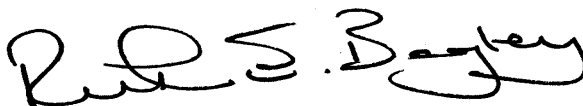


Date of issue: Thursday 17th March 2016

MEETING:	NEIGHBOURHOODS AND COMMUNITY SERVICES SCRUTINY PANEL (Councillors Plenty (Chair), Morris (Vice Chair), Dar, Davis, N Holledge, Malik, Mansoor, Sohal and Wright)
DATE AND TIME:	TUESDAY, 29TH MARCH, 2016 AT 6.30 PM
VENUE:	VENUS SUITE 2, ST MARTINS PLACE, 51 BATH ROAD, SLOUGH, BERKSHIRE, SL1 3UF
DEMOCRATIC SERVICES OFFICER: (for all enquiries)	DAVE GORDON 01753 875411

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



RUTH BAGLEY
Chief Executive

AGENDA

PART I

<u>AGENDA ITEM</u>	<u>REPORT TITLE</u>	<u>PAGE</u>	<u>WARD</u>
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Apologies for absence.

1. Declarations of Interest

All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 3 paragraphs 3.25 – 3.27 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 3.28 of the Code. The Chair will ask Members to confirm that they do not have a declarable interest.

All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.

CONSTITUTIONAL MATTERS

2. Minutes of the last meeting held on 23rd February 2016 1 - 8

3. Member Questions

(An opportunity for panel members to ask questions of the relevant Director / Assistant Director, relating to pertinent, topical issues affecting their Directorate – maximum of 10 minutes allocated.)

SCRUTINY ISSUES

4. Transport Issues 9 - 16

ITEMS FOR INFORMATION

5. RAC Report - 'Local Authority Parking Finances In England' 17 - 20

6. Home To School Transport - Taxis 21 - 24

7. Attendance Record 2015 - 16 25 - 26

8. Date of Next Meeting - 26th July 2016

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Please contact the Democratic Services Officer shown above for further details.

The Council allows the filming, recording and photographing at its meetings that are open to the public. Anyone proposing to film, record or take photographs of a meeting is requested to advise the Democratic Services Officer before the start of the meeting. Filming or recording must be overt and persons filming should not move around the meeting room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non hand held devices, including tripods, will not be allowed unless this has been discussed with the Democratic Services Officer.

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Neighbourhoods and Community Services Scrutiny Panel – Meeting held on Tuesday, 23rd February, 2016.

Present:- Councillors Plenty (Chair), Dar, Davis, Holledge N, Malik, Mansoor, Sohal and Wright (until 8.13pm)

Apologies for Absence:- Councillor Morris

PART 1

42. Declarations of Interest

No declarations of interest were given in relation to the meeting's business.

43. Minutes of the last meeting held on 6th January 2016

Resolved: that the minutes of the meeting on 6th January 2016 be approved as an accurate record.

44. Thames Valley Police - Cyber-Enabled Crime

Thames Valley Police (TVP) addressed 3 areas specifically raised by members; the recent 'Depths of Dishonour' report, engagement with the Slough Local Safeguarding Children's Board (SLSCB) and cyber crime.

Depths of Dishonour: this report had been published by Her Majesty's Inspectorate of Constabulary (HMIC). The report was a national assessment, with each Police Force appraised as a whole. The main focus was a series of issues; female genital mutilation (FGM), forced marriage and intra-family violence (often referred to as HBV). The first 2 were recently made illegal, whilst HBV was not recognised as a distinct class of offence (unlike hate crimes). The report asked forces to self-assess on 4 areas: leadership, awareness and understanding, protection and enforcement and prevention. Members had raised the report as TVP self-assessed as 'not yet prepared' in all areas.

The assessment covered all of TVP's area; Slough was one of the more advanced areas within TVP. Officer training on issues such as indicative signs of HBV and safeguarding was taking place, with 89% of officers in Slough having undertaken this. This left Slough as the best area in Berkshire, and 3rd best in TVP, in terms of staff training. It was also recognised that HBV was an issue in Slough. As a result, policies ensuring overview, governance and leadership on the matter were in place. In addition, officers received a daily morning briefing on matters specific to Slough, with HBV cases flagged when identified before being referred as appropriate.

FGM had not yet been detected in Slough; the one report received by TVP had been provided by a third party and proved not to be FGM. However, it was recognised that the nature of the offence made affected parties less likely to report it, and health records had shown that Slough was identified as an

area with more cases than the national average. Information sharing with health services, improved intelligence gathering and increased enforcement policies were all being developed. Whilst FGM taking place in Slough had not been detected, it could not be ruled out; in all cases, taking a female abroad to undergo FGM is a criminal offence. TVP is engaged with Fiona Mactaggart MP on the issue.

Reports of forced marriage often arose when either the woman involved was about to be sent abroad, or was in a relationship with a partner who was not the one proposed by the family. It was also important to distinguish between forced and arranged marriage; whilst the first was an offence, the second was not. Cases of forced marriage would be raised in the daily briefings for officers, with a suitable safety plan constructed to protect the individual involved.

