

# INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE

## NOTICE AND AGENDA

For a meeting to be held on Tuesday, 17 January 2023 at 7.30 pm in Penn Chamber, Three Rivers House, Rickmansworth

Members of the Infrastructure, Housing and Economic Development Committee:-

Councillors:

Stephen Giles-Medhurst (Infrastructure and Planning Policy)	Lisa Hudson
Andrew Scarth (Housing)	Khalid Hussain
Joan King	Abbas Merali
Reena Ranger	Kevin Raeburn
Paul Rainbow (Transport and Economic Development)	Dominic Sokalski
Philip Hearn	

*Joanne Wagstaffe, Chief Executive  
9 January 2023*

Lead Member Responsibilities:

**Transport and Economic Development** – Community Toilet Schemes, Cycling Policy and Cycleway Provision, Economic Development, Highways, Parking, Public Transport, Rivertech, Town and Village Centre Improvements

**Infrastructure and Planning Policy** – Brownfield Register, Building Control, Conservation Areas and Local Listing, Community Infrastructure Levy, Development Management Policy, Heritage, Infrastructure Schemes, Land Charges, Land Drainage, Listed Buildings, Neighbourhood Planning, Right to Build Register, Tree Protection

**Housing** – Housing Policy, Homelessness and Housing Advice, Housing and Disabled Facilities Grants, Management of Traveller Sites, Private Housing and Houses in Multiple Occupation, Residential Environmental Health, Temporary Accommodation.

The Council welcomes contributions from members of the public to aid discussions on agenda items at the Infrastructure, Housing and Economic Development Committee meetings. Details of

the procedure are provided below:

For those wishing to speak:

Members of the public are entitled to register and identify which item(s) they wish to speak on from the published agenda for the meeting. Those who wish to register to speak are asked to register on the night of the meeting from 7pm. The constitution allows for only one person to speak for an item and one person to speak against an item.

Please note that contributions will be limited to one person speaking for and one against each item for not more than three minutes.

In the event of registering your interest to speak on an agenda item but not taking up that right because the item is deferred, you will be given the right to speak on that item at the next meeting of the Committee.

Those wishing to observe the meeting are requested to arrive on the night of the meeting from 7pm.

In accordance with The Openness of Local Government Bodies Regulations 2014 any matters considered under Part I business only of the meeting may be filmed, recorded, photographed, broadcast or reported via social media by any person.

Recording and reporting the Council's meetings is subject to the law and it is the responsibility of those doing the recording and reporting to ensure compliance. This will include the Human Rights Act, the Data Protection Legislation and the laws of libel and defamation.

The meeting will not be broadcast/livestreamed but an audio recording of the meeting will be made.

**1. APOLOGIES FOR ABSENCE**

**2. MINUTES**

(Pages 5  
- 12)

To confirm as a correct record the minutes of the Infrastructure, Housing and Economic Development Committee meeting held on 15 November 2022.

**3. NOTICE OF OTHER BUSINESS**

Items of other business notified under Council Procedure Rule 30 to be announced, together with the special circumstances that justify their consideration as a matter of urgency. The Chair to rule on the admission of such items.

**4. DECLARATIONS OF INTEREST**

To receive any declarations of interest.

**5. PARKING SERVICES AND PARKING ACCOUNT UPDATE**

(Pages  
13 - 30)

This report provides an update on the Council's Parking Service including the parking account and the parking enforcement service and includes some suggestions for modifications to the Council parking permits.

**6. THREE RIVERS PARKING MANAGEMENT PROGRAMME (2023/24)**

(Pages  
31 - 44)

This report requests that the committee agrees the current work programmes of scheme to deliver cycling and walking improvements and Parking Management improvements in the Three Rivers District. Both programmes are promoted by the District Council working with its partners.

Both programmes are set biannually but the Cycling and Walking Programme has not been updated since 2021, awaiting development of the overlapping Local Cycling and Walking Infrastructure Plan which was completed in draft in September 2022 and has been agreed for consultation. Equally the delivery timeframes for the Parking Management Programme (2021-23) were rescheduled due to unplanned additional work during the pandemic and unexpected staffing reductions throughout the programme period. This report therefore recommends that both programmes be extended to 2024 subject to the necessary staffing resource being maintained. There are no new proposals added to these programmes to those already agreed.

**7. COUNCIL MOTION REFERRED TO THE COMMITTEE UNDER RULE 11(5)**

At the Council meeting on 13 December 2022 it was noted that the motion below had been referred to the Infrastructure, Housing and Economic Development Committee meeting on 17 January 2023 under Rule 11(5) of the Council Constitution

Councillor Philip Hearn, seconded by Councillor Ciaran Reed to move under Notice duly given the motion as follows:

Three Rivers District Council recognises the incredible value of Chorleywood Common to our area. Chorleywood Common is a County Heritage Site, a Conservation Area, a Local Nature Reserve and home to a rich range of fauna, flora, fungi, birds and wildlife. Chorleywood Common is a vital source of open green space that allows people from across the area to access rural beautiful scenery. Cycling is not currently allowed anywhere on Chorleywood Common.

This Council fully supports efforts to improve cycling routes across the District and acknowledges the physical constraints on achieving this. However, this Council cannot support any proposal to introduce a cycling path on Chorleywood Common, especially any path that includes lights or tarmacked surfaces. Such proposals would irreparably damage the wildlife and rural nature of this precious asset.

Three Rivers District Council resolves that Chorleywood Common will be protected from any cycle path on it to preserve this precious green space for future generations.

**8. WORK PROGRAMME**

(Pages  
45 - 50)

To agree the Committee's work programme.

**9. OTHER BUSINESS - if approved under item 3 above**

**10. EXCLUSION OF PRESS AND PUBLIC**

If the Committee wishes to consider the remaining item(s) in private, it will be appropriate for a resolution to be passed in the following

terms:-

“that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt information as defined under paragraphs 1 to 7 of Part I of Schedule 12A to the Act. It has been decided by the Council that in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

(Note: If other confidential business is approved under item 3, it will also be necessary to specify the class of exempt or confidential information in the additional items.)

**1. OTHER BUSINESS - If approved under item 3 above**

**General Enquiries: Please contact the Committee Team at [committeeteam@threerivers.gov.uk](mailto:committeeteam@threerivers.gov.uk)**

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## **INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE**

### **MINUTES**

of a meeting held in the Penn Chamber, Three Rivers House, Rickmansworth on Tuesday 15 November 2022 from 7.30pm to 10.01pm.

Councillors present:

Stephen Giles-Medhurst (Lead Member Infrastructure and Planning Policy)  
(Co-Chair)  
Paul Rainbow (Lead Member Transport and Economic Development) (Co-Chair)  
Chris Lloyd (Substitute for Andrew Scarth)  
Tony Humphreys (Substitute for Dominic Sokalski)  
Khalid Hussain  
Philip Hearn  
Abbas Merali  
Kevin Raeburn  
Reena Ranger  
Joan King

Officers Present: Sally Riley, Finance Business Partner  
Kimberley Rowley, Head of Regulatory Services  
Peter Simons, Senior Transport Planner  
Jason Hagland, Strategic Housing Manager  
Sarah Haythorpe, Principal Committee Manager  
Mike Simpson, Committee & Web Officer

Also in attendance: Councillors David Raw and Ciarán Reed, County Councillor Paula Hiscocks,

**Councillor Stephen Giles-Medhurst in the Chair**

#### **IHED 15/22 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Andrew Scarth, Dominic Sokalski and Lisa Hudson, substituted by Chris Lloyd, Tony Humphreys and Andrea Fraser.

#### **IHED 16/22 MINUTES**

The minutes of the meeting of the Infrastructure, Housing and Economic Development Committee held on 11 October 2022 were confirmed as a correct record and signed by the Chair.

#### **IHED 17/22 NOTICE OF OTHER BUSINESS**

An item of business (10a) that had been to note at Council was not included with the original agenda and would therefore be taken as a late item as agreed with the Chair. The details of the item had been in the public domain since the publication of the Council summons in October

**IHED 18/22 DECLARATION OF INTERESTS**

There were no declarations of interest.

**IHED 19/22 BUDGET MONITORING REPORT Q2 (PERIOD 6)**

The Finance Business Partner introduced the report, that covered the Committee's financial position over the medium term (2022 – 2025) as at the end of November and which had been presented to the Policy & Resources Committee at its meeting on 7 November 2022. The Finance Business Partner highlighted the changes relating to the Committees budgets and invited questions from the Committee.

A Member asked for a report on parking patterns of behaviour and the enforcement of penalties. The Head of Regulatory Services said parking revenue was definitely recovering but comprehensive figures were not yet available. A similar question had been asked at the P&R Committee and officers were looking into providing the required information. As the responsible partner for parking enforcement, Hertsmere had reported staffing and recruitment problems, and the car parking contract with the authority would continue to be monitored.

The Chair asked that Members make officers aware of parking issues within their wards. Although parking income was down on the previous year during the summer months, there was an increase generally, and the Council was on course for greater revenue for the year.

A Member expressed concern about the number of Housing vacancies not filled and saw nothing about the rent guarantee scheme. It was asked whether the scheme was advertised properly. The Chair said details of help available was on the home page of the website, to which the Member replied not everyone had access to a computer or a Smart phone.

The Strategic Housing Manager would provide details on the advertising of Housing vacancies to Committee Members.

RESOLVED:

That the Budget Monitoring (Period 6) report be noted.

**IHED 20/22 STRATEGIC CORPORATE AND SERVICE PLANNING 2023-2026**

The draft Service Plans of those Council Services which report to this Committee were presented for comment. The Strategic Framework had previously been to the Policy and Resources Committee and would go out for public consultation, with new comments included as part of the final plan.

A Member said families appeared to be omitted from the Strategic Framework which was an oversight as families were vital and should be at the heart of it, especially as so many were struggling. A Member responded that all residents in Three Rivers were important.

A Member summarised that the Committee would have another opportunity to see the plan when it returned for sign-off.

The Chair said the new format would be much more user-friendly and easier to read, especially for those outside the Council.

RESOLVED:

the Committee provided comments on the draft Service Plans as detailed in the minute and as presented together with any suggestions for their further development which were noted.

## **IHED 21/22 HOUSING ALLOCATIONS POLICY UPDATE 2022**

The Strategic Housing Manager provided an overview of the proposed changes to the Council's Housing Allocations Policy, which included changes to the structure in Housing services, and the criteria by which customers were included on the housing register. There was also a change to the Housing Panel which made it more relevant following the restructure. Questions from Members were invited.

