

**ANGUS COUNCIL**

**COMMUNITIES COMMITTEE – 23 NOVEMBER 2021**

**PUBLIC CONSULTATION RESPONSE REPORT - CASTLE STREET & WEST HIGH STREET,  
FORFAR**

**REPORT BY DIRECTOR OF INFRASTRUCTURE**

**ABSTRACT**

This report presents the results of the public consultation process regarding the proposed amendments to the existing on-street parking arrangements on Castle Street and West High Street, Forfar.

**1. RECOMMENDATIONS**

It is recommended that the Committee:

- (i) notes the comments received and the range of opinion expressed during the consultation process regarding the proposed amendments to the on-street parking arrangements on Castle Street and West High Street, Forfar;
- (ii) determines if a new disabled bay should be installed on West High Street, Forfar in the vicinity of the library/ACCESS Office;
- (iii) determines if two new loading bays should be installed on Castle Street, Forfar;
- (iv) determines if additional on-street time limited waiting bays should be provided on Castle Street, Forfar;
- (v) subject to the determination of the above recommendations, note that the promotion and making of the necessary Traffic Regulation Orders may require further approvals if objections are received; and
- (vi) subject to the determination of the above recommendations and the promotion of the necessary Traffic Regulation Orders, approve the making of the orders if objections are received.

**2. ALIGNMENT TO THE COUNCIL PLAN**

This report contributes to the Council Plan 2019-2024 priorities:

PEOPLE: We want to maximise inclusion and reduce inequalities

- We will work collaboratively for and with our citizens to keep them safe in resilient communities

PLACE: We want our communities to be strong, resilient and led by citizens

- We will engage with citizens and communities to deliver the right services in the right place at the right time

**3. BACKGROUND**

- 3.1 Report No. 148/20 considered by the Communities Committee on 26 May 2020, detailed the format and timescale for public consultation regarding the proposal to amend existing on-street parking arrangements on Castle Street and West High Street, Forfar. The location of the proposed amendments (**Appendix 1**) is presented on a plan appended to this report.
- 3.2 The consultation questionnaire (**Appendix 2**) associated with these proposals was available for completion online via the council's website from Monday 16 August 2021. Consultation documents were also sent to all affected groups listed in the proposed list of consultees (**Appendix 3**).

- 3.3 The consultation questionnaire was also issued to approximately 200 residential and business addresses within the surrounding area of the proposed on-street parking amendments (**Appendix 4**) as shown in the plan appended to this report.
- 3.4 The number of responses to the consultation was very low as set out below.

#### **4. DETAILS**

- 4.1 14 completed responses were received by the closing date of Friday 10 September 2021. 12 (86%) were in favour of the installation of a disabled bay on West High Street in the vicinity of the library/ACCESS Office with 2 (14%) were against the installation. 14 (100%) were in favour of the installation of two new loading bays on Castle Street. 13 (93%) were in favour of the installation of additional on-street time limited waiting bays on Castle Street, with 1 (7%) indicated that they were against the installation. The comments that were provided through the returned questionnaires (**Appendix 5**) are presented on a list appended to this report.
- 4.2 8 responses were received from business owners on Castle Street. From these, 6 (75%) agreed with the proposal to install a disabled bay on West High Street in the vicinity of the library/ACCESS Office, 8 (100%) agreed with the proposal to install two loading bays on Castle Street and 7 (88%) agreed with the proposal to install additional on-street time limited waiting bays on Castle Street.
- 4.3 2 responses were received from West High Street (1 business owner and 1 resident), with both (100%) agreeing with all the proposals.
- 4.4 There were, therefore, 10 responses received from business owners and residents from within the public consultation catchment area (**Appendix 4**), with 8 (80%) agreeing with the proposal to install a disabled bay on West High Street in the vicinity of the library/ACCESS Office, 10 (100%) agreeing with the installation of two loading bays on Castle Street and 9 (90%) agreeing with the proposal to install additional on-street time limited waiting bays on Castle Street.
- 4.5 4 responses were received from residents from out with the public consultation catchment area (**Appendix 4**), with 4 (100%) agreeing with all the proposals.
- 4.6 Overall, 14 responses were received from business owners and residents, with 12 (86%) agreeing with the proposal to install a disabled bay on West High Street in the vicinity of the library/ACCESS Office, 14 (100%) agreeing with the proposal to install two loading bays on Castle Street and 13 (93%) agreeing with the proposal to install additional on-street time limited waiting bays on Castle Street.
- 4.7 No responses to the public consultation were received from any of the affected groups listed in Appendix 3.
- 4.8 Members are asked to note the full range of opinions expressed (in Appendix 5) and determine if the disabled bay, loading bays and additional on-street time limited waiting bays should be installed.
- 4.9 Should the committee determine to proceed with the proposed on-street parking amendments, it is proposed that the installation will be undertaken following the processing of the necessary Traffic Regulation Orders in 2021/22. It is considered likely that the earliest that the Traffic Regulation Orders will be made and lining and signing installed will be within the next financial year 2022/23.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 The estimated cost to process and install the proposed on-street parking amendments is £1,000. These costs will be funded from the 2021/22 and 2022/23 Traffic Revenue Budgets.

