

# CITY PLAN 2019 – 2040

## POST-HEARING NOTE ON PARKING PERMITS

## 1. Introduction

This note sets out how the parking permits are issued in Westminster in response to a request by the Inspectors examining Westminster's City Plan 2019 – 2040 at the public hearing on 13<sup>th</sup> October 2020.

## 2. Historical context

The policy decision on how the parking permit system works in Westminster is based upon a formal Cabinet approval which pre-dates the decriminalisation of parking enforcement in 1995. The policy decision has always been not to limit the number of on-street resident permits on issue, the consequence of which has resulted in the scheme being traditionally over-subscribed.

This policy differs for resident permits issued for off-street estate areas, which are issued and administered by Westminster City Council's Housing department. Off-street estate permit issue is limited by space availability and is subject to waiting lists.

## 3. Existing number of permits

As of July 2020, there were **30,602** active on-street resident permits on issue, with total available resident and shared-use bay spaces being **30,837**. Only 29.2% of Westminster households own a resident permit.

## 4. Criteria for obtaining a permit

The vast majority of Westminster is covered by a controlled parking zone (CPZ), although there are some residents who live within Royal Parks who sit outside a CPZ. It is the policy of Westminster City Council to issue an on-street resident permit to any resident who lives within a controlled parking zone within the city and whom satisfies the application criteria. The applicant's Westminster address should be their sole or main residence.

In terms of qualification for a permit, the following is stipulated and must be demonstrated by the applicant via the provision of documentary evidence and proofs –

- An applicant's sole or main home must be in a controlled parking zone of Westminster (excluding residents of Crown or Royal Parks property).
- All documents provided must be at the same Westminster address.
- The applicant must be the keeper of a vehicle that is solely driven by them and kept in Westminster.
- The vehicle must be insured at a Westminster address.

Other pertinent terms and conditions of the scheme include -

- If the applicant has three or more unpaid Penalty Charge Notices at Order for Recovery stage, the Council reserve the right not to issue a permit to them.
- Only one permit will be issued per applicant (although this can include 2 vehicles/vehicle registration marks).
- A permit will be issued according to the parking zone in which the applicant resides.

- The Council cannot guarantee a parking space will always be available.
- It is the permit holder's responsibility to ensure that the vehicle is legally parked at all times, ensuring the permit is valid and displayed in the windscreen (motorcycles are issued with electronic permits)
- Permit holders are required to check their vehicle regularly, ideally daily before 08.30, in the event that a bay becomes suspended
- The on-street resident permit is not valid on private housing estates, including council estates.
- The vehicle must be able to fit within the markings of the parking place and be:
  - A passenger vehicle that does not exceed 6 metres in length and can carry no more than 13 people including the driver; or
  - A goods carrying vehicle that is no more than 2.44 metres (8ft) high; or
  - A motorcycle; or
  - An invalid carriage
- A permit holder cannot park trailers or caravans, whether they are linked up to a vehicle displaying a permit or standing alone.
- The vehicle must be roadworthy.

The documentary proofs demanded to be provided vary slightly by application type but generally include two proof of residence and two proof of vehicle ownership. All documents must include the applicant's name and Westminster address.

## 5. Parking Stress

If an applicant is a bona fide Westminster resident, living in a controlled parking zone they are entitled to a permit, without consideration of existing parking stress within that CPZ.

However, parking stress is taken into account in the determination of planning applications for new housing and can result in mitigation measures for potential increased parking stress being sought.

Under current policy<sup>1</sup> when an application for new residential development is proposed without off-street parking provision, the council assesses the parking pressure within a 200m radius of the development, taking into account all areas where residents who have permits can park during the day and overnight – so residents' and shared use bays only during the day and those, plus other visitor bays or single yellow line overnight. If it is less than 80%<sup>2</sup> (and likely to remain so with the development in place) no action is considered necessary. But if the area within 200m radius of the site is already over the 80% threshold (or likely to go above it with the development in place), the adopted policy may require off-street parking to be provided to mitigate the likely increase in parking stress.

Although residents of such developments are not precluded from applying for a permit to park on-street if they want one, this approach seeks to address the problem of the issuance of parking permits sitting outside the local plan and increased parking stress occurring by an increase in residential developments.

As the UDP policy will be superseded upon adoption of the new City Plan, proposed modification PS/C/08 sought to replace the mitigation requirements set out in policy TRANS 23 to continue to

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<sup>1</sup> Unitary Development Plan policy TRANS 23:

[http://transact.westminster.gov.uk/docstores/publications\\_store/planning/udp/UDP\\_Chapter\\_04\\_Transport.pdf](http://transact.westminster.gov.uk/docstores/publications_store/planning/udp/UDP_Chapter_04_Transport.pdf)

<sup>2</sup> Parking Stress for each CPZ is set out in the latest Parking Occupancy Survey (document EV\_C\_008)

manage parking stress as a result of an increase in residential development over the lifetime of the plan. However, the discussion at the Matter 6 Hearing on 13<sup>th</sup> October and objections from Transport for London are noted and the council offered to further modify this paragraph owing to its contradiction with the sustainable and active transport ambitions of the plan.

# **CITY PLAN**

**2019 – 2040**



City of Westminster