

Meeting of:	Cabinet
Date of Meeting:	Thursday, 21 March 2024
Relevant Scrutiny Committee:	Environment and Regeneration
Report Title:	Review of the Council's 2021 Residential Parking Permit Schemes
Purpose of Report:	To review, and where necessary, propose amendments to the 2021 residential parking permit schemes implemented at Cosmeston, Cowbridge, Barry Island, the Knap and Ogmere by Sea
Report Owner:	Cabinet Member for Neighbourhood and Building Services
Responsible Officer:	Miles Punter
Elected Member and Officer Consultation:	<p>Operational Manager, Accountancy Director of Place Principal Tourism and Marketing Officer Enforcement Manager Business Support Manager Operational Manager Transport Services Highway Development and Engineering Manager Principal Engineer Traffic and Road Safety Design and Construction Manager Committee Reports</p>
Policy Framework:	This report is a matter for Executive decision by Cabinet

Executive Summary:

- This report reviews, and where necessary, proposes amendments to the 2021 Residential Parking Permit Schemes implemented at Cosmeston, Cowbridge, Barry Island, the Knap and Ogmore by Sea.
- Each of these Residential Parking Permit Schemes were introduced in Summer 2021 and have therefore been operational for approximately 2 and a half years.
- During that time feedback has been received from residents who live within the permit areas. Enforcement Officers have also issued penalty charge notices for infringements in the zones and some of those charges have been challenged at tribunal. Overall, the Residential Parking Permit Schemes are considered to be appropriate in law, but there has been confusion in some locations regarding signage and white lining, as well as concerns expressed by businesses who feel that some of the zones have unduly restricted members of the public wishing to access their services.
- In terms of the feedback received and the number of penalty charge notices issued at Barry Island it is recommended that a revised Residential Parking Permit Scheme is prepared and consulted on for that area. In relation to the Knap, it is recommended that an additional residential area is included within that Residential Parking Permit Scheme.

Recommendations

1. That delegated authority is granted to the Director of Environment and Housing in consultation with the Cabinet Member for Neighbourhood and Building Services, to re-design and consult on a revised Residential Parking Permit Scheme for Barry Island to include simplified zones, more limited waiting areas for visitors and white lining to delineate the residential parking zones.
2. That delegated authority is granted to the Director of Environment and Housing in consultation with the Cabinet Member for Neighbourhood and Building Services, to amend the Residential Parking Permit Scheme for the Knap to include the flats at Glan Hafren (Appendix B refers).
3. That a further report is received by Cabinet, before August 2024, outlining the proposals for the recovery of costs for Residential Parking Permits.
4. That this report is referred to Environment and Regeneration Scrutiny Committee for its consideration.
5. That should no further comments be received from the Environment and Regeneration Scrutiny Committee, recommendations 1, 2 and 3 are considered as being agreed.

Reasons for Recommendations

1. To allow a redesign of the Barry Island Residential Parking Permit Scheme to address concerns raised by both residents and visitors.
2. To include the flats at Glan Hafren into the Knap Residential Parking Permit Scheme.
3. To outline the proposals for the recovery of costs for Residential Parking Permits.
4. To allow Scrutiny to consider the report and make recommendations as necessary.
5. To move prompt progress on all matters should the relevant Scrutiny Committee be in agreement.

1. Background

- 1.1 Cabinet will recall a report on 27th July 2020 entitled: Car Parking Displacement – Coastal Areas and other Locations with High Visitor Numbers ([Car Parking Displacement \(valeofglamorgan.gov.uk\)](https://www.valeofglamorgan.gov.uk))
- 1.2 At that meeting Cabinet agreed to a new Resident Parking Controls Policy, as well as granting delegated authority to the Director of Environment and Housing, in consultation with the Cabinet Member for Neighbourhood Services and Transport, to design residential parking schemes for the locations listed in the report.
- 1.3 On 16th March 2021, the Cabinet Member and Head of Neighbourhood Services and Transport gave approval to give public notice of a proposal to introduce a

Resident Only Permit Parking Areas Traffic Regulation Order in Barry Island, the Knap and Ogmores-by-Sea.

1.4 As a result of the public notice several objections and comments were received to the proposals and these were considered by Cabinet on 21st June 2021. [Urgent Item Objection Report Barry Island Knap and Ogmores by Sea \(valeofglamorgan.gov.uk\)](https://www.valeofglamorgan.gov.uk/committees/objection-report-barry-island-knap-and-ogmores-by-sea)

1.5 At that meeting it was resolved:

(1) T H A T the objections to the proposals be rejected for the reasons contained in the report and the Proposed Resident Parking Controls Traffic Regulation Order be implemented at Barry Island, The Knap and Ogmores by Sea as detailed in the plans attached at Appendix A to the report.

(2) T H A T the persons who made representations to the proposals be advised of Cabinet's decision.

1.6 On 24th March 2021, the Cabinet Member and the Head of Neighbourhood Services and Transport gave approval to give public notice of a proposal to introduce a Resident Only Permit Parking Areas Traffic Regulation Order in Cowbridge and Cosmeston.

1.7 As a result of the public notice several objections and comments were received to the proposals and these were also considered by Cabinet on 21st June 2021. [https://www.valeofglamorgan.gov.uk/Documents/ Committee%20Reports/Cabinet/2021/21-06-21/Objection-Report-Cowbridge-and-Cosmeston.pdf](https://www.valeofglamorgan.gov.uk/Documents/Committee%20Reports/Cabinet/2021/21-06-21/Objection-Report-Cowbridge-and-Cosmeston.pdf)

1.8 At that meeting it was resolved that:

(1) T H A T subject to Resolution (2) below, the objections to the proposals be rejected for the reasons contained in the report and the Proposed Resident Parking Controls Traffic Regulation Order be implemented.

(2) T H A T as a result of the consultation, the following amendments to the Resident Parking Controls Policy 2020 be agreed:

- Paragraph 4.1 of the Resident Parking Control Policy revised to read 'Anyone living at an address within an area covered by Resident parking Controls may apply for a resident parking permit for vehicles owned by them and registered at that address so long as the address is their primary residence. Resident parking permits must only be used in the vehicles and in the streets or areas that they were issued for.'
- Paragraph 4.14 be revised to read "Vehicles which exceed 2.44 metres in height and 5.49 metres in length or have more than eight seats, in addition to the driver's seat, or exceed a maximum mass of 3.5 tonnes will not be eligible for a resident parking permit and must not display a visitor permit within designated Resident Permit Parking Bay schemes where there are marked bays. However, in designated Resident Permit Parking Areas where

there are no marked bays, motor caravans and campervans which exceed 2.44 metres in height and 5.49 metres in length, or exceed a maximum mass of 3.5 tonnes, will be eligible for a resident parking permit as long as the vehicle is registered at the property. Visitor permits are NOT permitted for such vehicles in these areas.

- Para 4.8 be revised to read "Lost permits will be replaced once, free of charge, but any subsequent replacement permit will be issued at a charge".

(3) T H A T the objectors be advised of the above decisions.

1.9 The current agreed Resident Parking Control Policy (2021) is available here: [Residents Parking Control Policy \(valeofglamorgan.gov.uk\)](https://www.valeofglamorgan.gov.uk).

1.10 The Residential Parking Permit Schemes at Cosmeston, Cowbridge, Barry Island the Knap and Ogmore by Sea were implemented by the Council's Engineering team in 2021 at a construction cost of £55,353 and the Orders were sealed on 5th July 2021 with enforcement of the Residential Parking Permit Schemes starting later in July 2021.

1.11 The take up rate for each of the Residential Parking Permit Schemes at November 2023 is as follows:

- **Cowbridge**
There are 50 properties in the Cowbridge zone. 25 properties have a resident permit, of those properties the number that have 1 permit 13, 2 permits 6, 3 permits 3 and 4 permits or more 0.
- **Cosmeston**
There are 384 properties in the Cosmeston Zone. 160 properties have a resident permit, of those properties the number that have 1 permit is 97, 2 permits 45, 3 permits 17 and 4 or more permits 1.
- **Barry Island**
There are 513 properties in the Barry Island Zone. 275 properties have a resident permit, of those properties the number that have 1 permit 148, 2 permits 93, 3 permits 27 and 4 or more permits 7.
- **The Knap**
There are 87 properties in the Knap Zone. 34 properties have a resident permit, of those properties the number that have 1 permit 15, 2 permits 16, 3 permits 3 and 4 or more permits 0.

- **Ogmore by Sea**

There are 165 properties in the Ogmore by Sea Zone. 99 properties have a resident permit of those properties the number that have 1 permit is 46, 2 permits is 35, 3 permits is 13 and 4 or more permits is 5.

2. Key Issues for Consideration

Review of Residential Parking Permit Schemes at Cowbridge, Cosmeston, Barry Island, The Knap and Ogmore by Sea

Overview

- 2.1** Generally, the new Residential Parking Permit Schemes (RPPSs) have been welcomed by residents and have enabled them to park 'on street' when needed even in peak periods. Feedback from Visitors is understandably less complimentary and is often expressed strongly when they receive a Penalty Charge Notice (PCN) for parking in a residential parking permit zone without a valid permit.
- 2.2** However, there has been some concern expressed by both residents and visitors that the signage for the RPPSs is not clear or flexible enough and there has been some confusion regarding the lack of on road white lining delineating the extent of the Schemes. Further details on this feedback are detailed below for each of the zones. The Plans for all the areas are contained at Appendix A.