#### **6. EQUALITY IMPACT ASSESSMENT**

- 6.1 An Equality Impact Assessment has been completed for this report – see **Appendix 6**.

6.2 The Assessment concludes that there are either neutral or positive impacts on protected characteristic groups for the proposals contained in this report.

## 7. CONSULTATION

7.1 The Chief Executive, Deputy Chief Executive, Director of Finance, Director of Legal and Democratic Services and the local Police Commander for Tayside Division were consulted in the preparation of this report.

**NOTE:** The background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) which were relied on to any material extent in preparing the above report are:

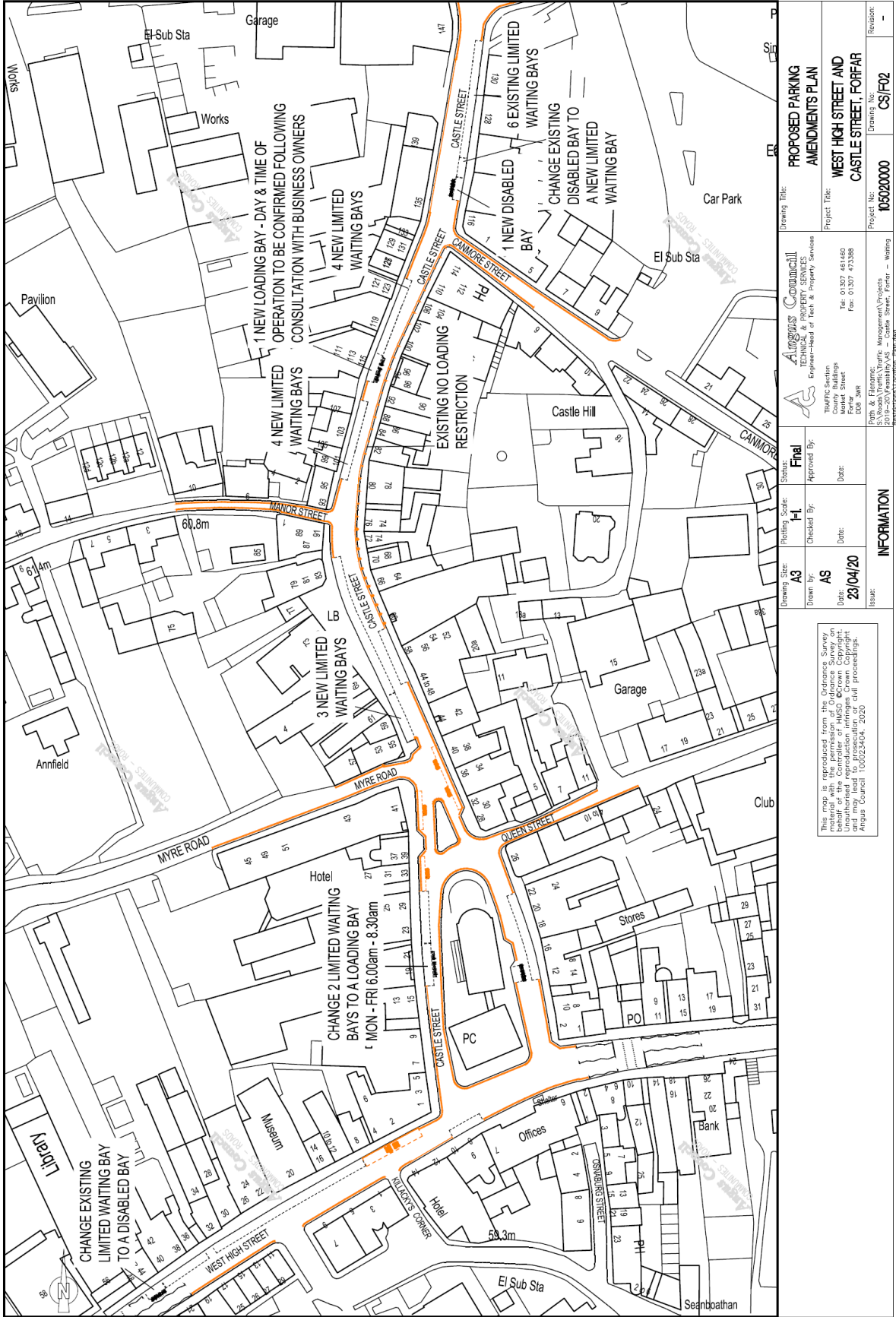
Report 148/20 Castle Street & West High Street Forfar: On-Street Parking, Special Arrangements Committee, 26 May 2020

