

**INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE – 19
JANUARY 2021**

PART I - DELEGATED

**7. PARKING MANAGEMENT PROGRAMME 2021/23
(DCES)**

1 Summary

1.1 The District Council as the statutory Local Parking Authority (and as agent to the local Highway Authority, Hertfordshire County Council) manages the provision of on- and off-street parking in the Three Rivers District through the Parking Management Programme.

1.2 This report reviews the success of the programme in 2019/21 (section 2.7 onwards) and proposes additions to the programme for the financial years 2021/23 (at section 3.5, and at Appendix A, which shows which of the 30 highest-scoring requests are proposed to be taken forward as 'local priority schemes').

2 Details

Context

2.1 Three Rivers District Council manages parking on 126 kilometres of roads (36 kilometres of residential streets) for a local population of around 99,000, to improve parking for local people and businesses and for visitors. In support of its policy objectives, it provides:

- Over 700 bays in off-street car parks
- 15 permit parking zones (to make it easy for people to find parking near their address)
- Over 400 secure cycle parking places accessible to the public
- Electric vehicle charging points (2 provided out of 69 public charging points, by far the highest number available to the public in any Hertfordshire District)

2.2 The District Council currently works towards the following four policy objectives delivered by parking management schemes:

- prioritise convenient parking for those who need it most, where they need it.
- promote safer, easier, non-obstructive parking provision while improving the local environment and meeting legal requirements
- promote the needs of all road users, including more vulnerable road users (such as people walking and cycling); and
- promote the viability and vitality of local retail and business areas, with better access to local business for customers, visitors and employees

2.3 The programme is set as a two-year rolling programme with an annual update with the Lead Member, where projects will be reviewed and new projects added if resources allow. This report reviews the success of the parking management programme from 2019 to 2021 and proposes additions to the ongoing programme for 2021 to 2023.

- 2.4 The Parking Management Programme does not include schemes that were considered by the Parking Services Working Party (and subsequently Committee) and were specifically driven by the statutory obligation to ensure that parking enforcement is not funded from Council Tax. Those schemes, to address the parking account budget shortfall, are addressed by a separate programme.
- 2.5 A programme of proposed investigations is brought regularly to this Committee, comprising any work arising from or required by Council decisions (e.g. changes to parking charges); updates on projects that are already under way; and the selection of new, altered or removed parking restrictions, such that a balanced programme is produced with due regard for available resources.

Current work programme (2019/21)

- 2.6 The current programme includes two area-wide studies, Croxley Green area-wide review and the '*Rickmansworth West*' review (currently awaiting consultation on the detailed design). Both schemes have been through the usual rigorous consultation process required before an order is promoted, in order to ensure that the public has had the best possible opportunity to shape the final scheme designs. Officers have developed the *Rickmansworth West* area review through two initial stages and are preparing the final informal stage of consultation, on detailed design plans.
- 2.7 The Croxley Green proposed permit parking zone was rescheduled for delivery in early 2021; originally expected to be introduced in 2019, project timescales were adjusted following a unplanned requirement for a further committee decision. Following the submission of several late-stage petitions requiring further surveys and scheme redesign, the Traffic Order is now made and works are due to start in February this year.
- 2.8 Ten minor schemes have been delivered, nine of which were programmed and one added by the Lead Member as an exceptional addition to the work programme. A further five minor schemes are ongoing, one at the formal notice stage (Parsonage Close), one scheme at initial consultation (covering five specific requests in Chorleywood) one (Denham Way) is on hold awaiting delivery of a County Council scheme at the same location; and two relate to urgent updates to permit parking zones as a result of CV-19 related changes (at Ebury Road and Skidmore Way, Rickmansworth).
- 2.9 This programme also included improvements required for business reasons such as the Consolidation Order (which is complete and with the County Council for approval), which combines over 170 existing Traffic Orders into one more accessible and map-based Order.
- 2.10 In total, schemes addressing seven urgent requests have been added as exceptional items on the work programme by the Lead Member, for various reasons (due either to urgency, coordination with County schemes, linkages with programmed schemes or in response to CV-19). Positive feedback was received as a result of several schemes delivered, with customers describing improved parking and access experiences as a result of these new parking improvements.
- 2.11 The scheme at High Elms Lane in Garston includes major parking management proposals to investigate measures to mitigate some very significant school and crematorium parking issues, including limited waiting and loading capacity and resultant obstruction of the A405 North Orbital. This is a longstanding proposal driven by local Councillors, involving land-take and major carriageway remodelling which

must be agreed by the County Council. Initial cost estimates indicate that the scheme may be undeliverable in its current format and alternative options are being considered.