Cowbridge Residential Parking Scheme

- 2.3** There have been few complaints regarding the Cowbridge RPPS from residents or visitors. For this Scheme in financial year 2021/2022, 104 PCNs were issued and 56 in financial year 2022/2023. It is therefore proposed to keep this Scheme as is.

Cosmeston Residential Parking Scheme

- 2.4** There have been complaints from residents within the Cosmeston RPPS with some feeling the Scheme is unnecessary and that it is extremely difficult for their visitors to park.
- 2.5** For this Scheme in financial year 2021/2022 6 PCNs were issued and 56 in financial year 2022/2023.
- 2.6** There have been three separate pieces of correspondence, relating to visitor permits in the Cosmeston RPPS.
- 2.7** Two separate letters were received from the same resident, relating to a request for additional visitor permits. One request was for 10 visitor permits relating to a

McMillan coffee morning, which was subsequently granted in August 2021, with a further commitment to support future similar events. A second request for additional permits was received for a birthday party and this was subsequently denied in September 2021.

- 2.8** One resident raised concerns that the limitation of one visitor permit discriminates against elderly, and disabled people, as they have greater need for visitors, in particular, visitors by car. A reply was sent in October 2021, confirming that the Council was monitoring the situation and at this early stage, no decision has been made to vary or increase the number of visitor permits.
- 2.9** Considering these comments, it is not proposed to change this RPPS as the charges for the carpark at Cosmeston are rising in April 2024, as well as the advanced proposals to introduce an Automatic Number Plate Recognition (ANPR), parking system at this location, which could result in increased numbers of visitors to Cosmeston Country Park seeking to find free alternate locations to park.

Barry Island

- 2.10** This RPPS has received the most objections from residents, businesses and visitors. The main complaints relate to the lack of white line road markings to delineate the parking permit zone on a number of the 'through' roads. There is less concern generally with the use of residential parking zones on the housing estate areas, where there is one way in and out to these areas. The implemented Scheme complies with the relevant regulations in terms of all matters, however, both visitors and residents have expressed concern that it is too difficult to interpret where visitors can park without a Resident Parking Permit.
- 2.11** Additional signage has been placed in the area to assist with this issue and this has helped. However, there are still complaints regarding it not being clear where you can park and where you cannot.
- 2.12** Not surprisingly therefore this RPPS has had a significant number of Penalty Charge Notices issued.
- 2.13** For this Scheme in financial year 2021/2022, 1220 PCNs were issued and 1897 in financial year 2022/2023.
- 2.14** While the overwhelming majority of these PCNs were paid, seven drivers have thus far asked for their cases to be heard by the Traffic Penalty Tribunal. We have been successful in each case, with the Independent Adjudicator ruling in our favour as they believe the gateway signage in place is both sufficient and clear for motorists to read.
- 2.15** This number of PCNs is many more than would normally be expected for a zone of this size. This could be because the area is visited by tourists who may not

regularly come to Barry Island or visitors just taking a risk to avoid paying for charges in the nearby carparks or that Barry Island's other parking is just full which is usually the case on a sunny day or when there are events on.

- 2.16** The attractiveness of Barry Island as a place to visit has continued to increase but the available carparking has not. Even with many people choosing to visit Barry Island by train there are still insufficient car parking spaces to meet peak demand. This is not unlike other popular resorts across the country.
- 2.17** There have also been issues with businesses and the ability of their customers to park within the RPPS. At the commencement of the Scheme businesses were visited by Senior officers and offered additional visitor parking permits where they did not have sufficient off-street parking. The offers made were to a Bed and Breakfast, the community centre and also to the Barry Island Sports and Social Club. However, despite this, some of the businesses are still unhappy as they feel the zone is putting potential customers off and adversely affecting their business.
- 2.18** There have also been three separate pieces of correspondence, relating to various issues in the Barry Island RPPS.
- 2.19** Plymouth Road, Barry Island – several concerns raised from one resident, mainly relating to the lack of permit parking signage and subsequent ongoing issues with displaced and indiscriminate parking, together with a lack of parking enforcement. A reply was sent to the resident in September 2021, stating that the resident parking zones are currently being monitored and if it is determined in the future that any additional measures or signage may be appropriate to assist with compliance then these will be considered at that time. The Council will continue with patrols to help identify illegal and irresponsible parking to further ensure proper use of the zones for convenience of residents as far as reasonably practicable.
- 2.20** A letter was received from a business on Redbrink Crescent, regarding the lack of signage and clarity as to what restrictions are in place, and where tourists, or visitors can legitimately park. Extraneous parking is not just curtailed to the limited waiting bays, it takes place throughout Redbrink Crescent. Furthermore, the limitations on the numbers of permits that can be issued, augmented with limited parking opportunities, makes it problematic for customers and staff to park. A reply was sent in April 2022 outlining that the operation of the resident parking zone will be monitored and any decisions on how to improve these schemes will be taken in the future. In the meantime, the business owner was provided with an additional visitor permit, which gave a maximum of two.
- 2.21** As a consequence of the number of PCNs issued and also the comments received it is considered that there is a need to revisit this aspect of the scheme and provide additional limited waiting areas in the zone close to these businesses as well as potentially rationalising the number of zones, changing signage and

making it easier for all visitors to understand the parking arrangements. To progress this revision further, it is recommended Officers prepare a revised proposal for consultation with residents and businesses in the area to cover these issues via the statutory Traffic Regulation Order (TRO) processes. If no objections are received to the TRO then the scheme will be implemented immediately. If there are objections a report would be presented back to Cabinet to consider the representations received.

- 2.22** As advised, some of the zones on Barry Island are working very well, namely those where there is one way in and one way out. Therefore, it is unlikely that a new proposed arrangement would involve a change to those areas.

The Knap

- 2.23** Generally, this zone has been successful with minimal feedback received. For this Scheme in financial year 2021/2022, 6 PCNs were issued and 56 in financial year 2022/2023.

- 2.24** However, a letter was received on behalf of the residents of Glan Hafren, outlining concerns that they were excluded from the resident parking zone on Maes y Coed. The letter further stated the Councils' resident parking controls policy did not, and should not, preclude Glan Hafren residents from being issued with permits. A reply was sent in December 2022 outlining that whilst Glan Hafren, is a private residential development, with considerable on-site parking, the current Resident Parking Controls Policy does preclude such developments from being included within the zone. Glan Hafren will be added to our list for future consideration within the adjacent parking zone and in the meantime, the Council provided a limited additional number of visitor permits.

- 2.25** Having given detailed consideration to the comments made by the Secretary on behalf of the residents of the flats, it is agreed that the exclusion of the flats from the Zone is an omission and as such it is proposed to include these flats as part of the Knap Scheme. Appendix B details the proposed change. In order to do this a revised TRO will need to be prepared and consulted on in the normal manner.

- 2.26** There have also been several meetings with residents in the vicinity of the road named White House who have expressed concerns regarding inconsiderate parking by various swimming groups who visit Cold Knap. The concerns expressed relate to parking in the White House area where there are no current traffic restrictions. The concerns have related to the blocking of driveways and narrowing of the road through unacceptable parking and as such the need for a potential residents parking scheme at this location. Residents and local members have been verbally advised that this can be considered in line with the Policy if the residents decide that they wish to progress this. To date no formal request in line with the Policy has been received.

Ogmore by Sea

- 2.27** Generally, it is felt that this RPPS works well with good feedback from Enforcement Officers and residents. For this Scheme in financial year 2021/2022, 305 PCNs were issued and 192 in financial year 2022/2023. However, there have been complaints from residents wanting more enforcement at this location as well as the erection of more signs to make the zone clearer. Officers are currently considering whether additional signage is required at Seaview Drive.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 Long term** - The proposals will safeguard the Councils long-term strategy regarding parking availability for its residents and ensure it has robust measures in place to provide a safe and secure environment for the Vale of Glamorgan's residents and visitors. The provision of RPPS areas are discretionary services which the Council wish to provide to enhance ensure that residents can park within the areas where they live.
- 3.2 Integration** – The introduction of the RPPSs demonstrates an integrated approach to manage the local highway network. It also balances the need to maintain good highway infrastructure whilst contributing to the longer-term policy of reducing future impact on local communities by ensuring efficient use of the local highway network and by minimising the future impact on residents arising from migration of parking from charged car parks nearby.
- 3.3 Involvement** – The process of developing the schemes involved communication with the local community and other stakeholders, including a full initial letter drop to each household within the zone, seeking views on the proposals to introduce residents parking. After fully considering the responses received public notice was given, posted within the affected streets and in the press, thereby contributing and delivering on the involvement agenda. Furthermore, it ensures that the Vale of Glamorgan Council's residents and visitors are involved regarding the management and safety of our local highway network. The revised proposals recommended by this Report will also be consulted on via the Traffic Regulation Order Process.
- 3.4 Collaboration** – The RPPSs involved working in collaboration with South Wales Police and local residents ensuring that there is a unified and majority interest in delivering the scheme benefits. This review ensures that the Schemes have had the right impact.
- 3.5 Prevention** - The RPPSs contribute to preventing any incidents of anti-social behaviour in respect of illegal and obstructive parking and play a fundamental role in our well-being objectives by protecting and enhancing the natural and built environment for local residents.