On all these matters, officer training would continue. In addition, all appointees would receive contact from the Superintendent within 2 weeks of taking their post, and these matters would be addressed as part of this.

The Panel raised the following points in discussion:

- Information on FGM was often only gathered when women were checked during pregnancy. This made it hard to deduce if the practice was being undertaken locally or abroad. However, as Slough moved towards a second generation of residents from ethnic minorities who were born in the area, opportunities for increased intelligence may arise.
- A number of forced marriages had been reported in the last year. Neighbourhood and Patrol Teams were visiting religious centres across Slough in order to understand different communities and ensure that clear communication lines were being established.
- TVP was working with Fiona Mactaggart MP on the issue. As part of this, Slough had hosted an International Women's Day event last year, and would be repeating that this year as well as hosting an International Girls' Day event.
- The training organised by TVP was specific to the responsibilities of police officers, and had been produced by specialists.
- TVP was also involved with a schools programme to deliver its message. 2 officers were involved and addressed matters such as gang violence, Prevent, knife crime and other relevant topics as well as the matters mentioned above. TVP was also committed to ensuring that activity amongst schoolchildren was intercepted and halted before it became a criminal matter.
- When children were taken abroad to undergo FGM, parents were liable to prosecution. TVP would discuss cases with the Crown Prosecution Service. It also had the power to apply for children in transit to become a ward of court and for an international arrest warrant to be issued. This would be the subject of a joint discussion with Slough Children's Services Trust following a strategy meeting. These powers had yet to be used in Slough.

Engagement with SLSCB: The 2013 Ofsted report had mentioned TVP's engagement with the Board; the Superintendent was a member of SLSCB, and TVP attendance had been 100% since this time. TVP also held the Chair on the Child Sexual Exploitation Sub-Group; a new officer was now in this post, and had been given a thorough hand over by their predecessor.

Funding for SLSCB had been established when East and West Berkshire were separate command units. However, the fact that Berkshire was home to 6 unitary authorities rather than 1 county-wide authority meant that funding was thinly spread. In 2011, a sum of £10,000 had been negotiated for SLSCB. However, this arrangement could not continue; TVP was addressing this and attempting to arrange coverage from central funds.

In terms of wider engagement, TVP was working with the new Board Chair. It had also been agreed to cut back the number of strategic groups to improve the body's focus. TVP was committed to broad and sustained engagement with SLSCB. The 2013 situation had arisen due to issues with incorporating the Board into existing workload; meetings had now been timetabled to allow TVP attendance at strategy meetings. The 2016 inspection report also highlighted TVP's use of technical language and notes which were hard to decipher; this was being addressed. TVP was also engaging in cross-agency work with the Slough Children's Services Trust to allow both parties to understand each other's work.

The Panel raised the following points in discussion:

- The Multi-Agency Safeguarding Hub (MASH) was not yet established. Whilst staff from different organisations were now located in the same premises, they used separate IT and telecommunications systems and did not include all potential partners. A launch was now planned for September 2016.
- At present, Berkshire was progressing towards having 6 separate MASHs.
- Local Safeguarding Children's Boards were not funded by central Government. Their operations were being reviewed on national basis and the system may be subject to alteration.

Cyber crime: Cyber crime was experiencing a growth in activity, and could broadly be separated into 2 types: cyber-enabled and cyber-dependent. Enabled was more prevalent and the focus of the report presented to the Panel. As the population and businesses became more reliant on IT, specialist regional and national officers were dedicated to the issue. Recent incidents (e.g. Talk Talk being hacked) had demonstrated the potential widespread impact of cyber-attacks and the need for action.

The Safer Slough Partnership (SSP) was working with Cllr Matloob to organise a conference in April 2016. The anticipated outcome was the creation of a Cyber-Enabled Crime Advisory Group. This work would be innovative, as there were as yet no partnerships dedicated to developing a

shared approach to the matter. It was also intended to spread their work and message beyond Slough, which could improve its impact and also generate joint funding.

The Panel raised the following points in discussion:

- Given the presence of technology companies in Slough, the focus on cyber crime was understandable. However, the remote operation of such crime did lead to a national aspect in challenging offenders. Despite this, a local focus was also required to improve user knowledge (e.g. cyber bullying and using social media). Slough-specific groups were co-ordinating their actions with those of national bodies.
- The exact local picture was hard to deduce as data on cyber crime was held at national level. However, the indications were that Slough did have a rate of cyber crime which was above the national average. Trading Standards were also active on the issue of fraud and were currently compiling a picture based on available information.

In addition, the Panel raised the following points on policing in general:

- Cameras could be used to enforce yellow box junctions; however, the funds they raised reduced as knowledge of their existence spread which limited their financial viability. Joint operations with Reading or the procurement of mobile cameras offered alternatives, whilst the Safer Road Partnership could provide local intelligence. Officer capability would remain limited whichever options were selected.
- There was no Speed Watch scheme in Slough. Traditionally these were established by Neighbourhood Action Groups but other means (e.g. Parish Councils) could be used.

