

WELWYN HATFIELD BOROUGH COUNCIL

CABINET PLANNING AND PARKING PANEL – 15 FEBRUARY 2024

REPORT OF THE ASSISTANT DIRECTOR (REGENERATION AND ECONOMIC DEVELOPMENT)

INTRODUCTION OF 2024-2026 PARKING SERVICES WORKS PROGRAMME

1 Executive Summary

- 1.1 The Parking Services Work Programme sets out the areas within which the parking team are due to consider the need for, and deliver, parking interventions in specified areas across the Borough. Throughout the year, the Council receives many requests for parking restrictions, and these are recorded on the Parking Services Investigation List for consideration for a future Parking Works Programme. The Works Programme allows the Parking Services team to manage the expectations of the communities' requesting restrictions and the associated workload demand of the team.
- 1.2 The current 2022-2024 Works Programme agreed by CPPP and Cabinet in November and December 2021 addressed requests from 7 wards.
- 1.3 Up to 20 June 2023, Parking Services had recorded total of 363 parking requests from the community in areas that are currently not on the Works Programme.

2 Recommendation(s)

- 2.1 That the Panel recommends to Cabinet to approve the new Works Programme 2024-2026, as outlined in section 3.12 and 3.19 of this report.
- 2.2 That the Panel recommends to Cabinet that delegated authority is given to the Assistant Director of Regeneration and Economic Development in consultation with Executive Member for Environment to make minor modifications to the Works Programme, including adding new small-scale schemes and reprioritising projects, to assist with the delivery of Council's corporate projects and management of resources as and when required.

3 Explanation

- 3.1 The purpose of this report is to consider and agree areas to be included in the future Works Programme.
- 3.2 The Council agreed the current works programme in November and December 2021. Parking consultations have progressed in all the areas on the current works programme; however, formal parking proposals for some areas are yet to be finalised.
- 3.3 The current parking team has four officers who are responsible for the consultation, introduction, or amendment of parking restrictions, including the Parking Services Team Leader who oversees the team and on consultation processes. The process of changing parking restrictions consists of a survey and feedback stage with the local community, which informs officers in the development of a formal parking proposal. The formal proposal is subject to a statutory consultation, and schemes that are implemented are subject to a post-implementation review. On average schemes take approximately 18 months from inception to introduction.
- 3.4 Engagement of the community varies and therefore, on occasions, several surveys may be carried out in areas with lower response rate to ascertain the communities' views on parking issues. Areas with a response rate of 25% or less may not be recommended for introduction or

amendment of parking restrictions; however, if this occurs, a way forward will be determined in consultation with Executive Member for Environment.

3.5 The Council have carried out numerous parking consultations across the borough and resident permit schemes have been introduced since, as well as various other remedial parking restrictions. The areas consulted since 2009 are shown in purple in **Appendix A**.

3.6 It should be noted that parking consultations are not limited solely to the introduction of permit parking and also include consultation on subjects such as Verge Protection Orders. These can be introduced even where no other parking restrictions are brought in.

3.7 The table below lists the schemes from the current Works Programme that are presently ongoing.

Scheme	% Completed
Peartree	60%
Sherrards	60%
Hatfield South and East	30%
Hollybush North	30%
Howlands North	10%

3.8 The schemes that were completed during 2022-2024 are listed below.

Robin Hood Lane	Kennelwood Lane Car Park
Pine Grove	Walden & Blakemere Road
Campus West Car Park	High Dells & Hilltop
Broadwater Crescent area	Ellenbrook
Handside	

3.9 It should be noted that once the ongoing schemes are implemented, these schemes will be subject to a post implementation review period.

3.10 The table below shows the number of requests for parking restrictions received from the Borough, broken down by ward, omitting requests from roads that are currently being consulted.

Ward	Number of Requests
Welwyn West	50
Howlands	47
Panshanger	45
Hollybush	30

Northaw & Cuffley	30
Welwyn East	30
Haldens	29
Hatfield Villages	25
Brookmans Park & Little Heath	24
Hatfield Central	17
Welham Green & Hatfield South	15
Handside	12
Hatfield East	9

3.11 Whilst the number of requests for parking restrictions received is an important factor when areas are being considered for inclusion onto the works programme, several other factors are also taken into consideration, such as the ongoing parking consultations, and any significant displacement of vehicles because of any other projects.

3.12 The areas listed below are recommended to be included in the Works Programme 2024-2026 are as shown in the table below and shown in **Appendix B**.