**REPORT AUTHOR: Walter Scott, Service Leader – Roads & Transportation**

**EMAIL DETAILS: [Communities@angus.gov.uk](mailto:Communities@angus.gov.uk)**

### List of Appendices:

- Appendix 1: Castle Street and West High Street, Forfar – Proposed Parking Amendment Plan
- Appendix 2: Castle Street and West High Street, Forfar – Public Consultation Questionnaire
- Appendix 3: Castle Street and West High Street, Forfar – Public Consultation Location Plan
- Appendix 4: Castle Street and West High Street, Forfar – List of Consultees
- Appendix 5: Castle Street and West High Street, Forfar – Public Consultation Comments
- Appendix 6: Equality Impact Assessment





# PUBLIC CONSULTATION

## ANGUS COUNCIL INFRASTRUCTURE SERVICES TRAFFIC & TRANSPORT

### PROPOSED ON-STREET PARKING AMENDMENTS CASTLE STREET & WEST HIGH STREET, FORFAR

A local member from the Forfar & District ward recently requested that consideration be given to increasing the number of on-street limited waiting parking spaces on Castle Street, Forfar.

A request was also received from a local resident for the provision of an additional on-street disabled bay on West High Street, Forfar in the vicinity of the relocated ACCESS Office.

Concerns were also received from local retail business owners regarding the difficulties they experience loading and unloading goods from their premises due to existing waiting restrictions and the number of vehicles parked outside their stores. The business owners requested that consideration be given to the provision of designated loading bays on Castle Street in the vicinity of their premises.

Roads officers subsequently visited the area to observe the current on-street parking and traffic management arrangements and spoke to several retail businesses regarding the difficulties they experience whilst servicing their premises. A number of options were then considered. The preferred option is attached to this public consultation.

Angus Council's Communities Committee, on 28 May 2020, granted permission for a formal public consultation on the proposals to be carried out (Report No.148/20).

Your opinion is now being sought on whether or not you ~~are in agreement~~ with the attached on-street parking amendments.

Whatever your opinion, Angus Council would be obliged if you would take the time to look at the attached proposal, respond to the questions below and return it to the Council by **Friday 10 September 2021** so that your views can be taken into consideration.