Resolved: that the report be noted.

45. Enforcement of Littering, Fly Tipping and Enviro-Crime

The Resilience and Enforcement Team had been established in January 2015. It focused on joint operations such as Community Protection Notice warning letters. The team worked in co-operation with Police and the Home Office as applicable and also acted upon other issues highlighted by Trading Standards as they emerged. The Rogue Landlord project was also in operation and would employ new software to aid its work.

The Panel raised the following issues in discussion:

- Slough Borough Council (SBC) had the power to obtain entry warrants and could also discover additional matters when using them. It was often the case that one form of criminal behaviour was indicative of the presence of others and these would be pursued when found. SBC officers would be accompanied by police when undertaking an entry warrant, alongside other officials (e.g. Home Office, Department of Work and Pensions) as appropriate.

- The team included 9 officers, although they were not solely dedicated to enviro-crime.
- Should any issues regarding potential deportation arise as a result of enquiries, this would be a decision made by the Home Office not SBC.
- SBC was not legally obliged to rehouse evicted tenants in SBC housing stock. SBC may be under obligation to seek alternative accommodation or it may not depending on the circumstances involved.
- A new Housing Act was being considered by Government; this may provide local authorities with greater authority to enforce housing standards. Although the precise details were not yet clear, SBC anticipated significant changes from any such legislation, and was supportive of being given new powers although was also aware that they could be onerous.
- It was a criminal act to threaten tenants with eviction for reporting concerns about their landlord. However, it was also accepted that in such cases, should a landlord state that they were selling the property it could be hard to prove malicious intent. SBC would track the behaviour of landlords in such cases (e.g. was due notice provided through an appropriate form) and assessing patterns; where landlords owned several properties, research would be conducted as to whether similar behaviours were visible in separate incidents. SBC officers were also being trained in how to take statements from local residents which could be presented in any court cases.
- Any individuals hiring skips which they then allowed other residents to use for a fee were committing a criminal offence.

Resolved: that the report be noted.

46. Littering Enforcement Project

The pilot had failed to be self-financing but had provided successes in terms of environmental improvement. The Panel was being asked to indicate if it supported a 6 month extension of the pilot or its termination.

Phase 1 of the project involved patrols (mainly on Slough High Street) and the sharing of penalties paid between SBC and the contractor. Phase 2 (should it proceed) would see the contractor take full ownership of the process from beginning to end. However, the number of fines received had reduced as Phase 1 of the project progressed which led to its failure to self-finance. The reduction in littering may have resulted from awareness or the shorter days of winter.

(At this point, Cllr Wright left the meeting).

The Panel raised the following points in discussion:

- All fines received had been for littering. They could be issued for refusal to pick up dog faeces, but when the public saw an officer they were extremely loathe to ignore their responsibilities on this matter.

- The team had consulted with the Legal Department. In cases where the matter progressed to court, SBC would win the vast majority but the costs involved and the problems in recovering them made such an approach unviable.
- SBC dealt with any appeals and complaints arising from the Project. Should there be fair cause (e.g. mental health issues) then the prosecution would be terminated.
- SBC could only 'name and shame' offenders if they did not pay the fine.
- SBC could not guarantee that the project would become self-financing.
- The majority of tickets had been issued for offences on Slough High Street. Notices had also been handed out in Langley and on Farnham Road.
- The Department for Communities and Local Government has stated that the UK has a level of littering which is amongst the worst in the European Union. No precise analysis of the environmental benefits of the project could be provided; any detailed investigation into litter levels on Slough High Street would be labour intensive. However, some preliminary investigations could be conducted. The Panel signalled their desire to see some research into the environmental benefits of the pilot undertaken.

Resolved: that the Neighbourhoods and Community Services Scrutiny Panel support the extension of the pilot in to Phase 2 for a further 6 months from 1st April 2016 by a majority vote.

47. Five Year Plan - Outcome 4

Outcome 4 of the 5 Year Plan fell under the theme of 'Enabling and Preventing'. In this context, that involved communities being enabled to take ownership of their protection and prevent problems becoming real dangers. At present, Slough had lower per capita crime rates than Reading, Oxford and Milton Keynes.

Outcome 4 also had close co-dependencies with other 5 Year Plan outcomes such as 2 (housing), 3 (town centre regeneration) and 7 (maximising income). The outcome had also been recently amended as part of the review into the 5 Year Plan, with the promotion of Slough as a positive and safe place added as a key action.

The Panel raised the following points in discussion:

- The estimates which led to Slough being rated safer than Reading, Oxford and Milton Keynes were based on police crime data. They did not use the National Crime Survey beyond its consideration as an indicator of local perceptions.
- The Royal Borough of Windsor and Maidenhead had lower overall crime rates, although Windsor's night time economy led to it having higher levels of violent crime.