- 2.12 Many requests are received regularly from South Oxhey but this area is currently not being considered, taking account of the impact of the major regeneration schemes around the area, for which a Parking Study was commissioned in 2016 by the Major Projects team to assess the existing needs. Once works are complete on these regeneration schemes, it is anticipated that a new area-wide scheme will focus on the area.
- 2.13 Through the delegation of the parking enforcement function to Hertsmere BC, access to a Traffic Engineer is provided for 2 days a week, with flexibility dependent on current demand. The Traffic Engineer is based at Hertsmere BC offices but attends meetings and site visits in Three Rivers when required, to work with the Transport & Parking Policy team at TRDC in designing and implementing parking schemes.
- 2.14 The Hertsmere Traffic Engineer will lead on some schemes; to date they have at times led on the Croxley Green area-wide review and are leading on introducing Traffic Orders to enable the introduction of free vend machines in the free car parks and of virtual permits to replace paper versions.

3 Options and Reasons for Recommendations

- 3.1 The proposed programme will enable the effective control and progression of the Parking Management Programme, through which the District Council delivers new parking control schemes acting as agent to Hertfordshire County Council, the local Highway Authority. The work programme is focussed on larger, wide-area consultation to make best use of the limited resources allocated to the programme.
- 3.2 The programme is set from requests that are received from the public and other agencies. Every request is assessed against a set of criteria agreed by this committee (on the [18 November 2014](#)), which sets the procedure for prioritising new parking schemes. The criteria are applied where relevant.
- 3.3 The recommendations of this programme-setting report include the proposed addition of two new schemes, one area-wide scheme; and one scheme to address the streets in which requests have the highest scores (excluding any high-scoring requests that would be included in the area-wide scheme). Due to the current criteria these high-priority schemes tend to address petition requests, which demonstrate greater public interest in an investigation into parking controls for a specific street.
- 3.4 The proposed new area-wide scheme is in Chorleywood, because it has the highest number of requests relating to permit parking (for which the District Council is primarily responsible).
- 3.5 The proposed programme therefore includes one new area-wide scheme and ten new high priority local schemes. It will also continue to develop five schemes already in progress as well as the Consolidation Order process, which is nearly complete.

4 Policy/Budget Reference and Implications

- 4.1 The recommendations in this relate to the Council's agreed policy. The District Council operates as Local Parking Authority in a context of local and national policy and sets its policies with regard to those published by Hertfordshire County Council (primarily the *Local Transport Plan 4* and its child document, *Roads in Hertfordshire*

(2011). It also considers relevant policies including the Local Plan and the Corporate Plan.

- 4.2 It is anticipated that the 2021/23 budgets will include an allocation specifically for these types of schemes and the programme will be managed within the agreed allocation.

5 Legal Implications

- 5.1 All schemes will be progressed in line with the District Council's powers under its relevant Agency Agreement with Hertfordshire County Council. In some cases, where any physical changes to the layout of highway are proposed, it may be necessary for the District Council to enter into a Section 278 Agreement with the County Council, to enable works on the highway to proceed.

Three Rivers District Council is the Local Parking Authority for the District, designated by the Traffic Management Act 2004 (and associated legislation). It is responsible for enforcing and introducing controlled parking zones and other measures, acting under agency from the Local Highway Authority, Hertfordshire County Council. It is directly answerable to the Government for the way it manages parking finances.

6 Equal Opportunities Implications

- 6.1 Relevance Test

Has a relevance test been completed for Equality Impact?	No – there is no change to service provision
Did the relevance test conclude a full impact assessment was required?	No – matter will be reviewed through on-going consultation.

7 Staffing Implications

- 7.1 The Parking Management Programme sets out the core annual work of the Transport & Parking Policy team, supported by the retained Hertsmere Borough Council Traffic Engineer, overseen by the Head of Regulatory Services.

