

Parking Consultation Process

The process for changing or introducing new parking restrictions can take some time, as there must be a legal Traffic Regulation or Parking Places Order to support the restrictions. This may take several months depending on the number of proposals and the outcome of the consultations.

Design or Initial Stage

- Investigate the requirement or request for parking restrictions;
- Draw up initial proposals from investigations;
- Consult the local Ward Councillors and other interested parties;
- Consult the public who are directly affected (residents/businesses) for their comments or suggestions – for a period of 21 working days;
- The Council must record all responses to the consultation whether they are in support of the proposals or not. The responses form part of the legal process.

This stage of the consultation process may be repeated more than once, this depends on the content of the comments received. Any changes to the proposals will be circulated to all the affected parties, allowing for a further opportunity to comment

Notice of Proposal or Statutory Stage

- Comments/suggestions from the above design stage may be used to adjust the final design for the statutory consultation. Just before the Notice of Proposal is advertised, a letter will be sent to the consultation area which contains a drawing of the final design;
- It is at this stage that we invite and consider objections from the wider public. This is done by means of on-street notices, advertisements in the Welwyn Hatfield Times, as well as details being posted on the consultation page of the Welwyn Hatfield website <http://www.welhat.gov.uk/parkingconsultations>
All the proposal documents are made available for public inspection at the Council Offices, The Campus, Welwyn Garden City, AL8 6AE;
- Objectors have 21 days to state their grounds for objecting in writing. The Council must record and respond to all objections to the proposals. Parking Services will send a report and recommendations to the Cabinet Planning and Parking Panel (CPPP). Depending on the findings of the formal stage there are four possible outcomes as listed below:
 - The proposal is implemented as it was advertised;
 - The proposal is deleted (and thus not usually re-considered for two years);
 - The proposal is reduced and implemented. Proposals can be reduced but not extended without re-consulting with the amendments for another 21 days;
 - The Proposal is deferred for further consideration or needs to be re-consulted.

The CPPP must consider all the objections received along with the results of the of the design stage consultations before making recommendations. The recommendations made by CPPP will be sent to the Cabinet for their approval. If the Cabinet approves, Parking Services will arrange for the signing and lining work to be carried out. Lining work could be delayed due to adverse weather conditions.

A final letter will be sent to the consultation area and a Notice of Making will be advertised to alert the wider public to the intended start date of the new parking restrictions.

Appendix C