- Slough had experienced a slight rise in levels of violent crime. However, national averages had risen at a higher rate than Slough, whilst it should be noted that more categories were now recorded as violent crime. The Violence Multi-Agency Panel (discussed with the Panel in October 2015) focused on this issue, and violent crime involving alcohol was a particular local concern.
- The Outcome Highlight Report was being amended as information was compiled. This included the assessment of the information which was held by SBC, that which was not and the knowledge needed to bridge any gaps.
- Officers were aware of the issue of under reporting of crime and was not purely driven by official statistics.

Resolved: that the Panel request that the use of the National Crime Survey in analysis of crime levels be investigated.

48. Forward Work Programme

Resolved: that the forward work programme be noted.

49. Member Questions

The Panel made the following comments in regards to the responses received:

Question 1 (allotments): members were dissatisfied with progress made given the undertaking for action on unlet plots by February 2016. More information on the matter would be sought.

Question 4 (yellow box junctions): given the information provided by TVP under minute 44, SBC would be contacted. This would relate to potential co-operation with TVP and may return to the Panel as an agenda item as appropriate.

Question 6 (housing): this response was outstanding and would be chased up.

50. Attendance Record

Resolved: that the attendance record be noted.

51. Date of Next Meeting - 29th March 2016

Chair

(Note: The Meeting opened at 6.34 pm and closed at 9.11 pm)

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SLOUGH BOROUGH COUNCIL

REPORT TO: Neighbourhoods and Community Services Scrutiny Panel

DATE: 29th March 2016

CONTACT OFFICER: Savio DeCruz
Head of Transport

(For all Enquiries) (01753) 875640

WARD(S): All Wards

PART I
FOR COMMENT AND CONSIDERATION

TRANSPORT ISSUES

1. **Purpose of Report**

To provide an update and the progress made on transport projects over the past year.

2. **Recommendation(s)/Proposed Action**

The Panel is requested to note the information provided.

3. **The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan**

3a. **Slough Joint Wellbeing Strategy Priorities**

Priorities:

- **Health**: Providing transport facilities that ensure residents can access the health services they need.
- **Economy and Skills**: Continue to provide residents with access to essential services by improving connections and journey times between work, home, leisure, school and making alternatives to the car more attractive.
- **Regeneration and Environment**: Improving facilities and access to bus services to increase the use of sustainable form of transport.
- **Housing**: Improved public transport links to the area, with quicker journey times for the bus routes serving the area and giving greater choices for residents as to where they can live and access work and facilities.
- **Safer Communities**: Reduced traffic congestion and improved safety around junctions to improve the environment for residents.

Cross-Cutting themes:

Improving the image of the town: By enhancing the sustainable transport links to Heathrow Airport and beyond, with the reduction in journey times of local bus services. Increasing the number of new businesses setting up in the town by offering parking opportunities and providing safer options for our residents who make the daily commute through and to Slough.

3b. **Five Year Plan Outcomes**

- Slough will be the premier location in the south east for businesses of all sizes to locate, start, grow, and stay.

By improving access to Heathrow Airport from Slough Trading Estate through alternative forms of sustainable transport in this instance buses, with the journey times reduced to appeal to more commuters.

4. **Other Implications**

(a) Financial

No financial implications.

(b) Risk Management

There are no reported risks associated with this report.

(c) Human Rights Act and Other Legal Implications

There are no Human Rights Act Implications associated with this report.

(d) Equalities Impact Assessment

There is no requirement for an EIA as this report is to provide members on an update on current services and projects within the transport section.

5. **Supporting Information**

5.1 **Brands Hill – update**

The NCS Scrutiny Panel received a report on the decisions made to create the present road layout. The full discussion on the matter is recorded in the minutes of the meeting on 30th June 2015.

5.2 The Panel has since requested an update on collisions covering the area; officers can report that there have been eight recorded collisions in the past two years all of which were recorded as “slight”.

5.3 In terms of contributing factors, the records (Stats 19) do not indicate that the road layout played a part in the collisions.

5.4 The data to date shows that since the scheme was completed there have been 8 collisions which is a decrease on previous years. Between 2011 and 2013, 14 collisions took place, one of which was a serious.

5.5 Since June 2015 the council has made further modifications to the A4 by improving the road markings on the A4 to make it clearer and erected lane designation signs to assist drivers as to which lane they should be driving in.

5.6 Parking facilities – disabled and elderly residents

The current policy for disabled bays provides for bays associated with businesses and/or GP surgeries etc. However, just like all disabled bays the council cannot allocate bays to an individual. The rules for using these bays are that a valid Blue Badge is displayed; any vehicle not displaying a blue badge will be issued with a penalty charge notice.

