



Traffic Management Policy



Traffic Management Policy Document

Introduction

With 416 apartments on site and with many of the occupiers having more than one vehicle it became obvious to everyone that there was a need to establish some order on the roads, car parks and pavements of the estate. This was firstly to make sure that the emergency vehicles could speedily navigate the site without endangering their lives or that of any resident. Secondly it was necessary to confront clear breaches of the lease and thirdly to improve the value of everyone's property by improving the first impressions of the estate through creating a sense of order from the previous impression of chaos.

Purpose

This policy will set out the guidelines and principles involved in managing traffic at City Quay as well as describing the various responsibilities of each party. The Directors of City Quay Management (2001) Company Ltd have since 12th April 2010 instituted a Traffic Management scheme for City Quay. It basically involves enforcing the provisions of the lease (Part 2 #2-6) one of which clearly state that vehicles must use marked bays only. They held a month-long open consultation with every resident on site and then following the acceptance of the proposals employed the services of Stone Security Services (changed in April 2013 to Parking Ticketing Ltd) to manage the scheme on their behalf. There then followed a period of adaptation of the site (ensuring every bay was numbered, that all visitor bays were marked clearly at the entrance with a 'V', marking several yellow-painted cross-hatched refuge bays across the estate for the use of residents with permission, erecting warning signs across the estate as well as signs designating the main Visitor Parking areas, delivering a site map to each apartment, placing local maps containing parking arrangements onto the notice boards in each stairwell and erecting a permanent site map of the Traffic Management scheme at the entrance to City Quay). From 1st June 2010 residents were given a month-long bedding-in process whereby cars were ticketed but not fined for infringement of the lease and the full scheme came into operation on 5th July 2010. In the months since the scheme came into operation it has been an immediate success and the roads and pavements are permanently clear for emergency vehicles and though a number of tickets have been issued complaints have been few. Residents too are using the scheme to enforce their right to occupy their own numbered parking space and this has resulted in less confrontations and resentment between neighbours.

Duties and Responsibilities: Residents

- Residents are required at all times to park in their marked bay only.
- Residents are required to ensure that all visitors to the site park only in the marked bays and if not using the numbered bay of the person being visited that they park in the clearly marked bays 'V' for visitors of which there are approximately 160.
- Residents are required to drive with due care and attention while on the private roads of the estate and there is a speed limit of 10MPH in force.
- Residents are reminded that for their safety and security every vehicle coming onto and leaving the estate is monitored by CCTV cameras with number-plate recognition capability.
- If an unauthorised vehicle parks in the numbered bay of a resident they are entitled to contact Parking Ticketing Ltd (PTL) and seek permission to use one of the nearby yellow-painted cross-hatched Refuge Bays until their space is vacated. They can also place onto the windscreen a specially printed CQMC warning that can be obtained from the Site Manager or CQMC Directors. **PTL will not ticket cars wrongly parked in resident's bays.**
- Residents are required to adhere to the Covenants of the lease (Part 2 #2-6) which state that no vehicle over 3 tons in gross laden weight might be parked anywhere on the estate, that all vehicles must use only the marked bays, that no vehicle repair or maintenance can take place on site, no trailers, horse boxes, caravans or boats are allowed and no vehicles can be abandoned or neglected on site.
- Residents will report to the Site Manager any vehicles suspected of being abandoned or which are constantly causing a nuisance, deteriorating or causing oil to leak.
- Residents are reminded that it is both a traffic offence and a serious danger to other residents to drive the wrong way around the roundabout and that all cars that do so are caught on CCTV.
- Motor cycles and scooters may be parked overnight in the designated areas in front of the bin stores. Bicycles may also be left there at their owners risk; however there is a CCTV-monitored secure bicycle store available for a small rent by contacting the Site Manager.
- Residents are encouraged to help CQMC Directors keep the roads and pathways clear at all times by reporting to PTL (0845 689 4545) any offending vehicles in breach of the lease and this Policy Document.