A Member asked what was meant by significant childcare needs, to which it was replied that officers assess cases based on the level of need required. The Member asked whether the two days customers were given to make a decision on an offered property commenced with verbal contact, because an offer sent by email may not be seen for days.

The Strategic Housing Manager said clients were asked to nominate their preferred method of being contacted. It was necessary to draw a line at a point where accommodations could then be offered to other people on the waiting list, but the point about verbal contact would be considered.

The Chair asked whether it was possible to have someone nominated as a fall-back in case circumstances prevented an offer to a client being discussed. The Strategic Housing Manager said a next of kin nomination option was available, and this could be built into the process.

A Member asked whether the properties offered to homeless customers were checked regularly for suitability as it was understood some were mouldy and generally not habitable. It was stated in response that the properties offered were checked for safe habitation and relevant certificates were issued.

In reply to a question regarding children in allocated properties, the Strategic Housing Manager said a room in a house at a principal property would be provided. TRDC was signed up to a Joint Protocol for care leavers aged 16-17 whereby they could apply for accommodation in an existing or new area, the aim being to stop 16-17 year olds leaving care and going homeless. The Strategic Housing Manager was happy to clarify further with Members either by email or in person.

RESOLVED:

That the Housing Allocations Policy update 2022 as agreed at the meeting of the Policy and Resources Committee be noted.

## **IHED 22/22 RICKMANSWORTH WEST PARKING SCHEME**

The Senior Transport Planner introduced the report, in which Members were asked to determine which streets to include in the Rickmansworth West parking scheme area before the detailed design is progressed to the statutory notice of a Traffic Regulation Order. This report considers the response to public consultation and the detailed discussion of the issues set out in the report.

The Chair used discretion under Rule 35(B) point to allow several members of the public to speak on this item as they wished to speak on a number of different roads included within the report.

The Head of Regulatory Services referred to correspondence received from a member of the public on behalf of residents of Elm Way in which concerns about the report were raised. Those concerns would be addressed separately in due course.

The Senior Transport Planner explained the purpose of the report, which was to identify which roads should be included in the parking permit scheme in Rickmansworth West. The process had been out for public consultation previously, but that a delegated decision could not be agreed (as set out in the report) so the delegated report had been returned to the Committee. In his view the key issues were to do with Park Way and Elm Way. This was particularly for Elm Way which could be an uncontrolled street surrounded by controlled streets and he considered that the responses from the survey indicated that residents were aware of this, as set out in the report.

It was stated that Ward Members and Lead Members had failed to provide consistent agreement in deciding on an option.

The proposed options for the parking scheme to be considered by Members of the Committee were set out in the report. There were four options proposed by Officers with a variant that had been suggested by local Ward Councillors.

It was proposed that Uxbridge Road should be a clearway; there would be the first in the District. Engineers had determined that parking bays could not safely be provided on the narrow section of Uxbridge Road.

Officers were recommending option A, but Members were invited to consider this option or provide an alternative.

The Chair used discretion under Rule 35(B) point to allow several members of the public to address the committee on this item as they wished to speak on a number of different roads included within the report. Representations were received from two residents of The Close, comprising seven houses, one from Mount View, one from Uxbridge Road, specifically numbers 101-111, two from Park Way, one from Field Way who raised points regarding the junction of Field Way and Mount View, and a representative of Elm Way residents.

The Chair moved, duly seconded, that Option B be adopted as it would best meet the wishes of residents while providing a robust scheme. The Chair added that a recent parking consultation in Croxley had resulted in changes of mind among residents, and although none was anticipated based on what was heard tonight, the democratic process required everyone be given the opportunity to reconsider.

The Senior Transport Planner addressed the comments made by the speakers. It was said that (as referenced in the report), enforcement was reported to be an issue but was not relevant to the consideration of new parking restrictions as there was always an expectation that any restrictions would be enforced.

A clearway was proposed for Uxbridge Road as the installation of parking bays was not feasible. The original parking scheme had been consulted over a much wider area, to Tudor Way and Shepherds Lane, but had been reduced considerably. A key driver behind the scheme was the need to address current parking pressures on residential roads and another was the likely displacement of parked vehicles from Moneyhill Parade and the Uxbridge Road once the clearway was introduced.

The Chair clarified that revenue from parking can only be spent on parking, and the parking budget was currently in deficit as not enough money was being recouped and was being subsidised by Council Taxpayers. A Controlled Parking Zone (CPZ) would bring in more revenue. There was a limit to what enforcement officers could enforce, and although vehicles parked on yellow lines were within their remit, a vehicle parked too close to a junction, for example, would be a matter for the police.

A Member disagreed with the proposed scheme. It was obvious that a very successful and vibrant street that lent itself to a healthy night-time economy was impacted by insufficient places for parking. Short term parking provision was intended to create 'churn' by which several vehicles may use the same bay throughout the day.

The Senior Transport Planner said the role of the District Council, as with any Traffic Authority, was not to provide parking facilities but to manage the available parking space on public roads, by deciding who can park where and when.

A Member expressed the opinion that a successful small economy could be achieved from revenue from Penalty Charge Notices (PCNs) if enforcement was applied. It was suggested that the grace period be reduced to zero and the number of traffic enforcement officers be increased. The Member asked if a review of car park use could be commissioned to identify where demand was. Robust enforcement was required, and perhaps some creative thinking was required such as free parking for a trial period as part of this process.

The Chair said that that revenue from PCNs could not be considered. There was an expectation of total compliance with restrictions, where ideally no PCNs would be issued. Some residents wanted restrictions, and some did not. If nothing else, Uxbridge Road must be made a clearway on safety grounds, which would then prevent the parking of vehicles half on the pavement

A Member said parking schemes did not generate more parking spaces and suggested more residents should walk or cycle rather than use their cars. There was a lot of illegal parking on Uxbridge Road, and there was a need to invite the County Council to work with us.

A Member asked what impact the scheme would have on businesses in Moneyhill Parade. The Senior Transport Planner replied that the idea was to manage parking and keep people moving. Most shop owners in the area had been consulted with a split between those opposed and some who were in favour as they felt that the proposed plan would benefit their customers by preventing

all-day parking. A big problem was commuters parking near the shops which prevented customers from parking.

A Member asked if it could be agreed that a review of the parking services contract with Hertsmere should come to the Committee.

The Head of Regulatory Services said it was possible, but as the budget was in deficit, increasing enforcement would add to the taxpayers' burden. It would be necessary to look at additional income opportunities to support enforcement. The key aim of enforcement was to educate, not make money by issuing parking tickets.

A Member said Croxley Green residents who originally rejected a parking scheme would now welcome one, and others who were not included wished they had been. It was reiterated that this was the final chance for residents to rethink their decision. Uxbridge Road was different in that it was a safety issue.

A Member said this was the third consultation on the subject, and residents must be listened to. A Member referred to Uxbridge Road, and said vehicles parked half up on the pavement prevented lorries and potentially emergency service vehicle from getting through, and for that reason something needed to change.

A Member referenced the earlier comment about residents taking more exercise instead of using their cars and said residents in the streets identified for parking controls did not drive to the shops. The Member said that Option E was a preference and it could be tweaked to include a few more roads.

The Chair replied that option E was covered as part of Option B, as moved at the beginning of the discussion.

A Member asked why a traffic flow study wasn't completed ahead of a parking study.

The Senior Transport Planner replied that this wasn't essential when preparing a parking scheme but that the design took traffic flow into account, using for example background traffic flow data provided by the County Council, as referenced in the report.

Local Ward Councillor David Raw said a response rate of 47% residents overall was not enough to reach a conclusive opinion. It was believed that Option A was in effect railroading something through that was not wanted, and the best solution would be to canvass residents in each road.

Local County Councillor Paula Hiscocks spoke in support of residents and said they should get what they expressed a wish for. Parking issues were mostly caused by commuters, workers at local business and postal workers, and there was insufficient space for residents.

The Chair said the proposal being moved was Option B, which excluded Park Way, Elm Way and The Close, as there was evidently no or very little support for a scheme in those roads, along with Field Way north of Mount View. There was, however, considerable support for a scheme in Mount View and the bottom end of Field Way, and for a clearway and revised parking arrangements along Uxbridge Road on safety grounds and to increase in churn.

The Chair said the Council would not go ahead with a scheme that residents did not want, and that the design of the proposed option would be based on comments received and discussed with Ward Members and Lead Members.

The Senior Transport Planner said Option E was a minimal one which included Mount View only and bays on the Uxbridge Road.

The recommendation Option B was moved by the Chair and seconded by Councillor Paul Rainbow.

On being put to the vote, the motion was declared CARRIED by the Chair, the voting being 7 For, 4 Against and 0 Abstentions.

The Chair confirmed with the Senior Transport Planner that the usual procedure would be followed, to issue a letter to the streets now excluded from the proposed scheme, so that members of public could communicate concerns in writing so they could be considered and where appropriate included in the scheme details and taken forward.

RESOLVED:

That the streets as identified in Option B be included in the scheme area before the detailed design is progressed to the Traffic Regulation Order stage.

That decisions on further scheme details and programme be delegated in line with all relevant current practice, policy and standards, including the consideration and treatment of objections to Traffic Regulation Orders, to the Director of Community and Environmental Services in consultation with the Lead Member and relevant Ward Councillors.

## **IHED 23/22 WORK PROGRAMME**

The Chair was asked by a Member in attendance to consider in the work programme a conservation appraisal for Bedmond Village. The Chair as the comment had been made, the item would be included as stated.

RESOLVED:

That the Committee's work programme be noted.

## **IHED 24/22 TURN OFF THE LIGHTS TO SAVE ELECTRICITY**

Council had noted that the motion below (motion 3) had been referred to the Infrastructure, Housing and Economic Development Committee meeting on 15 November 2022 under Rule 11(5) of the Council Constitution

Councillor Stephen Giles-Medhurst moved, seconded by Councillor Paul Rainbow the motion as detailed below:

### **Turn off the lights and save Electricity**

*Three Rivers Council is determined to do what it can to tackle the Climate*

*Emergency whilst also dealing with the current fuel crises.*

*Therefore Council urges business and employers to re-double effort to ensure excessive use of lighting and air condition particularly addresses the need to:*

- 1. Turn off lighting, including neon display lights, when shops and offices are unoccupied*
- 2. Not use air conditioning unless essential for business purposes*
- 3. Install water saving/recirculation devices*

It was proposed to debate the motion as would follow at Council, but the Chair used their discretion under Council Procedure Rule 35(b) point to allow a member of the public to speak on the motion.

Councillor Reena Ranger moved an amendment to the motion to include assist, support and encourage local businesses and employers to redouble their efforts and that the Council should lead by example by looking at a minimum on site reduction of 15-20% beyond building regulations, which the proposer did not accept.