5.7 Yellow line parking – Reasons for delays

Due to resource issues and the roll out of the Pavement Parking scheme there has been a delay in the rolling out of the waiting restriction list. However, we were able to merge all waiting restriction requests from 2013, 2014 & 2015 with a total of 100 locations and went out to consultation 18th December, the closing date was 21st January '16. We allowed 2- 4 weeks to collate all representations, including writing to residents, make any amendments to traffic orders and the sign off of the significant decision. The order was sealed on 11th March and passed to Amey's to implement. The aim is that as the restrictions go down they will become enforceable, however we have allowed time as it is weather permitting. All streets should be enforceable by March/April '16.

5.8 Traffic wardens geographical spread

Parking restrictions in Slough have increased dramatically over the last 5 years and with the introduction of the Pavement Parking scheme, the enforcement of these restrictions is paramount for the scheme to be effective. In May 2015 a review was carried out by the parking team and Vinci Park Limited of the ongoing deployment activities, this included looking at the following areas:

- i. Penalty Charge Notice issue by time and location.
- ii. Penalty Charge Notice issue by day of the week.
- iii. Penalty charge Notice issue by location (separately).
- iv. Time taken to cover beats.
- v. Coverage of current beats
- vi. Coverage of new schemes
- vii. Type of contravention by time and location.

It was found that the borough was not getting adequate enforcement due to the new restrictions in place so adjustments were made.

5.9 In October 2015 a report on geographical spread was issued, this paper indicated the locations and frequency of patrols/beats and has now been in practice for just under a year and is working well. On going reviews will still take place with the information continuing to support the councils aims and objectives and will help form the next contract in 2018/19.

5.10 Parking Strategy

The new strategy has been delayed due to some changes but will be brought to scrutiny at a later date.

5.11 Vehicle Activated Sings (VAS)

There has been a delay in the procurement of the VAS due to the framework contract the council has brought in. The result of the delay has meant that officers have had to undertake a separate procurement process (3 quotes). Officers are now in a position to place the orders and delivery will be in the next few weeks.

6. **Comments of Other Committees**

NCS Scrutiny Panel has reviewed the following items mentioned above: Brands Hill, Geographical Spread of Enforcement and Parking Standards.

7. **Conclusion**

The Panel is requested to note the progress the council has made on the various items covered in this report.

8. **Appendices Attached**

'A' - Disabled Bay policy

9. **Background Papers**

None

Green and Built Environment Significant Decision

RESIDENTIAL DISABLED PARKING BAYS -POLICY REVIEW

Prepared by: Kam Hothi – Team Leader Parking

Purpose of Significant Decision

To approve the implementation of an updated policy on the provision of residential Disabled Parking Bays, after the undertaking of a comprehensive audit of all existing Disabled Parking Bays in the borough.

Background

Slough Borough Council's existing policy regarding Disabled Parking Bays was approved by Significant Decision (SD) in October 2006. This SD also recommended that a review of the status of all disabled parking bays within the borough, along with pending applications should be undertaken on an annual basis.

In accordance with this recommendation and in response to complaints received from the residents over potential "redundant" bays, a full audit of all existing bays was undertaken. A total of 243 audit packs were sent out on the 26th April 2009 to all current applicants of the scheme to enquire if the parking bay was still required.

A reminder pack was then sent out to the residents who had not responded to the Authority on the 16th July 2009 to advise they were required to complete and return the forms to prevent the Disabled Parking Bay from being removed.

The audit asked for:

- The applicant to complete the audit application form, which required their General Practitioner to sign in support of the application.
- A check to be carried out by the Transport section with Social Services to confirm they support the application.
- To complete a questionnaire to enquire if they would support the transition from "Advisory Bays" to "Enforceable Bays" which would be supported by a Traffic Regulation Order.

A total of 146 applicants correctly returned their audit application forms, with their applications being supported both by their General Practitioner along with the Blue Badge Team. The audit has identified 62 bays that are no longer required due to the death of the original applicant or them moving away from the address. In addition, a further 52 applications have been approved to date making a total of 198 to implement and enforce.

Furthermore, 109 residents returned the accompanying questionnaire, with 90% of residents supporting the transition from advisory to enforceable bays and would help blue badge holders be able to park and commute easier. In addition, 92% of residents agreed that the Residential Disabled Parking Bays were clearly marked.

A review of the current Disabled Parking Bay policy also noted that certain areas were not covered when a decision was being made by a Council Officer to either accept or refuse the application. To ensure consistency of decisions being made, amendments to the policy are required.

Financial Implications

For the Authority to upgrade all of the current Residential Disabled Parking Bays so that they become enforceable, we would require new Traffic Regulation Orders, new signs and correct road markings these works are estimated at £52,000. This will be funded from the Highways Revenues Budget. Breakdowns of these costs are:

Breakdown	Cost
Sign - Pole, Concrete Base and Labour	£167.46
Bay - Lining and 8 letters stating Disabled	£94.29
Total Price per Bay	£261.75

Recommended Decision

1. That the attached revised policy on the provision of residential disabled parking spaces to be approved and implemented; and
2. Businesses are able to apply for a disabled parking place outside of their premises for the use of the general public.