4. Climate Change and Nature Implications

- 4.1** Residential Parking Permit Schemes manage on street parking and with effective charging could potentially decrease car ownership and reduce carbon emissions. The use of permit zones also assists preventing cars going into residential streets in tourist areas looking for parking spaces which can result in additional congestion, emissions and accidents. Less parking spaces for visitors in resorts can also encourage a greater use of public transport and also encourage more people to walk and cycle to get to their destination.

5. Resources and Legal Considerations

Financial

- 5.1** Residential Parking Permits are currently free to eligible customers in the Vale of Glamorgan. However, the Budget for 2024/2025 has agreed to consider recovering the costs of such schemes so there will be a future report to Cabinet shortly on this matter.
- 5.2** There are two capital budgets totalling £76k for review of the residential parking which have been slipped into financial year 2024/2025. These budgets will cover the estimated costs of the proposed design, consultation and construction of the works recommended at Barry Island and the Knap.

Employment

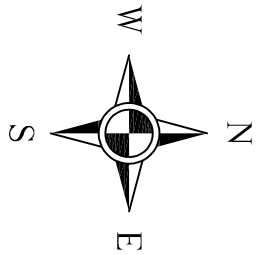
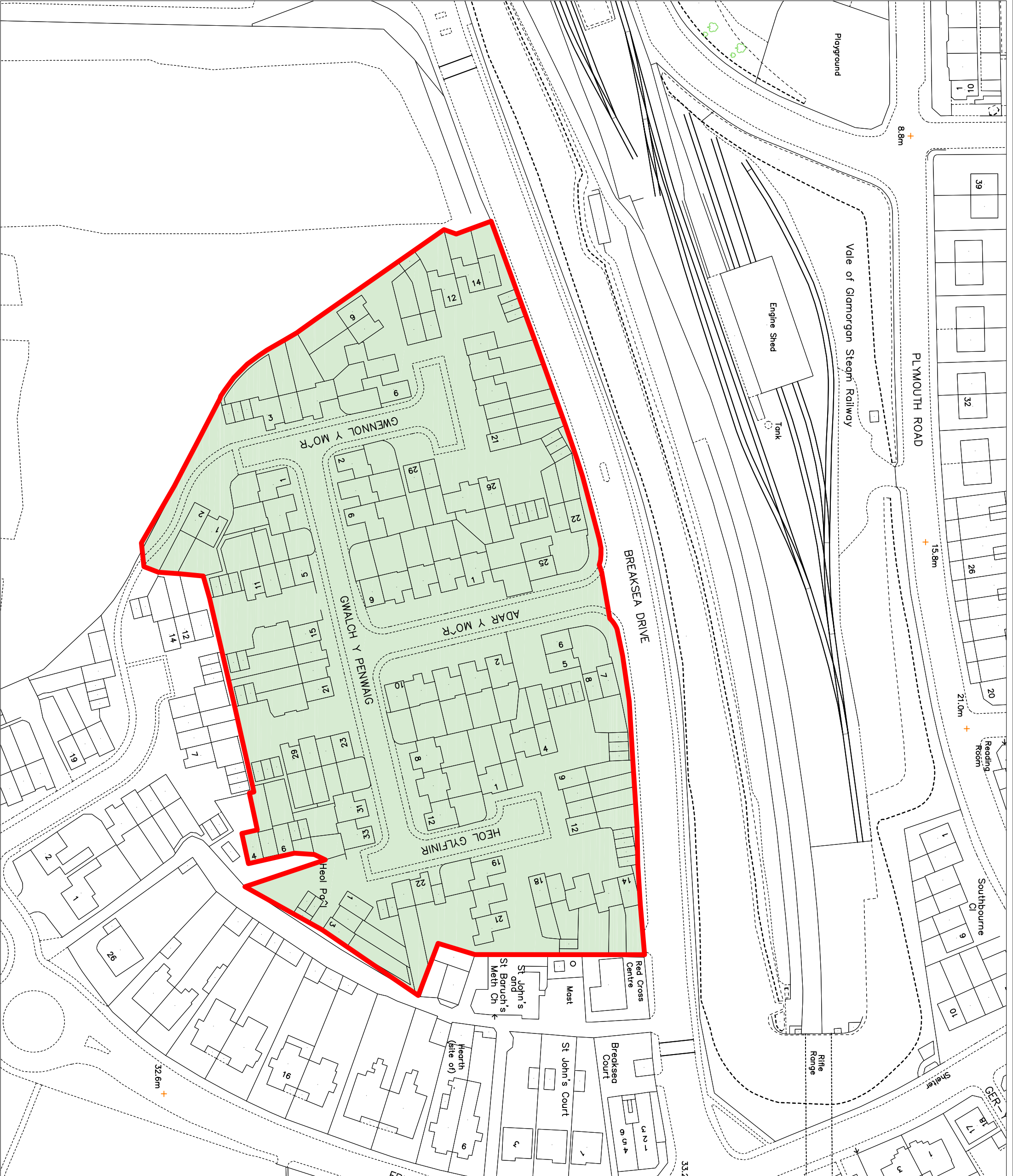
- 5.3** The preparation of a revised Residential Parking Permit for Barry Island and a change to the Knap zone will be undertaken in house by the Engineering team with the legal team preparing any necessary Traffic Regulation Documentation.

Legal (Including Equalities)

- 5.4** There are no Human Rights implications in respect of this report. Any notices or signs will be bilingual.
- 5.5** The Council, as Highway Authority has a responsibility to ensure the safety of the highway user and may be found negligent if it does not meet its statutory obligations under the Road Traffic Regulation Act 1984 and the Road Traffic Act 1988.

6. Background Papers

None.



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Rev	Description of Amendment	Revisions	Chk by	Date

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Director:
 Miles Punter

Head of Neighbourhood
 Services & Transport:
 Emma Reed

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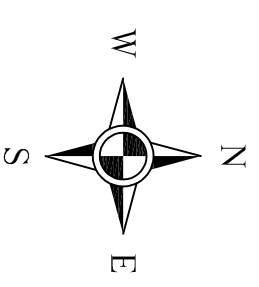
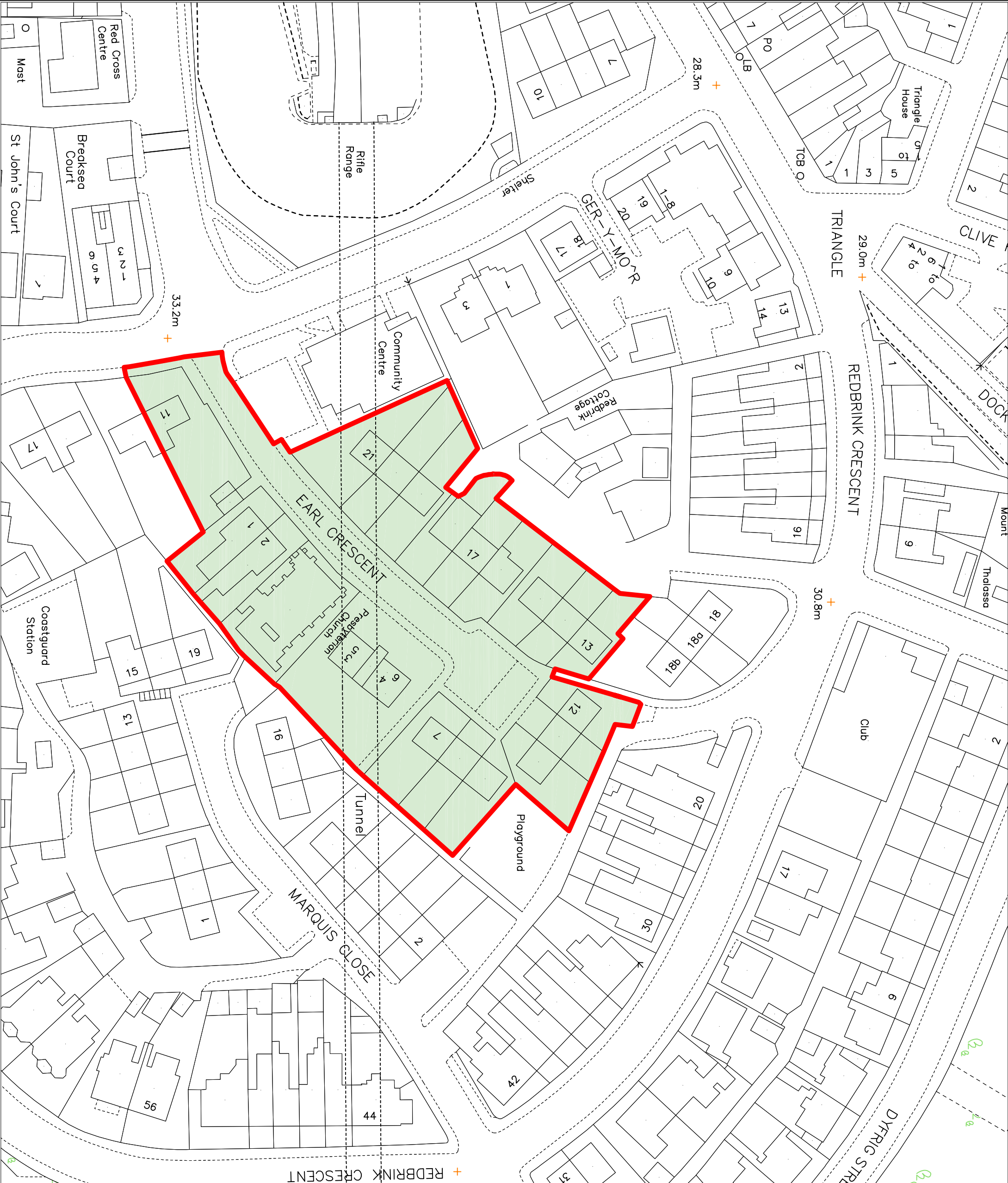
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Resident Parking Permit Areas

