

WINCHESTER CITY COUNCIL DECISION RECORD

VERSION 3, NOVEMBER 2020

Officer Completing the Form: Kirstie Currie

Lead Director: Dawn Adey

Subject: Traffic Regulation Order –Various Roads, Bishops Waltham 2022

Details of Decision: Please provide a brief explanation as to what decision was made, including any financial implications.. This should be done in easy to understand, non-technical language - as this wording will appear on the website for the public to read. Also please remember all staff will be able to see this document.

A Traffic Regulation Order was proposed to introduce waiting restrictions in several locations in Bishops Waltham

1. in the roads surrounding the Infant and Junior Schools
2. changes to some of the parking restrictions on the High Street
3. introduce no waiting at any time restrictions at the junction of The Avenue and Winchester Road B2177.

1. Infant and Junior Schools proposals would introduce:

- no waiting at any time restrictions at junctions on Oak Road, Oak Road Spur, Pine Road, Elm Road, Willow Road
- no waiting at any time restrictions on the bend in Oak Road and on the southern section of Pine Road
- no waiting Monday – Friday 8am – 4pm in Oak Road and Pine Road
- formalise the no stopping at any time restriction by the Infant School vehicle access

2. High Street proposals would introduce:

- parking bays (a disabled bay, a 20 minute limited waiting bay, a good vehicle loading bay) on the western side at the top (one way southwards section)
- a disabled bay in the existing 30 minute limited waiting bays, on both sides of the road, at the bottom (St Georges St end)
- a no loading at any time restriction from Bank Street to a point approximately 13 metres south of Cross Street, and into Cross Street to keep the junctions clear of obstruction.

3. The Avenue proposals would introduce no waiting at any time restrictions at the junction with Winchester Road, formalising the existing white line markings at this junction.

The new restrictions were proposed to improve visibility, reduce obstruction and damage to property, and to make the road safer for pedestrians and school children.

The proposal was included in the Traffic and Transport Programme of work for September 2021 to 31 March 2023 which was approved at a Cabinet Member Decision day on 6 September 2021 and was carried forward to the Programme of work for April 2022 to 31 March 2023 which was approved at a Decision Day on 4 July 2022.

The proposal was supported by Winchester City Council Ward Members, Hampshire County Member and Bishops Waltham Parish Council. No objections were received from statutory consultees.

The proposal was formally advertised on 29/06/22. 51 comments were received – 31 in support, 19 objections, and 1 objection with support for The Avenue aspect. Please see the attached summarised comments along with officer response to the issues raised.

The proposals around the school, had the majority of the comments overall, both objecting (16) and supporting (13). Most of the objections related to properties closest to the schools concerning the no stopping restriction and reduction of on-street parking for residents. In light of these comments the proposals have been amended as follows:

The length of no stopping zig zags have been reduced and replaced with double yellow lines across part of the frontage of no.6. The times of operation have been reduced, in consultation with the infant school, from all the time to Monday - Friday 8am – 5pm.
The double yellow lines, at the junction of Oak Road and Oak Road Spur on the eastern side, have been reduced by approximately a cars length.
The double yellow lines on the bend in Oak Road have been reduced to start at the eastern property boundary of no.92.

The proposals for the High Street were generally supported (9), the objections (5) mainly related to the change from double yellow lines (seen as unofficial short term parking) to formalised parking bays for goods vehicles, 20 minute parking bay and a disabled bay, and the addition of 3 disabled parking bays. In response the proposed restrictions are amended to 2 new disabled bays. The disabled bay on the western side, of the 'bottom' of the High St will not be installed. The operational times on the goods vehicle bay are reduced from 6am – 7pm, to 7am -7pm.

The Avenue restrictions received 8 supports and 1 objection. The supports related to the visibility improvements at the junction. The objection related to visitor parking, and the ability to load/unload. There is unrestricted parking nearby, away from junction and the double yellow lines do not prevent loading and unloading.

Ward and County Members were consulted with the summarised comments and the amended proposals. They support the amended proposal.

Therefore the recommendations are:-

1. That the Service Lead- Legal be authorised to make and advertise the Order in accordance with the amended proposal;
2. That the Service Lead- Engineering be authorised to implement the Order by appropriate signage and road markings.

Type of Decision: (please tick. see reverse for definitions)	
<input type="checkbox"/>	Key Decision (Executive) & Subject to Call-In (see section 2A on reverse of this form)
<input checked="" type="checkbox"/>	Significant Operational Decision (see section 2B (1) on reverse of this form)
<input type="checkbox"/>	Other Decisions to be Published (see section 2B (2) on reverse of this form)
<input type="checkbox"/>	Administrative Decision (see section 3 on reverse of this form)

Reason for the Decision: *A brief overview of your reasons for taking this course of action.*

See Details of Decision.