Approved by:

Commissioner for Neighbourhoods and Renewal	SIGNATURE REDACTED SIGNATURE REDACTED SIGNATURE REDACTED SIGNATURE REDACTED	Date <u>21/4/11</u>
Assistant Director (Transport and Planning)		Date <u>15/4/11</u>
Head of Transport		Date <u>15/4/11</u>
Project Manager		Date <u>15/4/11</u>

Policy for the Provision of a Residential Disabled Parking Bay

1. The person, to whom the application relates, must be a holder of a valid Blue Disability Badge issued in accordance with the Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000.
2. The council will consult with the Social Services Department in order to confirm the validity of the applicant's Blue Badge the extent of the applicant's disability and mobility limitations and to obtain their support for the provisions of a Disabled Parking Bay.
3. The main vehicle the applicant will park within the Disabled Parking Bay must be registered to their home address, with the applicant providing a copy of the VQ5 document at the time of application.
4. The applicant's application form will need to be signed by the Disabled Badge holder's General Practitioner to confirm their need for a Disabled Parking Bay. The applicant should meet any request for payment by the General Practitioner for this service.
5. The extent of parking in the applicant's road will be assessed by a Council Traffic Engineer in order to determine:-
 - a) The level of difficulty in parking within an acceptable distance of the applicant's home and;
 - b) The practicality of providing a Disabled Parking Bay within an acceptable distance of the applicant's home.
6. In order to ensure our streets do not become too cluttered with Disabled Parking Bays, Slough Borough Council will assess the number of existing Disabled Parking Bays on each street before making a decision. (The Parking Engineer will undertake a site inspection and make a decision.)
7. The council reserves the right to refuse an application for a Disabled Parking Bay if:-
 - a) The applicant is not the holder of a valid Blue Disability Badge or;
 - b) The applicant is not a full time resident within the borough;
 - c) The application is not supported by the Social Services Department or;
 - d) The applicant has lawful access to a private off-street parking place
 - e) If there is private off street parking place associated with the applicants property but no legal access (i.e. drop crossing), the application will be held on file until this matter is resolved.
 - f) It was the decision of the Council or Authority that the provision of a Disabled Parking Bay will unduly displace on-street parking to the detriment of neighbours, impede traffic movements or compromise road safety in anyway.
 - g) If over 10% of the parking available is already designated Disabled Parking Bays.
 - h) If there is insufficient space outside of the applicants property for the bay to be marked in accordance with current guidelines.

8. Once an application has been accepted, the Council or Authority will:-
 - a) On a road where no parking controls are in force at the location of the proposed parking bay, provide a road marking to diagram number 1028.3 and associated sign to diagram number 661A of the Traffic Signs Regulations and General Direction 2002.
 - b) In a road where parking controls are in force at the location of the proposed parking bay, provide a road marking to diagram number 1028.3 and associated sign to diagram number 661A of the Traffic Signs Regulations and General Directions 2002 following completion of the necessary statutory procedures required to amend the existing traffic regulation order, including consultation.
9. The Council or Authority will meet all costs associated with the processing of the application, providing the Disabled Parking Bay marking and sign and undertaking amendments to the relevant Traffic Regulation Order. This process can take up to 6 months from the date of receipt of application.
10. The council will maintain and update a database with the names and addresses of all persons who have a Disabled Parking Bay provided on their road. Every 12 months all persons included on the database will be contacted in writing to request proof of a Blue Disability Badge and to confirm whether the Disabled Parking Bay is still required.
11. If, under any circumstances a Disabled Parking Bay is no longer required the council will arrange for it to be removed.
12. If a Disabled Parking Bay has been provided and at a later date a lawful access to a private off-street parking place is then created, the Authority retains the right to remove the Disabled Parking Bay associated with that property if it feels necessary.

Special Circumstance

The current guidance outlined in TSRGD 2002 states that Disabled Parking Bays are required to be a minimum of 6.6 metres in length, and between 2.7 metres and 3.6 metres in width. Slough Borough Council will always try to meet this specification when implementing new Disabled Parking Bays, however where this is not possible, the Authority retains the right to implement a Disabled Parking Bay with a minimum width of 1.8 metres, which the Traffic Sign Manual Chapter 3 states is the bare minimum. The Authority will inform the applicant if a 1.8 metre bay will be implemented.

SLOUGH BOROUGH COUNCIL

REPORT TO: Neighbourhood & Community Services Scrutiny Panel **DATE:** 29th March 2016

CONTACT OFFICER: Neale Cooper, Directorate Finance Manager

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WARD(S): All

PART I
FOR INFORMATION

RAC REPORT - 'LOCAL AUTHORITY PARKING FINANCES IN ENGLAND'

1 **Purpose of Report**

To review the veracity of the figures quoted for Slough Borough Council in the RAC report as requested by Members at the Panel meeting on the 6th January 2016.

2 **Recommendation(s)/Proposed Action**

The Panel is requested to note the information provided.