Please complete the questionnaire and return it to:

**Traffic & Transport Manager**      or      [ROADS@angus.gov.uk](mailto:ROADS@angus.gov.uk)  
Angus House  
Orchardbank Business Park  
FORFAR  
DD8 1AN

Alternatively, your views and comments can be submitted online on the Consultation section of the council's website at [www.angus.gov.uk/hys/consultations](http://www.angus.gov.uk/hys/consultations)

No decision will be taken regarding this proposal until the feedback from the consultation has been considered by the council's Communities Committee.

Thank you for your participation.

**Question:** Do you agree with the proposal to change 1 existing time limited waiting bay on West High Street to a disabled bay?

Yes

No

**Question:** Do you agree with the proposal to provide 2 loading bays on Castle Street?  
(Comments on the required operational times of the loading bays would be welcomed)

Yes

No

**Question:** Do you agree with the proposal to provide additional time limited waiting bays on Castle Street?

Yes

No

Comments:

**Name:** .....

**Name of Business (if applicable):** .....

**Address:** .....    

.....

**PUBLIC CONSULTATION – PROPOSED ON-STREET PARKING AMMENDMENTS - CASTLE STREET & WEST HIGH STREET, FORFAR**

**LIST OF CONSULTEES**

**Forfar & District Local Ward Members:**

Colin Brown [CllrBrown@angus.gov.uk](mailto:CllrBrown@angus.gov.uk)  
Braden Davy [CllrDavy@angus.gov.uk](mailto:CllrDavy@angus.gov.uk)  
Lynne Devine [CllrDevine@angus.gov.uk](mailto:CllrDevine@angus.gov.uk)  
Ian McLaren [CllrMcLaren@angus.gov.uk](mailto:CllrMcLaren@angus.gov.uk)

**Royal Burgh of Forfar Community Council:**

Tom O'Brien (Secretary)  
Royal Burgh of Forfar Community Council  
65 Glenmoy Terrace  
Forfar  
Angus  
DD8 1NH

**Local Divisional Police Commander for Tayside:**

Chief Superintendent  
Police Scotland  
Tayside Divisional Headquarters  
West Bell Street  
Dundee

**Scottish Fire & Rescue Service Area Manager:**

Deputy Assistant Chief Officer  
Scottish Fire & Rescue Service  
Blackness Road  
Dundee  
DD1 5PA

**Scottish Ambulance Service Regional Officer:**

Regional Officer  
Scottish Ambulance Service  
East Central Division  
76 West School Road  
Dundee  
DD3 8PQ

**Traffic & Transport Manager**

Craig Hudson  
[HudsonCW@angus.gov.uk](mailto:HudsonCW@angus.gov.uk)

**Service Leader – Planning & Communities**

Kate Cowey  
[CoweyKJ@angus.gov.uk](mailto:CoweyKJ@angus.gov.uk)

**Service Leader – Environmental Services**

Graeme Dailly  
[DaillyG@angus.gov.uk](mailto:DaillyG@angus.gov.uk)

**Angus Access Panel**

Angus Access Information Centre  
4 Victoria Street  
Forfar  
Angus  
DD8 3HU  
[angusaccesspanel@gmail.com](mailto:angusaccesspanel@gmail.com)

**North East Sensory Services**

10 Constitution Road

Dundee  
DD1 1LL  
[dundee@nesensoryservices.org](mailto:dundee@nesensoryservices.org)

**The Guide Dogs for the Blind Association**

Hillfields  
Burghfield Common  
Reading  
Berkshire  
RG7 3YG  
[edinburgh@guidedogs.org.uk](mailto:edinburgh@guidedogs.org.uk)