Councillor Abbas Merali moved an amendment to the motion to add "Urgent" to encourage support, which the proposer did not accept. The motion could be promoted as an agenda item in its current form.

On being put to the Committee, the Chair declared that the motion was CARRIED, the voting being Unanimous.

The Chair asked that the speaker send more details which may be considered for inclusion in the Local Plan

RESOLVED:

**Turn off the lights and save Electricity**

*Three Rivers Council is determined to do what it can to tackle the Climate Emergency whilst also dealing with the current fuel crises.*

*Therefore Council urges business and employers to re-double effort to ensure excessive use of lighting and air condition particularly addresses the need to:*

- 1. Turn off lighting, including neon display lights, when shops and offices are unoccupied*
- 2. Not use air conditioning unless essential for business purposes*
- 3. Install water saving/recirculation devices*

**CHAIR**

## INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE – 17 JANUARY 2023

### PART I - DELEGATED

#### 5. PARKING SERVICES AND PARKING ACCOUNT UPDATE (DCES)

##### 1 Summary

- 1.1 This report provides an update on the Council's Parking Service including the parking account and the parking enforcement service and includes some suggestions for modifications to the Council parking permits.
- 1.2 The report also seeks approval for amendments to Traffic Regulation Orders in order to regularise the School Waiting Restrictions around the District. In addition to amendments to the Three Rivers House off street (car park) Traffic Regulation Order to enable air source heat pumps to be installed outside Three Rivers House.

##### 2 Details

- 2.1 In 2015 work commenced on reviewing the Council's parking account due to a deficit in income and expenditure. At the time the parking service was costing the Council/taxpayer approximately £180k per annum. Early reports in 2015/16 identified parking recharges and car park business rates as falling into the Account although subsequent cost exercises have not included these figures/calculations. This budget code includes all income into the service, parking costs including for the parking enforcement service and employees. What is does not include are maintenance costs and other areas of work managed by Property.
- 2.2 The objective of the review was to balance the parking account or introduce a level of surplus which would then be used to enhance the parking services or more widely used for other parking and transport related measures.
- 2.3 Balancing the parking account would bring the Council into compliance with Government requirements (cited in Statutory Guidance) that the civil enforcement of parking controls by local authorities should not be subsidised by the taxpayer. However, parking legislation states, 'if an authority make a surplus on its on-street parking charges and on and off-street parking enforcement activities it must use the surplus in accordance with legislative restrictions in the Road Traffic Regulation Act 1984 (as amended)' These restrictions essentially advise that on-street income is ring fenced for parking services. Off-street income can be used for parking and transport related services within the wider corporate remit. However, parking income targets should not be set.
- 2.4 Any surplus arising from parking charges and income can be used to meet a deficit or be spent on parking services with off-street income used more widely to balance the parking account (for example inclusive of aspects such as car park maintenance costs, Officer salaries). Surplus income can also be used to balance previous deficits in the parking service.
- 2.5 A series of reports on the Parking Account were presented to the relevant Committees between 2015 and 2018 detailing measures to reduce the deficit in the parking account to enable the retention and improvement of existing parking services. In addition, Officers investigated concerns that many Council car parks had reached capacity and there was an absence of short term churn. The agreed measures included increasing parking fees and charges in addition to the introduction of short term charging in the Council's short term car parks in Rickmansworth. **Appendix 1** details the parking measures agreed and implemented from 2016 with the objective of maintaining and improving the Council's parking services.
- 2.6 Agreement was also given to produce a Parking Strategy to identify parking proposals with an income stream but this work has ceased following concerns raised by Members on a number of the measures progressed by Officers.

2.7 A number of other measures were also investigated but a decision was decided not to progress or continue to investigate. This has included:

- **proposed pilot scheme to offer local worker permits for employees of local businesses; and review of business permits, specifically in Rickmansworth long term car parks.**

This was developed into an investigation that resulted in initial scoping consultation in 2019, following a report into the full options in 2018. Officers investigated the potential dual use for local business employees (specifically those with addresses in the retail centres of Rickmansworth and Chorleywood) in permit parking bays in existing Permit Parking Zones.

A report was presented to Committee which resolved to progress to initial consultation following surveys and other data collection. Following this initial public consultation exercise, which sought general views on the concept, this scheme was not progressed whilst feedback was considered and due to Member concerns on the impact on existing residents, as this investigation and initial proposal was intended to protect and increase capacity for residents.

No further progress has been undertaken but the committee decision is as yet unmet, with elements including increased and more efficient off-street parking not yet realised.

- **investigation of use and capacity of non-Rickmansworth car parks and potential to maximise the parking opportunities**

Work is continuing at the Community Way car park in Croxley Green as part of the Croxley Green area wide parking scheme.

- **Area Wide Parking Schemes to be considered with permits**

As part of the annual Parking Programme, an area wide review of Rickmansworth West and Croxley Green commenced – Croxley Green CPZ was implemented in April 2021. The Rickmansworth West proposed parking scheme is ongoing. Both schemes involve new permits in a Controlled Parking Zone.

2.8 Despite the above measures the Parking Account has only been in surplus for one year in the last 5 years and is currently in deficit, and this deficit continues to increase with increasing costs of providing a parking enforcement service combined with more recent reductions in parking income as a result of the pandemic (further details below). This means the Council are not covering the costs of providing its parking enforcement service. This continued deficit also means the parking service is being subsidised by Three Rivers DC taxpayers which is contrary to Government guidance (cited in Statutory Guidance).

2.9 In conjunction with this Parking Review was a review of the Council's Parking Enforcement Service. Previously provided by Watford BC and a third party parking enforcement service provider, since April 2018 the service has been provided in Partnership with Hertsmere Borough Council. This five year Partnership expires on 1 April 2022 and work to extend this Partnership for a further three years has commenced. Additional costs for this service provision are required in year six as a result of service provision and 'contract' inflationary costs.

2.10 Whilst work now continues on the Area Wide Parking Schemes as part of the Parking Management Programme much of the other work identified in the original Parking Review ceased. This has been partly attributable to the pandemic which has refocused priorities but has also led to changes in how the public and residents are using the Council's parking services. For example, with changes to working behavior initiated as a result of the pandemic it is evident our long term car parks are in less demand than previously as employers/employees/commuters spend reduced time in their place of work, although this needs to be considered over a longer period post pandemic restrictions.

2.11 The table below provides an overview of the Parking Account over the past 5 years. During years 2020/21 and 2021/22 there was a significant impact on income due to the pandemic, albeit Government compensation funding totaling £269k - £216k for off street parking and £53k for off street parking) was paid to TRDC in 20/21 to mitigate this loss of income.

**TABLE: Parking Account 2018-22**

<b>Decriminalised Parking</b>	<b>Actuals 2017/18</b>	<b>Actuals 2018/19</b>	<b>Actuals 2019/20</b>	<b>Actuals 2020/21</b>	<b>Actuals 2021/22</b>
<b>Expenditure</b>					
Employees	56,616	51,335	64,489	79,163	81,743
Premises	6,189	6,015	35,014	23,030	34,131
Transport	1,712	1,239	2,197	2,494	2,478
Supplies and Services	22,075	16,561	6,994	668	1,962
Third Party Payments	278,801	403,664	369,297	382,988	429,262
<b>Total Expenditure</b>	<b>365,394</b>	<b>478,813</b>	<b>477,992</b>	<b>488,344</b>	<b>549,576</b>
<b>Income</b>					
On Street Parking	-	- 14,861	- 13,993	- 1,999	- 7,492
Off Street Parking	- 117,885	- 223,678	- 212,144	- 61,814	- 150,907
PCN's	- 212,439	- 146,329	- 115,407	- 56,079	- 101,012
Permits	-	- 84,970	- 100,971	- 86,519	- 107,291
Other Parking Fees	- 6,897	- 20,488	- 18,941	- 44,488	- 41,393
Rent	- 3,271	- 3,271	- 3,271	- 3,194	- 3,195
<b>Total Income</b>	<b>- 340,492</b>	<b>- 493,598</b>	<b>- 464,727</b>	<b>- 254,092</b>	<b>- 411,290</b>
<b>Net Cost of Service</b>	<b>24,902</b>	<b>- 14,785</b>	<b>13,265</b>	<b>234,251</b>	<b>138,286</b>

**NOTE: 2020/21 Income does not include Government 'Grants' for lost income during pandemic.**

**In 2017/18 permit income was not separated out of other categories.**

2.12 The next table details the volumes of permits and suspensions/dispensations issued over the last 5 years to provide some comparison of volumes.

**Issued Data:**

	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>Qtr 1 and 2 (22/23)</b>
<b>Resident Permits</b>	<b>815</b>	<b>911</b>	<b>982</b>	<b>1059*</b>	<b>516</b>
<b>Annual Visitor Permits</b>	<b>453</b>	<b>472</b>	<b>437</b>	<b>430</b>	<b>159</b>
<b>Visitor Voucher booklets (books of 10 vouchers)</b>	<b>865</b>	<b>838</b>	<b>658</b>	<b>626</b>	<b>436</b>
<b>Business permits</b>	<b>67</b>	<b>57</b>	<b>42</b>	<b>59</b>	<b>22</b>
<b>DHV permits</b>	<b>84</b>	<b>101</b>	<b>86</b>	<b>76</b>	<b>83</b>

\*New Controlled Parking Zone was introduced in Croxley Green in March 2022 which will partly attribute to this increase in residents permits issued and also affecting the visitor permit numbers.

NOTE: Parking enforcement ceased for 2 periods during 21/22. All resident and annual visitor permits that were live during the lockdown periods when enforcement was suspended were extended by 3 months.

There is no discount on residential permits. Overs 60s receive a 50% discount on visitor permits and visitor vouchers.

Blue badge holders can have one resident permit free of charge.

