS NEXT

It is envisaged that the results of the consultation along with officers' recommendations will be presented in a report to the Cabinet Member for Environmental Sustainability and Regeneration. Once a decision is made you will be informed accordingly.

You can visit our website using the following link [www.merton.gov.uk/cpz\\_cw3](http://www.merton.gov.uk/cpz_cw3). You may also view the plans in Merton Link at Merton Civic Centre, Morden during our working hours, Monday to Friday between 9am and 5pm or Mitcham Library.

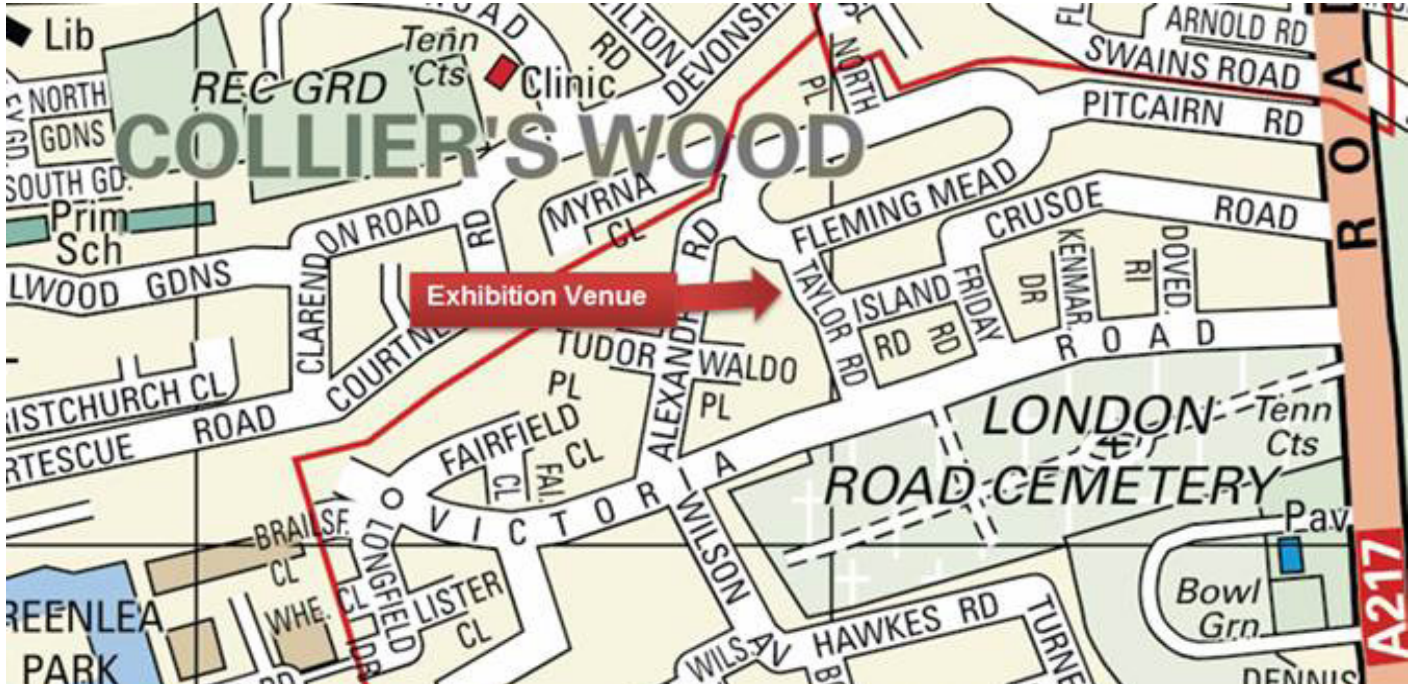
**EXHIBITION INVITE**

You may wish to attend our public exhibition  
to be held at:

**Positive Network Centre, Taylor Road, Mitcham, CR4**

at the following time:

**Sat 11 June 2016 from 12pm to 4pm**



**COLLIERS WOOD COUNCILLORS**

**Cllr Laxmi Attawar**

Tel - 07818 062647

Email: [laxmi.attawar@merton.gov.uk](mailto:laxmi.attawar@merton.gov.uk)

**Cllr Caroline Cooper Marbiah**

Phone: 07940 100 606

Email: [caroline.cooper-marbiah@merton.gov.uk](mailto:caroline.cooper-marbiah@merton.gov.uk)

**Cllr Nick Draper**

Phone: 07772 799 036

Email: [nick.draper@merton.gov.uk](mailto:nick.draper@merton.gov.uk)

*The contact details of ward councillors are provided for information purposes only)*