© Crown Copyright.  
 All rights reserved.  
 Angus Council 100023404. 2021

Drawing Size: <b>A4</b>	Plotting Scale: <b>1=1</b>	Status: <b>Final</b>	 <b>Angus Council</b> TECHNICAL & PROPERTY SERVICES Engineer-Head of Tech & Property Services  TRAFFIC Section County Buildings Market Street Forfar DD8 3WR  Tel: 01307 461460 Fax: 01307 473388	Drawing Title: <b>APPENDIX 4 PUBLIC CONSULTATION AREA PLAN</b>		
Drawn by: <b>AS</b>	Checked By:	Approved By:		Project Title: <b>CASTLE ST. AND WEST HIGH ST. FORFAR PROPOSED ON-STREET PARKING AMENDMENTS</b>		
Date:	Date:	Date:		Project No: <b>105020000</b>	Drawing No: <b>CS-F02</b>	Revision: <b>-</b>
Issue: <b>INFORMATION</b>			Path & Filename: E:\Traffic\Traffic Management\Projects 2021-22\Feasibility\AS\AS - Castle Street, Forfar - Waiting Restrictions\Location Plan.dwg			

**APPENDIX 5**

**PROPOSED PARKING AMENDMENTS – CASTLE STREET & EAST HIGH STREET, FORFAR  
PUBLIC CONSULTATION COMMENTS**

## **CASTLE STREET, FORFAR**

1. BUSINESS OWNER  
I think the current arrangements are working well enough.
2. BUSINESS OWNER  
I have provided a drawing where I recommend another loading bay in front of 26 Castle Street. It can be helpful to business taking deliveries on this side of the street. Boots Pharmacy, Costa Coffee and David Irons will use this space as currently they are having to park on double yellow lines. The proposed time for the loading bays should be 8.30am – 5.30pm as most businesses are open from 9 – 5.
3. BUSINESS OWNER  
Yes, I do agree to provide some additional waiting bays on Castle Street, as it is well needed for the business owners to park their cars for that additional period of time, but it will also be rewarded with happy customers as they will be allowed to park, and do quick shopping for themselves with no worry of getting charged.
4. BUSINESS OWNER  
Longer would be better, At the moment too short.
5. BUSINESS OWNER  
It's important to keep the north of Castle Street 2-way as this allows the many delivery lorries to enter and leave our premises to the north without going through the centre of town. Two of the new spaces near 119-129 Castle Street should be limited in time to 10 – 15 minutes to suit the traders (Ali' Newsagent and Robbie & Nicol) who depend on a quick turnover of parkers.
6. BUSINESS OWNER  
We feel that the loading bay times should be all day hours (8.30am – 5.30pm) as businesses receive deliveries at any time throughout the day and this would make it easier for everyone.
7. BUSINESS OWNER  
If operational times for loading bays can be set to reflect typical business hours. I receive deliveries where the actual delivery time varies day-to-day but are within typical business hours, i.e. Monday – Saturday 08:30 – 18:00.

## **WEST HIGH STREET, FORFAR**

1. BUSINESS OWNER  
Disabled bay on West High Street should be time limited to avoid certain blue badge holders occupying the space all day.

## **RESPONSE FROM RESIDENTS WHO LIVE OUTWITH PUBLIC CONSULTATION CATCHMENT AREA**

1. RESIDENT  
Parking on Castle Street is a nightmare at times as there are never enough time limited waiting bays, especially when you only need to pick up a prescription, etc. It would benefit those with mobility issues (but who do not have a blue badge) to have more of these spaces in Castle Street close to these particular premises – chemists, building society, etc – so that they don't need to either drive round and round for ages trying to get a space or need to park a distance away.
2. RESIDENT  
Will be of great benefit.
3. RESIDENT  
Time limitations need to be clearly marked.
4. RESIDENT  
3 new parking spaces on Castle Street just before Myre Road very welcome: road is wide enough to accommodate these easily. Castle Street is narrower before Manor Street: the 4 new spaces there would still be welcome (I've seen people often park briefly there in any case on double yellow lines), but restrict to 15 minutes, and perhaps set maximum width to ordinary cars, no wide vans and trucks.





