

The Occupier
Northbrook's,
Harlow,
Essex,
CM20 1PG

Properties and Facilities
Harlow Council
Civic Centre
The Water Gardens
Harlow, CM20 1WG
www.harlow.gov.uk

Ref:Northbrook's
Date:16.09.2015

Subject: Northbrook's Residents Parking Scheme

Dear occupier,

The purpose of this letter and corresponding survey is to seek your views on the recent petition submitted by a number of residents who live on the estate requesting that the permit zone traffic order be revoked. Before you complete the questionnaire I ask that you fully consider the following commentary regarding permit zones.

The original scheme was introduced to restrict parking to resident permit holders only during the day when shops, public transport hubs and other facilities draw non-residents into the area. This is particularly relevant to Northbrook's given the estates close proximity to the Town Centre.

Harlow is not dissimilar to other towns where parking outside one's home is at a premium; regrettably there is no one fix-all solution. To address some of the parking issues it requires a combined approach the provision of off street parking, controlled bays, one way systems where applicable, garage parking and designated parking zones to restrict access to only resident and essential support services personnel who have permits.

Harlow residents whose homes fall within the permit zones have historically benefited from lower than average permit fees for a number of year. The North Essex Parking Partnership (of which Harlow Council is a member) works on behalf of the Highway Authority, Essex County Council to deliver a fair and equitable on street parking service across the districts. To demonstrate the fees across the partnership and how residents of Harlow Council have benefited from the lower costs over many years I have set out the fees for corresponding years in appendix 1.

The petitioners consider that the parking partnership uses the Northbrook's permit zone to generate income by way of increases to the annual and daily permit fees. In reality parking enforcement across Essex has run at a deficit for many years at its height it was in excess of £1 million pounds across the whole of Essex. Unlike some London Boroughs and Metropolitan districts it is highly unlikely Essex on street parking enforcement will ever run at a surplus.

The benefits that are derived from parking zone are significant in that only permit holders can park within the zone during the operational times. This goes some way to mitigating over parking and increased congestion as well as ensuring visitors can for the majority of times access friends and family.

Since the introduction of the permit parking zone, there has been significant changes to the working pattern of people and greater access to a range of services within the town centre. In my view these changes will affect the on street parking provision if you vote to have the permit zone removed. You could as an alternative seek to amend the Northbrook's permit zone and extend the operational hours for permit holders only. I would therefore ask you to consider this as part of your wider deliberations when answering the questionnaire.

The impact of removing the permit zone will in my opinion greatly reduce the available parking spaces within the estate; in particular those homes closest to the town centre will be the most vulnerable to additional parking from local shoppers. Once removed and with no ability to carry out parking enforcement there is little either Harlow Council or the parking partnership can do to assist with the parking problems arise.

Full details of the conditions and charges that are attributed to a Residents Permit Parking Scheme and a map showing the extent of the current scheme are enclosed.

The Council is asking you to complete the short survey enclosed and return to the Council using the freepost envelope provided by Friday 6th November 2015. You will be notified of the results of the survey at a meeting to be held during December 2015. Depending upon the results of this survey a formal application may be made to revoke all or part of the traffic order to the North Essex Parking Partnership.

