

**Neath Port Talbot County Borough Council**  
**Cyngor Bwrdeistref Sirol Castell-nedd**

**Democratic Services**  
**Gwasanaethau Democrataidd**

## **Decision Notice**

### **STREETSCENE AND ENGINEERING - URGENCY ACTION ,** **WEDNESDAY, 24TH JUNE, 2020**

Please see below approval of decision as follows:

1. **COVID-19 On-Street Parking Enforcement - 22AM** (Pages 3 - 12)

#### **COVID-19 On-Street Parking Enforcement**

That, in consultation with the Leader and relevant Cabinet Member, on-street parking enforcement be re-introduced County Wide with immediate effect.

**For Immediate Implementation**

Yours sincerely

p.p Chief Executive

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Urgency Action

#### Streetscene & Engineering Cabinet Board

#### Report of the Head of Engineering & Transport

David W. Griffiths

#### Matter for Decision

**Wards Affected:** All

#### **COVID-19 On-Street Parking Enforcement.**

#### **Purpose of the Report:**

To seek Members' approval to re-commence on-street parking enforcement.

#### **Executive Summary:**

The report sets out the requirements to re-commence on-street parking enforcement that was temporarily suspended at the start of the COVID 19 pandemic.

#### **Background:**

Members will recall that all enforcement activity was suspended at short notice in the County Borough to comply with the Governments COVID 19 lockdown period.

Guidance has now been produced jointly by the British Parking Association and the Welsh Local Government Association to help local authorities develop and implement local plans for lifting temporary traffic and parking arrangements put in place during April 2020.

Parking and traffic management is an important public service, which provides benefits for pedestrians, cyclists, motorists and the wider community. Those benefits include maintaining road safety and access to jobs, goods and services. This has perhaps never been more important than now as we have had to respond to unprecedented changing demands and priorities.

This Council along with all other local authorities action in this area has been widely recognised as making an important contribution to the fight against COVID 19, especially the flexibility provided to NHS staff, care and other key workers.

Transport is one of the most important factors in ensuring we continue to control the virus and save lives, whilst enabling a phased lifting of the lockdown restrictions.

With the phased increase in commercial activity, it has become increasingly important for the freight sector to be able to deliver goods and services to shops and businesses. The Council therefore need to ensure that loading and unloading can take place safely and legally and that the highway is not obstructed by vehicles parked in contravention that could have a negative impact on this activity. This is especially true now as our Town Centres re-open for business with some road space having been temporarily re-purposed to aid social distancing and the return to work and school as restrictions allows.

A carefully phased reintroduction of previously relaxed traffic/parking management and enforcement is therefore now necessary to help manage our safe and controlled recovery and to ensure priority for parking space can be maintained for those who need it most and to ensure access for essential deliveries and services.

It is proposed that enforcement activity is initially focussed on our Town Centres and Pedestrian Zones and areas of heightened activity where the lack of controls will have a significant detrimental impact on congestion, safety and traffic management. This is particularly the case around schools as they reopen at the end of June where the Councils CCTV Camera Van will be deployed.

To aid public acceptance of increased parking controls it is advised that our Civil Enforcement Officers (CEOs) are encouraged to provide help and advice about where people can and cannot park, ensuring that social distancing guidelines are applied and adhered.

Initially it is proposed in accordance with the guidance that Warning Notices, outlining that the vehicle is parked in contravention and may receive a Penalty Charge Notice (PCN) in the future if regulations/controls are not observed. In this regard it is proposed that the Council use the Advisory Parking Notice templates created by the BPA.

It is likely that, to adhere to social distancing requirements, there may be increased incidents of CEOs not being able to successfully serve the PCN which may lead to an increase in postal Regulation 10 'prevention from service' notices. Authorities need to ensure that they have all of the required evidence on the parking activity in accordance with existing guidance before taking the decision to issue such notices in accordance with Statutory Guidance.

### **Financial Impacts:**

Initially, for a short period in accordance with BPA and WLGA guidance Warning Notices will be issued in the first instance.

Full enforcement will be introduced from the beginning of August when parking fines will be issued on any vehicles contravening the on-street legal parking orders County wide which will contribute to the decriminalised parking enforcement budget.