2.13 The next table details the parking income from on and off street P&D car parks over the last 5 years.

		2018/19	2019/20	2020/21	2021/22	2022/23 to Q2
		* Actuals	* Actuals	* Actuals	* Actuals	* Actuals
I0619	Off Street - Pay & Display					
TPAR001	Northway Upper Deck	(14,299)	(14,072)	(4,345)	(10,546)	(5,463)
TPAR002	Northway Lower Deck	(25,637)	(29,409)	(7,669)	(20,114)	(9,965)
TPAR003	Rose Garden	(10,718)	(10,818)	(1,319)	(4,837)	(3,483)
TPAR004	High Street West (M&S)	(25,627)	(30,890)	(8,991)	(21,146)	(12,271)
TPAR005	Ebury Road	(4,319)	(4,853)	(1,587)	(3,495)	(1,338)
TPAR006	Talbot Road West (North)	(19,095)	(18,369)	(6,477)	(15,802)	(8,501)
TPAR007	TRH Multi-level Saturday Charging Upper	(2,660)	(2,849)	(152)	(1,171)	(355)
TPAR008	Talbot Road/High Street	(45,126)	(38,179)	(9,847)	(24,295)	(12,811)
TPAR009	Talbot Road South	(6,946)	(2,663)	(668)	(1,077)	(569)
TPAR010	Talbot Road West (South)	(27,824)	(29,255)	(12,926)	(24,599)	(12,965)
TPAR011	Bury Lane	(21,907)	(19,507)	(4,433)	(7,895)	(3,227)
TPAR012	Park Road	(15,214)	(3,369)	(1,501)	(6,833)	(3,964)
TPAR013	TRH Multi-level Saturday Charging Lower	(333)	(442)	(27)	(3)	(80)
TPAR015	Station Approach	n/a	(7,469)	(1,871)	(9,094)	(5,777)
NOJOB	No Job Code	(3,973)	0	0	0	0
I0621	On Street - Pay & Display					
TPAR014	High Street Bays	(14,861)	(13,993)	(1,999)	(7,492)	(3,355)

2.14 It is evident from this data that resident permits and annual visitor permits numbers have remained relatively stable over the last few years with a slight reduction in business permits and day scratchcards. However, it should be noted Croxley Green CPZ came into effect in March 2021 and that would have increased numbers of permits purchased.

2.15 It has been the usage and subsequent income from car parks that has seen the most significant decline but it is evident this is slowly increasing again. Broken down further it is evident that the most significant impact of the pandemic (and potentially other High Street changes brought about by changes to planning rules) is on our long stay car park usage.

### 3 Options and Reasons for Recommendations

3.1 The Parking Account is currently in deficit but it is difficult to forecast future years income based on the implications of the pandemic on parking income over the last two years, albeit anecdotally (some evidence) there is a reduced use of the Council's car parks due to changing work and shopping habits. It is considered changes in our High Streets with permitted development conversions from offices to housing and other permitted development change of uses now allowed are also having an impact. As residents more frequently work from home there has also been a greater demand for residents' permits.

3.2 Consideration needs to be given to any proposed increase in all parking fees and charges but it is considered a full review of all fees and charges should commence from 1 April 2023 allowing a full year of post covid recovery and this presents an opportunity to gather new data

on our car park usage. Notwithstanding this, it is considered appropriate to propose some immediate (as an alternative virtual option) changes, detailed below.

### 3.3 Virtual Permits

At the start of the Partnership with HBC all residents' permits were issued virtually (with paper permits only being issued in exceptional circumstances). HBC confirmed they would seek a change to further paper permits over the course of the Partnership. It has been discussed that annual visitor permits (subject to any changes detailed below), visitor permits in the form of scratchcards and business permits could now be provided as virtual permits. There would be small savings in printing, paper and postage costs but the greater efficiency would be in processing and enforcement (no change is currently proposed to the Partnership costs). The option would remain that paper permits could be issued in exceptional circumstances. A one off software cost for the changes to the relevant software systems has already been paid by HBC. Public consultation and relevant changes to the TRO would be made to allow this to happen.

### 3.4 Annual Visitor Permits

Officers have been investigating the removal of annual visitor permits (currently £50 per year) due to misuse and alternatives being available and its replacement with a specific carers permit.

3.5 Annual visitor permits were introduced a number of years ago to provide an opportunity for regular visitors to properties i.e. carers, particularly family carers. One permit is allowed per household and the age 60+ receive a 50% discount on the price. These annual visitor vouchers are currently £50 per annum, which is less than a second resident permit and a cheaper alternative to the current visitor scratchcards. Officers are aware of their popularity but there is also concern, and evidence, that they are open to abuse as they are often utilised as a second residents permit (as cheaper) or provided to regular visitors i.e. commuters, neither of which is the intended use. When HBC carried out an exercise to check visitor permit use over a 3 month period the results confirmed a 10-15% misuse over the number of paper annual visitor permits and virtual permits issued.

3.6 It is evident from the Hertfordshire Authority benchmarking exercise (2020 data) at **Appendix 2** that a number of local authorities do not issue annual visitor permits although some offer a specific carers permit.

3.7 Continuing to provide a carers permit (i.e. for family members caring for a friend/relative) is still considered appropriate but this could be provided in a different way and requiring evidence. For those requiring a more general visitor's permit the scratchcards (available as a virtual option) remain an option.

3.8 It should be noted there may be some impact on income as a result of any changes, we do not know how many of those applying for a current annual visitor voucher would revert to a second residents permit or scratchcards. However, it is anticipated there would be an increase in the purchase of second resident's permits and visitor scratchcards. The cost of the special carers permits would be increased to £55 given inflationary increases (and as applied recently to many other Council fees and charges).

3.9 If Members agree to the withdrawal of the annual visitor permits this would require changes to the Traffic Regulation Order and due process would then occur including public consultation. All those affected would be written to and advised of the new carers permit type and options going forward.

3.10 The agreement to this proposal would be delegated to the Director of Community and Environmental Services in conjunction with the Lead Member to carry out the necessary legal processes and introduce a specific carers permit including eligibility criteria (which will be informed by an Equalities Impact Assessment).

- 3.11 The current annual visitor permit has a 50% discount offered to the 60+ age group which was part of the original introduction and suggested intended use of the permit ie for carers for the 60+ in our District. There would be no concessions applied to the new carers permit.
- 3.12 Disabled Blue badge holders currently get a free residents permit (one per household). This concession has been previously applied just to resident's permits. It is acknowledged that those requiring a blue badge may need to park closer to their property in a Controlled Parking Zone, but this does not require the issuing of a free permit. A permit can be applied for as with any other resident. If there is a specific requirement to park outside a property a formal disabled blue badge space can be applied for from HCC or requests in new or revised CPZs made through the TRDC Parking Management Programme process.
- 3.13 It is proposed to withdraw the 60+ concession for 50% off visitor scratchcards. This has been historically applied, as with the annual visitor permits. This was associated with the retirement age at the time of the introduction of permits. This concession is no longer considered appropriate.
- 3.14 The removal of these concessions would require public consultation and changes made to the Traffic Regulation Orders.
- 3.15 **School Restrictions Traffic Regulation Order**
- Work has commenced on reviewing the School Restrictions in the District to ensure they are enforceable. This involves making amendments to some of the measurements either in the TRO, on the ground or both, to the restrictions are already in place.
- 3.16 It is the intention to go straight to formal consultation on revisions to the TRO.
- 3.17 **Amendments to the Three Rivers House (Off Street) Traffic Regulation Order**
- Amendments are sought to the Three Rivers House off street (car park) Traffic Regulation Order to enable air source heat pumps to be installed outside Three Rivers House. A current planning application is pending for the installation of 7 air source heat pumps within a timber enclosure in the south western corner of the upper deck of the car park. The application is due to be presented to Planning Committee on 19 January 2023.
- 3.18 The requirement to amend the Traffic Regulation Order is due to the removal of up to 4 parking spaces to enable the development to be implemented. In amending the Traffic Regulation Order consideration would be given the parking remaining as this would be the primary consideration in amending the Order.
- 3.19 The TRH car park is a staff car park Monday to Friday 8am to 4.30pm, reverting to a public short stay car park after 4.30pm, and available to the public at weekends.
- 3.20 Regard would be had to the existing parking and that being retained after the development and this could be assessed using the parking standards for development as set out at Appendix 5 of the Development Management Policies LDD. Whilst this is a planning policy it indicates the floorspace to car parking ratios that would be considered appropriate.
- 3.21 Three Rivers House has a floor area of approximately 3991 square metres. The parking standards at Appendix 5 requires one parking space per 30sqm of floor area – with a requirement for 133 parking spaces to be available for the building based on this. At the current time there are 151 car parking spaces available for users of Three Rivers House, which exceeds the policy requirement.
- 3.22 It should be noted that Appendix 5 sets out that the standards may be adjusted according to which zone the proposed development is in, with zones influenced by levels of accessibility. The car park is within Zone 2, where 25-50% of indicative demand based standard may be appropriate, allowing a further reduction from the standard. This is in the context of a car park serving a building in a town centre location with other staff car parking areas located on the lower deck and within the Rose Garden car park.

3.23 Outside of office hours, the proposal would result in fewer publicly accessible car parking spaces but there are many other public car parking areas in the immediate vicinity. It is also noted that the application site is within the principal town centre, with bus and rail links within 350 metres of the site.

3.24 The relevant statutory processes would be followed in amending the Order.

#### **4 Policy/Budget Reference and Implications**

4.1 The recommendations in this report are within the Council's agreed policy and budgets. The purpose of the proposed changes is to increase efficiencies in the administering and enforcement of the parking enforcement service and enable the Council to meet its legal requirements to ensure the taxpayer does not subsidise the costs of parking enforcement.

#### **5 Community Safety, Public Health, Customer Services Centre and Health & Safety Implications**

5.1 None specific.

#### **6 Financial Implications**

6.1 Section 55(4) of the Road Traffic Regulation Act 1984 sets out that any deficit on the parking account must be made good out of the general fund. Where surpluses are generated, this can be used to support investment in infrastructure. The parking account is currently running at an annual deficit although it is difficult to predict the level for future years due to fluctuations in income as a result of COVID-19. In undertaking a review of parking charges it is important that the Council considers options to bring the parking into balance to ensure compliance with the [Statutory guidance for local authorities in England on civil enforcement of parking contraventions](#) (updated October 2022) that the civil enforcement of parking controls by local authorities should not be subsidised by the taxpayer.

6.2 Initial consideration of some of the permit prices and changes to eligibility set out in this report would assist with efficiencies in administering permits and enforcement but also potentially reduce the burden on the taxpayer by increasing income into the Parking Account.

6.3 In the longer term, the Council needs to consider options to generate a surplus in order to facilitate investment as set out in Section 55(4) of the Road Traffic Regulation Act 1984.

#### **7 Legal Implications**

7.1 There is a general duty for the Council to exercise its traffic order making function to secure the provision of suitable and adequate parking facilities on and off the highway.

7.2 The purpose of the proposed changes to permits is to increase efficiencies in the administering and enforcement of the parking enforcement service and enable the Council to meet its legal requirements to ensure the taxpayer does not subsidise the costs of parking enforcement.

7.3 In pursuing any changes to Traffic Regulation Orders due statutory processes will be followed.

7.4 Under Article 7, Part 2 of the Three Rivers District Council's Constitution, the Lead Member is able to make all decisions in respect of the areas of responsibility provided those decisions falls within its allocated budgets and agreed policies.

