

KINGSTON TOWN NEIGHBOURHOOD COMMITTEE

1 SEPTEMBER 2004

SECURE CYCLE PARKING IN KINGSTON TOWN CENTRE

REPORT BY DIRECTOR OF ENVIRONMENTAL SERVICES

SUMMARY

Cycle parking is an important aspect of any cycle route and facility programme. With the replacement value of many cycles in the £200-£300 range, the risk of theft and tampering can be a deterrent to people undertaking journeys by bicycle; especially when they are regularly left for long periods of time. Funding was allocated in the Borough Spending Plan (BSP) for 2003-4 for a study to be carried out into the feasibility of providing better cycle parking facilities (such as a supervised secure centre) in Kingston Town Centre for employees, shoppers and visitors.

Consultants (with extensive experience in the Netherlands) have produced a report setting out proposals for a secure cycle parking strategy for Kingston Town Centre. A short presentation on the principles of cycle parking provision with outline examples of the types of secure facilities which could be considered for Kingston was given to the Committee at its meeting on 30th June 2004

The proposals are at an early stage of development and this report seeks the Committee's approval to prepare outline designs for a number of potential sites, for possible implementation in 2005/6 in the event of a successful BSP bid.

RECOMMENDATIONS

It is **RECOMMENDED** that

- 1 the Executive is recommended to incorporate the findings of the Secure Cycle Parking Strategy in the Unitary Development Plan (UDP), Local Implementation Plan (LIP) and proposed RBK Cycle Strategy.
- 2 the Director of Environmental Services be authorised to
 - a undertake further design work and formulate a business plan to provide for permanent secure cycle parking facilities in Kingston Town Centre;
 - b prepare detailed designs for an experimental scheme of temporary Saturday and/or Sunday only supervised cycle parking facilities in Wood Street (near its junction with Thames Street) and in Old London Road (near its junction with Clarence Street) as part of a pilot project;
 - c start discussions with South West Trains and Network Rail to identify suitable sites at Kingston Railway Station for secure cycle parking provision to cater for people cycling to the station and Town Centre;

3. **the Director of Environmental Services work with the Head of Strategic Services to prepare detailed designs improving secure cycle parking for staff, to develop proposals to extend the secure cycle parking to public use at weekends, and to extend the provision of other cycle parking options for staff and public use at the Guildhall site.**
4. **a centrally located cycle parking centre be included in proposals to redevelop the Town Centre or transport interchanges.**
5. **a further report be made to the Committee on the outcome of these projects.**

Reasons for Recommendation

The Committee recognises that the provision of secure cycle parking is an integral part of promoting cycling and a cycle route network.

The type of cycle parking provided needs to be commensurate with the needs of the user and this will help promote the use of sustainable journeys to Kingston Town Centre and reduce reliance on the private motor car.

BACKGROUND

1. The Royal Borough of Kingston is actively promoting the use of sustainable transport throughout the Borough, and in particular for journeys to and from Kingston Town Centre. Historically local cycle ownership has been high compared with the rest of Outer London with topography and road layout conducive for people to undertake journeys by bicycle. The relevant policies from the UDP are set out in **Annexes 1 and 2.**
2. Cycling by commuters, people employed in the Town Centre and shoppers is increasing so that at certain times the on-street cycle parking stands (predominantly U shaped Sheffield hoop stands) and street furniture are full.
3. There are approximately 215 Sheffield hoop stands provided in Kingston Town Centre, which provide 430 cycle parking places. There is limited space to provide substantially more on-street cycle parking in the Town Centre and ideally this should cater for short term parking demand. More secure weatherproof facilities, located off street, need to be provided for commuters and longer term parking. The Authority has a target that 5% of all trips should be made by bicycle, cycle parking provision would need to be at least doubled, and potentially tripled in the future to meet this demand.
4. The problem of cycle theft, tampering and vandalism in the Town Centre is widespread and this discourages people from undertaking journeys by bicycle. This is of particular concern to commuters and employees who have to regularly leave bicycles parked in public areas for long periods of time
5. The consultant's study indicated that businesses that provided secure cycle parking had approximately 50% more employees cycling to work, than those that did not provide facilities. Employers provision of secure cycle parking is patchy in the Town

F3

Centre. This is being addressed by the RBK Cycle Friendly Employers Project, but is accepted that for a variety of practical and administrative reasons, many Town Centre employers would find it difficult to incorporate cycle parking facilities on their premises.

