

## EXECUTIVE DECISION RECORD SHEET

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| <b>Name of decision maker:</b>            | Councillor Sally Symington      |
| <b>Portfolio:</b>                         | Corporate & Commercial Services |
| <b>Date of Portfolio Holder Decision:</b> |                                 |

### **Title of Decision:**

Consultation on the proposal to introduce the 'J' Controlled Parking Zone in Brook Street, Brookfield Close, Shugars Green, Mill Gardens & Plaiters Close, Tring

### **Decision made and reasons:**

1. To engage ADL Traffic & Highways Engineering Ltd consultants to undertake an informal consultation on the proposal to introduce the 'J' Controlled Parking Zone in Brook Street, Brookfield Close, Shugars Green, Mill Gardens & Plaiters Close, Tring
2. The proposal for the 'J' Controlled Parking Zone permit holder only restrictions are:
  - Restricted from Monday to Saturday from 8:00am to 6:00pm
  - The rule as established in adopted Council policy is one virtual permit per person, per vehicle, up to a maximum of three permits per property.
  - Maximum number of virtual visitor session allocation of 600 hours per year and 4 x one week long stay visitor permits per year, which is in line with other Dacorum Borough Council residents only Controlled Parking Zones with similar restricted times. Please note, senior citizens will have double the allocation (i.e. 1200 hours of visitor sessions per year and 8 x one week long stay visitor permits per year).
  - Residents will need to purchase a virtual permit or virtual visitor sessions by creating a permit account using the online permit system. Residents will need to provide proof of residency and proof of vehicle ownership when applying for a permit, which will be valid for one year. If a residents vehicle changes then they can provide proof of the new vehicle to Parking Services and the permit will be updated free of charge.
  - Only residents of Brook Street, Brookfield Close, Shugars Green, Mill Gardens & Plaiters Close will be eligible to purchase virtual residents parking permits and virtual residents visitor sessions.
  - Parking permits will be charged at £40 for the first vehicle, £60 if there is a second resident of the property that requires a permit for their vehicle, and

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£80 if there is a third resident of the property that requires a permit for their vehicle.

- Virtual resident visitor parking sessions are:

£5 for 25 one-hour parking sessions (£2.50 for senior citizens and Dacorum Card holders)

£3.25 for 5 five-hour parking sessions (£1.62 for senior citizens and Dacorum Card holders)