Area Name	Approx. number of properties
Howlands South	1900
Welwyn West	2600
Hollybush South	2200
Panshanger	2100
Barn Theatre Car Park	300
Sopers Road, Cuffley area	300
Dog Kennel Lane Car Park	200
Haldens Car Park	200
Pooley Lane, Puttocks Drive, Huggins Lane; Welham Green area	300

3.13 The above larger areas were selected due to their proximity to where restrictions are currently in place; or to areas that are presently being considered for additional parking controls, and in conjunction with the number of requests received from each area.

3.14 The above small-scale areas were selected due to existing parking pressures in these areas, where review of parking restrictions as part of a larger scheme was not deemed viable.

- 3.15 It should be noted that the new Works Programme will not commence until the schemes on the current works programme are progressed; an indicative timeline of schemes from 2022-2024 Works Programme and 2024-2026 Works Programme are shown in **Appendix C**.
- 3.16 Any changes to parking restrictions in connection with electric vehicle charging places will be carried out as part of the 2022-2024 Works Programme as and when required.
- 3.17 In addition to request for introduction or amendment of parking restrictions received from local residents, businesses and other stakeholders, the parking team must also have a regard to the Council's corporate projects and therefore, on occasions, minor adjustments to the Works Programme may be required. It is therefore recommended that the Panel consider recommending to Cabinet that the Assistant Director of Regeneration and Economic Development, in consultation with Executive Member for Environment is given delegated authority to make minor adjustments to the works programme including bringing additional sites into the programme if it is deemed necessary provided that no areas already included on 2024-2026 Works Programme are omitted.
- 3.18 Any formal objections to a formally proposed scheme will be reported to Cabinet Planning and Parking Panel (CPPP).
- 3.19 **Appendix C** shows an indicative timetable of how consultations will likely progress during the 2024-2026 Works Programme.

4 Legal Implication(s)

- 4.1 Traffic Regulation Orders (TROs) are created under the Road Traffic Regulation Act 1984. Welwyn Hatfield Borough Council, pursuant to powers conferred by Hertfordshire County Council, have authority to make TROs. Consultations must follow a statutory legal process as set out in The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 and there must be compliance with the council's public sector equality duty under section 149 of the Equality Act 2010.

5 Financial Implication(s)

- 5.1 The cost of TRO and associated works recommended in this report will be funded through existing Parking Services revenue and capital budgets.
- 5.2 It is standard procedure to monitor new parking restrictions for the first six months after they are implemented. During this period, a review form will be available on the Council's website, and all feedback will be recorded. If any substantial concerns are reported during the monitoring period, Parking Services will investigate and consider any appropriate remedial action. This will be funded through existing Parking Services revenue and capital budgets.

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 Public consultations concerning changes to parking conditions could generate some negative publicity; however, all feedback from stakeholders is considered before any changes are formally proposed and updates on each scheme is provided on the Council's website.
- 6.3 The amount of yellow lining and parking controls 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 Any significant safety issues that may be discovered during the post implementation review will be investigated by the Parking Services team where possible and an appropriate remedial action will be carried out.

7 Security & Terrorism Implications

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

8 Human Resources

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

9 Communication and Engagement

9.1 A statutory consultation is required with all stakeholders when changes to parking restrictions are being proposed by way of introducing a TRO and this includes the emergency services and Hertfordshire County Council.

9.2 The proposed changes are being advertised in the local newspaper, the Welwyn Hatfield Times and site notices are erected in the roads affected detailing the proposed changes.

9.3 Prior to the statutory consultation being undertaken, the Parking Services team engage with the residents and businesses of the area to advise them that the parking restrictions in the area are due to be reviewed and invites them to submit their comments on the parking issues and in the area.

9.4 All formal objections to a proposed TRO are considered by the CPPP. The Panel can note the delegated powers conferred to Executive Member for Environment to sign an executive member decision to proceed with the creation of the traffic regulation order provisions, subject to unanimous recommendation of the Panel. In cases where recommendation is not unanimous, it would be recommended to Cabinet for consideration.

10 Health and Wellbeing

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

11 Procurement Implications

11.1 There are no known 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 Priorities to be accessible, accountable and adopt a first-time right approach.

14 Equality and Diversity

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

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Date

8 January 2024

Background papers:

Appendix A – Areas consulted since 2009, including ongoing consultations

Appendix B – Proposed areas for 2024-2026 Works Programme

Appendix C – Indicative timetable of Works Programme 2022-2024 and Works Programme 2024-2026