6. Funding of £10k was granted through Transport for London (TfL) 2003/4 Borough Spending Plan (BSP) programme for a feasibility study to investigate provision of secure cycle parking in the Town Centre.
7. Consultants (with extensive experience in the Netherlands) were engaged and they have produced a report setting out proposals for a secure cycle parking strategy for Kingston Town Centre. A short presentation on the principles of cycle parking provision with outline examples of the types of secure facilities which could be considered for Kingston was given to the Committee at its meeting on 30th June 2004
8. A successful bid for £10k was made in the BSP for 2004/5 for allow for further design work to be undertaken, with a further bid for £100k made in 2005/6 to allow scheme implementation subject to Committee approval.
9. The longer term desire would be to have a cycle centre centrally located in the Town Centre that would provide some or all of the following (although this would probably not be run by the Council):-
 - Supervised cycle parking
 - Showers and changing facilities
 - Lockers for clothing and accessories
 - Bicycle hire
 - Services of a retail shop
 - Information about cycling in the local area

PROPOSED MEASURES

10. The Committee recommend to the Executive that the findings of the Secure Cycle Parking Strategy are incorporated in the Local Implementation Plan (LIP) and proposed RBK Cycle Strategy.
11. Undertake further design work and formulate a business plan to provide for permanent secure cycle parking facilities in Kingston Town Centre.
12. Provide temporary Saturday and/or Sunday only supervised cycle parking facilities in Wood Street (near its junction with Thames Street) and in Old London Road (near its junction with Clarence Street) as part of a pilot project for a 6-9 month trial period.
13. Such a pilot project would provide a relatively low-cost option to provide cycle parking facilities at the busiest times in the Town Centre (Saturdays and possibly Sundays), at locations where existing demand for cycle parking outstrips supply. The project could be used to gauge potential demand when permanent facilities are introduced.

F4

14. Commence discussions with South West Trains and Network Rail to identify suitable sites at Kingston Railway Station for secure cycle parking provision to cater for people cycling to the station and Town Centre.
15. In the shorter term this could mean provision of U shaped Sheffield hoops under cover in a shelter and cycle lockers. A medium term objective will be to provide a secure compound area to serve station commuters and visitors to the Town Centre.
16. The consultants report has identified the Guildhall site as a prime location for secure parking for shoppers, Town Centre employees, and of course Guildhall staff and visitors.
17. The Director of Environmental Services to work with the Head of Strategic Services to prepare detailed designs improving secure cycle parking for staff, to develop proposals to extend the secure cycle parking to public use at weekends, and to extend other cycle parking options for staff and public use at the Guildhall site.
18. Provision of a centrally located cycle parking centre is identified as part of proposals to redevelop the Town Centre or transport interchanges.

TIMESCALE

19. The Consultant's have identified a programme of short, medium and longer term objectives with the aim of providing secure cycle parking at a number of sites throughout the Town Centre.
20. Subject to approval it is intended to progress feasibility and design work this financial year (2004-5), working towards introducing pilot projects in 2005-6 if BSP bids made to Transport for London (TfL) are successful. A further report would be brought to the Committee on specific proposals.

FINANCIAL IMPLICATIONS:

21. A bid of £100k has been made to implement secure cycle parking projects against the London Cycle Network capital allocation from Transport for London (TfL), in the Borough Spending Plan Budget for 2005/6.
22. On the 22nd April 2004 the Executive approved Section 106 funding of £20k to introduce secure cycle parking in Kingston Town Centre at several locations.
23. It is recognised that many of the larger businesses have an important role to play in providing secure cycle parking for their employees and visitors and this will be encouraged through Travel Plans and the Planning process.

ENVIRONMENTAL IMPLICATIONS

24. The proposed scheme would promote the use of sustainable transport for journeys to and from the Town Centre and make a positive contribution to the environment by reducing congestion, air and noise pollution.

F5

25. The increased provision of secure cycle parking should reduce the demand for people to lock their bicycles to street furniture and improve the environment for all Town Centre visitors.

Background papers: Mayer Brown Consultants - Kingston upon Thames Town Centre Secure Cycle Parking Strategy Study May 2004

Working file held by.

Robert Parsey, Cycling Officer 020 8547 5941 and John Martin, Sustainable Transport Manager 020 8547 5959 (joint authors of the report).

Extracts from proposed alterations to the adopted UDP

Annex 1 - **STR13 Sustainable Transport Strategy**

Annex 2 – **T5 Cycling**

Sustainable Transport Strategy STR13

THE COUNCIL WILL SEEK TO REDUCE THE NEED FOR TRAVEL, ESPECIALLY THAT BY PRIVATE CAR, AND TO LIMIT THE LENGTH OF JOURNEYS TO BE MADE, THROUGH APPROPRIATE LAND USE POLICIES [Note: Formerly Policy STR12]

THE COUNCIL WILL SEEK TO PROVIDE ACCESSIBILITY THROUGH A SUSTAINABLE DEVELOPMENT OF THE VARIOUS TRANSPORT NETWORKS SO AS TO SECURE AN IMPROVED ENVIRONMENT AND REDUCED TRAFFIC CONGESTION AND IN PARTICULAR HAS DETERMINED THAT IN THE DEVELOPMENT OF LOCAL TRANSPORT POLICIES:

- i) PUBLIC TRANSPORT IS MANAGED AND DEVELOPED SO AS TO PROVIDE THE MAIN MEANS OF MEETING THE CONTINUED DEMAND FOR TRAVEL FOR MOST JOURNEYS;**
- ii) THERE WILL BE AN EMPHASIS ON THE MANAGEMENT AND IMPROVEMENT OF EXISTING TRANSPORT INFRASTRUCTURE,—THIS WILL BE COMPLEMENTED BY SUPPORTING THE USE OF THE RIVER THAMES FOR A RANGE OF JOURNEYS AND SEEKING INNOVATIVE WAYS OF MEETING THE BOROUGH’S TRANSPORT NEEDS;**
- iii) FACILITIES WILL BE DEVELOPED WHICH ENABLE GREATER USE OF WALKING AND CYCLING AND OTHER ENVIRONMENTALLY FRIENDLY FORMS OF TRANSPORT INCLUDING RAIL FREIGHT;**
- iv) THE COUNCIL WILL SEEK TO REDUCE RELIANCE ON CAR TRAVEL, PARTICULARLY AT PEAK HOURS, THROUGH MANAGING__THE AVAILABILITY OF CAR PARKING;**
- v) THE ENVIRONMENT OF ALL AREAS OF THE BOROUGH WILL BE PROTECTED BY THE IMPLEMENTATION OF APPROPRIATE TRAFFIC CALMING MEASURES;**
- vi) GENERALLY THE CONSTRUCTION OF NEW HIGHWAYS WILL NOT BE CONSIDERED AS THE APPROPRIATE MEANS OF OVERCOMING TRAFFIC CONGESTION AND MEETING FUTURE DEMANDS. EXCEPTIONALLY NEW ROADS MAY BE CONSIDERED SUCH AS IN THE CIRCUMSTANCES GIVEN AT T6.**

11.8 Land use and transport policies and decisions have major impacts on each other and need to complement each other, in contributing to meeting common environmental objectives. For instance, where development is located can reduce the need to travel, reduce the length of journeys and improve access to jobs, goods and services for all sections of the community. Plan policies provide this positive integration by

- Promoting high density development, especially of major traffic generators, as much as possible in town centres where they are accessible by public transport, walking and cycling;
- Promoting the viability of local centres and facilities which are more accessible by walking and cycling;
- Resisting large out-of-centre developments where they would encourage longer journeys by car, be poorly served by sustainable travel modes or be potentially harmful to the vitality and viability of existing centres in the borough.

- 11.9 These location policies need to be complemented by transport policies which encourage sustainable travel in order to promote a cleaner, greener, healthier and more prosperous future for the borough. For the borough, these include
- Improving performance and reliability of public transport services;
 - Devising and implementing measures to promote cycling and walking;
 - Investigating and developing proposals to improve orbital connections; and
 - Supporting improved public transport interchanges.
- 11.10 The Council's transport strategy deals with six main policy areas with the overarching objective of securing better, more sustainable and more accessible transport which will support delivery of the UDP proposals. Fulfilling this objective will also contribute to meeting the Council's obligations in achieving improved air quality and in meeting the Council's traffic reduction target. In accordance with the statutory review and assessment of air quality required by the Government's National Air Quality Strategy (NAQS), the borough is required to declare Air Quality Management Areas (AQMAs) where the review predicts that the public will be exposed to levels of key pollutants exceeding the targets in the National Air Quality Objectives. As a result of the review and following extensive consultation the Council will declare AQMAs where action is required to achieve the objective (cross reference with Policy MW6).
- 11.11 Buses are expected to have a key role in achieving more sustainable travel patterns. If they are to attract increased passenger numbers, it is important that there is investment in highway infrastructure and traffic management (such as bus lanes and priority for buses at traffic signals) to improve the quality and reliability of bus services so that it is an attractive alternative for car users. These improvements need to be complemented by the introduction of buses offering higher standards of comfort and accessibility for all. Alterations /extensions to routes and the introduction of new services will be necessary to ensure all parts of the borough have ready access to bus services and that it is easy to reach all parts of the borough. It is also necessary to secure improved services to and from adjoining areas in Surrey where public transport accessibility is generally low if the desired changes in travel patterns are to be achieved. The Council will work with adjoining boroughs, Surrey County Council, bus operators and Transport for London to achieve this. Investment will also be needed to enhance the quality, variety and reliability of train services. It is not only passenger rail services that can contribute to more sustainable travel. Congestion and the levels of vehicle emissions will both be reduced if more freight is carried by rail. To support the long term development of rail freight, Railtrack has identified a number of strategic rail sites which should be protected for future freight use. The Tolworth depot site is included in the list; this is reflected in the appropriate uses for the Proposal Site.
- 11.12 The need to provide improved, safe and attractive facilities for sustainable ways of travelling and to discourage car travel mean that where appropriate, road space may be reallocated, for instance, for bus lanes, to meet these priority needs.
- 11.13 Development of cycling routes (particularly through the London Cycle Network (LCN)) and facilities, of pedestrianisation schemes, pedestrian routes and reduced traffic areas, and generally promoting measures to secure a safe environment for cyclists and pedestrians will be vital in securing more use of these means of travel for a variety of local trips.