**Request for document translation**

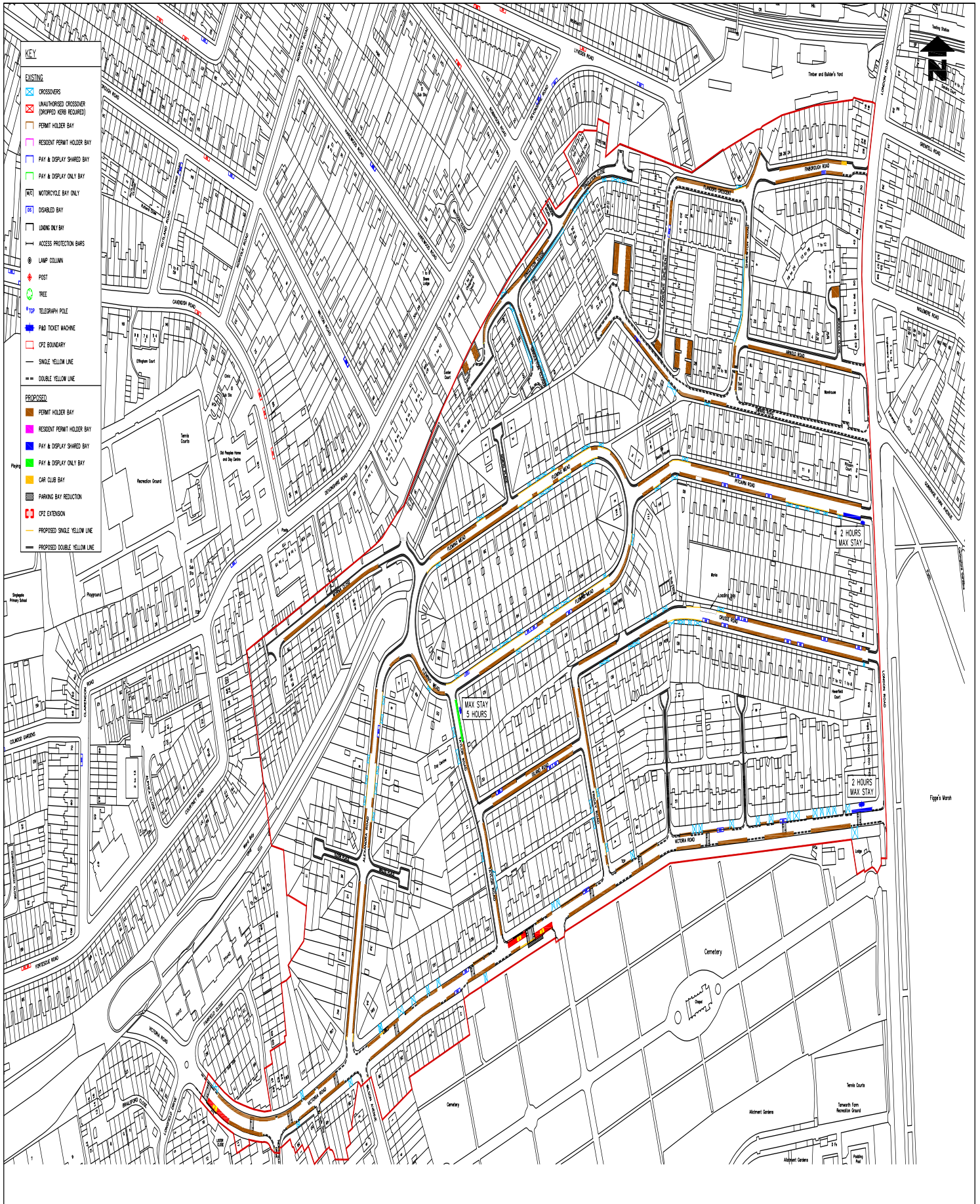
**PROPOSED CPZ CW3- PITCAIRN AREA**

If you need any part of this document explained in your language, please tick box and contact us either by writing or by phone using our contact details below.