#### **8 Equal Opportunities Implications**

8.1 The permit changes recommended within the report will all be subject to an Equalities Impact Assessment prior to implementation. The Equalities Impact assessment will be monitored on an annual basis and monitored through the annual Equalities Diversity report.

## 9 Staffing Implications

- 9.1 The proposed changes would be administered and implemented by existing TRDC staff and supported by our parking enforcement service provider, Hertsmere BC.

## 10 Environmental Implications

- 10.1 The introduction of virtual permits would reduce paper use and printing, paper and postage costs. Their introduction would result in further efficiencies in the administering of the permit process.

## 11 Communications and Website Implications

- 11.1 Any changes agreed would be publicised using existing communication platforms. All necessary changes to Traffic Regulation Orders would follow the required statutory processes.

## 12 Risk and Health & Safety Implications

- 12.1 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.
- 12.2 The subject of this report is covered by the Regulatory Services 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>
Negative public reaction/perception of removal of paper permits and introduction of virtual permits	Negative PR, increased number of complaints	Ensure changes are publicised in advance, all statutory processes are followed.  Provide detailed justification for the changes	Tolerate	3-4
Reduced take up of permits as a result of removal of annual visitor permits and concessions	Negative PR, increased number of complaints, reduced income to Parking Account	Ensure changes are publicised and all statutory processes are followed, monitor permit types and numbers	Tolerate	6-8

		issued, ensure appropriate parking enforcement continues		
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12.3 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.

<b>Very Likely</b> ----- Likelihood ----- Remote	<b>Low</b> 4	<b>High</b> 8	<b>Very High</b> 12	<b>Very High</b> 16
	<b>Low</b> 3	<b>Medium</b> 6	<b>High</b> 9	<b>Very High</b> 12
	<b>Low</b> 2	<b>Low</b> 4	<b>Medium</b> 6	<b>High</b> 8
	<b>Low</b> 1	<b>Low</b> 2	<b>Low</b> 3	<b>Low</b> 4
	<b>Impact</b> ----- <b>Low</b> -----> <b>Unacceptable</b>			

**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%))

12.4 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.

**13 Recommendations**

13.1 Members agree that:

- i) Officers continue to monitor and investigate the deficit in the Parking Account, specifically around fees and charges. This is to include further work on car park usage and any implications of this. A further report is to be presented to Committee with any findings/proposals.
- ii) All permits are to be issued virtually, unless in exceptional circumstances (to be determined on a case by case basis by our parking provider, in conjunction with the Head of Service (as appropriate) and informed by an Equalities Impact Assessment (EIA). With implementation delegated to the Director of Community and Environmental Services in consultation with the Lead Member to carry out the legal processes allowing changes to the Traffic Regulation Order.
- iii) The withdrawal of the annual visitor permit and its replacement with a specific carers permit at a price of £55, with implementation delegated to the Director of Community and Environmental Services in consultation with the Lead Member (and informed by the EIA) to carry out the necessary consultation and legal processes allowing changes to the Traffic Regulation Order and the introduction of a new carers permit.
- iv) The withdrawal of the disabled blue badge concession for a residents permits and the 60+ concession for visitor scratchcards with implementation delegated to the Director of Community and Environmental Services in conjunction with the Lead Member (and informed by the EIA) to carry out the necessary consultation and legal processes allowing changes to the Traffic Regulation Order.
- v) Amendments to the Traffic Regulation Order to ensure all School Restrictions around the District are enforceable. The implementation of such including statutory processes is delegated to the Director of Community and Environmental Services in conjunction with the Lead Member.
- vi) Amendments to the Traffic Regulation Order affecting the Three Rivers House upper deck car park enabling the deletion of up to 4 parking spaces to allow air source heat pumps to be provided (subject to the proposal receiving all the appropriate permissions including planning permission). The implementation including statutory processes is delegated to the Director of Community and Environmental Services in conjunction with the Lead Member.

Report prepared by: Kimberley Rowley, Head of Regulatory Services

**Data Quality**

Data checked by:

1	Poor	
2	Sufficient	
3	High	X

**Background Papers**

**APPENDIX 1:** Appendix 1 details the parking measures agreed and implemented from 2016 with the objective of maintaining and improving the Council's parking services.

**APPENDIX 2:** Benchmarking Data (2020)

**Appendix 1: Review of Parking Services Fees and Charges 2016-2022**

Description	Date came into force	Comments
Increase in permit prices	18 April 2016	<p><u>Residents permits</u>  Increased minimally in March 2011.</p> <p>In March 2016 SDP&amp;T agreed:</p> <p>Increase in cost of first and second residents' permits  First permit increased from £44-50 to £60  From £25 to £30</p> <p>Second permits increased from £25 to £55  From £100 to £110</p> <p>The first Permit costs £60, second Permit costs £110 in Zones <b>A, A1, B, C, C1, E, BED, RG, NS, GS and NL.</b></p> <p>The first Permit costs £30, second Permit costs £55 in Zones <b>CG, D, OW, OZ and W.</b></p> <p><b>A second permit is not available</b> for Zones <b>BED</b> and <b>E.</b></p> <p><u>Annual Visitor permits</u></p> <p>Charge introduced 2011, previously free. Increased in March 2013 from £25 to £30</p> <p>Annual permits increased from £30 to £50 (March 2016 SD,P&amp;T)</p> <p>Each household is eligible for <b>one</b> visitor permit. These cost £50 each in Zones <b>A, A1, B, C, C1, D, E, BED, RG, NS, GS, NL, OW, OZ</b> and <b>W.</b></p> <p>Visitor permits are not available for Zones <b>BED, CG, E</b> and <b>RG.</b></p> <p><u>Business permits</u>  All same price when introduced in 2004 at £240.</p>

		<p>Rickmansworth permit price increased from £240 to £540 including VAT (agreed SD,P&amp;T March 2016)</p> <p>All price changes implemented from 18 April 2016.</p>
Increase in price of dispensations	1 October 2016	<p>Introduced July 2001 when TRDC took responsibility for on street parking enforcement.</p> <p>Initially a full day charge was £10 per vehicle/day, increased April 2011 to £20 per vehicle/day, £10 for half day restriction and £2 on 1 hr restriction.</p> <p>Agreed in June 2016 SPD&amp;T to increase from £20 per day to £30 with no concessions</p> <p>Price changes implemented on 1 October 2016</p>
Increase in price of DHV permits	1 October 2016	<p>Introduced in 2004 at same time as Rickmansworth CPZ. From 2008 price was £10 per permit and increased to £20 in April 2011.</p> <p>Agreed in June 2016 SPD&amp;T to increase charges to £25 for five permits and £55 thereafter</p> <p>Price changes implemented from 1 October 2016</p>
Increase in price of long-term parking tariff	14 November 2016	<p>This charge was increased in 2006 from £2.50 to £3. South Oxhey Station Approach car park was £2</p> <p>Agreed in June 2016 SPD&amp;T price increased from £3 to £4 and from £2 to £4 in South Oxhey.</p> <p>Price change implemented from 14 November 2016 following publication of Notice of Variation in press.</p>
Increase in price of suspensions	1 December 2016	<p>Agreed in November 2016 increase from £20 per day to £30 with no concessions</p> <p>Price change implemented from 1 December 2016</p>

Increase in price of annual P& D permits	16 November 2016	Originally £780 based on long stay P&D tariff of £3 per day, but this increased from 14 November 2016 to £4 per day. Members agreed at Nov 2016 SD,P&T Committee to increase to £1080 (equivalent of new P&D tariff)  Price change implemented from 16 November 2016
Introduction of charges in the Rickmansworth short term car parks	April 2018	<p style="text-align: center;">First hour     FREE</p> <p style="text-align: center;">Second hour   £1</p> <p style="text-align: center;">Third hour     £2.50</p> <p style="text-align: center;">Fourth hour    £4</p>
New season tickets in Winton Approach, Croxley Green and in the Ferry Car Park, Chorleywood		Formal season tickets have been introduced at a charge of £750 for an annual permit. These were launched in March 2020 but have not so far been taken up, reflecting overall low demand for commuter parking. Due to be relaunched in the new financial year.

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## Benchmarking (Herts District Councils) (data 2020)

Charges	Hertsmere (current)	Watford	Three Rivers	St Albans	Dacorum	Broxbourne	Stevenage	North Herts	East Herts	Welwyn & Hat
Resident Permit	1 <sup>st</sup> - £30 2 <sup>nd</sup> - £50 3 <sup>rd</sup> - £80 4 <sup>th</sup> - £110	1 <sup>st</sup> - £25 2 <sup>nd</sup> - £55	1 <sup>st</sup> - £30 2 <sup>nd</sup> - £55  1 <sup>st</sup> - £60 (all day) 2 <sup>nd</sup> - £110 (all day)	1 <sup>st</sup> - £40.33 2 <sup>nd</sup> - £140.08 3 <sup>rd</sup> - £305.63  1 <sup>st</sup> - £53.06 2 <sup>nd</sup> - £186.71 3 <sup>rd</sup> - £339.59  1 <sup>st</sup> - £20.17 2 <sup>nd</sup> - £70.04 3 <sup>rd</sup> - £152.82  1 <sup>st</sup> - £10.40 2 <sup>nd</sup> - £34.33 3 <sup>rd</sup> - £74.91	1 <sup>st</sup> - £40 2 <sup>nd</sup> - £60 3 <sup>rd</sup> - £80	No CPZ's	1 <sup>st</sup> - £56 2 <sup>nd</sup> - £82 3 <sup>rd</sup> - £108 4 <sup>th</sup> - £134	12mths - £84 6mths - £42	Unable to find prices on their website.	1 <sup>st</sup> - £25 2 <sup>nd</sup> - £46 3 <sup>rd</sup> - £66.50
Motor cycle Permit	Treated as a resident permit.	£25	£13-25 depending on zone	N/A	£20	N/A	N/A	Free	"	N/A
Change of vehicle	£15	First Free subsequent £7	£15	£10.40	N/A	N/A	£10	Free	"	£5.20
Annual Visitor	£50	N/A	£50	N/A	N/A	N/A	N/A	12mths - £84 6mths - £42	"	N/A
Visitor Permits (Vouchers)	Books of 20 - £10	Via Ringo: Per hour – 11p Per day – 90p Per week - £4.50	Books of 10 - £12	Books of 10 - £13.00	£5 for 25 sessions 1 week - £4	N/A	Books of 20 - £15	Books of 10 - £12	"	Books of 20 - £10.40