- 11.14 The potential of 'carrots' offered by improved public transport, cycling and walking facilities will need to be accompanied by 'sticks' to persuade people to use their cars in a more selective way if the necessary level of change in travel patterns is to be achieved. Managing the availability of car parking is an important means of doing this. Measures can include the use of on-street parking controls in sensitive areas, such as residential streets near railway stations or the pricing regime applied in car parks, which can be used to discourage certain users, such as commuters.
- 11.15 The River Thames' importance as a strategic open corridor has been increasingly recognised and Government guidance has been set out in RPG3B. The Thames has the potential to play an increasing role for leisure, tourist and commuter trips and also for moving freight. To fulfil the River's potential, investment in infrastructure and facilities will be required, as well as effective integration with other transport modes. The potential for using the River for freight movements is less above Teddington Lock than on the tidal reaches; however, its scope in connection with the development of river side sites should be considered in appropriate cases (see OL16).
- 11.16 Over recent years the use of traffic calming measures has been used increasingly as a relatively quick means of improving road safety and the environment, particularly of residential areas, by slowing traffic and discouraging through and inappropriate traffic. Implementation of these measures may result in the opportunity for reallocation of road space, thereby providing scope for further improvement to the street environment. Home Zones and 20 mph Zones take this area approach a stage further. Such measures will continue to play an important part in the development of the Council's sustainable transport strategy, taking into account the needs of public transport and emergency services, local conditions and the views of residents.
- 11.17 While the emphasis of transport improvements during the plan period will be on sustainability, it is possible that exceptional circumstances may arise where new road provision is required. This could include, for instance, provision of access to facilitate redevelopment of a site, or to meet the criteria set out in policy T6. Where this occurs the convenience for and safety of walkers and cyclists must be preserved. It is not the intention that any new roads should provide an increase in overall highway network capacity.
- 11.18 In recent years there have been improvements in design and format to the traditional public transport modes of bus and rail which have enhanced passenger comfort and accessibility. While these modes will continue as the backbone of the public transport networks, it is important that they continue to evolve and the scope for other types of public transport is kept under review to meet 21st century travel needs. It is not intended that any new roads should provide an increase in overall highway network capacity.
- 11.19 Further details of the Council's transport policies are given in the Council's Local Implementation Plan Funding bids to Transport for London will be contained in annual Borough Spending Plans.

[Paragraphs 11.20 & 11.27 are not in use]

Cycling T15

THE COUNCIL WILL PROVIDE, AND ENCOURAGE OTHERS TO PROVIDE, IMPROVED FACILITIES FOR THE SAFE AND CONVENIENT USE OF BICYCLES, TO ENCOURAGE CYCLING AS AN EFFECTIVE MEANS OF TRAVEL AND IN PARTICULAR WILL:

- (i) IMPLEMENT THOSE PARTS OF THE LONDON CYCLE NETWORK THAT FALL WITHIN THE BOROUGH (AND OTHER ROUTES CONSIDERED APPROPRIATE), AND WILL LIAISE WITH NEIGHBOURING LOCAL AUTHORITIES TO DEVELOP SUCH ROUTES WHERE APPROPRIATE;**
- (ii) PROVIDE, IN APPROPRIATE SITUATIONS, SEPARATE CROSSING FACILITIES FOR CYCLISTS AS AN INTEGRAL PART OF IMPROVEMENT SCHEMES TO THE MAIN ROAD NETWORK;**
- (iii) NORMALLY REQUIRE THE PROVISION OF CYCLE PARKING FACILITIES *IN ACCORDANCE WITH THE STANDARDS SET OUT IN APPENDIX 1*. WHERE APPROPRIATE *IT WILL ALSO* SEEK PROVISION OF THESE FACILITIES IN OTHER NEW DEVELOPMENTS.**

11.115 Cycling is an economical and effective mode of transport which has little adverse effect on the environment and which the Council believes should be strongly promoted for local commuting, shopping and leisure trips. The ownership of cycles is high in the Royal Borough but the level of use does not reflect the number of bicycles owned. Surveys have indicated that many people feel unsafe cycling on heavily trafficked roads. Generally, there is a lack of due care by motorists towards cyclists and there is a need for positive changes in driver attitudes. However, the Council believes that by providing cycle routes, cycle crossing facilities, advisory signs and parking facilities it will be able to improve safety for cyclists, thus encouraging more use of the bicycle as an efficient means of travel.