- Albanian Nëse ju nevojitet ndonjë pjesë e këtij dokumenti e shpjeguar në gjuhën amtare ju lutemi shenojeni kutinë dhe na kontaktoni duke na shkruar ose telefononi duke përdorur detajet e mëposhtme.
  - Bengali এই তথ্যের কোনো অংশ আপনার নিজস্ব ভাষায় বুঝতে চাইলে, দয়া করে বাস্তবতে বেছে) টিক চিহ্ন দিন এবং চিঠি দিচ্ছে বা ফোন করে আমাদের সাথে যোগাযোগ করুন। নিচের যোগাযোগের বিবরণ দেওয়া হয়েছে।
  - French Si vous avez besoin que l'on vous explique une partie de ce document dans votre langue, cochez la case et contactez-nous par courrier ou par téléphone à nos coordonnées figurant ci-dessous.
  - Korean 만일 본 서류의 어떤 부분이라도 귀하의 모국어로 설명된 것이 필요하다면, 상자속에 표시를 하고 우리에게 전화나 서신으로 연락하십시오.
  - Polish Aby otrzymać część tego dokumentu w polskiej wersji językowej proszę zaznaczyć kwadrat i skontaktować się z nami drogą pisemną lub telefoniczną pod poniżej podanym adresem lub numerem telefonu.
  - Portuguese Caso você necessite qualquer parte deste documento explicada em seu idioma, favor assinalar a quadrícula respectiva e contactar-nos por escrito ou por telefone usando as informações para contato aqui fornecidas.
  - Somali Haddii aad u baahan tahay in qayb dukumeentigan ka mid ah laguugu sharxo luqaddaada, fadlan sax ku calaamadee sanduuga oo nagula soo xiriir warqad ama telefoon adigoo isticmaalaya macluumaadka halkaan hoose ku yaalla.
  - Spanish Si desea que alguna parte de este documento se traduzca en su idioma, le rogamos marque la casilla correspondiente y que nos contacte bien por escrito o telefónicamente utilizando nuestra información de contacto que encontrará más abajo.
  - Tamil கீழ்க்கண்ட ஆவணத்தின் எந்த ஒரு பகுதியும் உங்களுக்குத் தெரியாததாக இருந்தால், அதை உங்களுக்குத் தெரியுமாறு அங்குள்ள பெட்டிகளைக் குறிப்பிட்டு எங்களுக்குத் தொடர்பு கொள்ளுங்கள்.
  - Urdu اگر آپ کسی حصے کے کسی حصے کو سمجھنا چاہتے ہیں تو براہ کرم اس حصے کے بائیں جانب کے مربعوں کو نشان لگائیں اور ہمیں لکھیے یا فون پر رابطہ کریں۔
- Large print       Braille       Audiotape

**Your contact:**  
 Name.....  
 Address.....  
 Telephone.....

**Paul Atie,  
 Merton Civic Centre,  
 London Road, Morden,  
 SM4 5DX**



Notes  
Do not scale from this drawing

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TRAFFIC & HIGHWAYS

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Drawn by: SC Date: 14 APR 2015  
 Checked by: [ ] Date: -  
 Approved by: [ ] Date: -

PROJECT  
**Controlled Parking Zones (CPZs)**

TITLE  
**CW3 Colliers Wood East  
Finborough Road Area - Overview**

**merton**  
Merton Civic Centre  
London Road  
Morden, Surrey  
SN4 6DX  
www.merton.gov.uk

Drawing No: Z78-231-01  
Revision: -  
Classification: DRAFT  
Scale: 1:1250

# Frequently Asked Questions



April 2016

## Where may I park in a CPZ?

Vehicles may only be parked in marked parking bays. These bays are located where it is safe to park and unlikely to cause a physical or visual obstruction. Each bay may be restricted by charge, length of stay or permit requirement. Permit holder bays will be undivided to ensure greater parking efficiency. 'Pay & display' bays and shared use bays will be marked individually.

## What is a permit holder bay?

This is a bay in which only vehicles displaying a valid resident, business or visitor permit may be parked.

## What is a 'pay & display' bay?

These are bays designed for short or long-term parking. Any vehicle parked in these bays must display a valid 'pay & display' ticket that may be purchased from a nearby ticket machine. Each of these bays will allow non-permit holders' vehicles to park for a 'maximum stay'. Parking will be free in these bays until they become operational. However, it will not be possible to purchase a ticket until the bays become operational. The operational times of the bays will be shown on parking signs.

## What is a shared use bay?

These are bays designed for use by either permit holders (without additional charge) or by non-permit holders who must purchase a 'pay & display' ticket. These bays have a 'maximum stay' that only 'pay & display' users must adhere to.

## How much will 'pay & display' cost?

Tariffs vary across the Borough from £1.20 per hour to £4.80 per hour.

## Where may 'blue badge' holders park?

Disabled parking bays are available for use to all Blue Badge holders. Badge holders may park free of charge and without time limit at pay&display only and shared-use bays. Blue Badge holders may not park on resident parking bays. Check with the local authority's Highways Department. However, in Merton, Blue Badge holders may park free of charge for an unlimited period on permit holder parking bays. Residents of Merton who possess a Blue Badge may apply for a resident permit free of charge. Resident visitor permit are charged at the current rate. All other national guidelines on the use of Blue Badges apply throughout the borough.