3. **The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan**

3a. **Slough Joint Wellbeing Strategy Priorities**

This report compares the financial information contained in Appendix 3 of the RAC publication against the same set of costs held by SBC.

3b **Five Year Plan Outcomes**

This report is related to the following outcome:

- The Council's income and the value of its assets will be maximised.

4 **Other Implications**

(a) **Financial**

The financial implications are contained within this report.

(b) **Risk Management**

None

(c) Human Rights Act and Other Legal Implications

There are no Human Rights Act Implications.

(d) Equalities Impact Assessment

There is no identified need for the completion of an EIA.

5 Supporting Information

Background

- 5.1 In December 2015, the RAC Foundation published a report 'Local Authority Parking Finances in England' produced by David Leibling. The 35 page report looks at parking revenues for 353 local authorities over a number of years and includes Slough Borough Council in its comparisons and analyses.
- 5.2 Appendix 3 of the RAC report contains a table comparing the parking operations surplus of 353 local authorities for the years 2010/11 to 2014/15, and a ranking based upon the 2014/15 surpluses. In this table, SBC is shown as operating at a loss of £273k in 2014/15 and ranking 340 out of the 353 listed local authorities.
- 5.3 At the Panel meeting on the 6th January 2016, Members asked questions regarding this reported loss of £273k, and requested more information on the nature of the figures quoted and how they related to the costs held by SBC.
- 5.4 The RAC report uses the Department for Communities and Local Government (DCLG) tables on parking income and expenditure for the period from 2010/11 to 2014/15. In particular, Appendix 3 utilises the data tables produced by DCLG drawn from the annual Revenue Outturn (RO) returns submitted by all Local Authorities. In the case of the £273k quoted by the RAC report, this was traced back to the actual RO return submitted by SBC last summer for 2014/15.
- 5.5 The RO return collects actual annual Local Authority income and expenditure across all services but groups these services into certain categories and types e.g. Education Services 'Early Years', Social Care and Public Health 'Physical Support – Adults (18-64)', and break these down into 'Employees', 'Running Expenses', 'Sales, Fees & Charges' and 'Other Income'. The financial information is collected on a full cost basis which means that support costs e.g. accommodation, IT, HR etc. are also included in the financial information.
- 5.6 Parking services are included in RO2 which covers Highways and Transport and treats On-Street and Off-Street parking separately. The table below is an extract from the SBC RO submitted to DCLG for 2014/15 last July.

	Employees £ 000	Running Expenses £ 000	Total Expenditure £ 000	Sales, Fees & Charges £ 000	Other Income £ 000	Total Income £ 000	Net Current Expenditure £ 000
Parking services							
61 On-street parking	150	1,166	1,316	1,118	-5	1,113	204
62 Off-street parking	38	890	928	769	90	859	69

5.7 As can be seen from the RO financial information submitted by SBC to DCLG, the £273k total net cost for Parking services matches the £273k quoted in Appendix 3 of the RAC Foundation report for SBC. It should be noted that the £273k net costs includes office accommodation for the parking team, insurance and maintenance costs for the car parks, 'support' costs (payroll, IT, finance etc.) as well as the costs of the parking team etc; all local authorities should be submitting their RO returns on the same financial basis.

6 Comments of Other Committees

None.

7 Conclusion

The Panel to note that the figures contained in Appendix 3 of the RAC report for SBC do not deviate from the figures provide by SBC to DCLG in the RO return for 2014/15.

8 Background Papers

'1' - RAC Foundation report - David Leibling, December 2015

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SLOUGH BOROUGH COUNCIL

REPORT TO: Neighbourhoods and Community Services Scrutiny Panel

DATE: 29th March 2016

CONTACT OFFICER: John Northam, Community Transport Manager

For all enquiries: (01753) 875 850

WARD(S): All

PART I
FOR INFORMATION

HOME TO SCHOOL TRANSPORT - TAXIS

1 Purpose of Report

To inform the Neighbourhood and Community Services (NCS) Scrutiny Panel of the arrangements for private transport to schools. This report will cover the contractual arrangements, safeguarding measures and costs of the service.

2 Recommendation/Proposed Action

NCS Scrutiny Panel is requested to note the information contained in the report.

3 The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan

3a. Sustainable Community Strategy Priorities

The arrangements for school taxis support the Slough Joint Wellbeing Strategy by ensuring all local residents have access to education.

3b. Five Year Plan Outcomes

The Five Year Plan outcome the contract helps to deliver is:

- *Children and young people in Slough will be healthy, resilient and have positive life chances*

4 Other Implications

(a) Financial

The contractual arrangements are subject to a competitive tendering process.

(b) Risk Management

None.

(c) Human Rights Act and Other Legal Implications

Local authorities are under a legal obligation to provide home to school transport under the Education and Inspections Act 2006.

(d) Equalities Impact Assessment

There is no identified need for the completion of an EIA.