## Equality Impact/Fairer Scotland Duty Assessment Form

### Step 1

**Name of Proposal** (includes e. g. budget savings, committee reports, strategies, policies, procedures, service reviews, functions): **Castle Street and West High Street, Forfar – Proposed On-Street Parking Amendments.**

### Step 2

Is this only a **screening** Equality Impact Assessment ~~Yes~~/No

**(A)** If Yes, please choose from the following options **all** reasons why a full EIA/FSD is not required:

- |   |        |
|---|--------|
| (i) It does not impact on people                                  | Yes/No |
| (ii) It is for information only                                   | Yes/No |
| (iii) It is reflective e.g. of budget spend over a financial year | Yes/No |
| (iv) It is technical  | Yes/No |

If you have answered yes to any of points above, please go to **Step 16**, and sign off the Assessment.

**(B)** If you have answered No to the above, please indicate the following:

Is this a full Equality Impact Assessment	<b>Yes/No</b>
Is this a Fairer Scotland Duty Assessment	<del>Yes</del> /No

If you have answered Yes to either or both of the above, continue with Step 3.  
If your proposal is a **strategy** please ensure you complete Step 13 which is the Fairer Scotland Duty Assessment.

### Step 3

(i) Lead Directorate/Service: **Infrastructure/Roads & Transportation**

(ii) Are there any **relevant** statutory requirements affecting this proposal? If so, please describe.

**No.**

(iii)What is the aim of the proposal? Please give full details.

- **To provide additional on-street parking bays on Castle Street and West High Street, Forfar, including one additional disabled bay and two loading bays.**

(iv)Is it a new proposal?      **Yes/No**      Please indicate      OR

Is it a review of e.g. an existing budget saving, report, strategy, policy, service review, procedure or function?      **Yes/No**      Please indicate

#### **Step 4: Which people does your proposal involve or have consequences for?**

Please indicate all which apply:

Employees                      **Yes/No**

Job Applicants                **Yes/No**

Service users                 **Yes/No**

Members of the public       **Yes/No**

#### **Step 5: List the evidence/data/research that has been used in this assessment (links to data sources, information etc which you may find useful are in the Guidance). This could include:**

**Internal data** (e.g. customer satisfaction surveys; equality monitoring data; customer complaints).

**Email received from a local ward member requesting that consideration be given to increase the number of on-street time limited waiting parking spaces on Castle Street, Forfar.**

**Email received from a local resident for the provision of an additional on-street disabled bay on West High Street, Forfar in the vicinity of the library/ACCESS Office.**

**Email received from a local business owner for consideration to be given to the provision of a loading bay on Castle Street in the vicinity of their premises.**

**Various visits to the area by Roads officers to observe the current on-street parking and traffic management arrangements.**

**Internal consultation** (e.g. with staff, trade unions and any other services affected).

**Concerns and speed survey results discussed at the June 2018 meeting of the Angus Area Traffic Co-ordination Group.**

**External data** (e.g. Census, equality reports, equality evidence finder, performance reports, research, available statistics)

**Not applicable.**

**External consultation** (e.g. partner organisations, national organisations, community groups, other councils).

**Informal discussions with several retail business owners regarding the difficulties they experience whilst servicing their premises.**

**Public consultation carried out between 16 August 2021 and 10 September 2021 regarding the proposed amendments to the on-street parking arrangements on Castle Street and West High Street, Forfar.**

**Other** (general information as appropriate).

**Not applicable.**

### **Step 6: Evidence Gaps.**

Are there any gaps in the equality information you currently hold?  **Yes**/ **No**

If yes, please state what they are, and what measures you will take to obtain the evidence you need.

**Step 7: Are there potential differential impacts on protected characteristic groups?** Please complete for each group, including details of the potential impact on those affected. Please remember to take into account any particular impact resulting from **Covid-19**.

