

WELWYN HATFIELD BOROUGH COUNCIL
CABINET PLANNING AND PARKING PANEL – 6 JUNE 2019
REPORT OF THE CORPORATE DIRECTOR (RESOURCES, ENVIRONMENT AND
CULTURAL SERVICES)

PARKING SERVICES WORK PROGRAMME UPDATE

1 Executive Summary

Parking Services Resource

- 1.1 In July 2018, following recommendation from CPPP, Cabinet approved an additional officer resource for a fixed two year contract to be appointed to the Parking Services team. This officer role was to carry out consultations with residents and businesses, which were on the approved Council's Parking Services Work Programme. Initially, the post was successfully filled for 6 months, however the post became vacant in February and although the vacancy has been advertised on two occasions, the Council has not succeeded in employing a person to the position.
- 1.2 Additionally, another two year fixed term position in Parking Team became vacant in April 2019, and one of the Senior Parking Technician posts has more recently become vacant. Every endeavour is being made to promptly fill the vacancies.

Work Programme Review

- 1.3 The Parking Services Work Programme was approved in July 2018 and took into consideration the number of large projects on the work programme; was programmed until March 2020. The current vacancies in Parking Team are likely to have a consequence on the projects within the work programme.

Parking Improvements

- 1.4 Off street parking improvements are carried out in areas of the borough, which are on the parking work programme, in tandem with the consultation with residents and businesses on parking restrictions. As these parking bays can be carried out on public highway and/or council land they require different approval processes, which need to be followed before any parking changes are implemented. In nearly all instances, residents are supportive of the parking bay improvements the council make, as this creates additional parking provision in their residential areas. However, on rarer occasions, residents in some locations may feel that the Council is removing parking provision.

2 Recommendation(s)

- 2.1 That the Panel recommend to approve to Cabinet the revised Parking Services Work Programme 2019-2021, as outlined in **Appendix A**. This is based on the resource level set out in section 3.1 of the report.

- 2.2 That the Panel note the approval process for Parking Improvements which are carried out by the Council, outlined in 3.4 - 3.8.

3 Explanation

Parking Services Resource

- 3.1 Currently we have three vacancies in the Parking Services team. There is one two year fixed term vacancy and an 18 month fixed term vacancy. The Council has advertised the 18 month vacancy on two occasions and have not been successful in filling the post. It is thought that people are not prepared to leave a full time position with only a guarantee of 18 months to 2 years employment. The Council are proposing to merge the two fixed term vacancies to provide one 3.5 year fixed term contract, it is hoped this will be a more attractive employment opportunity.

Work Programme Review

- 3.2 Due to the three vacancies the work programme will need to be reflect the reduced resource.
- 3.3 See **Appendix A** for current status of the work programme and the proposed changes. As you will see Salisbury Village is currently on the work programme for junction protection only. However, a large amount of roads are likely to be adopted in the next 12 months, which will mean the restrictions managed privately, using Contract Law, will no longer be enforceable when the roads are formally adopted. The roads currently have a resident parking permit scheme operating in this area which is close to the Hatfield Business Park and the University Campus, the removal of these restrictions would have a detrimental impact on these residents.

Parking Improvements

- 3.4 All Parking Improvements can be on either public highway, Council or on Housing land, dependent on which one will determine the approval process. All residents in the affected locations will be consulted on the proposals.
- 3.5 Improvements proposed on the public highway or which have an impact on the public highway need to be approved by Herts County Council as the highway authority. ,
- 3.6 Improvements on Housing/Estate land need to be considered and approved by the relevant officers in one or more of the following Landscape and Ecology, Planning and Estates, before these are constructed.
- 3.7 Constructions for both schemes on Public Highway or Council land are carried out by HCC approved contractor, Ringway.
- 3.8 On rare occasions, residents may feel that the parking improvements are reducing parking; as they are currently parking in areas they shouldn't such as pavements and verges. In the event that if a parking improvement scheme is faced with significant objections, a report will be presented to CPPP meeting for discussion.

4 Legal Implication(s)

- 4.1 TROs are created under the Road Traffic Regulation Act 1984. Consultations follow a statutory legal process as set out in The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996. No other legal implications are inherent in relation in to the proposals in this report.

5 Financial Implication(s)

- 5.1 The cost of TRO works recommended in this report will be funded through existing Parking Services revenue budgets.
- 5.2 It is standard procedure to monitor new parking restrictions for the first 6 months after they are implemented. During this period all reports of safety issues or parking displacement will be recorded. If any significant safety issues are discovered during the monitoring period, Parking Services will investigate and carry out the appropriate remedial action.

6 Risk Management Implications

- 6.1 A risk assessment has not been prepared in relation to the proposals in this report as there are no new significant risks inherent in the report.
- 6.2 Changing the parking conditions in the above mentioned roads could generate some negative publicity. Some parking may be displaced into nearby roads.
- 6.3 The amount of yellow lining and parking control within the borough continues to increase, and this increase may in due course require additional budget to ensure lining and signage is appropriate for enforcement.
- 6.4 It is standard procedure to monitor new parking restrictions for the first 6 months after they are implemented. During this period all reports of safety issues or parking displacement will be recorded. If any significant safety issues are discovered during the monitoring period, Parking Services where possible will investigate and carryout the appropriate remedial action.

7 Security & Terrorism Implications

- 7.1 There are no security & terrorism implications inherent in relation to the proposals in this report.

8 Human Resources

- 8.1 There are no known Human Resources implications in relation to the proposals in this report.

9 Communication and Engagement

- 9.1 When making any changes to parking restrictions there is a statutory consultation process set out in the Local Authority Traffic Orders (Procedures) (England and Wales) Regulations 1996 which the Council needs to adhere to. This includes consulting directly with all affected parties and a number of statutory consultees, such as the Police and Hertfordshire County Council.

- 9.2 In addition, Notices are required to be erected within all roads affected and advertised in the local newspaper, in this case the Welwyn Hatfield Times.
- 9.3 All formal objections received in response to a traffic regulation order are considered by the Cabinet Planning and Parking Panel. The Panel's recommendations are presented to Cabinet for consideration.

10 Health and Wellbeing

- 10.1 There are no known Health and Wellbeing implications in relation to the proposals in this report

11 Procurement Implications

- 11.1 There are no procurement implications inherent in relation to the proposals in this report.

12 Climate Change Implication(s)

- 12.1 There are no known climate change implications inherent in relation to the proposals in this report.

13 Link to Corporate Priorities

- 13.1 The subject of this report is linked to the Council's Corporate Priority Protect and Enhance the Environment, and specifically to the achievement to Deliver Effective Parking Services
 - Protect and enhance the environment and deliver effective parking services;
 - Help build a strong local economy – Revitalise our town centres and other shopping precincts and;
 - Engage with our communities and provide value for money

14 Equality and Diversity

- 14.1 An Equality Impact Assessment (EIA) has not been carried out. The creation of Traffic Regulation Orders requires further statutory consultation. An EIA will be completed during this process.

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Background papers to be listed (if applicable)