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 Barry Island, Adar Y Mor

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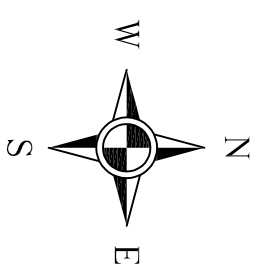
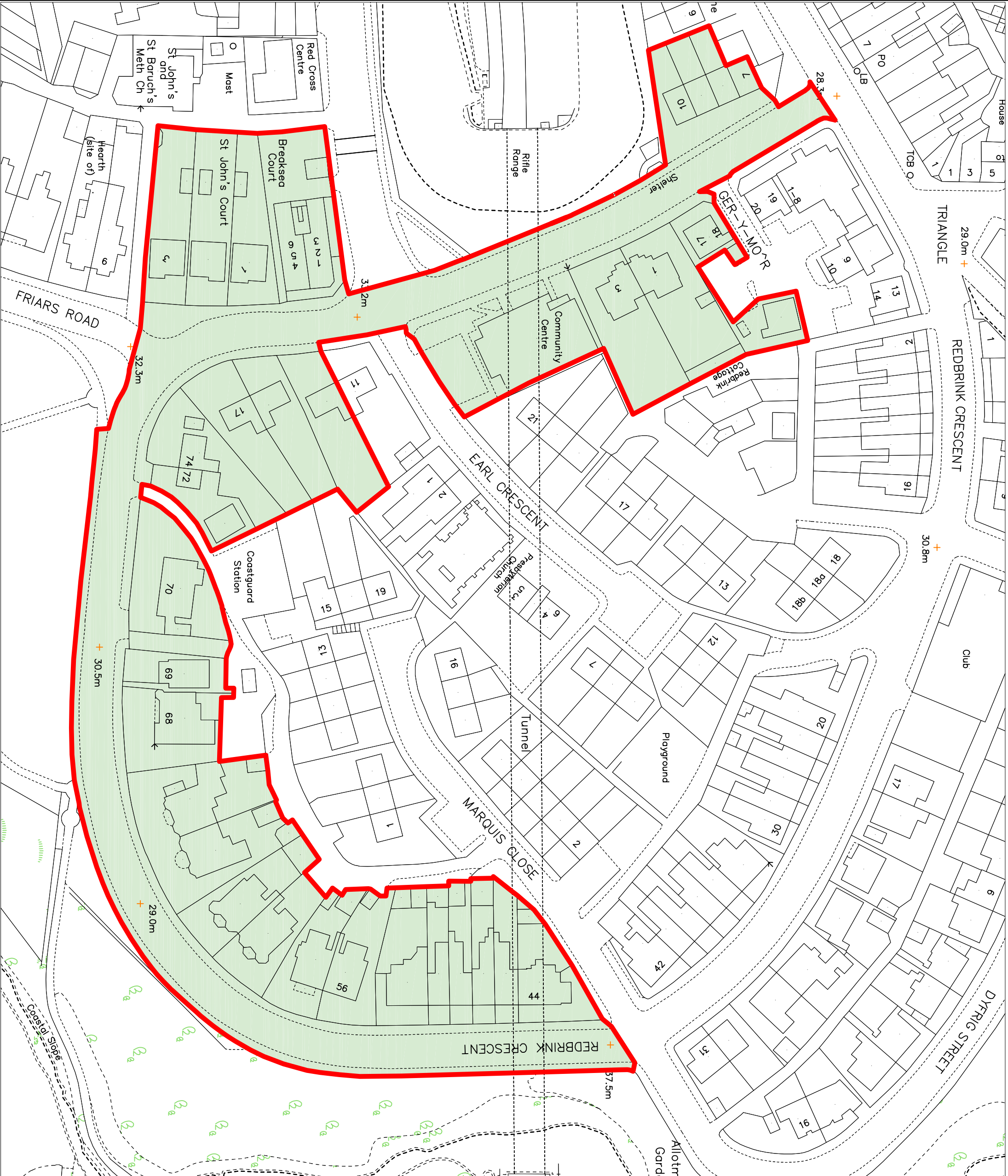
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Resident Parking Permit Areas

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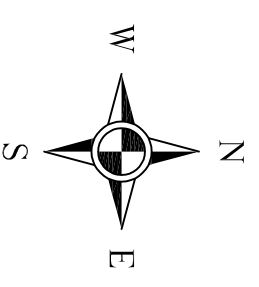
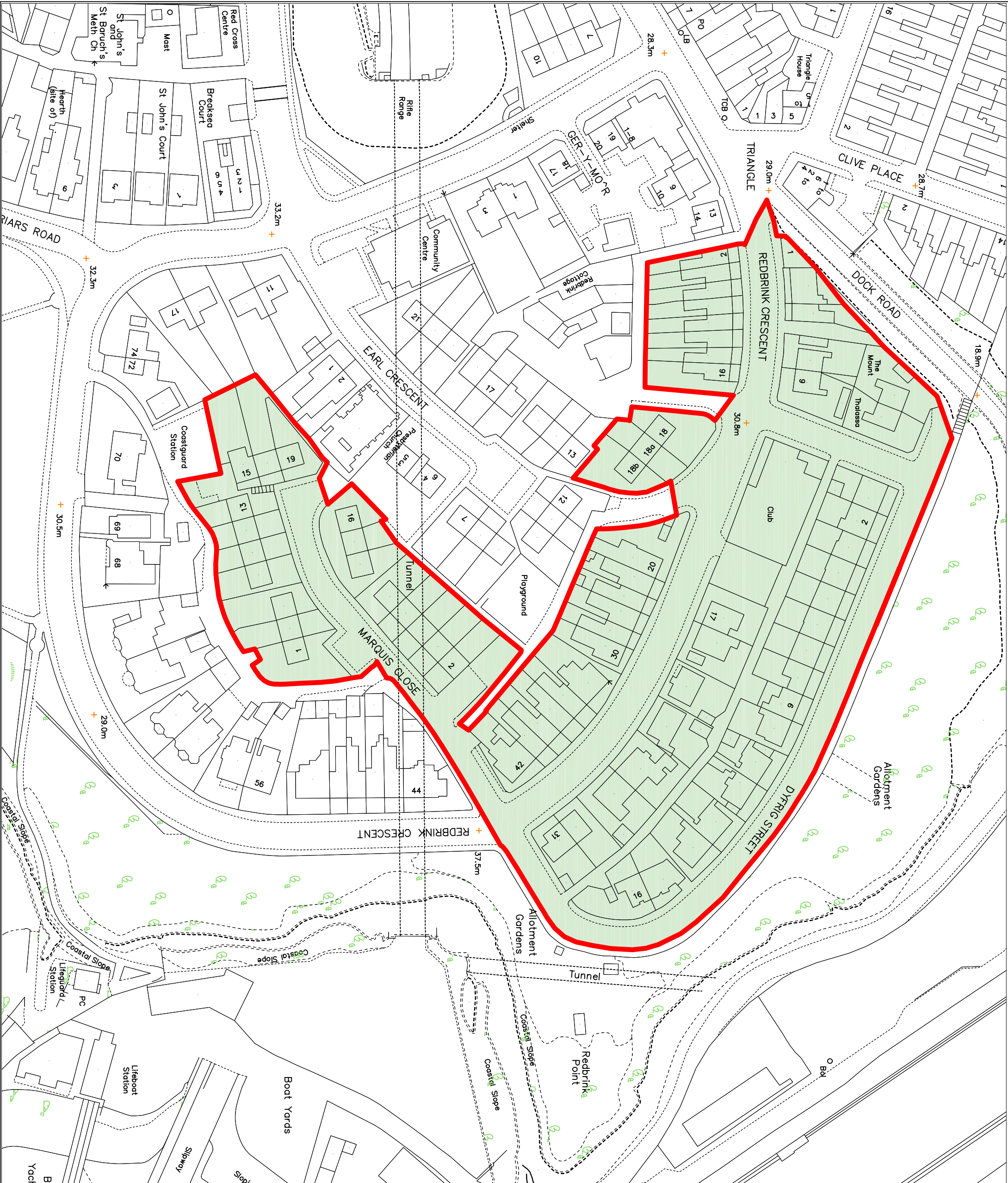
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Resident Parking Permit Areas