**No.**

**Please state if there is a potentially positive, negative, neutral or unknown impact for each group. Please state the reason(s) why.**

**The Active Travel network is open to all to use, and access does not depend on any protected characteristic.**

Age

**Impact: Neutral or positive impact on people of all ages, but particularly young and old being able to park their vehicle closer to the local amenities/shops.**

Disability

**Impact: Neutral or positive impact on people of all ages, but particularly young and old being able to park their vehicle closer to the local amenities/shops.**

Gender reassignment

**Impact: Neutral..**

Marriage and Civil Partnership

**Impact: Neutral.**

Pregnancy/Maternity

**Impact: Neutral or positive impact on people with this protected characteristic being able to park their vehicle closer to the local amenities/shops.**

Race - (includes Gypsy Travellers)

**Impact: Neutral.**

Religion or Belief

**Impact: Neutral.**

Sex

**Impact: Neutral.**

Sexual orientation

**Impact: Neutral.**

#### **Step 8: Consultation with any of the groups potentially affected**

If you have consulted with any group potentially affected, please give details of how this was done and what the results were.

**Angus Access Panel, North East Sensory Services and The Guide Dogs for The Blind Association were all consulted on the proposals as part of the Public Consultation process. No response was received from any of the organisations.**

**Neutral or positive impact, hence no consultation undertaken.**

If you have not consulted with any group potentially affected, how have you ensured that you can make an informed decision about mitigating action of any negative impact (Step 9)?

**Not applicable.**

#### **Step 9: What mitigating steps will be taken to remove or reduce potentially negative impacts?**

**Not applicable.**

#### **Step 10: If a potentially negative impact has been identified, please state below the justification.**

**Not applicable.**

**Step 11: In what way does this proposal contribute to any or all of the public sector equality duty to: eliminate unlawful discrimination; advance equality of opportunity; and foster good relations between people of different protected characteristics?**

**The proposal identifies the positive impact in being able to drive, walk and cycle in a safer road environment.**

**Step 12: Is there any action which could be taken to advance equalities in relation to this proposal?**

**No actions to be taken.**

**Step 13: FAIRER SCOTLAND DUTY – NOT APPLICABLE**

This step is only applicable to **strategies** which are key, high level decisions. If your proposal is **not** a strategy, please leave this Step blank, and go to Step 14.

Links to data sources, information etc which you may find useful are in the Guidance.

**Step 13(A) What evidence do you have about any socio-economic disadvantage/inequalities of outcome in relation to this strategic issue?**

**Step 13(B) Please state if there are any gaps in socio-economic evidence for this strategy and how you will take measures to gather the evidence you need.**

**Step 13(C) Are there any potential impacts this strategy may have specifically on the undernoted groupings?** Please remember to take into account any particular impact resulting from **Covid-19**.

**Please state if there is a potentially positive, negative, neutral or unknown impact for each grouping.**

**Low and/or No Wealth** (e.g. those with enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.

**Material Deprivation** (i.e. those unable to access basic goods and services e.g. repair/replace broken electrical goods, warm home, leisure and hobbies).

**Area Deprivation** (i.e. where people live (e.g. rural areas), or where they work (e.g. accessibility of transport).

**Socio-economic Background** i.e. social class including parents' education, people's employment and income.

**Other** – please indicate

**Step 13(D) Please state below if there are measures which could be taken to reduce socio-economic disadvantage/inequalities of outcome.**

**Step 14: What arrangements will be put in place to monitor and review the Equality Impact/Fairer Scotland Duty Assessment?**

**As noted in Step 13(B), the importance of monitoring and evaluating outcomes from the Strategy, Action Plan and deliverables do need to be strengthened.**

**Step 15: Where will this Equality Impact/Fairer Scotland Duty Assessment be published?**

**With the published report to council committee.**

**Step 16: Sign off and Authorisation.** Please state name, post, and date for each:



Prepared by: **Andrea Strachan, Traffic Engineer, Roads & Transportation, 18 October 2021**

Reviewed by: **Walter Scott, Service Leader – Roads & Transportation, 19 October 2021**

Approved by: **Ian Cochrane, Director of Infrastructure, 1/11/21**

NB. There are several worked examples of separate EIA and FSD Assessments in the Guidance which may be of use to you.

---