Duties and Responsibilities: Managing Agent & Security Company

- The Managing Agent will ensure that all parking bays are clearly marked and that the estate has appropriate signage indicating the basic plan of the estate and the rules that govern it.
- The Management Company has appointed Parking Ticketing Ltd to enforce the Traffic Management scheme at City Quay and along with their Managing Agent will offer them all support and assistance as required to enable their work to be professionally executed.
- Parking Ticketing Ltd will adhere at all times to the highest ethical code of conduct and best practice in the industry and will liaise directly with the Directors and Site Manager over any disputes arising from their enforcement of the Traffic Management scheme.
- The Management Company will ensure that there are sufficient CQMC Warning stickers for residents to use on site in the case of drivers parking in a resident's private space.
- The Managing Agent will assist in the removal of vehicles that are in breach of the lease. They will also make contact with any owners of vehicles that are not permitted on site in order to achieve compliance with the lease.
- On behalf of the Managing Agent the Site Manger will administer the secure bicycle storage area.
- The Managing Agent and the Management Company (City Quay Management (2001) Company Ltd) will issue the Traffic Management policy to all residents and leaseholders and see that it is published on the website and revised on a regular basis.
<http://www.engageliverpool.com/neighbourhoods/waterfront/city-quay>

Appendix: Secure Bicycle Storage Agreement

All bicycles stored at City Quay are done so at their owners risk and City Quay Management (2001) Company Ltd take no responsibility for theft or damage to any cycle left on the premise or for any personal injury incurred while using the casemate and residents use the facility at their own risk.

CQMC Ltd recommends that all owners should take out insurance cover for their bicycle and also use an IMMOBITAG device which is available from the police.

There is an annual rental charge of £25 to be payable to Wren Properties Ltd to cover costs before the key will be handed over to the owner. The key remains the property of CQMC Ltd and must not be copied or given to anyone else and must be returned at the end of the rental period.

At no point should the door of the casemate ever be left open and unattended and it is the personal responsibility of the one renting to make sure the secure storage unit is always locked and secured before departing. Lights inside come on automatically as you enter and will also switch off automatically when you have left.

I, the undersigned, have read and accept the above terms and conditions of hiring secure bicycle storage at City Quay:

NAME

APARTMENT NUMBER

MOBILE/PHONE NUMBER

BIKE DESCRIPTION

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SIGNED

DATED

SITE MANAGER

References

Parking Ticketing Ltd: 0845 689 4545

<http://www.parkingticketing.co.uk/>

Site Manager: David Mault 07768 381183

david@wrenproperties.co.uk

Caretaker: Tom Tracey 07769 142764

sitemanager@cityquaylife.com

Wren Properties Ltd: 0161 835 9990

<http://www.wrenproperties.co.uk/>

Out-of-HoursService: Adiuvo 0151 556 4928

<http://www.adiuvo.org.uk/>

*Devised by City Quay Management (2001) Company Ltd.
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City Quay

CONTACTS

City Quay Management Company (2001) Limited

Email: cqmc@cityquaylife.com

Wren Properties Limited

346 Deansgate

Manchester

M3 4LY

Web: wrenproperties.co.uk

Email: emma@wrenproperties.co.uk

Tel no: 0161 835 9990

Fax: 0161 835 9991

Site Manager

Email: david@wrenproperties.co.uk

Tel no: 07768 381183

Freeholder

Abacus Land (OXIP) 2 Ltd

Devonshire House

1 Devonshire Street

London

W1W 5DR

Web: <http://companycheck.co.uk/company/02452516>

Parking Ticketing Ltd

Web: <http://www.parkingticketing.co.uk/>

Tel no: 0845 689 4545

City Quay Website

<http://www.engageliverpool.com/neighbourhoods/waterfront/city-quay>

Police

Tel no: 0151 709 6010 or 101 or 999