

WELWYN HATFIELD BOROUGH COUNCIL
CABINET HOUSING AND PLANNING PANEL COMMITTEE – 18 FEBRUARY 2016
REPORT OF THE DIRECTOR (FINANCE AND OPERATIONS)

PARKING SERVICES WORK PROGRAMME 2015-16 UPDATE
PARKING SERVICES PROPOSED WORK PROGRAMME 2016-17

1 Executive Summary

- 1.1 Throughout the year, the Council receives many requests for parking restrictions and parking improvements, this can be through a number of different channels. It is important to manage the public's requests and expectations. Producing a yearly work programme, which covers both parking restrictions and parking improvements, helps the Council to achieve this.
- 1.2 It is important for Parking Services to ensure a consistent programmed approach, as it assists in the efficient management of Traffic Regulation Order (TROs) work and providing transparency to the public.

2 Recommendation(s)

- 2.1 The Panel notes the update on the current 2015/16 work programme and recommends the proposed 2016/17 work programme for parking restrictions and improvements (Appendix A).

3 Explanation

Parking Restriction work programmes

- 3.1 Although Parking Services receive a number of requests from both residents and businesses to introduce or amend existing parking restrictions, a legal statutory process needs to be followed and completed before these can be implemented.
- 3.2 This is to ensure a full consultation with all affected parties is conducted and all comments and formal objections are fully considered before any changes if required to the current parking regime are introduced.
- 3.3 There is an informal and formal process, most schemes will have a number of informal proposals before progressing to the formal stage. Timescales for schemes are dependent on the feedback of the consultations in which comments received need to be taken into consideration, and then possible changes made to the latest proposals. These changes will need then further consultation with affected parties.

Parking Improvement work programmes

- 3.4 In addition to the above, Parking Services allocate a percentage of the total budget for Housing projects. These monies are for improvements specifically needed by housing on works that would not fall into our work programme. This year's allocation is £20,000.
- 3.5 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.
- 3.6 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. These works will be constructed by their own approved contractor, Ringway. Construction timescales can be delayed due Ringway's commitment to Herts County Councils own work programmes.
- 3.7 Improvements on Housing/Estate land needs to be approved by our own Planning Department, by submitting a planning application before going to the contractor to begin construction. This approval process can take up to 8 weeks before passing through to a contractor. These schemes tend to be constructed sooner than the above HCC work, as we appoint our own contractors to carry out the works and the Council is not required to use Ringway.

Implications

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.

6 Risk Management Implications

The risks related to this proposal are:

- 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 There is a potential for adverse or positive risk for the Council with regards public opinion for the management or introduction of new parking schemes.
- 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 Welwyn Hatfield Borough Council became responsible for parking enforcement in 2005. They manage this through its enforcement contract. The current contract provides for, four full-time Civil Enforcement Officers (CEOs) who enforce and

patrol within the Borough, and one Supervisor to manage and monitor the team. This resource has not changed significantly in the last five years.

6.5 From April 2016/17, the borough council has agreed to fund two additional full-time CEOs to manage the increasing number of restrictions, introduced by Herts County Council and Welwyn Hatfield Borough Council.

6.6 Due to legal processes and legal consultation involved, if part of the work programme identified can not be completed within the 2016/17 financial year. It is suggested that they are addressed in the following year's programme.

7 Security & Terrorism Implication(s)

7.1 There are no known security & terrorism implications associated with the content of this report.

8 Procurement Implication(s)

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

9 Climate Change Implication(s)

9.1 Key climate factors have been considered and are not thought to be applicable for this report. Parking Services do not envisage a change in the number of vehicles parking in the vicinity.

10 Link to Corporate Priorities

10.1 I confirm that the subject of this report is linked to three of the Council's Corporate Priorities:

- Protect and enhance the environment – 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

11 Equality and Diversity

11.1 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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Date (29 January 2016)