

## **Appendix 4**

### **Consultation plan for the proposed Resident Parking and Coupon Parking schemes.**

#### **1. Consultation Focus**

The formal consultation process for the proposal is focused on obtaining comments from residents in resident parking areas and surrounding areas, users of coupon parking, and the general public.

#### **2. Objectives**

The objectives of consultation on the proposal are to:

- clearly communicate proposal changes and rationale for the changes to affected residents
- obtain feedback on the proposed changes.

#### **3. Key Messages**

Key messages are:

- the rules for permits are being tightened to make sure that on-street parking space is shared equitably between residents
- no on-street parking priority will be given to residents in the central area or in suburban centres
- the proposal relates to the resident and coupon parking schemes. It is not a street by street analysis of all parking problems, but will guide how the Council responds to specific issues.

#### **4. Target Audience**

The target audience is:

- permit holders in areas directly affected by changes to permit eligibility maps
- all residents of affected streets
- all residents, businesses, schools and community organisations in permit areas and peripheral areas (including Victoria University of Wellington, Massey University).

Groups that will be sent a copy of the proposal include:

- All current holders of resident permits and coupon exemption permits
- Federation of Residents and Progressive Associations
- Residents' and Progressive Associations
- Victoria University of Wellington
- Massey University

#### **5. Consultation Techniques**

The documents prepared for the consultation include:

- a proposal document
- a freepost submission form that sets out questions asking for people's views of the proposal.

These documents will be:

- provided directly to all of the identified stakeholders
- posted on the Council's "Have Your Say" section of the website, which will include the ability for people to submit their views online
- available at the Council's libraries, service and recreation centres.

Consultation on the proposal will be publicised via:

- letters to affected residents
- an article in Our Wellington Page

Written comments on the proposal will be invited and submitters will also be given the opportunity to make an oral submission.

## **6. Consultation Evaluation**

Written and oral submissions will be summarised and analysed. The result of the consultation will be reported back to the Strategy and Policy Committee.

All submission writers will be notified of the results of consultation.

## **7. Consultation Programme**

<b>DATE</b>	<b>TASK/TIME/PEOPLE</b>
20 August 2009	Strategy and Policy Committee considers the consultation document.
<b>14 September</b>	<b>Consultation begins</b>
	<ul style="list-style-type: none"><li>- Consultation document and submission form on the Council's website</li><li>- Document sent to stakeholders, libraries, and service centres.</li><li>- Information on the consultation published in the "Our Wellington" page.</li></ul>
<b>16 October</b>	<b>Consultation ends</b>
5 November	Strategy and Policy Committee hears oral submissions
3 December	Submissions analysed and summarised into a report for the Strategy and Policy Committee to consider adopting the proposal.