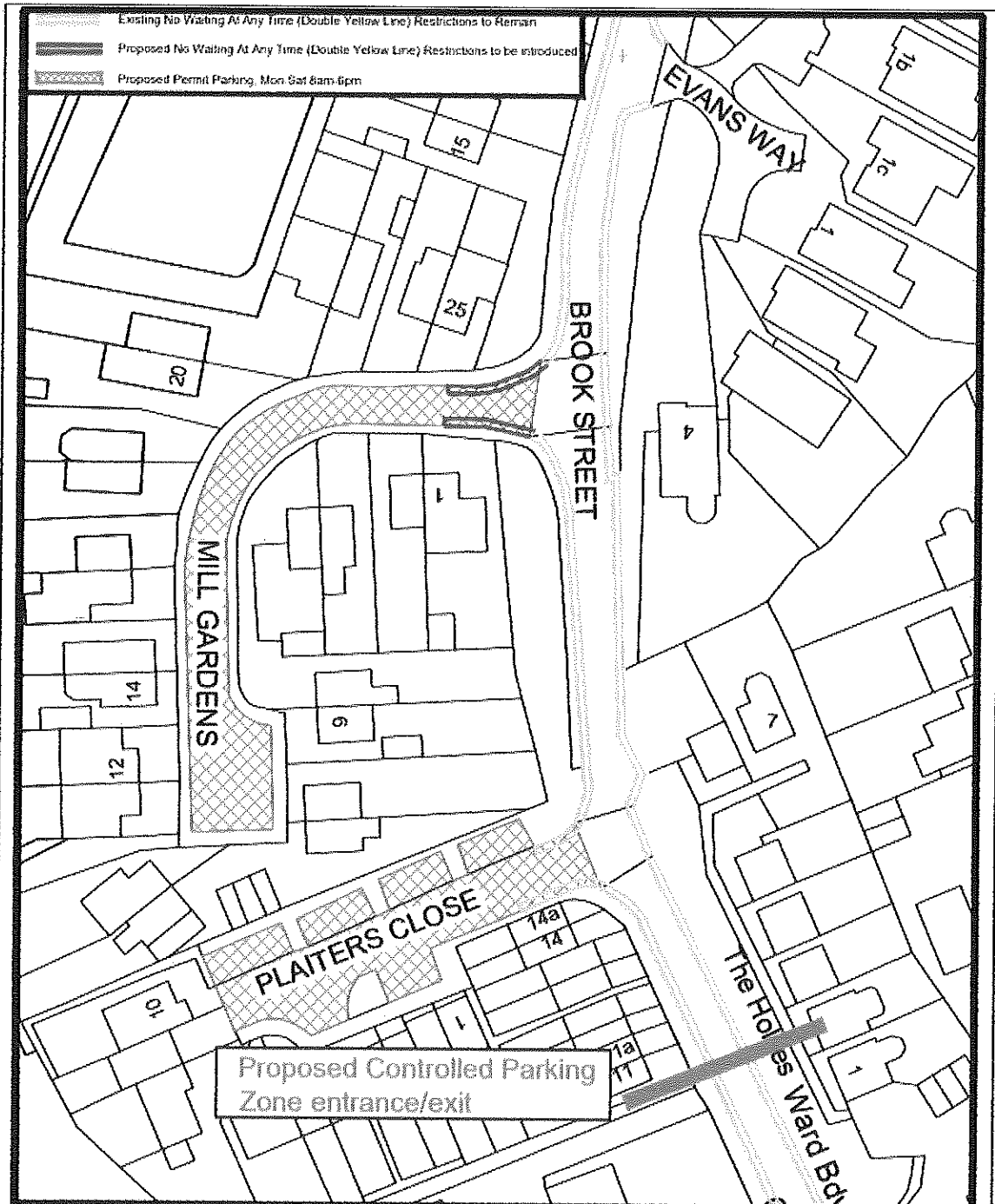
Resident can purchase virtual visitor parking sessions in blocks of 25 hours up to the annual allowance. The blocks purchased will be valid for 1 year from the date of purchase.

Each long-stay (one week) visitor permit is £4 (half price for senior citizens and Dacorum Card holders). Each permit is only valid for the specified dates.

3. As part of the scheme, we are also proposing to introduce no waiting at any time (double yellow lines) on both sides of Shugars Green to allow emergency vehicles to pass.
4. We are also proposing no waiting at any time restrictions on the junction of Shugars Green & the Brook Street to protect sight lines and to restrict the whole zone to the terminal signs including on Brook Street opposite to Shugars Green to prevent grass verge parking from happening.
5. We are also proposing a parking place on Brook Street for 'shared use' (valid resident permit or valid resident visitor session or 2 hours maximum stay with no return within 2 hours). Please see the plan below.
6. The introduction of the restrictions is proposed to regularise the on-street parking provision.
7. The reason for the decision is to deter inappropriate parking by commuters using the area for parking
8. To delegate the decision to undertake a statutory consultation and implement the restriction (if applicable) after having received the feedback from the consultations, to the Head of Commercial Development in consultation with the Portfolio Holder for Corporate & Commercial Services.