### **Integrated Impact Assessment:**

A first stage Impact Assessment has been undertaken to assist the Council in discharging its legislative duties (under the Equality Act 2010, the Welsh Language Standards (No.1) Regulations 2015, the Well-being of Future Generations (Wales) Act 2015 and the Environment (Wales) Act 2016.

The first stage assessment, attached at Appendix A, has indicated that a more in-depth assessment is not required.

### **Valleys Communities Impacts:**

No implications.

### **Workforce Impacts:**

No implications.

**Legal Impacts:**

No implications.

**Risk Management Impacts:**

No implications.

**Consultation:**

There is no requirement for consultation on this item. Warning notices will be issued in the first instance and full enforcement will be implemented from the beginning of August 2020.

**Recommendations:**

It is recommended in consultation with the Leader and relevant Cabinet Member that on-street parking enforcement be re-introduced County Wide with immediate effect.

**Reasons for Proposed Decision:**

The re-introduction of on-street parking enforcement will help manage the safe and controlled recovery of our Town Centres, Schools and workplaces, ensuring priority for parking space can be maintained for those who need it most and to maintain access for essential deliveries and services.

**Implementation of Decision:**

For immediate implementation.

**Appendices:**

Appendix A - First Stage IIA

**List of Background Papers:**

None

**Officer Contact:**

Steve Cook, Parking Manager

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## Impact Assessment - First Stage

### 1. Details of the initiative

<b><u>COVID-19 On-Street Parking Enforcement.</u></b>
<b>Service Area: Parking Services</b>
<b>Directorate: Environment</b>

### 2. Does the initiative affect:

	Yes	No
Service users	✓	
Staff	✓	
Wider community	✓	
Internal administrative process only		✓

### 3. Does the initiative impact on people because of their:

	Yes	No	None/ Negligible	Don't Know	Impact H/M/L	Reasons for your decision (including evidence)/How might it impact?
Age		✓				Enforcement will not affect the user.
Disability		✓				Enforcement will help the user.
Gender Reassignment		✓				Enforcement will not affect the user.
Marriage/Civil Partnership		✓				Enforcement will not affect the user.
Pregnancy/Maternity		✓				Enforcement will help the user.
Race		✓				Enforcement will not affect the user.
Religion/Belief		✓				Enforcement will not affect the user.
Sex		✓				Enforcement will not affect the user.
Sexual orientation		✓				Enforcement will not affect the user.

**4. Does the initiative impact on:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence used) / How might it impact?
People's opportunities to use the Welsh language		✓				
Treating the Welsh language no less favourably than English		✓				

**5. Does the initiative impact on biodiversity:**

	Yes	No	None/ Negligible	Don't know	Impact H/M/L	Reasons for your decision (including evidence) / How might it impact?
To maintain and enhance biodiversity		✓				
To promote the resilience of ecosystems, i.e. supporting protection of the wider environment, such as air quality, flood alleviation, etc.		✓				

**6. Does the initiative embrace the sustainable development principle (5 ways of working):**

	Yes	No	Details
<b>Long term</b> - how the initiative supports the long term well-being of people		✓	This was a short term initiative because of the Covid19 pandemic.
<b>Integration</b> - how the initiative impacts upon our wellbeing objectives		✓	Little impact as only certain traffic orders will be enforced to prevent indiscriminate parking.
<b>Involvement</b> - how people have been involved in developing the initiative	✓		Local elected members have been involved in this decision as well as Cabinet Members and the Leader.
<b>Collaboration</b> - how we have worked with other services/organisations to find shared sustainable solutions	✓		Discussion have been undertaken with the Welsh Government, British Parking Association and Welsh Local Government association.
<b>Prevention</b> - how the initiative will prevent problems occurring or getting worse		✓	Help with the free flow of traffic and ease congestion due the due to the reintroduction of shops opening.

**7. Declaration - based on above assessment (tick as appropriate):**

A full impact assessment (second stage) <b>is not</b> required	✓
Reasons for this conclusion	
There is no reason for a full integrated impact assessment as the initiative will only affect users who need to use on-street parking and deliveries retail and business premises.	

A full impact assessment (second stage) <b>is</b> required	
Reasons for this conclusion	

Page 12

	Name	Position	Signature	Date
Completed by	Steve Cook	Parking Manager		23.06.20
Signed off by	David W. Griffiths	Head of Engineering & Transport		23.06.20