Business Permit/Local Worker	3 mths - £140 6 mths - £268 12mths - £467	12 mths - £300 6 mths - £150	12mths - £540 6mths - £200  12mths - £200 6mths - £100	N/A	12mths - £300	3 mths - £150 6 mths - £280 12mths - £480	N/A	N/A		3mth £285 Standard. 3mth £255 local worker/Residents
Commuter Permit/Season Ticket/LSVP	3 mths - £140 6 mths - £268 12mths - £467	N/A	12mths - £750 6mths - £375	Ind.Site: Annual - £790 Qtrl - £220 Mthly - £80  Multi Site: Annual - £900 Qtrl - £247 Mthly - £90  Multi Storey: Annual - £920 Qtrl - £260 Mthly - £100	N/A	13wks - £270 12mths - £720	Different options depending on car park:  Monthly £89 £160 (Train Station) £46	1 mth - £82 3 mths - £203 6 mths - £376 12mths - £697		N/A
Replacement Permit	£15	N/A	£15	£10.40	N/A	£10	N/A	Free	Unknown	£5.20
Parking Dispensation (per vehicle)	Per day - £5 Per week - £15	Per day - £20	Per day - £30	£5.30 per day	1 day - £25 2 day - £50 3 day - £75 4 day - £100 5 day - £125 6 day - £150 for each day after 6 <sup>th</sup> day - £25	N/A	Per vehicle per day - £25	7 days - £25	7 days - £25	£15 for any period
Parking Suspension	Per space/day - £10	Per day - £20	Per day - £30	Res/Vis Bays per	Per day - £25	N/A	Up to 5 parking bays	N/A	Unknown	Unknown

(per bay unless otherwise stated)				day - £18.04 P & D Bays per day - £25.69 Shared Bays - £21.85			per week - £200			
DHV (Doctors & Health Vis Permits)	£30 Called a special permit organisation visiting and providing essential services to residents.	1 <sup>st</sup> 5 - £25 each Thereafter - £55 each	1 <sup>st</sup> 5 - £25 each Thereafter - £55 each	12 mths - £20.40	£40	N/A	Free	Free	Unknown	Unknown
Special Permit (for families living for a resident)	N/A	Free	Special permits issued in various circumstances	N/A	1 <sup>st</sup> - £40 2 <sup>nd</sup> - £60 3 <sup>rd</sup> - £80	N/A	Free	N/A	Unknown	Unknown
School Parking Permit	£15									
Car Park Charges	1 hr - £1.00 1- 2hrs - £2.00 2- 3 hrs - £3.00 3-4 hrs - £4.00 4- 5hrs - £5.00 Over 5hrs - £6.50  1 hr - Free 1- 2hrs - £2.00 2- 3 hrs - £3.00 3-4 hrs - £4.00 4- 5hrs - £5.00 Over 5hrs - £6.50  1- 2hrs - Free	1 hr – 80p 2 hr - £1.60 3 hr - £2.40 4hr - £3.20 All Day - £5.50	1 hr – Free 2 hr - £1.00 3 hr - £2.50 4hr - £4.00 All day - £4	30 mins – 70p 1 hr – £1.30 2 hr - £2.90 3 hr - £3.30 4hr - £4.40 6hr - £5.40 24hr - £10.90 All day Sundays - £1.00 1 week - £31.90	Various tariffs: 30min – Free 2 hrs – 80p - £1.80 3 hrs – 80p - £2.20 4 hrs - £1.70 - £4.00	1 hr – £1.10 2 hr - £2.00 3 hr - £2.80 4hr - £3.80 All Day - £5.50	30 mins – 70p 1 hr – £1.80 2 hr - £2.70 3 hr - £3.50 4hr - £4.50 5hr - £6.00 All day - £10.90	3 hrs - £1.10 Over 3hrs - £1.60  1hr - £1.10 2hr - £2.20 3hr - £3.00 Over 3hrs - £5.00  1hr - £1.30 2hr - £2.40 3hr - £4.00 4hr - £5.50	30 min - Free 1 hour - 80p hours - £1.60 hours - £2.20 hours - £2.90 hours - £3.60 All day - £4.40	30min – Free 2 hrs - £1.50 3 hrs - £2.50 Over 4 hrs - £6.50  Sundays: 30 mins – free All day - £1.00

	2- 3 hrs - £3.00 3 -4 hrs - £4.00 4 - 5hrs - £5.00 Over 5hrs - £6.50							30mins – 50p 1 hr – 60p 2 hr - £1.40 3hr - £2.10 4 hr - £4.20		
Chargeable Days	Mon – Sat.	7 days per week	Mon – Sat.	Mon – Sat.	7 days per week	Some 7 days Some Mon – Sat.	Mon – Sat.	Mon – Sat.	Mon – Sat.	7 days per week

## INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE - 17 JANUARY 2023

### PART I - DELEGATED

#### 6. THREE RIVERS CYCLING & WALKING STRATEGY (SCHEME DEVELOPMENT PROGRAMME, 2023-24) AND THREE RIVERS PARKING MANAGEMENT PROGRAMME (2023/24) (DCES)

##### 1 Summary

1.1 This report requests that the committee agrees the current work programmes of schemes to deliver cycling and walking improvements and Parking Management improvements in the Three Rivers District. Both programmes are promoted by the District Council working with its partners.

1.2 Both programmes are set biennially but the Cycling and Walking Programme has not been updated since 2021, awaiting development of the overlapping Local Cycling and Walking Infrastructure Plan which was completed in draft in September 2022 and has been agreed for consultation. Equally the delivery timeframes for the Parking Management Programme (2021-23) were rescheduled due to unplanned additional work during the pandemic and unexpected staffing reductions throughout the programme period. This report therefore recommends that both programmes be extended to 2024 subject to the necessary staffing resource being maintained. There are no new proposals added to these programmes to those already agreed.

##### 2 Details

###### Cycling and Walking Programme

2.1 The District Council promotes walking and cycling through its Cycling Strategy (which has developed organically since 2008 with latest additions in 2013 and 2015) by developing improvements to local cycling and walking infrastructure.

2.2 The strategy includes supporting initiatives to enable and encourage local people to walk and cycle (typically through travel planning and training, such as through the new Leavesden Cycle Hub). The Strategy targets three overall objectives:

- Maximise the use of cycles as a mode of transport, in order to reduce reliance on the use of private cars;
- Develop a cycle network which is safe, convenient, attractive and efficient, and so encouraging and enabling cycling;
- Ensure that the needs of cyclists are represented in transport, land use, health, education, leisure and environmental proposals.

2.3 The Strategy is intended to promote cycling as a fun, healthy, reliable, cheap and adaptable form of transport, available to almost everyone; and to support the County Council in improving the walkability of every settlement in the District.

2.4 The District Cycling Strategy aims to develop a network of cycle routes improved for both cycling and walking. Each individual link in these routes is considered in terms of ease and safety of cycling; and improvements are made where feasible. The Council formally endorsed the South West Hertfordshire Cycling Study (2013) which forms part of the Local Transport Plan, and the Integrated Transport Strategy (2008)

which forms part of local Planning Policy. The District Council often works with the County Council to deliver schemes proposed by the Study, many of which were proposed earlier by the District Council.

- 2.5 Typical improvements include legal improvements along with better path surfaces, new dropped kerbs, lighting, drainage, directional signage and the widening of paths where feasible, to reduce conflict between cyclists and other road users. Most schemes primarily involve improvements to path design but some also include creating new routes or changing the legal status of paths to prioritise cycle access.
- 2.6 The 2019 Programme (although largely deferred due to the LCWIP development) has produced several successful improvements to the local cycling network (which can be viewed at [www.threerivers.gov.uk/cycling](http://www.threerivers.gov.uk/cycling)) as shown at Appendix A.
- 2.7 These improvements include the delivery of new cycle parking, improved surfaces and legal improvements to allow cyclists to access hitherto inaccessible paths designated only for walking; as well as securing various consents and funding towards other paths in development.
- 2.8 The wider, newly surfaced Grand Union Canal towpath has been developed northward from Rickmansworth in phases and the final 500 metre section will be completed in Spring 2023 providing a key traffic-free level path connecting many of the settlements in the District from Rickmansworth and Croxley Green to Watford, Hunton Bridge, Kings Langley and on to Hemel Hempstead (details here [www.threerivers.gov.uk/cycling#guct](http://www.threerivers.gov.uk/cycling#guct))
- 2.9 Other schemes include the new surfacing of the key Ebury Way and the planned upgrade to enable cycling on Caravan Lane, Rickmansworth, both expected by March 2023.

### **Parking Management Programme**

- 2.10 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.
- 2.11 This report reviews the success of the programme to January 2023 (see Appendix A and sections 2.8 to 2.10). It does not propose any additions to the programme.
- 2.12 Every programmed scheme has been progressed through some of the five stages and some have been completed and introduced, notably the Croxley Green (Permit Parking) scheme which launched on the 31 March 2021 and which has since been reviewed (with very positive feedback from people in many streets and with no significant amount of dissatisfaction).
- 2.13 Other schemes nearly concluded include the next 'Area-wide' scheme programmed for investigation, Rickmansworth West, which received committee approval for the final stage to advertise orders and implement in October 2022; and a set of 'locally important' schemes across the District which are shortly to be advertised for the last time before being introduced. The most recently programmed Area-wide scheme (which addressed requests from within and around every Permit Parking Zone in Chorleywood) has recently been through the second stage of consultation on a preliminary design for extensions to some Zones.

## **3 Options and Reasons for Recommendations**

### ***Parking Management***

- 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. 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.

### ***Cycling and Walking***

- 3.2 The proposed programme will enable the effective control and progression of the Cycling and Walking Programme, focussing on deliverable local schemes in the expectation that more strategic schemes will be programmed following adoption of the LCWIP. The recommended schemes that are under investigation as set out in Appendix A comprise a selection of deliverable improvements to the proposed Three Rivers strategic cycling and walking network (current proposed network maps are published at the link below).
- 3.3 These proposals will contribute to the completion of safer, more attractive routes for all people to cycle and walk. Each route connects two or more key destinations including local settlements, schools and educational sites, employment areas and community facilities. Other proposals facilitate cycling by providing the infrastructure to support bike storage, training, wayfinding, repair and information, as publicised here [www.threerivers.gov.uk/cycling](http://www.threerivers.gov.uk/cycling).

## **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 The recommendations in this report are within the Council's agreed policy and budgets. The relevant policies are the operational Parking Management Strategy agreed and updated from November 2014 and the Cycling Strategy (2008) (as amended by the 2009 Cycle Parking Strategy, the 2013 Study and the 2015 update (the Cycling and Integrated Transport Strategy).