Drawing Title		Barry Island, Redbrink Crescent	
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Resident Parking Permit Areas

Drawing Title

Barry Island, Redbrink Crescent
 Dyfrig Street, Marquis Close

Drawing No. T/20/62/AA

Scale NTS

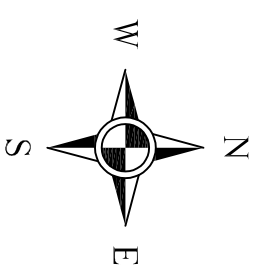
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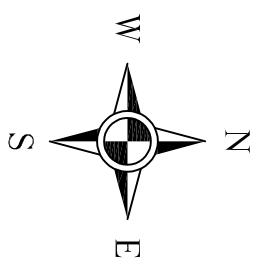
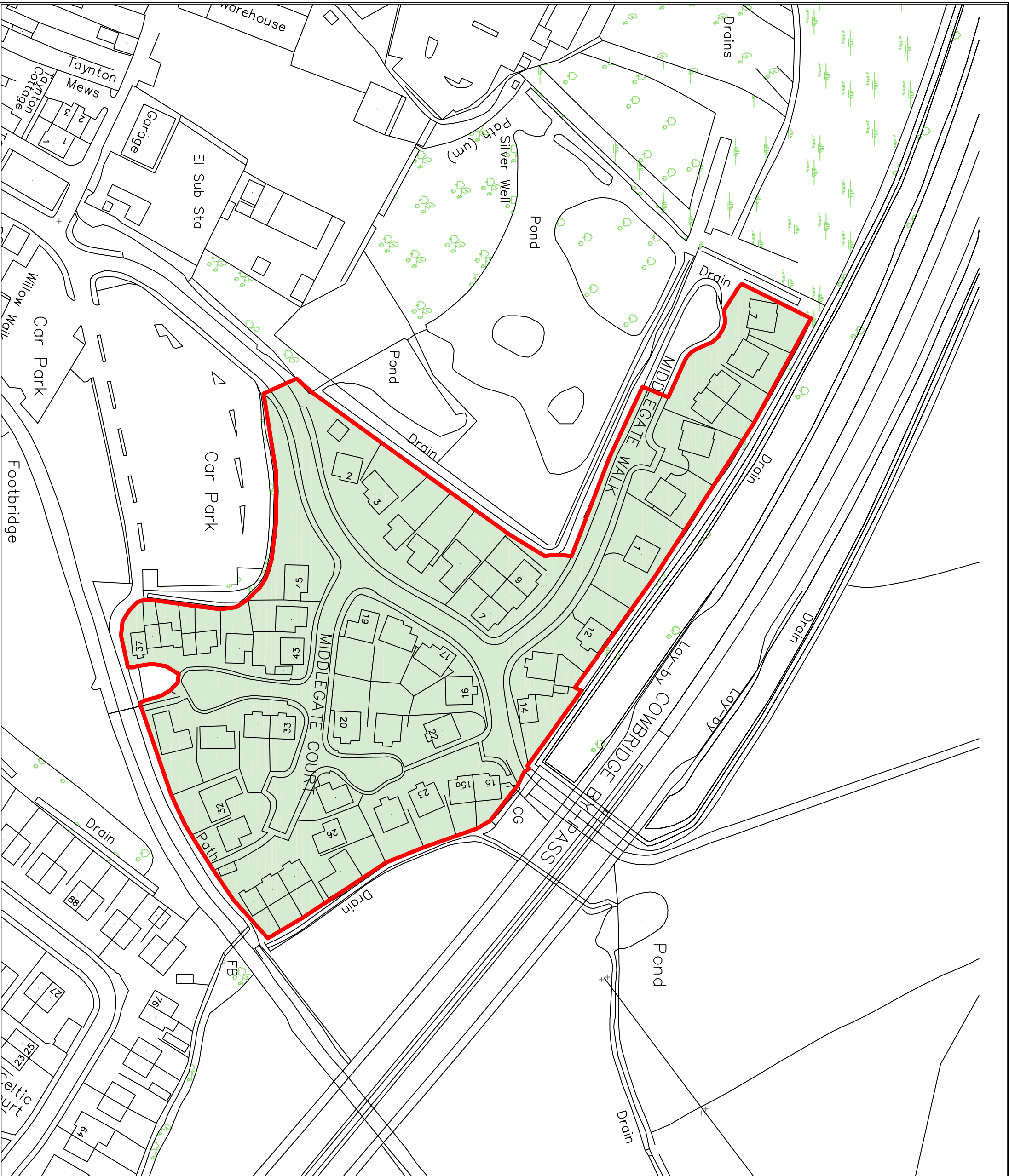
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Resident Parking Permit Areas

Drawing Title
 Barry Island, Plymouth Road

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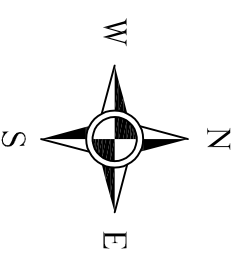
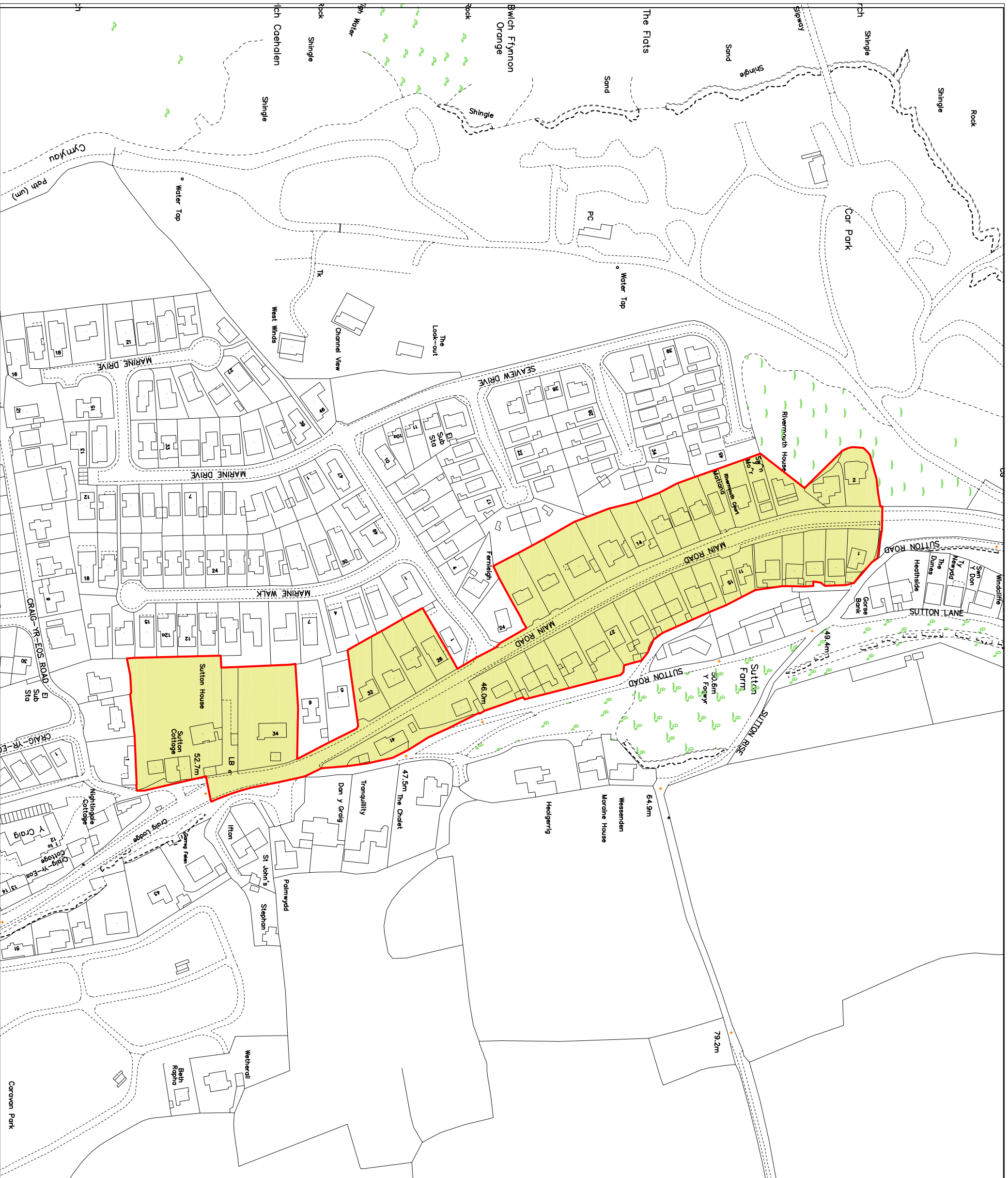
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Resident Parking Permit Areas

