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TROs/Parking Permits Task & Finish
11 February 2025

WELWYN HATFIELD COUNCIL

Minutes of a meeting of the TROS/PARKING PERMITS TASK & FINISH held on Tuesday 11 February 2025 at 5.00 pm in the Teams

PRESENT: Councillors

A.Chesterman, T.Mitchinson, T.Rowse, T.Skottowe
and C.Watson

OFFICIALS E.Robova, Parking & Playground Services Manager
PRESENT: G.Sampson, Assistant Director (Regeneration and Economic
Development)
Z.AI-Jawad, Executive Director (Place)

12. APOLOGIES AND SUBSTITUTIONS

No apologies were received.

13. MINUTES OF LAST MEETING

The minutes of the meeting dated 27th January 2025 were approved as an accurate record.

14. DECLARATIONS OF INTEREST

There were no declarations of interest received.

15. CASE STUDY OF IMPLEMENTATION

Officer Eliska Robova (Parking & Playground Services Manager) took the group through the case study which showed the length in which a scheme takes to be submitted and be considered.

The following were the key points taken:

- The survey period started on 3rd March 2023 and lasted 2 months (survey period ended on 7th May 2023).
- The review period started on 19th February 2024 and lasted 1 month (review period ended on 24th March 2024).
- The formal objections period started on 24th July 2024 and lasted 1 month (formal objections period ended on 16th August 2024).

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- The scheme was considered by the Cabinet Parking and Planning Panel on 19th November 2024.

There were no questions raised for this section.

16. DISCUSSION ON THE IMPACT OF RESERVING SPACE IN FUTURE PROGRAMMES FOR CONSULTATION

The group was taken through the next sections of the presentation by Officer Geoff Sampson (Assistant Director Regeneration & Economic Development). This section covered the discussion on the impact of reserving space in future and the following are the key notes taken:

- The Task and Finish group have requested consideration to a follow up consultation being carried out.
- This would follow the introduction of a scheme and the impact it would have on the capacity of the Parking Works Programme.

There were no concerns or questions raised.

17. PARKING WORKS PROGRAMME IN DETAIL

Officer Geoff Sampson (Assistant Director Regeneration & Economic Development) took the group through the parking works programme in detail. These were the key points noted:

In 2024/26 there were:

- 4 large schemes (when 1,000+ properties are consulted).
- 3 medium schemes (when 100 – 999 properties are consulted).
- 2 small schemes (when less than 100 properties are consulted).
- All these schemes totalled 24 work units.
- 2026/28 predictions indicate the team will have capacity to work with the equivalent of 20 work units.
- This can be in any combination:
 - 4 large schemes.
 - 1 medium scheme.
 - 2 small schemes.

Or

- 3 large schemes.
 - 2 medium schemes.
 - 4 small schemes.
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- Exact parameters of the follow up consultation are to be determined.
 - It is expected it would be equivalent to a small consultation (1 work unit).
 - In order to limit the number of follow up consultations and its implications, consideration should be given to which schemes warrant a consultation.
 - This would give the following potential revised capacity:

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- 4 x large schemes with follow up.
- 3 x large schemes with follow up, 2 x medium schemes, 1 x small scheme.
- 2 x large schemes with follow up, 3 x medium schemes, 4 x small schemes.

Limits and triggers were discussed and suggested that they would need to be agreed.

Limits:

- Limit to number of properties (1000 properties).
- Limit to number of roads.
- Both of the above are necessary to ensure that it can be done within capacity.

Triggers

- Nomination of roads.
- areas by ward councillors.
- number of requests from the public.
- other stakeholder requests.
- approval by Executive Member and Assistant Director.

Reserve

- in the event a follow up consultation is not required, should there be a reserve of small schemes to take that place.
- This would mean more areas can be covered but may result in increased expectations and disappointment if they do not take place.

The inclusion of a follow up consultation removes capacity from the Parking Works Programme, however it may result in a scheme which works better for residents in the area. This should be balanced with the impact on residents in other areas who have not had the opportunity for a consultation.

- There are 8 wards that have never had a whole ward consultation.
- There are 4 wards that have not had any form of consultation in a minimum of 5 years.

