

WELWYN HATFIELD BOROUGH COUNCIL  
CABINET PLANNING AND PARKING PANEL COMMITTEE – 7 JUNE 2018  
CORPORATE DIRECTOR (RESOURCES, ENVIRONMENT AND CULTURAL SERVICES)

**Proposed Parking Services Resource and Work Programmes 2018-20**

**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. These requests are recorded so they can be considered by this Panel for a future work programmes. There are currently over 500 requests, of which 152 will be addressed with the current work programme. Leaving 349 requests to be considered for future work programmes.

**2 Recommendation(s)**

- 2.1 Due to the size of the projects and the time they can take to complete. The Panel recommend to Cabinet, extending the work programme from one year to two years, 2018-2020.
- 2.2 That the Panel recommends to Cabinet the inclusion of Peartree Ward and Hatfield car parks to be added to the 2018-20 work programme.
- 2.3 The Panel recommends to Cabinet that an additional 2 year fixed term post is created to assist Parking Services.

**3 Explanation**

Current Work Programme 2017/18

- 3.1 The Council agreed the current work programme in 2017-18, which consists of the following wards:
- Handside  
Hatfield East  
Hatfield Central  
Part of Hatfield West  
Essendon and Old Hatfield
- 3.2 Each of the above Wards in the 2017-18 programme are at different stages of the consultation process, as highlighted at the time, the completion of each project is dependent on the outcome of the consultation process, but at present it is highly probable these projects will not be completed before the end of 2019/20.

- 3.3 The table below shows Parking Services current list of outstanding requests from residents, businesses and Councillors for changes to the current parking restrictions by Ward. Please note that the majority of these will have been added before the Ward boundaries were changed:

Ward	No of requests
	76
Hatfield West	(29 on current WP)
Handside	63
Sherrards	53
Peartree	44
Hatfield South	41
Hatfield East	36
Howlands	27
Hollybush	25
Hatfield Central	24
Welwyn West	25
Welwyn East	20
Pansanger	14
Hatfield Villages	10
Haldens	6
Welham Green	5
Brookmans Park & Little Heath	4
Northaw & Cuffley	2
<b>Total</b>	<b>504</b>

\*Highlighted Wards are on the 2017/18 work programme

#### Current Parking Services Resource – Traffic Regulation Orders (TRO)

- 3.4 The current TRO team has four officers who are responsible for the introduction or amendment of parking restrictions, which include a number of consultations in the Wards/areas, as prescribed by the Parking Services Work Programme.
- 3.5 Invariably, consultations take time as they are dependent on the outcome of the resident's feedback. Residents in some areas engage with the Council during the process, however in other areas the team receive less than 25% response rate. This makes looking at possible solutions a more challenging process, as we are working with limited information.
- 3.6 In areas which have a less than 25% response rate, a detailed report would be presented to CPPP for the Panel to recommend a way forward. This could be to continue with all or parts of the consultation to the statutory stage, or to close the project and for the team to continue to the next Ward/area on the work programme.
- 3.7 The Council has recognised that parking pressures and concerns in the borough have increased in the last 5-10 years. There are a number of reasons for this, one of which is the increase in the number of vehicles which are using and parking on the borough roads, which were never designed to accommodate such numbers.

- 3.8 Looking at the current work programme as agreed in 2017-18, and Parking Services resources, it is estimated that it will take at least two years to complete all the projects. To widen the current work programme, the Council would require additional resources (Parking Officers).
- 3.9 In February 2018, the Council agreed to provide additional resource to employ an additional Parking Officer so as to enable the Parking Services team to complete the current work programme of 2017-18 earlier. This would enable the team to move onto other areas within the Borough which are requesting changes to the current parking regime.
- 3.8 The recruitment of a Parking Officer, can prove to be a lengthy process to find the best candidate, who meets the relevant experience at the level needed to be able hit the ground running. Recent experience has shown to be successful in employing a Parking Officer; we have had to look at the relevant characteristics (such as attention to detail, using their initiative etc.) to find the right candidate to train up to the standard required.
- 3.9 In February it was suggested £100,000 for two additional officers for a fixed term one year contract. However, due to the challenges facing the Parking and Cemetery Service Manager when recruiting for a Parking Officer, there are two options for consideration:

Resource	Team numbers	Progression on the work Programme
Current team	4 FTE*	At least two years**
Additional FTE for 1 year	5 FTE	At least two years
Additional FTE for 2 years	5 FTE	Possibly begin in Peartree in 2019/20

\*FTE – Full Time Employee

\*\*As mentioned within this report, it is extremely difficult to provide exact timescales due to this been dependent on the outcome of each consultation which is carried out.

- 3.10 With additional resource, officers' recommendation would be for the Peartree Ward to be added to the work programme, in anticipation of projects in the programme of 2017-18 being far enough advanced to allow, preliminary work to begin.
- 3.11 Although Sherrards has more requests for changes, there is an existing single yellow line in operation in many areas, whereas there is currently limited protection in residential roads surrounding the Broadwater Road developments.
- 3.12 This recommendation is proposed as officers consider the Peartree Ward to be the next most pressing area that requires a parking review due to the re-development of the old Shredded Wheat site and other locations in the Peartree Ward, many of which are changing from commercial to residential properties, which have different parking requirements. It is thought these new residential areas may have adverse impact on residential roads surrounding the area. Many of which have little or no parking controls against non-residential parking, some of which have already reported issues with commuters.
- 3.13 In addition to Peartree, the Hatfield town centre car parks will also need to be included in the next work programme. This is due to the continuing re-development of the Hatfield town centre and the proposed construction of the multi-storey car park (MSCP) in The Common. Interim changes will need to be introduced to manage parking during the construction phase of the car park. This will include adding a deck to Lemsford Road car park and amending the existing parking

restrictions in the other car parks. The changes will help shoppers to find parking within close proximity to the local shops and businesses during the construction phase of the MSCP.

- 3.14 Due to the size of the projects and time they take to complete, it is highly probable they will not be completed by the end of 2018/19. Therefore, the recommendation is to extend the length of the work programme from one year to two years.

### **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 and capital budgets.

#### **6 Risk Management Implications**

The risks related to this proposal are:

- 6.1 If an additional Parking Services officer is considered the best way forward to increase the scope of the work programme in 2018-19, then CPPP has to be mindful that recruitment of a suitable candidate can take a few months.
- 6.2 If the Panel agree with the recommendations within this report, the consultation will start in Peartree Ward as soon as resource and current projects are completed. It is envisage this will be in 2019/20, however this is dependent on the outcome of the numerous consultations which have yet to take place in Wards on the current work 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)**

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	<i>(29 May 2018)</i>