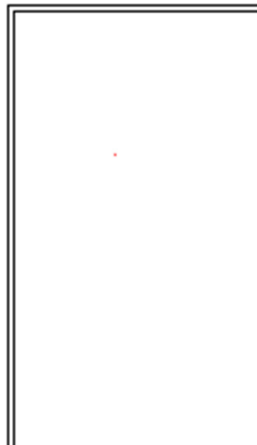
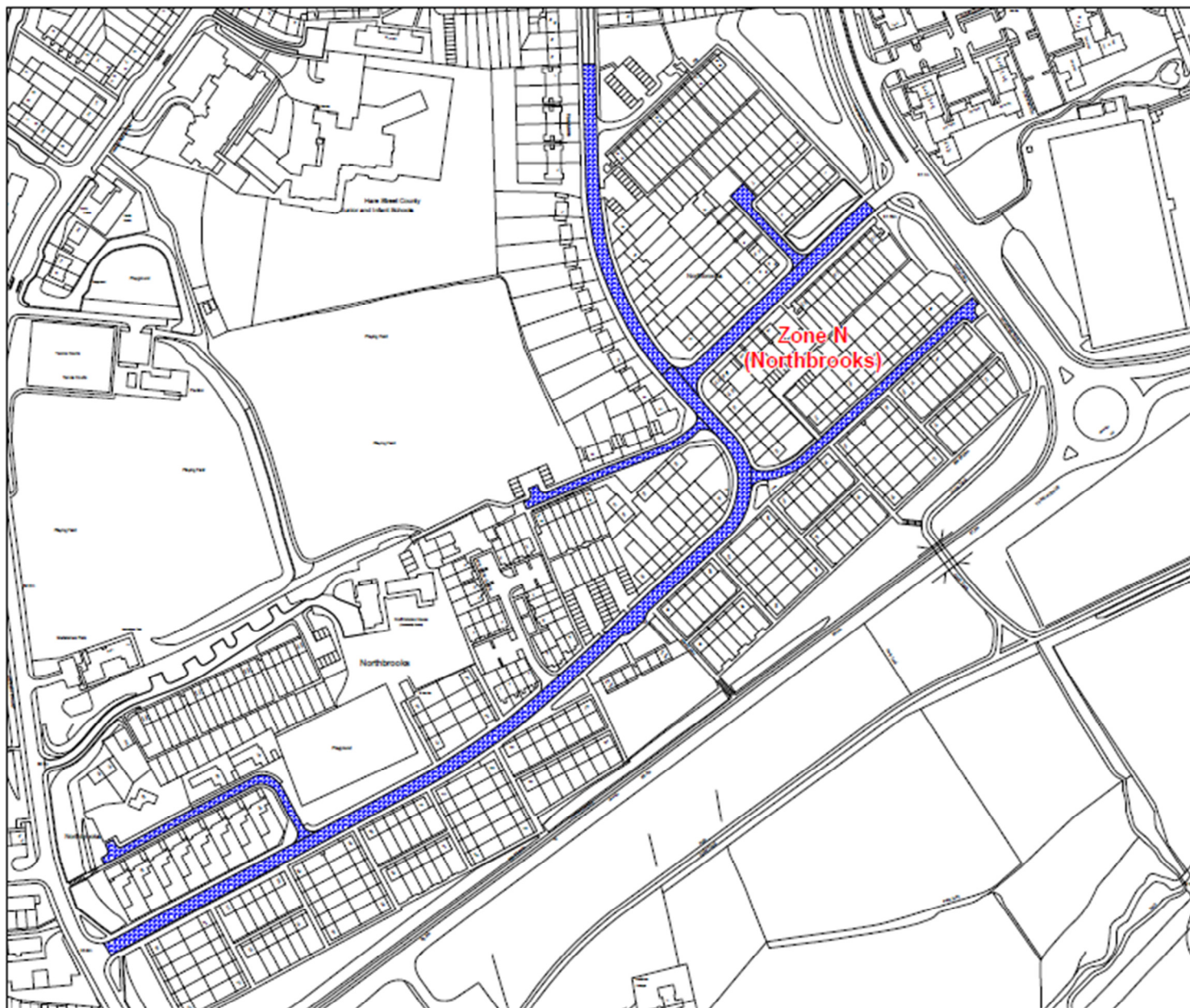
Please be assured that the response you provide will be treated in the strictest confidence, and only used for this purpose and stored in accordance with the Data Protection Act 1998.

You can complete this questionnaire on line at northbrookssurveymonkey@harlow.gov.uk

Thank you for taking the time to complete the questionnaire.