Drawing Title:
 Cowbridge, Middlegate Court

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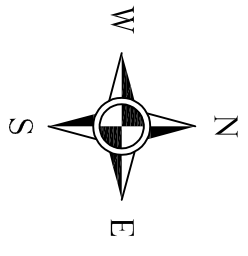
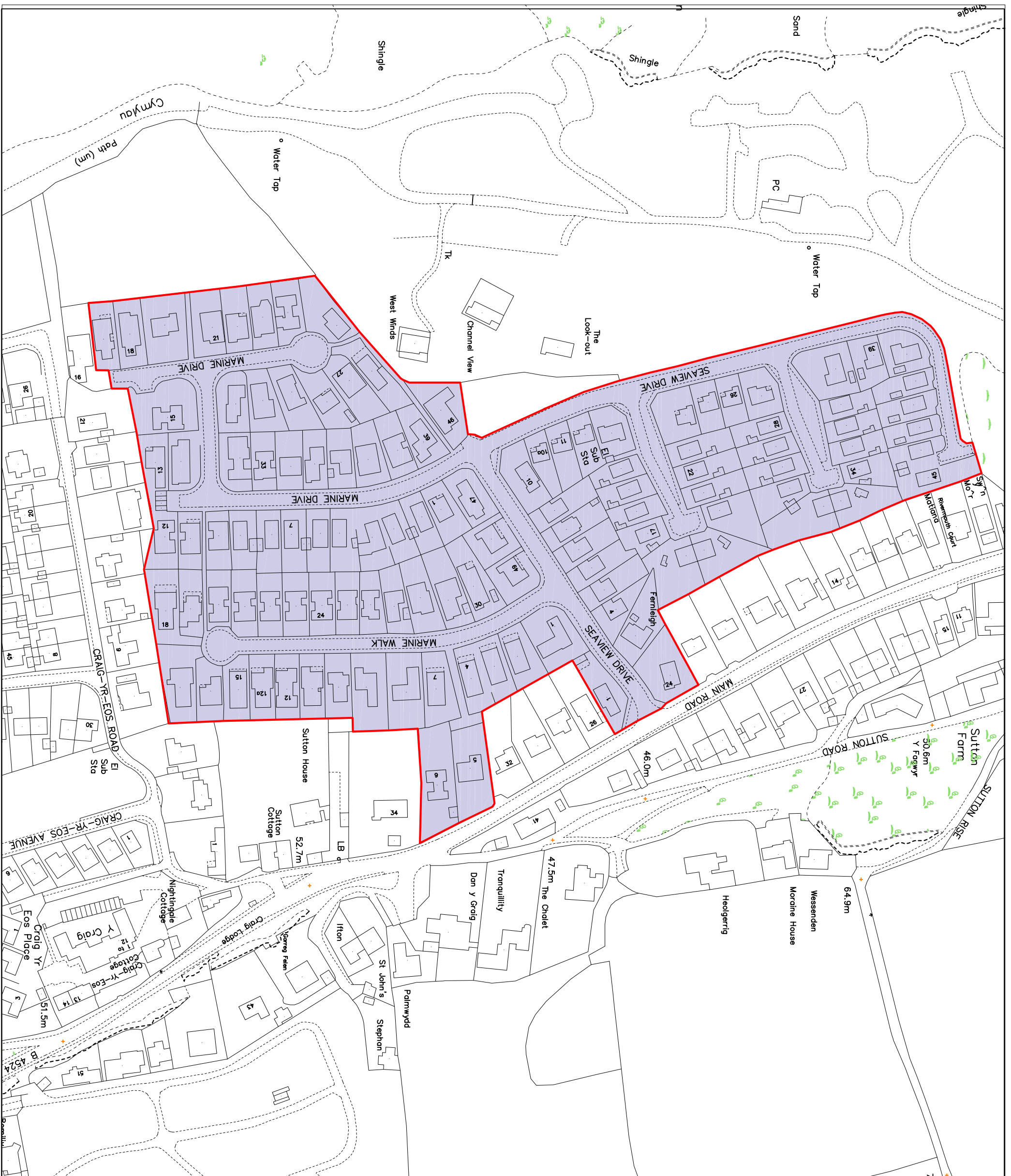
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Resident Parking Permit Areas



Drawing Title
 Ogmore by Sea, Main Road

Drawn A. Asadi	Scale	Drawing No.
Date 12/08/20	NTS	T/20/65/AA
Checked	File	
Table	Revision	Rev 2



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Rev	By	Description of Amendment	Revisions	Date by	Date

VALE of GLAMORGAN
 ENVIRONMENT & HOUSING
 SERVICES

BRO MORGANNWIG

Director:
 Ulrike Punter
 Head of Neighbourhood
 Services & Transport:
 Emma Reed

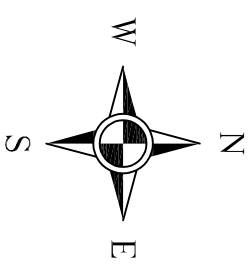
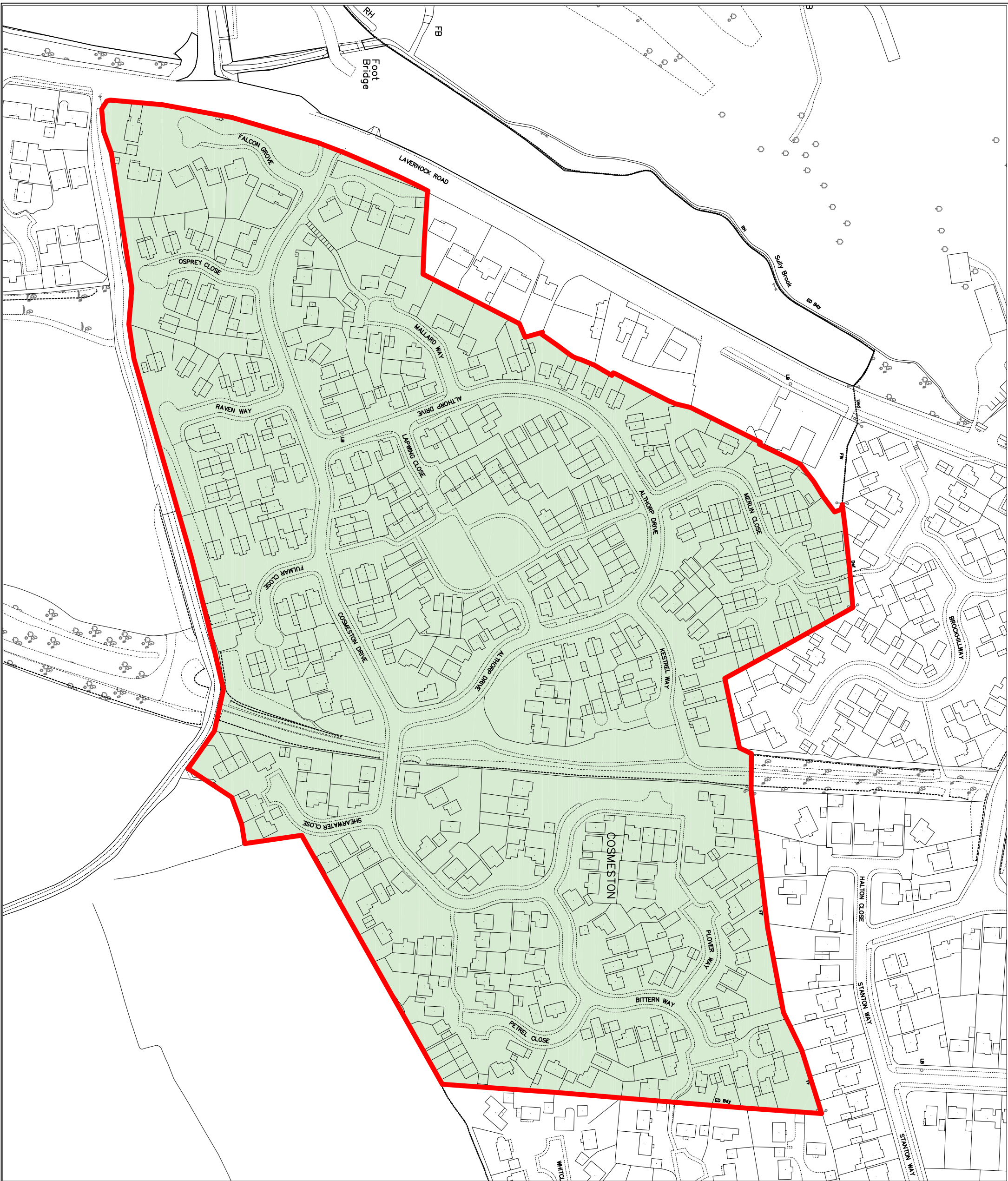
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Key

Resident Parking Permit Areas

Drawing Title
 Ogmore by Sea, Seaview Drive

Drawn A. Ascoli	Scale NTS	Drawing No. T/20/64/AA
Date 12/08/20	File	Rev 2
Checked	Number	
Date		



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Rev	Description of Amendment	Revisions	Date