8 Environmental Implications

- 8.1 Permit parking schemes help to improve local environments by controlling and managing the impact of on-street parking, by improving access and safety for people walking and cycling and by promoting responsible driving.
- 8.2 The impact of schemes on the local built environment and street scheme will be considered as part of individual schemes, but the design and use of any proposed parking control measures are controlled by legislation and Government guidance as well as by local policy set out in the Hertfordshire County Council policy documents forming part of the Local Transport Plan 4 and specifically in the local design guide, Roads in Hertfordshire (2011).

9 Community Safety Implications

- 9.1 All schemes are designed to take account of safety implications. Where appropriate the police are consulted and safety audits are where necessary carried out as part of the scheme design.

10 Public Health implications

10.1 None specific.

11 Customer Services Centre Implications

11.1 Parking consultation is particularly likely to attract unusual levels of contact. Where required, the Customer Services Manager will be briefed as appropriate.

12 Communications and Website Implications

12.1 Information about individual schemes, and the Council's general approach to parking schemes, is published online at www.threerivers.gov.uk/betterparking and at key accessible locations such as libraries and parish offices as appropriate.

13 Risk and Health & Safety Implications

13.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

13.2 The subject of this report is covered by the Regulatory service plan. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this/these plan(s).

Nature of Risk	Consequence	Suggested Control Measures	Response <i>(tolerate, treat, terminate, transfer)</i>	Risk Rating <i>(combination of likelihood and impact)</i>
The programme may not be completed in full, due to the consultative and iterative nature of the legal process for introducing parking restrictions, and limited resources.	Threats to local quality of life, environmental quality reduction, negative publicity.	Relevant and appropriate project management processes used.	Tolerate.	3
Failure to agree programme would leave the Council unable to provide an adequate level of service in addressing parking management	Threats to local quality of life, environmental quality reduction, negative publicity.	Relevant and appropriate project management processes used.	Tolerate.	3

issues within the district.				
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13.3 The above risks are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

Very Likely ----- Likelihood ----- ▼ Remote	Low 4	High 8	Very High 12	Very High 16
	Low 3	Medium 6	High 9	Very High 12
	Low 2	Low 4	Medium 6	High 8
	Low 1	Low 2	Low 3	Low 4
	Impact			
	Low ----- ► Unacceptable			

Impact Score

- 4 (Catastrophic)
- 3 (Critical)
- 2 (Significant)
- 1 (Marginal)

Likelihood Score

- 4 (Very Likely (≥80%))
- 3 (Likely (21-79%))
- 2 (Unlikely (6-20%))
- 1 (Remote (≤5%))

13.4 In the officers' opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of the management of operational risks is reviewed by the Audit Committee annually.

14 Recommendations

It is recommended that

- a) is agreed that the programme is updated to include both the 'prioritised investigations' and the area-wide review that are proposed (in Appendix A and section 3.5) to be included in the programme;
- b) that once the programme has been set it shall be adhered to as the current Parking Management Programme, with any significant additions being limited to

exceptions to the prioritisation procedure requested by the Lead Member, to be delegated to the Director of Community and Environmental Services; and that

- c) the programme will be progressed in line with all relevant current practice, policy and standards; and that decisions on scheme details and programme, including the consideration of objections to Traffic Regulation Orders developed through this programme of works and to any items remaining from earlier programmes of works, be delegated to the Director of Community and Environmental Services in consultation with the Lead Member and relevant Ward Councillors.

Report prepared by: P. Simons, Transport Planner, Transport & Parking Projects

Data Quality

Data sources: Web, Local Plan, Government and HCC publications

Data checked by: P. Simons

Data rating: Tick

1	Poor	
2	Sufficient	x
3	High	

Background Papers

None.

APPENDICES / ATTACHMENTS

Appendix A – Scored requests on current request list, showing those proposed to be included on the work programme