## Where may motorcyclists park?

Solo motorcycles may be parked in permit holder bays and motorcycle bays free of charge.

## Where can't I park?

Yellow lines indicate where vehicles should not be parked. Single yellow lines operate only during the controlled hours of a zone unless signs indicate otherwise. Double yellow lines are operational at all times.

## Can a CPZ be reviewed after implementation?

Newly implemented CPZs will be monitored and maybe reviewed within 12 to 18 months after implementation. If necessary earlier action maybe taken to improve the parking arrangements.

## How are regulations enforced?

Uniformed parking attendants will regularly patrol the zone and issue a penalty charge notice (PCN) to any vehicle that is illegally parked.



**How much do resident and business permits cost?****Resident**

The initial application cost includes a set-up fee of £25.00 (this applies to residents 1st, 2nd, 3rd and any subsequent resident permits, Address permit, annual visitor permits and business permits).

1 <sup>st</sup> Permit in household	£ 65.00 per annum
2 <sup>nd</sup> Permit in household	£ 110.00 per annum
3 <sup>rd</sup> & subsequent Permits in household	£ 140.00 per annum
Address Permit	£ 65.00 per annum (For residents who regularly change vehicles, ie. company vehicles)

Address Permit FREE (For housebound/registered disabled residents who require daily care)

Business Permit £331.00 per 6 months (All zones except W1, W2, W3, W4 & W5)

Central Wimbledon Business Permit £376.00 per 6 months (Zones W1, W2, W3, W4 & W5)

A permit will not be issued for a vehicle greater than 2.28 metres in height or more than 5.25 metres in length. Business permits are provided for vehicles used to assist in the operations of a business rather than providing reduced rate commuter parking. No more than two business permits will usually be issued per business except in exceptional circumstances.

**How much do resident visitor permits cost?**

Half day (08.30 - 14.00 / 12.00 - 18.30) £ 1.50

Full day £ 2.50

Annual permit £140.00

Residents are entitled to 100 half-day visitor permits per annum and 50 full day permits per annum. Vehicles displaying these permits may be parked in either permit bays or shared use bays within the zone.

**Why must I pay to park in my street?**

In order to meet the costs of installation, maintenance, enforcement and review of the zone, we must charge residents/businesses and their visitors. Controlled parking is not a core service of the Council and government advice states that it should be financially self-sufficient. By law, any revenue generated from parking must be spent on transport related schemes.

**What if I have special care needs?**

If you are housebound and require regular care or nursing attendance, you may apply for a free discretionary permit.

**What is the cost of a PCN?**

All Penalty Charge Notices (PCNs) are discounted by 50 % of the initial charge if paid within 14 days from the date of issue. Parking penalty charges vary between contraventions, generally parking offences range from £60 (£30) to £110 (£55), Bus Lane charges are £130 (£65), for a more detailed summary of the contraventions and charges please go to the following link;

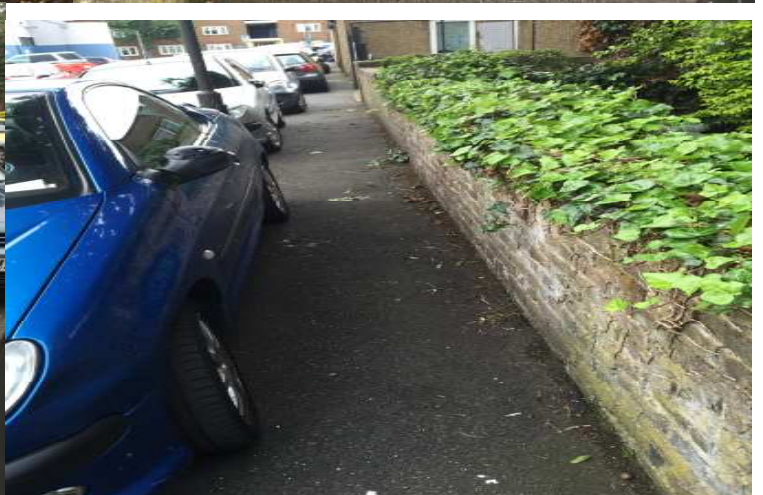
<http://www.merton.gov.uk/contraventioncodesandfaqs.htm>

**How will I know when the regulations are in force?**

Zone entry signs show the hours of operation of zones. Any restrictions within a zone that do not operate for these times are signed independently.

**Further information?**

Please see the following link, <http://www.merton.gov.uk/transport-streets/parking/parkingfaq.htm>





# 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 the Assistant Head of Democracy, 8<sup>th</sup> floor,  
Civic Centre, London Road, Morden SM4 5DX.

For further information or advice contact the Assistant Head of Democracy on  
020 8545 3361