11.116 The Council's strategy is to encourage cycling away from main traffic routes and it has developed a local cycle network compatible with the strategic London-wide network.

11.117 The Council will seek the provision of a network of cycle routes and other cycle facilities in Kingston town centre and the district centres, as shown on the Proposals Map, in phase with new developments and paving schemes, to link with the borough-wide and London-wide networks.

11.118 The availability of suitable secure parking facilities at the end of a journey is a significant factor in encouraging people to cycle. Consequently, the Council considers it appropriate to require cycle parking provision as part of new developments. (Cross reference paragraph 11.125)

ROYAL BOROUGH OF KINGSTON UPON THAMES

ALL ITEMS, OTHER THAN 20, 22, 25, 26, 27, 30 32 and 34 ARE EXECUTIVE DECISIONS AND CAN BE CALLED IN FOR REVIEW BEFORE THEY ARE IMPLEMENTED. THE CALL-IN DEADLINE IS 5.00 PM ON 14 SEPTEMBER. DECISIONS TO BE CALLED IN AND THE REASONS FOR THIS SHOULD BE SENT TO:

**Ann Sweeney, Democratic Support, Guildhall KT1 1EU
tel: 020 8547 4629
fax: 020 8547 5125
e-mail: ann.sweeney@rbk.kingston.gov.uk**

KINGSTON TOWN NEIGHBOURHOOD COMMITTEE

1 SEPTEMBER 2004

(7.30pm – 11.56 pm)

Canbury	* Councillor Tony Blurton Councillor Lally Malik Councillor Penny Shelton	Vice Chair
Grove Ward	Councillor Roger Hayes Councillor Chrissie Hitchcock Councillor Bart Ricketts	Chair
Norbiton Ward	Councillor Sheila Griffin Councillor Steve Mama Councillor Ed Naylor	
Tudor Ward	Councillor David Cunningham Councillor Dennis Doe Councillor Frank Thompson	

* Absent

An apology for absence was received from Councillor Tony Blurton.

DECLARATIONS OF INTEREST

Councillors David Cunningham and Steve Mama stated that they would not be taking part in the discussion on the Ashdown Road car park as this would later be considered by the Development Control Committee.

Councillor Roger Hayes stated he would take part in the debate on the item on Ashdown Road car park but would not participate in the item at the Development Control Committee.

PETITIONS

Road Safety and Speed reducing measures – Bearfield Road, Osbourne Road, Windsor Road and Thorpe Road

Mrs M Bruce presented a petition of 47 signatures requesting the Council “to urgently investigate measures to increase road safety and reduce speeding in our roads. We also ask that any measures are put before a public meeting of local residents before being acted upon by the Council.”

It was noted that the Borough Spending Plan includes a bid for speed reduction measures in this area. The outcome of this will be known in November. Work on speed measurements as part of an assessment of what is happening in the area is also planned.

A report will be presented after November, when the outcome of the bid is known and this work has been done.

QUESTIONS

The two questions received concerned the controlled parking in Borough Road and the Ashdown Road Car Park and were dealt with in the consideration of Appendices B and E .

17. MINUTES

RESOLVED that the minutes of the meeting held on 30 June 2004, be confirmed as a correct record.

18. CANBURY CPZ EXTENSION REVIEW

Appendix B

The first six months of operation of the extension of the Canbury into various roads on its eastern edge has been reviewed. This report outlines a review of this particular extension.

In addition residents of streets on the periphery of the zone extension have been consulted to assess the impact and have been offered another opportunity to opt for the introduction of similar controls.

To gain a comprehensive overview of the scheme, residents of Burton Road and Chesfield Road plus Kings Road, Park Farm Road and Staunton Road (between Kings Road and Park Farm Road), streets included as extensions to the original CPZ in March 2003 and April 2004 respectively, have also been consulted.

Very few adverse comments have been received. Various suggestions and comments have been made on the hours of operation, permit charges and the visitor permit system. Residents in Glenville Road raised particular issues on the layout of bays and in response it is proposed to replace the ‘free ‘ bays with 4 hour shared use bays.

1 September 2004

On the reconsultation of roads which had previously not supported parking controls, Park Road responses are equally split and Arthur Road and Princes Road remain opposed. All other streets are in favour of inclusion in a CPZ.

