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TROs/Parking Permits Task & Finish
13 January 2025

WELWYN HATFIELD COUNCIL

Minutes of a meeting of the TROS/PARKING PERMITS TASK & FINISH held on Monday 13 January 2025 at 5.00 pm in the

PRESENT: Councillors T.Mitchinson (Chair),
A.Chesterman, T.Mitchinson, T.Rowse, T.Skottowe
and C.Watson

OFFICIALS Z.Al-Jawad, Executive Director (Place)
PRESENT: G.Sampson, Assistant Director (Assistant Director, Regeneration &
Economic Development)
E.Robova, Parking Services Manager
C.Cade, Governance Services Manager

1. APPOINTMENT OF CHAIR

Councillor Mitchinson was confirmed as the Chair of the Task & Finish Group.

2. APOLOGIES AND SUBSTITUTIONS

No apologies for absence were received.

3. DECLARATIONS OF INTEREST

No declarations of interest were received.

4. SCOPE

The Task and Finish Group confirmed the scope of the Group.

5. PRESENTATION: OVERVIEW OF PARKING RESTRICTIONS

The Task & Finish Group received a presentation highlighting the responsibilities for Welwyn Hatfield Borough Council and the County Council. The borough implements on-street parking restrictions, parking restrictions in car parks and parking improvements. Schemes addressing solely safety issues fall under the remit of Hertfordshire County Council.

There are a number of different types of parking restrictions within the borough such as yellow lines, loading bay and verge and footway probation orders.

All requests for parking restrictions are logged and reviewed before they are prioritised. A report summarising all requests gets taken to Cabinet Planning and Parking Panel for approval setting out proposals concerning areas where parking

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restrictions will be reviewed. Before any parking restrictions are implemented a consultation survey is conducted with residents and other stakeholders in the area.

The legal framework and good practices used by the Parking Services Team was explained to the Task and Finish Group.

Once the parking scheme comes into place a post implementation review takes place after six months. Any changes to the Scheme would be implemented after the review has been concluded.

After the presentation the following points were raised and clarified:

- It was queried how the levels of engagement varied. Engagement varies based on application and location.
- It was clarified that letters on the consultation were not directed to individuals but addresses and the envelopes state that it contains a parking consultation.
- Ward councillors were also consulted for their local knowledge on proposals. It was noted that meetings take place with ward councillors prior progressing to a next step of the consultation process.
- HMOs may not reply to consultations but neighbouring properties are more likely to respond.
- It was queried whether any blue badge holder could use any disabled bay, and who was responsible for enforcement to a non-blue badge holder parking in a disabled bay. Officers confirmed on street disabled bays in residential areas are requested by residents through the County Council. County Council implements advisory disabled bays.

6. DATE OF NEXT MEETING

The next meeting dates were agreed as 27th January, 5pm and 11th February, 5pm.

The Task & Finish Group requested to look at the following items:

- Methodology and a review of the number of tickets issued; and
- Income and expenditure figure.