

**To:** Cabinet  
**Date:** 11 December 2024  
**Report of:** Head of Planning and Regulatory Service  
**Title of Report:** Controlled Parking Zones (CPZ's) and Community Infrastructure Levy (CIL) Monies

<b>Summary and recommendations</b>	
<b>Purpose of report:</b>	To approve the release of CIL monies to the Local Highway Authority, Oxfordshire County Council for spending on the review of 7 existing Controlled Parking Zones (CPZs) within the Oxford City boundary.
<b>Key decision:</b>	Yes
<b>Cabinet Member:</b>	Councillor Louise Upton, Cabinet Member for Planning and Healthier Communities
<b>Corporate Priority:</b>	Enable an inclusive economy Deliver more affordable housing Support thriving communities Pursue a zero carbon Oxford
<b>Policy Framework:</b>	<p>The Community Infrastructure Levy (CIL) was introduced by the Planning Act 2008 as a tool for local authorities to help the funding of and delivery of infrastructure to support the development of their area. Oxford City Council is the charging authority for the CIL in Oxford.</p> <p>A Controlled Parking Zone (CPZ) is a type of parking restriction where parking is only permitted in designated parking bays and the rest of the kerbside is restricted by yellow lines. CPZ's are defined in statute by Schedule 4 of the Traffic Signs Regulations and General Directions 2016. CPZs in Oxford City are managed, maintained and developed by the local highway authority, Oxfordshire County Council.</p>
<b>Recommendation(s): That Cabinet resolves to:</b>	
1.	<b>Approve</b> the request for the release of £358,080 of CIL monies to Oxfordshire County Council, for spending towards the review of 7 existing CPZ's within Oxford City.

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<b>Appendices</b>	
Appendix 1	Existing CPZ Review – Background Information
Appendix 2	Risk Assessment
Appendix 3	Equalities Impact Assessment

**Introduction and background**

1. Oxford City Council has previously agreed to contribute £500,000 of CIL to the roll out of a programme of CPZ’s across the city in the period to 2028. This agreement was initially made in 2018 to support the planning and transport policies of the both the city and county councils, more specifically for Oxford City to help enable residential sites to come forward for development at a higher density and with reduced parking provision.
2. Each year Oxfordshire County Council as local highway authority applies for an amount of this previously agreed CIL allocation and the decision of Development Board allows the release of funds.
3. To date, £57,000 has been released to deliver new CPZs at Donnington (£33,000) and Upper Wolvercote (£24,000). There is therefore £443,000 remaining of the initial £500,000.
4. In October 2023, Oxfordshire County Council identified a need to review some existing CPZs and in August 2024 requested the release of CIL monies for spending on the review of 7 existing CPZs in the City boundary. As the release of CIL monies would cover more than 2 wards, this becomes a key decision and therefore Cabinet approval is required.

**Current Situation**

5. Oxfordshire County Council has requested the release of £358,080 of the remaining £443,000 CIL funding to progress the review and any associated works in 7 existing CPZs as set out in Table 1 below. Further information on how Oxfordshire County Council have prioritised the existing CPZ zones for review and a map showing the location of the zones can be found in **Appendix 1** of this report.

<b>Controlled Parking Zone</b>	<b>Priority</b>
East Oxford	1
Headington Central	2
Summertown	3

Temple Cowley	4
Headington West	5
Florence Park	6
Cuttleslowe	7

**Table 1:** Proposed priority list for CPZ review and works

6. Several of these CPZs have been in existence for decades and contain historical anomalies relating to circumstances that have changed over time. The review provides the opportunity to implement changes.
7. Oxfordshire County Council has indicated that the review will last a period of 3 years and that its intention is that all reviews and any associated works will be completed by the financial year 2027/28.
8. The county council has also indicated that it plans to implement a further 11 new CPZs over the period 2024 -2028. The expansion will focus on urban areas within and on the edge of Oxford. There is not a request for CIL funding to cover this at the current time.
9. The County Council has indicated that the requested £358,080 is an estimated figure based on a worst-case scenario. As such, if approved, the funding will be released annually, contingent on the County Council submitting a report of activity, including costs incurred in undertaking the CPZ reviews. Any remaining monies once the 7 reviews have been completed, or at the end of the 2027/28 financial year, will be returned to the general CIL pot for strategic infrastructure.
10. An upfront initial payment of £70,000 is required to cover the project management costs for delivery of the first three reviews (East Oxford, Headington Central and Summertown). This cost has been satisfactorily evidenced by the County Council.
11. The City Council requests that ward members affected by these reviews are consulted at an early stage to provide input into the review process.

### **Other implications**

12. There is £447,000 left of the initial agreed £500,000 CIL allocation. Subject to the approval of the release of £358,080 this would leave £84,920. The recommendation from Development Board is that these monies should be returned to the CIL pot for strategic infrastructure projects and not be allocated specifically for spending on either new CPZs or the review of existing CPZs due to the ongoing uncertainty about the timescale of delivery. Any future requests for CIL funding towards CPZs could then be made later and considered alongside other potential projects.

### **Legal issues**

13. CIL must be applied to funding the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of the Council's area. CIL may be passed to another body for that body to apply the

funding towards the provision, improvement, replacement, operation or maintenance of infrastructure. CPZ's are listed in the Council's published infrastructure funding statement as an infrastructure project or type of infrastructure which the Council intends will be, or may be, wholly or partly funded by CIL. The release of CIL spend is in accordance with CIL regulations.

**Level of risk**

14. A risk assessment has been undertaken, and the risk register is attached (Appendix 2).

**Equalities impact**

15. Please refer to Equalities Impact Report (Appendix 3)

**Conclusion**

16. Cabinet is asked to review and approve the recommendation set out above.

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**Background Papers:** None

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