## **5 Communications & Website Implications**

- 5.1 The scheme development process involves informal consultation with the public, local businesses and local interest groups. This is typically carried out using a range of questionnaires and publications that are published online or on paper as appropriate. Consultations published online will be accessible from the websites both of the District Council and of the Council's sustainable travel strategic programmes ([www.threerivers.gov.uk/sustainabletravel](http://www.threerivers.gov.uk/sustainabletravel)). These mechanisms will also be used to promote any schemes that are developed for the strategy.

5.2 Scheme marketing and promotion is important to the success of the strategy as routes will not be used until potential cyclists are made aware of them and encouraged to use them for everyday travel. Officers recommend that an element of the funding allocated to each scheme should be used in marketing and promotion. It is important, for example, that a launch event is held for each scheme. These events should be publicised as widely as possible, followed by promotional activities over the next year following the completion of each scheme, such as promoted rides, publication of leaflets and community engagement to highlight the improved routes.

**6 Financial Implications**

6.1 Regular capital budgets are allocated specifically for these types of schemes and the programmes will be managed within the agreed allocation.

6.2 Meaningful expenditure estimates can be produced for any particular parking scheme once the relevant Traffic Order has been agreed following the statutory process, which sets out the extent and scope of the scheme. Local Authorities cannot lawfully prejudge the outcome of this process.

6.3 Very outline estimates are provided for Cycling and Walking schemes at Appendix A; the quality of these can be improved once detailed design and consents are agreed. External funding is sought for most schemes, particularly as most are delivered jointly with external partners.

**7 Legal Implications**

7.1 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.

7.2 Most schemes require formal consultation of the public under the traffic order-making regulations of the Road Traffic Regulation Act 1984 or under the Highways Act 1980 and associated legislation. In addition to this, it is intended that the occupiers of any property affected by any proposals will be directly informed.

7.3 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.

7.4 Where legal powers are required to enter into agreements for specific consents (for example to create new rights of way to enable cycling), these will be the subject of specific decisions taken by the relevant authority (using the example above, this would entail a report to the Planning Committee for consent to make a legal Order).

**8 Equal Opportunities Implications**

8.1 Relevance Test

Has a relevance test been completed for Equality Impact?	No (no proposed change to service)
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## **9 Staffing Implications**

- 9.1 Schemes are developed by the Transport and Parking Policy team within Regulatory Services with support from external contractors where necessary. Where staffing resource affects delivery timescales, projects timescales are revised in line with available resources. Cycling and Walking schemes could be at risk depending on how complex the scheme development is, taking account of the reported needs for additional staffing that have already affected delivery timescales for these existing programmed schemes.

## **10 Environmental Implications**

- 10.1 The programmes are intended to support the Council's framework objectives to promote sustainable travel and to manage parking. The impact of schemes on the local built environment and street scene will be considered as part of individual schemes.

## **11 Community Safety Implications**

- 11.1 All schemes are designed to take account of safety implications. For example, where appropriate the police will be consulted and where necessary road safety audits will be carried out.

## **12 Public Health implications**

- 12.1 As detailed above, cycling and walking as forms of active travel and recreational exercise contribute towards general public health and is enabled and encouraged by these recommendations. There are no identified implications for the management of parking.

## **13 Customer Services Centre Implications**

- 13.1 The scheme development process involves informal consultation with the public, local businesses and local interest groups. This is typically carried out using a range of questionnaires and publications that are published online or on paper as appropriate. Consultations published online will be accessible from the websites both of the District Council and of the Council's sustainable travel strategic programmes ([www.threerivers.gov.uk/sustainabletravel](http://www.threerivers.gov.uk/sustainabletravel)). These mechanisms will also be used to promote any schemes that are developed for the strategy.

## **14 Communications and Website Implications**

- 14.1 The scheme development process involves informal consultation with the public, local businesses and local interest groups. This is typically carried out using a range of questionnaires and publications that are published online or on paper as appropriate. Consultations published online are accessible from the website, [www.threerivers.gov.uk/parkingconsultations](http://www.threerivers.gov.uk/parkingconsultations). These mechanisms will also be used to promote any schemes that are developed for the strategy.
- 14.2 Scheme marketing and promotion is important to the success of the strategy as routes will not be used until potential cyclists are made aware of them and encouraged to use them for everyday travel. Officers recommend that an element of the funding allocated to each scheme should be used in marketing and promotion. It is important, for example, that a launch event is held for each scheme. These events should be publicised as widely as possible, followed by promotional activities over

the next year following the completion of each scheme, such as promoted rides, publication of leaflets and community engagement to highlight the improved routes.

## 15 Risk and Health & Safety Implications

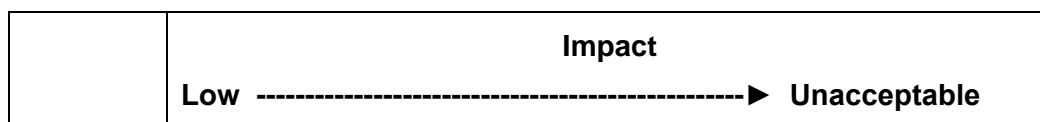
- 15.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.
- 15.2 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).

<b>Nature of Risk</b>	<b>Consequence</b>	<b>Suggested Control Measures</b>	<b>Response</b> <i>(tolerate, treat terminate, transfer)</i>	<b>Risk Rating</b> <i>(combination of likelihood and impact)</i>
The Parking Management 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 issues within the district.	Threats to local quality of life, environmental quality reduction, negative publicity.	Relevant and appropriate project management processes used.	Tolerate.	3
The Cycling and Walking programme may not be completed in full, due to the consultative nature of the	Threats to local quality of life, environmental quality reduction, negative publicity.	Relevant and appropriate project management processes used.	Tolerate.	3

legal process for introducing legal changes to paths and to limited resources within the council.				
Due to the nature of proposed Cycling and Walking schemes that often rely on partnership working, lack of partners could lead to limited resources or legal powers being available to ensure that schemes would be built.	Threats to local quality of life, environmental quality reduction, negative publicity.	Relevant and appropriate project management processes used.	Tolerate.	3
Lack of staff; unable to recruit to TPP posts. This is an acknowledged Council wide risk – inability to recruit to key posts.	Inability to deliver agreed programmes to time and/or expected specification.	Programmes will (as historically) be reprioritised to meet staffing availability.	Tolerate.	3

15.3 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.

<b>Very Likely</b> Remote ↓ <b>Likelihood</b>	<b>Low</b> 4	<b>High</b> 8	<b>Very High</b> 12	<b>Very High</b> 16
	<b>Low</b> 3	<b>Medium</b> 6	<b>High</b> 9	<b>Very High</b> 12
	<b>Low</b> 2	<b>Low</b> 4	<b>Medium</b> 6	<b>High</b> 8
	<b>Low</b> 1	<b>Low</b> 2	<b>Low</b> 3	<b>Low</b> 4



**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%))

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

**16 Recommendation**

16.1 That: The Committee agrees that officers continue to develop the proposals set out as the extended work programmes at Appendices A and B; and delegates all decisions on the development of, expenditure on, and any additions to this work programme to the Director of Community and Environmental Services in consultation with the Lead Member for Economic Development and relevant Ward Councillors whose Wards are directly affected by proposals.

Report prepared by: Peter Simons, Senior Transport Planner, Regulatory Services

**Data Quality**

Data sources: None

**Background Papers**

- [www.threerivers.gov.uk/sustainabletravel](http://www.threerivers.gov.uk/sustainabletravel)
- [www.threerivers.gov.uk/cycling](http://www.threerivers.gov.uk/cycling)
- [www.threerivers.gov.uk/parkingconsultations](http://www.threerivers.gov.uk/parkingconsultations)

**APPENDICES / ATTACHMENTS**

- Appendix A - TRDC Parking Management Programme 2021-23 (updated Jan 2023)
- Appendix B - TRDC Cycling Strategy Programme 2019-21 (updated Jan 2023)

TRDC Parking Management Programme 2021-23 (updated Jan 2023)

Ref	Scheme	Current status
16-2	Rickmansworth West	Stage 4 - Final Detailed design publication in prep ahead of imminent Traffic Order advertisement.
21-3	Sandy Lodge Way, Northwood	Stage 2 - Expected withdrawal now superseded by extension to initial survey. Initially reprogrammed following delegated liaison.
21-4	Langleybury Lane, Abbots Langley	Stage 1 (Initial survey) complete (specific to school); reprogrammed and report on hold contingent on HCC feedback on significant adjacent development.
21-5	Harefield Road Area, Rickmansworth	Stage 1 (Initial survey) complete; awaits Stage 2 (Preliminary design survey). Initially reprogrammed following delegated liaison.
21-6	Locally important schemes at: Lemonfield Drive area, Leavesden High Street, Bedmond Oxhey Drive, South Oxhey The Green, Croxley Green Potential earlier introduction of restrictions on High Elms Lane Parsonage CI turning head Ebury Rd (subject to approval considering comments) Skidmore Way Talbot Road, Rickmansworth	Stage 4 - Final Detailed design publication in prep ahead of imminent Traffic Order advertisement.  Some elements reprogrammed (e.g. Gosforth Lane, Talbot Road) following requests for extended consultation and need for consents, respectively.  Two sites removed (Astons Road, Moor Park and Hazelbury Ave, Abbots Langley) following negative results of initial survey.
21-2	Primrose Hill, Kings Langley	Stage 2 (Preliminary design consultation) complete, at analysis.
21-8	Croxley Green PPZ Review Post-implementation scheme review	Stage 2 (Preliminary design consultation) - Report waiting responses from all LWCs, contingent on Member/Director agreement to proceed
21-7	Croxley Green study supplementary scheme	Stage 2 (Preliminary design consultation) - Deferred pending Review (21-8) outcomes (avoid conflict/confusion)
21-1	Chorleywood Area-wide review	Stage 2A (Preliminary design) consultation on extensions published (close Jan 2023) with plans for improvements to existing PPZs in development.
14-5	High Elms Lane	Stage 2B (Detailed design): Waiting updated report from contractor prior to agreement. Next step - Stage 3 NoP (subject to agreement) to follow and is combined with 21-6)