Appendix B – Summary of request numbers by town and type of request

Appendix A – Scored top 30 requests on current request list

Street, area	Number of requests	Average Prioritised score, ranked	Proposed to be included in scheme programme (as <i>Area review scheme</i> or <i>local priority schemes</i>)
Talbot Road, Rickmansworth	1	38	Yes (local priority scheme)
Water Lane, Kings Langley	1	38	Yes (local priority scheme)
Astons Road, Moor Park	3	24	Yes (local priority scheme)
Rushmoor Close, Rickmansworth	1	14	Yes (local priority scheme)
Greenbury Close, Chorleywood	1	13	Yes (Area review scheme)
High Street, Bedmond, Bedmond	1	12	Yes (local priority scheme)
Sandy Lodge Way, Northwood	4	11	Yes (local priority scheme)
Hazelbury Avenue, Abbots Langley	1	10	Yes (local priority scheme)
Chalfont Lane, Chorleywood	1	10	Yes (Area review scheme)
Cranefield Road, Leavesden	1	9	Yes (local priority scheme)
Grove Way, Chorleywood	1	9	Yes (Area review scheme)
Lemonfield Drive, Leavesden	1	9	Yes (local priority scheme)
Langleybury Lane, Abbots Langley	2	9	Yes (local priority scheme)
Furtherfield, Abbots Langley	4	9	No: priority no.11 at Jan 2021

Street, area	Number of requests	Average Prioritised score, ranked	Proposed to be included in scheme programme (as Area review scheme or local priority schemes)
St Marys Ave, Northwood	1	8	No: Priority no.12
Oak Green Way, Abbots Langley	1	8	No: Priority no.13
Berry Lane, Chorleywood	1	8	Yes (Area review scheme)
Heronsgate Rd, Chorleywood	1	8	Yes (Area review scheme)
Primrose Hill, Kings Langley	4	7	Yes (local priority scheme) (added due proximity to high No;
Church Hill, Sarratt	1	7	No; Priority no.14
Malm Close, Rickmansworth	1	7	No; Priority no.15
Upper Highway, Abbots Langley	1	7	No; Priority no.16
College Road, Abbots Langley	2	7	No; Priority no.17
Kindersley Way, Abbots Langley	2	7	No; Priority no.18
The Drive, Rickmansworth	4	7	No; Priority no.19
Railway Terrace, Kings Langley	5	7	Yes (local priority scheme) (added due proximity to high No;
Blacketts Wood Drive, Chorleywood	2	7	Yes (Area review scheme)
Lower Road, Chorleywood	1	6	Yes (Area review scheme)
Old Barn Lane, Croxley Green	1	6	No; Priority no.20
Hubbards Road, Chorleywood	1	6	Yes (Area review scheme)

Street, area	Number of requests	Average Prioritised score, ranked	Proposed to be included in scheme programme (as Area review scheme or local priority schemes)
Copmans Wick, Chorleywood	1	6	Yes (Area review scheme)
South Road, Chorleywood	2	6	Yes (Area review scheme)
Townfield, Rickmansworth	1	6	No; Priority no.21
Tibbs Hill Road, Abbots Langley	2	6	No; Priority no.22
St Peters Way, Chorleywood	1	6	Yes (Area review scheme)
Groewood Close, Chorleywood	1	6	Yes (Area review scheme)
Valency Close, Northwood	1	6	No; Priority no.23
Creasey Close, Abbots Langley	1	6	No; Priority no.24
Berry Lane, Rickmansworth	3	6	No; Priority no.25 (note at North end)
Gibbs Couch, Carpenders Park	5	6	No; Priority no.26
High Street, Rickmansworth,	4	5	No; Priority no.27
Langley Road, Abbots Langley	1	5	No; Priority no.28
Dairy Way, Abbots Langley	1	5	No; Priority no.29
Westbury Road, Northwood	3	5	No; Priority no.30

Appendix B – Summary of total request numbers by town and type of request, for all requests that have not yet been investigated (green shading shows primary TRDC responsibility)

Area	DPPB	Footway parking	Limited waiting	Parking place	Permit Parking Zone (new)	Waiting restrictions (safety/obstruction)	Permit Parking Zone (change)	Total requests
Rickmansworth	2	2		1	3	29	7	44
South Oxhey		6	2		7	24		39
Abbots Langley		2	4		5	18		29
Chorleywood		2			12	6	8	28
Carpenders Park		1		1	7	12		21
Northwood					12	7		19
Kings Langley					7	3		10
Leavesden					4	4		8
Bedmond					2	2	1	5
Oxhey Hall					2	3		5
Croxley Green		1	1			2		4
Sarratt		1				2		3
Moor Park						3		3
Hunton Bridge			1			1		2
Maple Cross						2		2
Total requests	2	15	8	2	61	118	16	222