5 Supporting Information

- 5.1 Home to School Transport is a statutory service. The Local Authority has a legal requirement to provide transport for eligible children including those attending academies. In Slough the majority of children receiving transport qualify as children with special educational needs (SEN). Children who do not have SEN will qualify if they are over 3 miles from their school (if 8 years old or over) or 2 miles if they are under 8 years old.
- 5.2 Nearly all these children travel by way of bus pass or in a few cases a train pass. Around 115 children travel on 2 coaches to Churchmead School from the Langley and Colnbrook areas. SEN children travel on a mixture of minibuses, people carriers and taxis (some of which are wheelchair accessible). The total cost of the Home to School Transport service is approximately £1,600,000 per annum.
- 5.3 There are 33 routes (all SEN children) where a basic 4 seater taxi is used. They represent the highest cost per head. These 33 routes cost a total of £475,000 per annum. However, it should be noted that 27 of these require an escort, 12 of them involve travel to schools outside of the Slough Borough Council (SBC) area and 9 of them are for children with very challenging behaviour. Many Contractors do not wish to take on these children because of the problems caused for the passenger assistants.
- 5.4 Of the remaining routes:
- 34 are wheelchair-accessible vehicles (a mixture of 8 seat or larger minibuses)
 - The remainder are non wheelchair-accessible vehicles (also a mixture of 8 seat or larger minibuses)

Only 3 of these do not have a passenger assistant.

- 5.5 The main tendering exercise for all the Home to School Transport is done by the Procurement Department and usually is for 3 year contracts. An option to extend for a further one year has just been taken with the aim of keeping costs down. The extended contracts will run until 31st August 2017. For normal day to day operations if a new route is required bids are invited from the Contractors who successfully tendered for the 3 year contract. These additional contracts are awarded to the best priced bidder. At the end of each academic year (August) there is a normal fall out of children finishing school and new intake requiring transport. This requires route re-organisation and where possible savings are sought.
- 5.6 All Contractors and their staff on transport must have an enhanced Disclosure and Barring Service (DBS) check before they can work on any route. The cost of the check is paid for by the Contractor or his staff member. We are required to keep

records of all checks done and issue a badge for each driver / escort quoting the DBS check reference number.

- 5.7 There are 5 companies used by SBC who are based outside the SBC area. One of these holds a Slough Operator's Licence for 9 drivers. The other 4 companies use 19 drivers licenced through their own authorities (Wycombe District Council, the Royal Borough of Windsor and Maidenhead, London Transport for London and one with a licence issued by the Traffic Commissioners for Leeds). The Leeds licence is not used for any taxi services and covers the 2 coaches for Churchmead. There are currently 3 Contractors licenced with SBC providing home to school transport.
- 5.8 SBC's contract with Home to School Transport Providers sets out the requirements by which the Contractor's staff must comply. SBC's Home to School Transport Co-ordinator monitors routes for all contractors on an ad hoc basis and checks a variety of matters (e.g. taxi plate, driver and escort badges) when doing so. He averages around one monitoring inspection per week depending on available resources and work commitments.
- 5.9 Additional Contractors to encourage more competition are always desirable. However, the nature of the work dissuades many companies from offering provision. In addition, some taxi companies are not suitable to provide it and have to be discounted. Most routes require an escort and some taxi companies do not want the problem of dealing with collecting an escort, carrying out the run with its particular demands and then taking the escort back off duty. The Home to School Taxi Contract is not as straightforward as providing standard services and this needs to be clarified with any potential service providers.
- 5.10 Local companies who have provided a good service for us in the past have also subsequently pulled out. This can be because they found standard taxi work simpler and sufficiently lucrative to discontinue their work with schools. Often the demands on transport staff dealing with SEN children are not fully appreciated until the contract is active.
- 5.11 SBC is also mindful of the fact that a school such as Arbour Vale (the school in the SBC area with the largest number of SEN children) deal with a large number of children on a 1 to 1, 1 to 2, or 1 to 3 basis. However, those providing transport for these children are offering the service to groups of 6 or 7 with just one escort on the vehicle. As a result, SBC considers that transport staff manage the situation very well within these constraints.

6 Conclusion

The NCS Scrutiny Panel is asked to note this information, which has been supplied in direct response to issues raised by Members.

7 Appendices

None.

8 Background Papers

None.

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MEMBERS' ATTENDANCE RECORD

NEIGHBOURHOODS & COMMUNITY SERVICES SCRUTINY PANEL 2015 – 16

	MEETING DATES					
COUNCILLOR	29/06/2015	03/09/2015	28/10/2015	06/01/2016	23/02/2016	29/03/2016
Dar	P	P	P	P	P	
Davis	P	P	P	P	P	
N. Holledge	P	P	P	P	P	
Malik	P	P	Ap	P	P	
Mansoor	P	P	P*	P*	P	
Morris	P	P	P	P	Ap	
Plenty	P	P	P	P	P	
Sohal	P	P	P*	Ap	P	
Wright	P	P	P	P	P*	

P = Present for whole meeting
Ap = Apologies given

P* = Present for part of meeting
Ab = Absent, no apologies given

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