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| <br><b>A F F I</b><br><b>G H W A</b><br>ADL House<br>The Oaklands Business Park<br>Yale, Bristol<br>BS37 5NA<br>Tel : 01454 332100<br>E-Mail : CAD@ADLTRAFFIC.CO | <b>NOTES</b><br>1. PROPOSED WORKS REQUIRED FOR SUBMITTANCE PURPOSES ONLY. ALL DETAILS ARE SUBJECT TO ENGLISH HIGHWAYS EXAMINATORY SERVICE APPROVALS.<br>2. DO NOT SCALE FROM THIS DRAWING.<br>3. SIGNAGE PLAN IS OBTAINED UPON A SEPARATE SHEET.<br>4. ALL DETAILS TO BE CONFIRMED ON SITE AND ON A TOPographical SURVEY.<br>5. ALL WORKS TO BE COMPLETED AND CARRIED OUT WITHIN 180 AND 5/10 RESPECTIVELY UNLESS OTHERWISE AGREED/ARRANGED.<br>6. ALL LAND SURVEYING DETAILS, EXCEPT OF ADJACENT PLOTS AND PROPTS OF NEB TO BE CONFIRMED.<br>7. EXISTING ALL UTILITIES TO BE RECORDED AND TO BE SUBJECT TO IFC.<br>©Copyright ADL Traffic and Highways Engineering Ltd | Administration<br>DATE DESCRIPTION<br><br>5226-09 | Project<br>Brook Street<br>Tring<br>Type<br>Proposed Waiting and<br>Permit Parking Restriction<br>Date<br>March 2023<br>Drawn<br>L.O<br>Checked<br>16.3.23<br>Date<br>16.3.23<br>Drawn<br>5226-09-002 |
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| <p><b>Reports considered: (here reference can be made to specific documents)</b></p> <p>No reports to be considered</p>   |
| <p><b>Officers/Councillors/Ward Councillors/Stakeholders Consulted:</b></p> <p>Should the decision be approved consultations will take place with:</p> <p>Hertfordshire Constabulary<br/>Hertfordshire Fire and Rescue<br/>East of England Ambulance Service<br/>Hertfordshire County Council (the highway authority)<br/>Affected Tring ward Councillors<br/>Silk Mill Business Park<br/>Residential premises within the proposed zone</p> <p>Site notices and will be erected in the affected area, an advertisement will be placed in the local newspaper, and also the proposal shall be placed on the councils website to inform drivers of the formal (statutory) consultation if the scheme progresses to this formal consultation stage after receiving feedback from the initial informal residents/business consultation.</p> |
| <p><b>Deputy Monitoring Officer Comments:</b></p> <p>No further comments to add.</p> <p><b>S151 Officer Comments:</b></p> <p>No further comments to add funded through approved parking consultation budgets.</p>   |
| <p><b>Implications:</b></p> <p>Without appropriate measures, inappropriate parking will continue.</p> <p><b>Risk:</b><br/>The intention of this consultation is to comply with legislation and therefore avoid the risk of non-compliance.</p> <p><b>Value for Money:</b></p> <p>Based on previous projects, the costs of implementation are estimated to be approximately £20,000 consisting consultancy fees (including consultation, reports and Traffic Regulation Order). Also signage, lining, advertising, and any ancillary works/contingency. The consultancy selected for this function have previously carried out consultations and design works for DBC and are familiar with the area.</p>  |

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| <p>They are also one of the named contractors in the framework agreement for the provision of consultancy for traffic related operations and parking.</p> <p>The cost will be taken from the Parking Services 'On-street consultancy budget' - MB200 3950.</p> <p>There will be on-going revenue costs for line and signs and enforcement.</p> <p><b>Options Considered and reasons for rejection:</b></p> <p>Not to consult on the proposals, which would leave inappropriate parking issues unresolved.</p> |
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| <p><b>Portfolio Holders Signature:</b> </p> <p><b>Date:</b> 16/8/2023</p> |
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| <p><b>Details of any interests declared and any dispensations given by the Standards Committee:</b></p> |
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*Please note I am County Councillor for Tring Division*

*which includes Tring Central & Tring East wards.*

| For Member Support Officer use only                        |              |
|--|--------------|
| Date Decision Record Sheet received from portfolio holder: |              |
| Date Decision Published:                                   | Decision No: |
| Date of Expiry of Call-In Period:                          |              |
| Date any Call-In received or decision implemented:         |              |

**BACKGROUND**

This area has been an area of mixed residential and industrial properties (The Silk Mill Business Park). There are many properties in the road without off-street parking availability. Although unsubstantiated, a number of residents claim that the road is being parked on by those working and visiting the Silk Mill Business park who have parking provision on-site. These parking pressures have had an adverse effect on the local residents of Brook Street who can have difficulty finding parking opportunities near their homes.

It is understood that the request is to review existing parking restrictions on various roads around Brook Street Tring in order to assess whether a residents permit parking/Controlled Parking Zone scheme is required.

It is understood councillors have approved an informal consultation exercise. Contracted consultants working on behalf of the council have produced a proposal plan and will carry out an informal public consultation to ascertain whether the proposals would be supported within the community.

Parking Services and Councillors will review the feedback. The Head of Commercial Development in consultation with the Portfolio Holder for Corporate & Commercial Services and local ward councillors will then decide whether to undertake a statutory

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consultation and then implement the restriction (if applicable) after the feedback from the consultation.