Alternative Options Considered & Rejected: *All alternative options considered need to be outlined here. Please include detail of any representations received. This will include your response to any alternatives suggested by those making representation and the reasons why these alternatives were rejected.*

The option to do-nothing was rejected as this would not address the concerns and safety issues raised.
 Proposed double yellow lines were reduced where possible, to increase on street parking whilst achieving improved visibility.
 Proposed no stopping at any time restriction was reduced in length, to increase loading/ unloading option, whilst reducing vehicles stopping near the infant school entrance.
 Proposed operational hours of no stopping at any time restriction were reduced to 8am – 5pm.
 Creation of driveway will be forwarded to appropriate team for consideration, if their budgets allow.
 Proposed to introduce three new disabled bays in the High Street, in light of objections about their introduction proposals reduced to two bays, one at the top and bottom of the High St. This increases current provision (none) balanced against reduction of available parking.
 Improved lining and signing on WCC owned private parking bays to be discussed with appropriate department.
 The continued need/ eligibility for advisory disabled bays on Pine Road will be confirmed.
 Creation of off street parking bays in verges was rejected as it is adopted highway and is not within WCC remit.
 Introduction of residents permit scheme was rejected as they would not meet HCC criteria for new schemes as the majority of residents have off street parking, and the size of the scheme makes it unlikely to be cost neutral.
 Extension of proposed restrictions– proposed restrictions cannot be extended at this stage in the procedure, we will monitor the parking in these areas.
 Formalising voluntary one-way route on roads near school at school times – is not within WCC remit, and likely controversial, will raise it with HCC for consideration.

Supporting Information: *If your decision relates to delegated authority derived from a specific Committee resolution, please confirm the name of the Committee, the date of the meeting and paste the resolution into this box.*

See original and amended Plans, amended Draft Order and summary of representations received.

Declared Officer and/or Member interests: *List any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision and, in respect of any declared conflict of interest, any note of dispensation granted by the Monitoring Officer.*


Departmental Review		
Legal review:	<i>Tick this box to confirm legal team have reviewed proposed decision</i>	<input checked="" type="checkbox"/>
Finance review:	<i>Tick this box to confirm finance team have reviewed proposed decision</i>	<input checked="" type="checkbox"/>
Other review:	<i>Tick this box to confirm any other departmental review of proposed decision (and specify department)</i>	<input type="checkbox"/>

Are the details of the decision open or exempt?

Open

Part Exempt. Please expand

Exempt. Please expand

Decision Taker (name): <i>This needs to be the specific Officer or Cabinet Member who holds the delegation within the constitution/or referred to by a Committee</i>	Decision Taker (Signature):	Date: 28.11.22
Dawn Adey– Strategic Director (Place)		

Call In dates (key decisions only) and Implementation date:

Commencement of call in: (date)	Click here to enter a date. <i>(Please refer to Dem Services for this)</i>
Last date for call in: (date)	Click here to enter a date. <i>(Please refer to Dem Services for this)</i>
Planned Implementation Date:	Click here to enter a date.

Notes.

1) Why record officer decisions?

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 require local authorities to produce a written statement of an executive decision made by an officer as soon as is reasonably practicable after the decision is taken (see Paragraph 13). This written statement must include the information requested in the questions of the pro forma on the previous page.

2) What sort of decisions are there?

- a) **Key decisions.** A key decision is defined by Regulation 8 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 as being an executive decision which is likely:

- i. To result in the local authority incurring expenditure, which is or the making of savings which are significant having regard to the local authority's budget for the service or function to which the decision relates; **(For Winchester City Council, the financial limit above which a decision is regarded as significant is £250,000 per year), or;**
- ii. To be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority.

A decision taker may only make a key decision in accordance with the requirements of the Cabinet Procedure Rules, Access to Information Procedure Rules (Part 4) and the Officer Scheme of Delegation (Part 3) of this Constitution.

- b) **Non-Key Decisions.** Officers will usually take non-key executive decisions. A non-key decision is an executive decision that does not meet either criterion of a key decision as laid out above. These decisions are divided into significant operational decisions and administrative decisions.

1. **Significant Operational (Non-Key) Decisions.** This is a decision in relation to a Council or executive function which is not a key decision and results in one of the following:
 - i. Revenue expenditure or making savings (including the receipt or loss of income) between £100,000 and £250,000 per year;
 - ii. Capital expenditure (i.e. if they involve entering into new commitments and/or making savings) and/or contract awards of between £100,000 and £250,000
 - iii. When, in the opinion of the Chief Executive, the Section 151 Officer or Monitoring Officer, a published record of the decision is required to provide openness and transparency.
 - iv. A significant decision should be recorded in order to comply with Regulation 13 (Recording of executive decisions made by individuals) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 (No. 2089).
2. **"Other" Decision.** Regulation 7 of the Openness of Local Government Bodies Regulation 2014 requires a written record to be produced as soon as reasonably practicable after an officer has made a decision under delegation which a) grants a permission or licence or b) affects the rights of an individual.
3. **Administrative Decision:** *(these do not require recording on this form unless one or more of the following applies)*
 - i. There is a financial implication;
 - ii. It is in conflict with the Budget and Policy Framework or other approved policies approved by full Council; and
 - iii. It raises new issues of policy.

3) Which officer decisions need to be recorded on this form?

Officers need to record:

- 1) any key decision, i.e., decisions that have a significant effect on 2 or more divisions, or have a cost/saving of £250,000 or more. (see 2A above)
- 2) any Significant Operational Decisions. (see 2B (1) above)
- 3) "Other" officer decisions regarding the granting of a permission or licence or that affect the rights of an individual (see 2B (2) above)
- 4) Administrative decisions for which there is a financial implication.

4) What are the relevant processes to be followed?

For all decisions, the report author needs to complete the Forthcoming Decisions record in Sharepoint.

Establish which type of decision it is (see 2 A and 2B above.)

Most officer decisions require to be recorded on this form (see 3 above) Once completed, please ensure that it is reviewed by legal, finance and the relevant Director prior to signing. Once approved, the form should be forwarded to Democratic Services for adding to the Council's website where it can be viewed by members of the public on the decisions page (unless it is an Administrative decision).