Yours

Joe McGill
Property & Facilities Manager



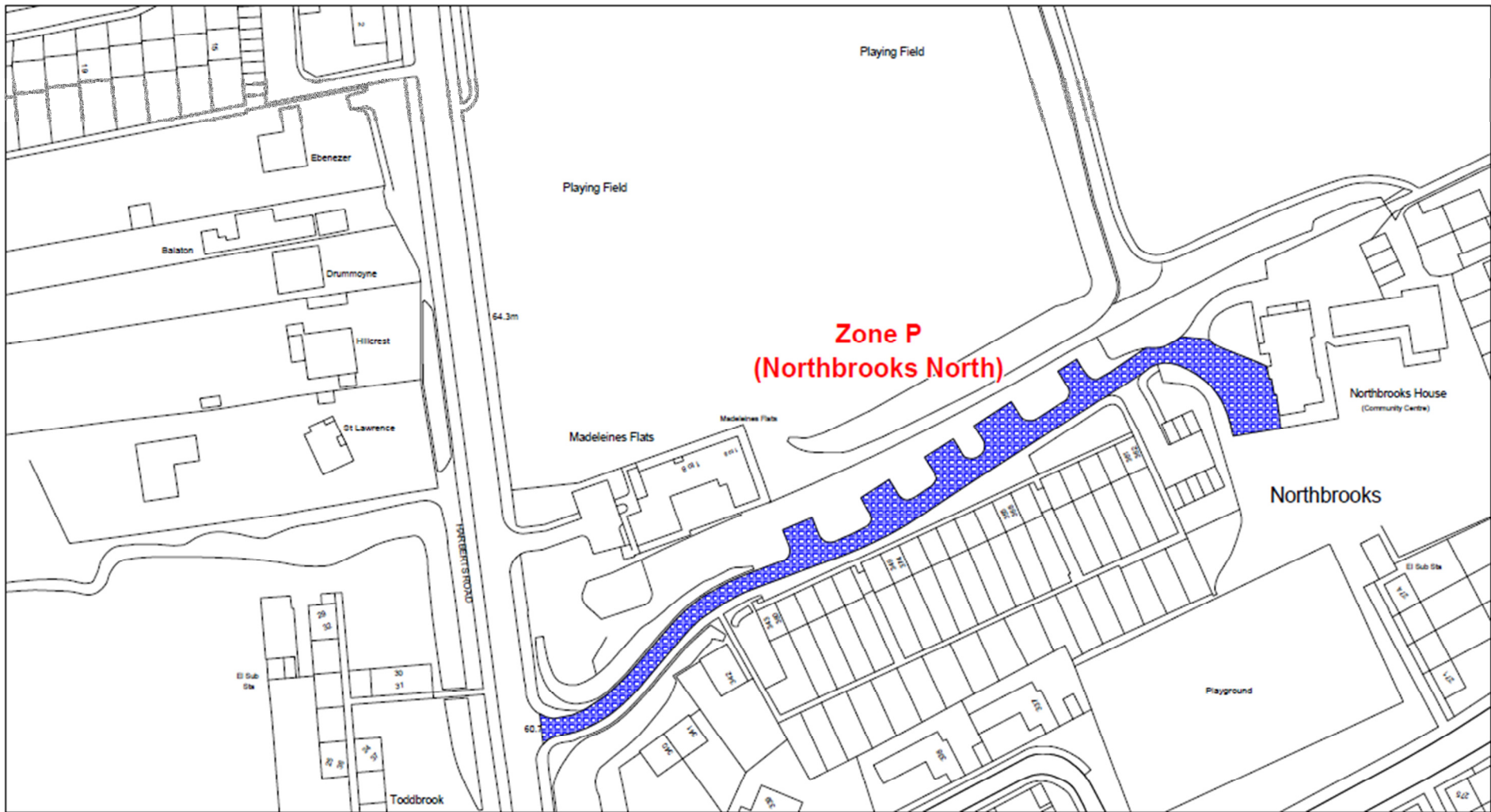
**Zone N
Northbrooks**

UNLESS OTHERWISE SPECIFIED
ALL DIMENSIONS ARE IN METERS
AND DECIMALS THEREOF



DRAWING TITLE
The District Of Harlow

<small>SCALE</small>	
<small>DATE</small>	13/10/2009
<small>DRAWING NO.</small>	
<small>DRAWN BY</small>	MS



Zone P Northbrooks North

This map is based upon Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationery Office
 © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Harlow District Council
 Licence No.100019627 (2009)

SCALE	1 : 1250
DATE	20/10/2009
DRAWING No.	
DRAWN BY	

Please use the free field below to expand on the answer below regarding first car permit fee:

Q6. To what extent do you agree or disagree with the fee applied to the second car:

Strongly Agree	Tend to Agree	Neither agree or disagree	Tend to disagree	Strongly disagree	Don't Know
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please use the free field below to expand on the answer below regarding second car permit fee:

Q7. To what extent do you agree or disagree with visitors daily permit fee:

Strongly Agree	Tend to Agree	Neither agree or disagree	Tend to disagree	Strongly disagree	Don't Know
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please use the free field below to expand on the answer below regarding daily permit fee:

Q11. After very careful consideration my vote would be to;
(please tick only two boxes)

Remove the permit zone	Keep zone as is including operating hours	Extend the operational hours Monday - Saturday	Extend the operational hours Monday – Sunday	Re-introduce yearly residents permits	Don't Know
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q12. I would prefer to attend a public meeting in:
(please tick two boxes one for the time and one for the day)

Morning Meeting	Afternoon Meeting	Evening Meeting	Tuesday	Wednesday	Thursday
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q12. If you have any other comments on parking in Northbrook's please outline them below:

1. WHO CAN APPLY FOR A PERMIT?

If you live in a Residential Parking Permit Area you will qualify for the issue of a single permit for the use of the main vehicle for that household. Additional permits may be purchased for the use of any other vehicles belonging to members of the household. The scale of charges for Residential Parking Permits is as follows:

Type of permit	Cost of permit	Who to contact to apply for permit
First Car	£33.00 per annum	North Essex Parking Partnership Enquiries: 01206 282316 Email: parking@colchester.gov.uk http://www.parkingpartnership.org/
Second Car	£65.00 per annum	
Unregistered Car	£130 per annum	
Commercial Vehicle	£250 per annum	Harlow Council Enquiries: 01279 446 655 Email: michael.kelly@harlow.gov.uk http://www.harlow.gov.uk/parking
Residents Day Pass	£1.50 per day	
Commercial Vehicle Day Pass	£10.00 per day	
Disabled Permit	Free of Charge	
Special Permits	£30.00 per annum to be paid by carer or employer	

We will ask you to produce written proof that the address you have given is where you usually live. For each vehicle that requires a permit we will require that the Registration Document shows that the vehicle is registered to the address shown on the application or an Insurance Certificate for the vehicle showing the quoted address.

2. DISABLED DRIVERS

All Blue Badge holders are exempt from the charges for the first car, but will still need to complete an application form for a permit, accompanied by proof of eligibility by production of a valid Blue Disabled Badge (including the photo). You should contact Essex County Council Social Services if you think you are eligible for a disabled permit.

All Permits will be sent to the address quoted on the application form

IT IS A SERIOUS OFFENCE TO MAKE A FALSE STATEMENT TO OBTAIN A PARKING PERMIT FRAUDULENTLY.

3. WHERE CAN I PARK?

You may park your vehicle at the roadside, within the area specified by the Traffic Regulation Order that applies to your residential area. Warning signs define the limits of these areas and copies of these Orders are available for inspection at: Parking Services, Civic Centre, The Water Gardens, Harlow, Essex. CM20 1WG.

During the hours of operation you will need to display a valid Permit in the front windscreen of your vehicle. Any vehicle not displaying such a Permit will be issued with a Penalty Charge Notice and a charge of £70 Higher level penalty Charge, £50 Lower level penalty Charge (discounted to £35/£25 if paid within 14 days) will be payable to North Essex Parking Partnership.

5. WHERE SHOULD THE PERMIT BE DISPLAYED?

The permit should be placed in the front, nearside corner of the windscreen or placed on the vehicles dashboard, where it can be easily seen by the Civil Enforcement Officers.

Please ensure that it is **NOT** hidden by any darkened areas of the vehicles windscreen because if occurred a Penalty Charge Notice will be issued by the Civil Enforcement Officers if they are unable to confirm that the Permit shown is valid for that area.

Please note that digital photographs of the offending vehicle are taken when the Penalty Charge Notice is issued, these photographs are retained as evidence of parking contraventions.

6. HOW CAN I GET MY PERMIT RENEWED?

Renewals are required annually and a reminder will be sent out to you automatically, using the information previously supplied by you and kept on file for this purpose. If you are moving out of the area then the permit must be returned to North Essex Parking Partnership.

7. WHAT IF I CHANGE MY VEHICLE?

We will include the registration number you give us on the permit to assist us in the parking enforcement of the schemes. It is therefore **essential** that, should you change your vehicle, a new application form is immediately completed, together with the vehicle registration documents so that a new Permit can be issued for the new vehicle.

8. THE PERMIT IS ONLY VALID PROVIDED THAT:

The expiry date has not been passed.

The Permit has not been altered or tampered with in any way.

The details on the Permit remain legible and can be easily seen by the Civil Enforcement Officers.

The Permit is displayed as required. The vehicle displaying the permit has the same registration number.

In the event of any of the above no longer applying then a new application form must be obtained from North Essex Parking Partnership and completed for a replacement Permit to be issued to you. In the case of illegible permits the old, faded, permit must be returned so that a replacement can be issued; a replacement free of £10 will be charged.

9. BUSINESS PERMITS

Business permits are no longer allowed in residential parking permit areas. Any vehicles parked in a residential parking permit area during the hours of operation, must have a permit. Business vehicles can purchase a Commercial Vehicle Day Pass at a cost £10.00 per day from North Essex Parking Partnership.

10. SPECIAL PERMITS

Applications for any Council Vehicle, Council Officer on Official Council Business (including Partnership Contractors Vehicles), Doctors Vehicles, Health Visitors and Social Service, these **MUST** be accompanied by a supporting letter from their respective Head of Service. Permits will be issued to individual vehicles and must be clearly displayed on the windscreen whenever visiting residents in any of the Residential Permit Parking Areas.