VALE of GLAMORGAN
 ENVIRONMENT & HOUSING SERVICES

Director
 Miles Funder

Head of Neighbourhood Services & Transport
 Emma Reed

PRO MORGANNWG

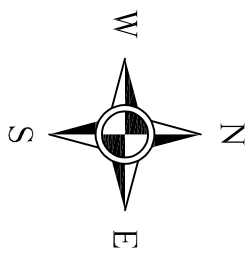
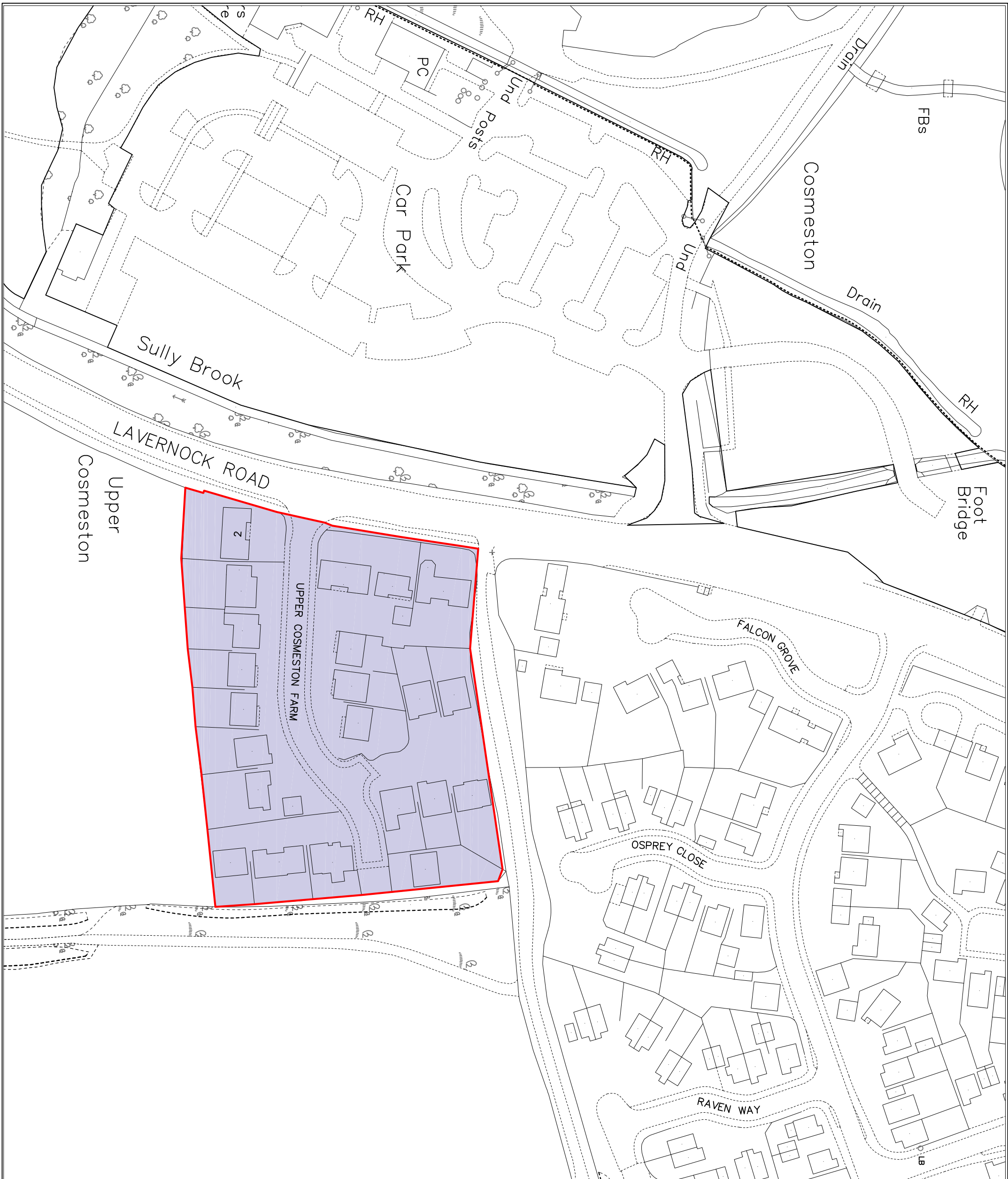
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Key

Resident Parking Permit Areas

Drawing Title
 Cosmeston Drive

Drawn A. Asadi	Scale	Drawing No.
Date 12/08/20	NTS	T/20/56/AA
Checked	File	Rev
Date		1



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Rev	By	Description of Amendment	Revisions	Chk by	Date

VALE of GLAMORGAN
 ENVIRONMENT & HOUSING SERVICES

Director:
 Miles Punter

Head of Neighbourhood Services & Transport:
 Zanna Reed
 Zanna Reed

BRO MORGANNWG

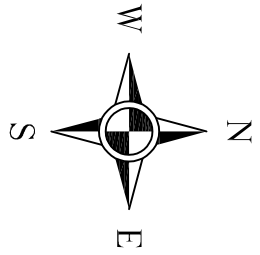
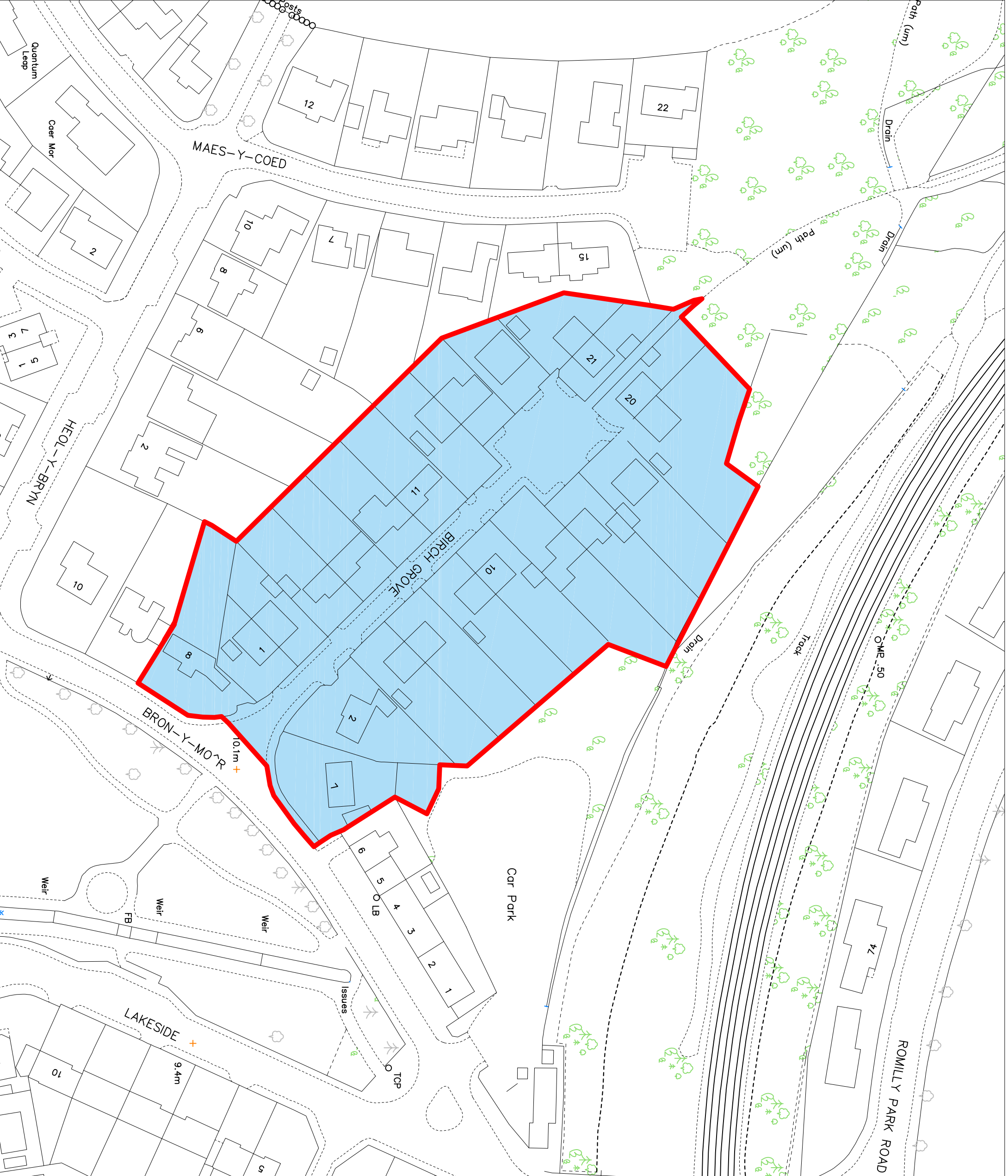
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Key

Resident Parking Permit Areas

Upper Cosmeston Farm

Drawing Title		Upper Cosmeston Farm	
Drawn: A. Ascoll	Scale: NTS	Drawing No: T/20/55/AA	
Date: 12/08/20	File: NTS	Checked: MJS	Rev: 1
Date:		Date:	



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Rev	By	Description of Amendment	Revisions	CHK by	Date

VALE of GLAMORGAN
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Director:
 Miles Punter