RESOLVED that:

1. the success of the scheme be noted;
2. the "free" bays at the Park Road end of Glenville Road be removed and replaced by four hour maximum stay shared-use bays to accommodate residents needs (para 27).
3. the existing parallel parking o/s Nos. 222a – 228 Acre Road be converted to echelon bays (para 54);
4. the bays outside Nos. 220 & 222 Kings Road be removed and replaced with single yellow line (para 58);
5. (a) the single yellow line waiting restriction o/s No. 4 Clifton Road be removed and a permit holder space installed to reflect proposed conversion of off-street parking area to garden
(b) disabled persons parking bays be installed in Clifton Road and Glenville Road (para 60)
6. Borough Road, Cross Road, Elm Road (between Florence Road and Park Road), York Road, Florence Road, St George's Road, Shortlands Road (between Cross Road and Park Road) and Staunton Road (between Latchmere Road and Park Farm Road) be included within the zone. Residents of Arthur and Princes Road be advised of this decision and asked if they would wish to reconsider their position;
7. residents of all roads included in the consultation process, including Latchmere Road, be advised of the decisions in 6; the letter to include a plan showing the effect of these together with details of the Traffic Management Order process which includes provision for objections;
8. the Director of Environmental Services be authorised to determine future action on Arthur Road and Princes Road in consultation with the Chair and Vice Chair in the light of this further consultation (para 77 & 78 & 79);
9. in view of the responses to consultations no further action be taken to develop parking schemes for the peripheral roads to the original Canbury East and West areas (para 84);
10. the Director of Environmental Services be authorised to promote the amendments to the relevant Traffic Management Orders for the changes agreed in 2-9;
11. no further changes be made to any other operational aspect of the zone.

Reason for decision

To implement changes to improve the operation of the scheme and to introduce further parking controls where requested.

19. ASHDOWN ROAD CAR PARK MANAGEMENT PLAN

Appendix E

In May 2004 in considering its views on a planning application to continue the use of the Ashdown Road temporary car park, the committee supported the concept of producing a management plan for the car park. The preference was for a night-time closure as a means of reducing disturbances to adjacent properties arising from late night noise and nuisance. The Development Control Committee subsequently made a management plan a requirement of the planning consent.

The report set out 3 options for a management plan for the night-time operation or closure of the car park in order to satisfy the Planning Condition covering the future use of the site as a public car park.

These are:

- a) Closing the site to vehicles in the evening so as to make it unavailable to late-night users.
- b) Maintaining the site as a 24 hour open facility and provide a night-time staff presence to oversee its operation.
- c) Maintaining the site as an open, un-staffed facility relying on the effectiveness of improved lighting and CCTV monitoring to address public order issues.

The installation of CCTV cameras is planned for later this year and the lighting will also be upgraded.

RESOLVED that

1. the management plan be based on Option A with the car park closed on Monday evenings initially, excluding Public and Bank Holidays and any seasonal shopping evenings;
2. a report on the operation of this arrangement be submitted after 6 and 12 months and include the views of the Police concerning any displacement of activities or other effects;
3. the proposals for introducing CCTV monitoring and improved lighting at the site be approved for the consideration of the Development Control Committee;
4. the Executive be advised of the financial implications of meeting the planning requirements which require modifications to the car park estimated at

1 September 2004

£13,000; the staffing cost of remaining on site between 6:00 – 8:00pm to release vehicles being contained within existing budgets.

Reason for decision

To allow the approved Management Plan and details of lighting and CCTV coverage to be forwarded to the Development Control Committee so as to meet the requirements of the planning conditions.

20. LIBRARY PLAN

Appendix G

The Department of Culture, Media and Sport (DCMS) requires all library authorities to submit a Public Library position Statement and Standards Report. This has a prescribed format but is designed for the DCMS to assess how the authority is meeting the national Public Library Standards (PLS).

There are 19 PLS with targets, those which pose challenges for Kingston relate to the book stock and opening hours

RESOLVED that the attention of the Executive be drawn to Standard 17 and it be strongly recommended to include a significant increase in the book stock in its priorities.

Reason for decision

To enable the Public Library Position Statement and Standards Report to be ratified by the Executive prior to its submission to the Department of Culture, Media and Sport by 30 September 2004.

21. SECURE CYCLE PARKING IN KINGSTON TOWN CENTRE

Appendix F

A study of the possibilities of providing better cycle parking facilities (such as a supervised secure centre) in Kingston Town Centre for employees, shoppers and visitors has been carried out. This has produced proposals for a secure cycle parking strategy.

The proposals are at an early stage of development and include a pilot project to provide supervised cycle parking facilities at weekends in Wood Street and Old London Road. This will help to assess the demand for permanent facilities. A medium term aim is a secure area for commuters and visitors and in the longer term a cycle centre which could provide a range of facilities including lockers and showers.

A bid for £100,000 has been included in the Borough Spending Plan to progress this initiative and it is proposed to prepare outline designs for a number of potential sites, for possible implementation in 2005/6 in the event of a successful BSP bid.

