

Record of operational decision

Decision title:	Pilot Scheme – Emergency Flood Parking Permits
Date of decision:	10 March 2023
Decision maker:	Interim Service Director Transport and Highways
Authority for delegated decision:	Economy and Environment – Scheme of Delegation (updated 03/08/22) Section 36 Road Traffic Regulation Act 1984 – gives the power to local authorities to make traffic regulation orders which prohibit or restrict the use of a road; and which provide parking places on the highway, and in off-street car parks and set out the term on which such parking places may be used. Permission is also granted to park in contravention by way of a dispensation permit
Ward:	Central, Greyfriars and Hinton & Hunderton.
Consultation:	Cabinet Member Infrastructure and Transport – supports the scheme to support residents. Ward Member, Central – Supports the scheme and ensuring control by way of permitting.
Decision made:	A free parking permit be granted to properties affected by flooding under the terms of the pilot scheme to be advertised for use when a Flood Emergency is declared.
Reasons for decision:	<p>Flooding affects a number of properties in the wards which this parking scheme will apply. The residents have their own parking arrangements for all other times, however when the river is in flood this presents them difficulties.</p> <p>At present, residents are making contact with the Parking Services team during the emergencies to make arrangements for parking. Therefore, in order to provide clarity and pro-active support to residents, and reduce reactive service requests on the Council permits will be issued to residents for designated car parks.</p> <p>Residents will need to apply for a permit and agree to the terms of its use, namely that it can only be used when the Council or Environment Agency declare a flood – the council inform the Flood Group to disseminate through their network. The permit will be free to residents to apply for where the application will mirror that of a resident parking zones. The permit will be valid for 2 years and can be kept until needed, then displayed to allow free parking.</p>
Equality Considerations	Applications will be encouraged online via approved and accessible web forms. Support to residents provided through a telephone number.
Highlight any associated risks/finance/legal/equality considerations:	<p>Risks – there is a risk the permits could be misused. This is minimal given that floods are infrequent. A robust applications process will ensure only genuine residents have access to the scheme. Employee or business parking will not be covered by the scheme.</p> <p>Finance – there is minimal cost in processing the small number of permits</p>

	<p>which can be absorbed within the parking service. Legal – an off street Order is place on the car park where the permits will be valid which allows control by permitting.</p>
<p>Details of any alternative options considered and rejected:</p>	<p>Do nothing. This is rejected as this will result in continued confusion and contact when there is a flood event, and fails to support residents who can then focus their efforts on protecting their properties.</p>
<p>Details of any declarations of interest made:</p>	<p>None.</p>

Signed..... Date: 10.03.2023