Head of Neighbourhood
 Services & Transport:
 Zanna Reed

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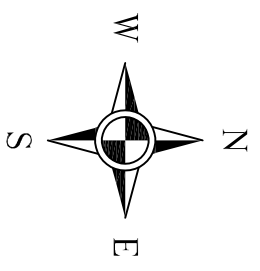
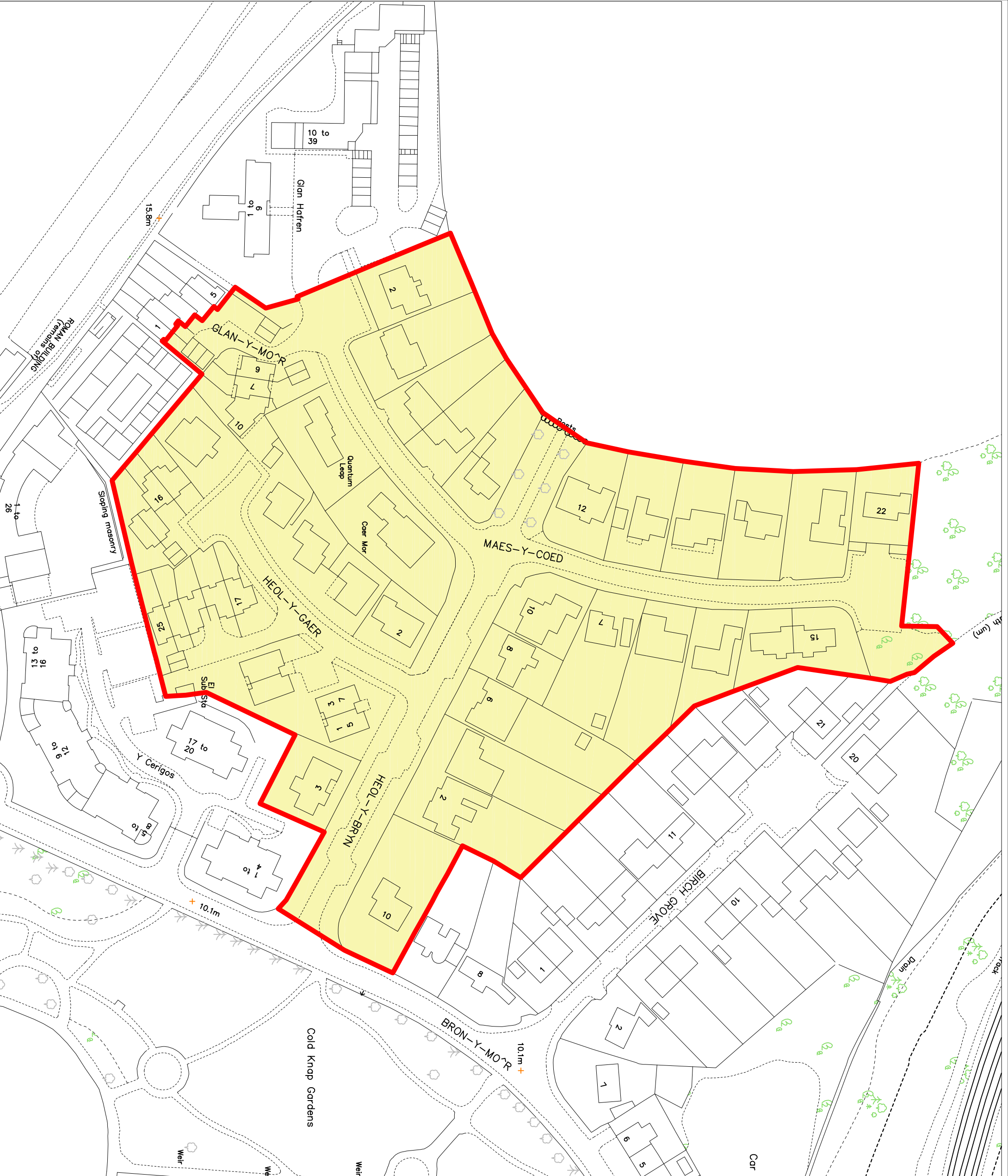
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Key

Resident Parking Permit Areas

Drawing Title
 Knap, Birch Grove

Drawn A. Asadi	Scale	Drawing No.
Date 12/08/20	NTS	T/20/57/AA
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Date	Folder	1



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Rev	Description of Amendment	Revised by	Check by	Date

VALE of GLAMORGAN
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 SERVICES

Director:
 Miles Fumler

Head of Neighbourhood
 Services & Transport:
 Emma Reed

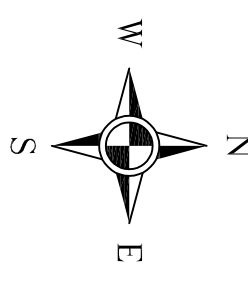
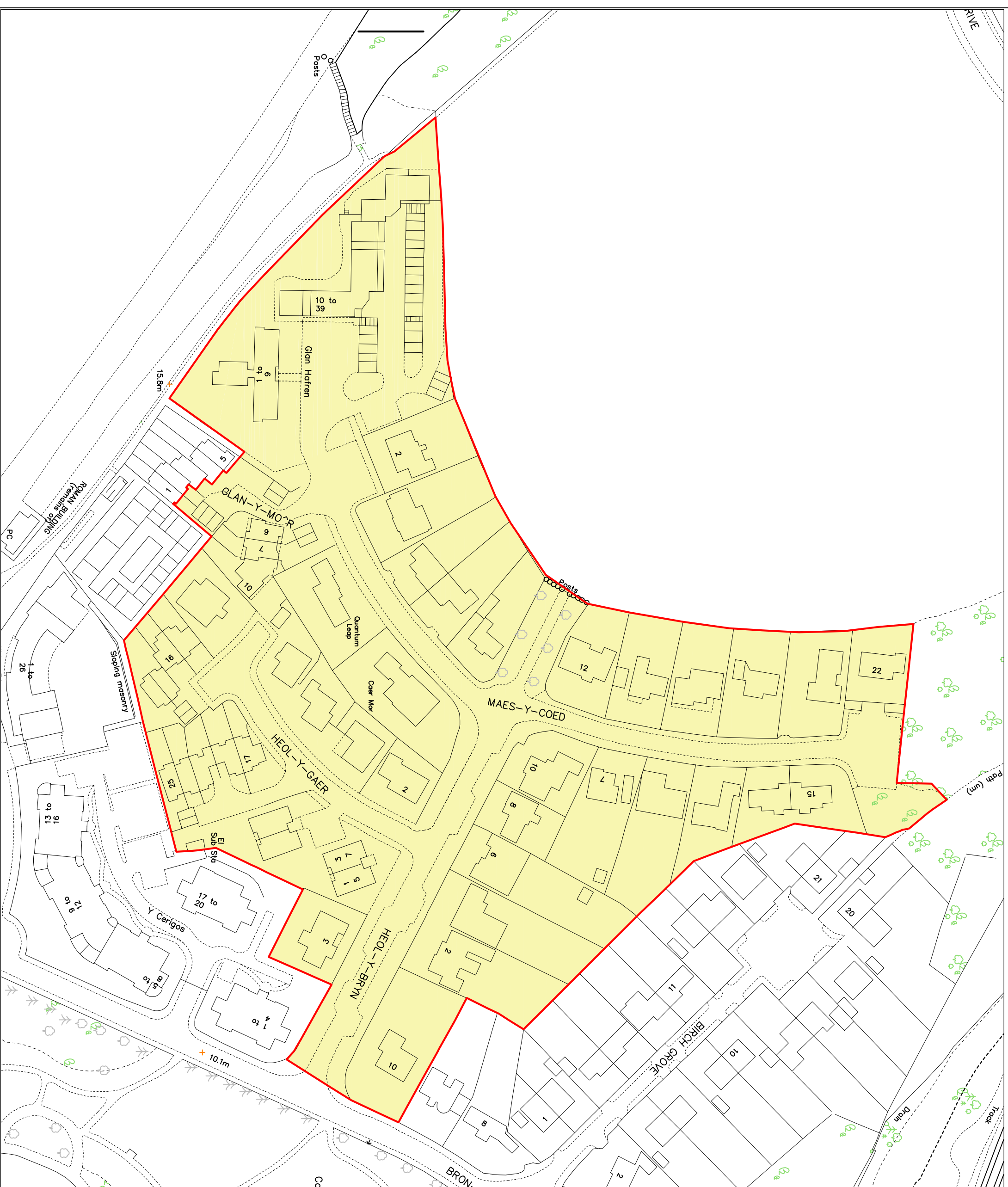
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Proposed Resident Parking Permit Areas

Drawing Title		Knap, Heol-y-Bryn	
Drawn A. Asodi	Scale	Drawing No.	
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Checked	File	Rev	
Date	Window	Rev	1



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NO	REVISIONS	DATE
1	GLAN Hafren added to Resident Parking Area	20/2/20

VALE of GLAMORGAN
 ENVIRONMENT & HOUSING SERVICES

Director:
 Milos Punter

Head of Neighbourhood Services & Transport:
 Emma Reed

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Client:
 The Vale of Glamorgan Council

Key

Proposed Resident Parking Permit Areas

Drawing Title:
 Knapp, Heol-Y-Bryn

Drawn A. Asadi	Scale NTS	Drawing No. T/20/58/AA
Date 12/08/20	File	Rev 2
Checked	Author	
Date	Drawn	