RESOLVED that

1. the Executive be recommended to incorporate the findings of the Secure Cycle Parking Strategy in the Local Development Framework (LDF), Local Implementation Plan (LIP) and proposed RBK Cycle Strategy.
2. the Director of Environmental Services be authorised to
 - a. undertake further design work and formulate a business plan to provide for permanent secure cycle parking facilities in Kingston Town Centre;
 - b. prepare detailed designs for an experimental scheme of temporary Saturday and/or Sunday only supervised cycle parking facilities in Wood Street (near its junction with Thames Street) and in Old London Road (near its junction with Clarence Street) as part of a pilot project;
 - c. start discussions with South West Trains and Network Rail to identify suitable sites at Kingston Railway Station for secure cycle parking provision to cater for people cycling to the station and Town Centre;
3. the Director of Environmental Services work with the Head of Strategic Services to prepare detailed designs improving secure cycle parking for staff, to develop proposals to extend the secure cycle parking to public use at weekends, and to extend the provision of other cycle parking options for staff and public use at the Guildhall site.
4. a centrally located cycle parking centre be included in developers' proposals to redevelop the Town Centre or transport interchanges.
5. a further report be made to the Committee on the outcome of these projects.

Reasons for decision

To help promote the use of sustainable journeys to Kingston Town Centre and reduce reliance on the private motor car The provision of secure cycle parking is an integral part of promoting cycling and a cycle route network.

22. LICENSING POLICY

Appendix H

The Licensing Act 2003 transfers to the Council the responsibility for licensing the sale and provision of alcohol - this is currently dealt with by the Licensing Justices. The Act removes any set time when the sale of alcohol must cease in any type of premises e.g. public houses, night clubs, off licences and supermarkets etc and does not permit the Council to set a time.

The Council must agree a Policy setting out how it intends to operate the Act to meet the 4 Licensing objectives i.e.

- Prevention of crime and disorder
- Public Safety

1 September 2004

- Prevention of public nuisance
- Protection of children from harm

The draft policy is currently being consulted upon and comments will be considered by the Licensing and Regulation Committee before a final policy is approved by Council.

RESOLVED that

1. the Licensing and Regulation Committee be advised that this Committee wishes the Policy to be as robust as possible within the legislation and Guidance
2. that a workshop be organised for Neighbourhood residents groups and other interested parties on the way in which the Act will operate, the potential effects in this Neighbourhood in particular and the actions which the Council can and cannot take.

Reason for decision

To submit comments to the Licensing and Regulation Committee and inform residents of the Neighbourhood on the changes being introduced by the new Licensing Act.

**23. TRAFFIC MANAGEMENT MEASURES IN NORTH KINGSTON Appendix A
CONSULTATION RESULTS**

Local consultations have been carried out on the reinstatement of the right turn into East Road.

This consultation was undertaken in June and July and coincided with the public meetings being held with residents of Canbury ward. Concerns were expressed at that meeting on the cost of residents parking permits as well as the closure of Skerne Road.

The response rate to the consultation on reopening East Road was 33% and there is clear support for the change. An issue raised in the consultation was the larger than average gap between the road humps in the vicinity of St Luke's School. An additional road hump in Acre Road is therefore proposed to ensure reduced speeds in the vicinity of the school.

RESOLVED that

1. the right turn into East Road be reinstated and an additional road hump be installed in the vicinity of St Luke's School;
2. no action be taken at this time to introduce further restrictions or traffic calming in the roads to the east of Richmond Road and south of Kings Road;
3. traffic flows in these roads be re-examined 6 months following the reopening of East Road;
4. residents be informed of these decisions;

5. the explanation on the cost of resident parking permits be noted ;
6. the policy background for the closure of Skerne Road and the establishment of the Skerne Walk link be noted.

Reason for decision

To spread out the traffic flow equally in all roads in the area

**24. CANBURY PARK ROAD (WEST) Appendix C
PARKING PERMIT PROPOSALS & ELM ROAD (SOUTH) AMENDMENTS**

Options for a sub-zone or separate mini zone for Canbury Park Road have been investigated and residents in Elm Road reconsulted on proposals to convert permit parking bays to shared use bays. Additions to and enlargement of bays in the area were agreed at the June meeting.

RESOLVED that

1. following the introduction of additional bays, programmed to take place in the autumn, the Canbury Park Road area of Canbury CPZ (Zone B) area be resurveyed
2. the underused permit bays in Elm Road, adjacent to St. Luke's School be converted to Shared Use bays
3. the Director of Environmental Services be authorised to promote the amendments to the relevant Traffic Management Orders for the changes to the controlled parking zone.

Reason for decision

To assess the effects of planned changes and to implement as soon as possible further amendments to the current controlled parking scheme.

**25. CANBURY WARD: TRAFFIC MANAGEMENT MEASURES Appendix D
AND ROAD SAFETY IMPROVEMENTS**

A series of public meetings have been held to enable residents to express any concerns and/or suggest any changes to be considered to the traffic management measures in North Kingston.

RESOLVED that the outcome of the five public meetings be noted.

26. DRAFT LOCAL DEVELOPMENT SCHEME Appendix I

The Local Development Framework (LDF) is replacing the Unitary Development Plan as the statutory plan guiding future development in the borough. It is intended to be more flexible and easier to update, and that residents and stakeholders will be more fully involved in drawing up a plan which will reflect local aspirations. Achieving sustainable development is at the heart of the new system.