Councillors raised the following questions and received the following responses:

- Officers had clarified that there is a timetable for reviews and for implementing changes when queries will be answered and shared with the public.
- Officers highlighted that although Old Hertford Road has been urgently needed to be done, it wouldn't be included as the plan is for new consultations, however if it is in high enough demand from the public it can become a new scheme.
- Officers Explained that feedback can be given to the Parking and Residents team, given Councillor Bonfante, or the contact information of

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the Parking and Residents team can be given out if a member of the public want to show an area is an area of concern or area for consultation.

- Officers explained that in order to have a form of control towards the number of reviews at one time, it must be limited to only large schemes. It would also involve that the request must affect at least 2 ward councillors and the executive member has to sign it off, then it will be processed.

The following points were comments that Councillors had raised:

- a member raised the point that efforts to make sure that the public are informed and send requests are in place and that they are not deterred away.

another member raised the point that they appreciate that there is going to be trade-offs, however there needs to be a balance between quality and quantity.

18. LAST WORKS PROGRAMME AND HOW DECIDED

Officer Eliska Robova (Parking & Playground Services Manager) took the group through the last works programme and how it was decided.

These were the key points noted:

- the 2024/26 works programme was agreed on 15th February 2024 by Cabinet Planning and Parking Pannel (CPPP).

Areas were selected in consultation and several factors were taken into consideration.

- Number of requests received from each ward.
- Proximity to other zones/areas that are being consulted or developed.
- Any other information that may be relevant.

The following are the number of requests that were considered for parking restrictions.

- 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

The following are areas that have been added due to other factors:

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areas added due to number of requests received:

- Howlands North
- Welwyn West
- Hollybush South
- Panshanger

Areas added due to representations from business and community groups:

- Barn Theatre Car Park
- Sopers Road, Cuffley

Area added due to feedback from Economic Development team:

- Dog Kennel Lane Car Park

Area added due to request from Estates team following review from commercial tenants:

- Heldens car park

Areas added due to feedback from members:

- Pooleys Lane
- Puttock Drive
- Huggins Lane
- All of which are in the Welham Green area

There were no questions raised by councillors for this section.

19. HOW TO GET ONTO THE WORKS PROGRAMME AND THE INDICATIVE TIMETABLE FOR CONSULTATIONS

Eliska Robova took the Group through the indicative timetable for consultations
The following were the key points noted:

- The table showed how the Council allocates equal time for all schemes
- Schemes can be extended up to 7 months, however it depends on factors that cause delays

Eliska Robova then took the group through how to get onto the works programme

These were the key points noted

- If a considerable number of residents request the same area then it can be raised as an area for consultation
- The works programme balances the needs of residents, this is through advising them to contact Hertfordshire County Council, especially if their request regards street parking
- Residents can add as much or as little to their requests as there is no set limit or mandatory word count

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- The works programme also balances the needs of road users, this is through promoting the website where road users can request an area for consultation
- All requests are held in order to be brought in front of the Cabinet Parking Permits Panel

Councillors raised the following questions and received the following answers:

- Officers explained that results for those involved in the Hatfield rise development as well as the High Dells and Hilltop Development will be consulted upon its completion as agreed by Executive Members.
- Officers explained that increasing street parking is not included on the works programme, this is because the Council can only carry this out if they have the budget or if they own the land that wants the extensions. Officers also explained that parking permit charges are in place to deter people from parking on the streets, however it may not be effective if residents need the cars (for separate working families). Officers also clarified that they advise residents to raise their request to County Council.
- Officers clarified that whilst residential parking near schools may be inaccessible during pick up and drop off times, they explained that there is nothing that prevents parents from doing this, and any enforcement that is in place is County Councils responsibility as it falls under safety concerns.
- Officers explained that they will check what's in place to present results of consultations for review and improvements

20. NEXT STEPS

Councillors discussed and decided on the following next steps:

- Officers will create a report for the Overview and Scrutiny Committee
- Councillors will support the programme that has been presented in front of them
- Councillors Agreed that there should be flexibility for consultations that have been brought up in the past if enough members of the public remain to show interest.
- Officers will draft a report and will discuss if a follow up meeting is necessary

Meeting ended at 6.00 pm