1 September 2004

The LDF is a portfolio of Local Development Documents such as the core strategy and policies, the proposals Map and site allocations, and area action plans. These will be the main basis for determining planning applications. As with the UDP they must conform generally with the London Plan and reflect government guidance. The documents can be prepared and reviewed separately and to an agreed timetable. The first document to be produced is the Local Development Scheme (LDS) which must be approved by the Government Office for London. It explains the broad composition of the LDF and how the public will be involved and the transition from the UDP system. The documents to be produced within a three year period, with a timetable for their preparation are also set out.

RESOLVED that

1. the LDF process be noted;
2. the Executive be advised that within the Borough Issues element of the Local Development Scheme a reference to issues relating to Congestion needs to be included within the section on Transport/accessibility issues
3. a workshop for Neighbourhood businesses, residents groups and all other interested parties be arranged to explain what the LDF is and what the new planning process will mean.

Reason for decision

To submit views on the LDS to the Executive and inform the community of the new process.

27. REVIEW OF NEIGHBOURHOOD GRANTS **Appendix J**
(Reference from the Environment and Neighbourhoods Overview Panel)

Neighbourhoods have been asked to consider transferring any underspends in Neighbourhood Grants budgets remaining at the end of December to the corporate Grants Budget for allocation to voluntary organisations which operate in the borough. Any changes to the system will be considered by the Executive as part of the constitutional review.

RESOLVED that

1. this Committee does not wish to transfer any potential underspend in its Grants budget to the corporate budget
2. consideration be given to the criteria for grants, the possibility of increasing the £750 threshold and the flexibility between the Youth and General grants budgets.

Reason for decision

To respond to the request from the Environment and Neighbourhoods Overview Panel.

28. NEIGHBOURHOOD GRANTS

Appendix K

The Bollywood Festival is no longer taking place in the Borough and Kingston Racial Equality Council has applied for a grant towards the cost of supporting local performers at the Kingston Carnival.

RESOLVED that

1. as the Bollywood Festival is no longer taking place in the Neighbourhood the grant to the Kingston Gujarati School agreed at the 30 June meeting be withdrawn;
2. a grant of £750 from the General grants budget be awarded to Kingston Racial Equality Council (Kingston Carnival).

Reason for decision

To assist the voluntary organisations to carry out their activities in the Neighbourhood.

29. BUDGET MONITORING

Appendix L

There is a forecast net unallocated amount of £33,900 as at 31st July 2004.

RESOLVED that

1. the current position regarding the expenditure budget be noted;
2. £1,000 of the Discretionary/Environmental Initiatives budget for 2004/05 be allocated to Travel upon Thames scheme; and
3. on proposed allocations from the discretionary and environmental budgets in 2004/05, consultations prior to the Neighbourhood meeting take place with at least one Member from each ward.

Reason for decision

To enable the budget to be monitored and funds allocated

Note Councillor Chrissie Hitchcock dissented from the decision in 3

30. FAIRFIELD NORTH - EFFECTS OF STREET WORKS

Councillor David Cunningham had requested an item on the delays to traffic caused by utility repair works in Fairfield North.

RESOLVED that it be noted that a wider information report on the planning and co-ordination of street works and the Council's role in this will be presented to the October meeting.

1 September 2004

31. KINGSTON TOWN CENTRE MANAGEMENT and BID MANAGEMENT

As part of the BID governance arrangements, Kingston Town Centre Management (KTCM) has agreed that the Director of Environmental Services or his representative may attend KTCM Board meetings in an observer capacity. A reciprocal arrangement for a KTCM representative was requested.

RESOLVED that the Kingston Town Centre Manager or BID alternate is invited to attend the Neighbourhood Committee meetings in an observer capacity.

32. INFORMATION ITEMS

Appendix M

RESOLVED that the following items be noted

Planning and Development Performance Monitoring April – June	Annex 1
School Crossing Patrol Site Review	Annex 2
Richmond Road/Tudor Drive/Dukes Avenue – Improvement Works	Annex 3
Footpath between Kestrel Close and Yeovilton Place	Annex 4
Contributions from Section 106 Agreements	Annex 5
Work Programme	Annex 6

33. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the following item be considered in private under Section 100(A)(4) of the Local Government Act 1972, and the public be excluded from the meeting on the grounds that it is likely that exempt information, as defined in paragraph 12 of Part I of Schedule 12A to the Act, would be disclosed.

34. INTERPHONE PHONE KIOSKS

Appendix N

RESOLVED that

1. the report on the issues relating to the responsibilities for and maintenance of these kiosks be noted;
2. the action taken by officers in the Directorate of Environmental Services be endorsed and officers thanked for their efforts.