## TRDC Cycling &amp; Walking Strategy: 2023-24 Programme

Location (Scheme ref)	Indicative priority	Route / Programme	Potential Partners	Scheme, Issues and Opportunities	Scheme status	Indicative outline costs
Gallows Hill/Lauderdale Rd, Abbots Langley (TRDC5)	3	Abbots Langley	HCC Highways	Permeability scheme - reduce length of alternative route by making cyclist exemption to 'Point no entry'.	Progress contingent on updated HCC Agency agreement, which is not yet complete.	£2,500
Attenboroughs Fields, Bushey (H3)	1	Carpenders Park - Bushey	HBC, HCC (Estates)	Opportunity to connect missing link to provide full off road route to connect South Oxhey with (and specifically Bushey Academy). Carpenders Park with Bushey.	Investigation complete; no further action at this time due to lack of consents - land owner negotiations complete with owner currently not in support. Future support gained from HBC, local groups and HCC PRoW team.	Not known
High Elms Lane – Woodside Road to current shared path, Leavesden (TR21)	1	Abbots Langley to Garston Schools	HCC Highways	Opportunity to provide missing link between Garston Schools cluster and the A405 North Orbital Road cycle way to the existing cycle network in Abbots Langley. Involves possible widening footway, shared crossing and signage.	Was kept on hold awaiting completion of TRDC parking scheme now at detailed design stage with HCC support from Preliminary stage.  Parking scheme successfully adapted to deliver wider footway meeting current standards to accommodate cycling while road speeds are reduced using physical measures; while maintaining or exceed current parking provision (subject to land-take agreed in principle), a key objective of the parking scheme.	Part of major highway scheme

Leavesden Country Park, Abbots Langley	1	Abbots Langley to Garston Schools	TRDC Landscapes	Designated cycle path from Langley Lane to Woodside Road (widened following route designation in 2008/9)  Scheme will assess signage, storage, lighting & accesses. Works may require separate committee approvals.	New complete solar lighting delivered and northern path quality assessment complete, with new signage expected shortly to highlight shared path.  Further works planned towards Garston schools cluster (High Elms Lane area) to link with agreed and expected future crossings of existing busy roads.	£50,000
Caravan Lane (Footpath 30), Rickmansworth (TRDC7)	1	Rick'th to Croxley Green	HCC PRoW	Upgrade public footpath, surfacing, signage and access improvements.  Good off-road link to avoid Park Road/High St. roundabout and Scots Hill, linked to All Saints Lane / Lavrock Lane	New path now connected with Three Rivers House to Northway contraflow route via wheeling channel at The Cloisters.  Legal upgrade progressed by TRDC in progress (Jan 2023) to connect path with High Street.	£3,000
Mill End cycle route minor updates	1	Rick'th	HCC Highways	Improvements to existing cycle route to improve access to the new school on roads avoiding the A412 Uxbridge Road, resulting from new HCC cycling infrastructure improvements being built November 2018, to make route more accessible.	Planned minor changes to fence lines, barriers, dropped kerbs and some signing to regularise existing route delivered in 2009.  Route contingent on Property team works to modify land licence on Springwell Ave, to enable narrow corridor to be widened.	£5,000

Location (Scheme ref)	Indicative priority	Route / Program -me	Potential Partners	Scheme, Issues and Opportunities	Scheme status	Indicative outline costs
Link from A412 to Riverside Drive via Aquadrome, Rickmansworth (TR18)	1	Rick'worth h	TRDC Landscapes	Provision of an off-road route to avoid busy A412 between Mill End and the Ebury Way (National Cycle Route 6) via the Aquadrome. Involves FP065 to for which a diversion is currently in progress; HCC s106 designated and HS2 proposal planned.	Investigation complete; land owner negotiation completed in Summer 2018 with agreement in principle from land owner to proceed. Scheme being designed in consultation with HCC Rights of Way unit due to need for significant bridge works; TRDC has progressed the upgrade of footpath to bridleway using an unusual legal mechanism.	£15,000
District-wide Cycle Parking (TR15)	2	Cycle parking	HCC Highways	Increase cycle parking in busy centres and at Rail Stations – Cycle Parking Strategy (2009) to be delivered at Kings Langley, Croxley Green, Chorleywood, Rickmansworth	Investigations into parking at four stations (Croxley, Rickmansworth, Chorleywood and Carpenders Park) with hub parking delivered by TRDC at Rickmansworth Station and another developed in Croxley Green on LU land following TRDC funding commitment.  All stations are now addressed and 2009 Strategy effectively delivered, with confirmation of adequate parking at every station including Chorleywood, Kings Langley and Carpenders Park.	Various
Cycle Hubs and Bike share (TR15)	1	District-wide Mobi-hubs	None	Enable and encourage people to start, re-start or improve their cycling through training in cycling skills and cycle repair to build confidence and ability to cycle.	Ongoing development of further bike hub proposals at sites identified by the Integrated Transport Strategy (2008), strongly linked with scheme TR15 above which provides larger-scale cycle parking at hubs.	Various
Abbots Langley - Bedmond connection	1	Abbots Langley -	HCC Highways	NEW ITEM - Route changed from East Lane (which was not	Alternative route to be investigated by TRDC/HCC using Bedmond Road (led by	Not known

(TRDC2)		Bedmond		considered feasible due to drainage and gradient).	TRDC, not currently on HCC work programme).	
Ebury Way (TRDC6)	2	Strategic Routes		General upgrade, legal and surface. HCC/WBC 'Gap scheme' - not feasible. Alternative scheme started to improve Rickmansworth end of route in response to complaints and surveys.	Works to provide effective rural surface from Rickmansworth end of route (section owned by TRDC, from Chess Basin to Moor Lane Crossing) starting Jan 2023.	£65,000
Grand Union Canal extension (Phase 5) - Railway Terrace to Red Lion Lane (TRDC4)	2	Strategic Routes	HCC, ALPC	Extension of improved traffic-free towpath route towards Nash Mills and Hemel Hempstead, as far as District Boundary. Towpath owned by CRT and partly shared with Dacorum BC.	5.5 miles complete northwards of Rickmansworth; 480 metres remains at north end leading to Dacorum (Nash Mills, at Red Lion Lane). CRT, DBC, HCC are partners in agreed final stage currently in delivery and expected complete by March 2023.	£188,000 (CIL)

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## INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE - 17 JANUARY 2023

### PART I – DELEGATED

#### 8. WORK PROGRAMME (CED)

##### Summary

1.1 To review and make necessary changes to the Committee's work programme.

#### 2. Details

2.1 The Committee's work programme is attached as Appendix 1 to this report.

2.2 All the items agreed by the Committee will be included in the work programme.

2.3 The work programme is presented for consideration to enable the Committee to make any changes it feels necessary, and to provide Members with updated information on future meetings.

#### 3. Policy/Budget Implications

3.1 The recommendations in this report are within the Council's agreed policy and budgets.

#### 4. Financial, Legal, Staffing, Environmental, Community Safety, Customer Services Centre, Website and Risk Management Implications

4.1 Nonspecific to this report.

#### 5. Recommendation

5.1 That the Committee notes the items included in the work programme, subject to any amendments agreed at the meeting.

Report prepared by Sarah Haythorpe, Principal Committee Manager

#### APPENDICES / ATTACHMENTS

Appendix 1 – Infrastructure, Housing and Economic Development Committee's  
Work Programme

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**INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE**

**WORK PROGRAMME**

<b>No.</b>	<b>Item to be considered</b>	<b>Date of Next Meeting</b>	<b>Purpose of the Report</b>	<b>How the work will be done</b>	<b>Responsible Officer</b>	<b>Outcome Expected</b>
Regulatory Services						
1.	Parking Management Policies	January 2025	To receive the parking infrastructure plan (including a policy review on the provision of advisory Disabled Persons' Parking Bays)	Written report	Senior Transport Planner	To consider any recommendations
2.	Parking Management Programme Update	January 2025	It was agreed that this would be provided on a two yearly update.	Written Report	Senior Transport Planner	To consider any recommendations.
3.	Final Service Plan: Regulatory Services 2023-26	21 March 2023	Final Service Plan 2023-26	Written report	Head of Regulatory Services	To recommend to Council.
4.	Budget Monitoring Period 10	21 March 2023	Present financial position	Written Report from Policy and Resources	Finance Business Partner	To note action taken.
5.	TR Cycling and Walking Strategy – report following public consultation	21 March 2023	Strategy being prepared in partnership with HCC and WBC	Written report	Senior Transport Planner	To consider any recommendations
6.	Rickmansworth High Street closure	21 March 2023	To receive a report	Written report	Head of Regulatory Services	To consider any recommendations.

**INFRASTRUCTURE, HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE**

**WORK PROGRAMME**

<b>No.</b>	<b>Item to be considered</b>	<b>Date of Next Meeting</b>	<b>Purpose of the Report</b>	<b>How the work will be done</b>	<b>Responsible Officer</b>	<b>Outcome Expected</b>
7.	Budget Monitoring Quarter 2 – Period 6	November 2023	Present financial position	Written Report from Policy and Resources	Finance Business Partner	To note action taken.
8.	Draft Service Plan 2024-27: Regulatory Services (with regard to parking, better buses)	November 2023	Draft Service Plan 2024-27	Written report	Head of Regulatory Services	To consider draft service plan 2024-27
9.	Local walking and cycling infrastructure plan	Future meeting - tbc	To received details following the public consultation on local walking and cycling infrastructure plan	Written report	Head of Regulatory Services	To consider the plan following public consultation
10.	Cycling and Walking Scheme Development Programme	July 2024	Two yearly update to be provided following adoption of Strategy at item 1.	Written Report	Senior Transport Planner	The strategy is now programmed after December and is a one-off event.  The programme returns every two years, as of Nov 2019 - currently suspended pending approval of emerging strategy.
Planning Policy and Conservation						

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1.	Reports on Conservation Appraisals	The Rickmansworth Conservation Area report deferred to 2022/23 and Cedars Estate report deferred to 2022/23 due to the priority work on the Local Plan  Agreed to be added at November meeting Bedmond Village	Update on conservation area appraisal.	Written report.	Senior Planning Officer	Pushed back to a later date due to Local Plans work taking priority.
2.	Final Service Plan: Planning Policy and Conservation 2024-27 (excluding Local Plan)	21 March 2023	Final Service Plan 2023-26	Written report	Head of Planning Policy and Conservation	To recommend to Council.
3.	Budget Monitoring Period 10	21 March 2023	Present financial position	Written Report from Policy and Resources	Finance Business Partner	To note action taken.
4.	Budget Monitoring Quarter 2 – Period 6	November 2023	Present financial position	Written Report from Policy and Resources	Finance Business Partner	To note action taken.

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5.	Draft Service Plan 2024-27: Planning Policy and Conservation (excluding Local Plan)	November 2023	Draft Service Plan 2024-27	Written report	Head of Planning Policy and Conservation	To consider draft service plan 2024-27
Housing Services						
1	Budget Monitoring Period 10	21 March 2023	Present financial position	Written Report from Policy and Resources	Finance Business Partner	To note action taken.
2	Final Service Plan 2023-26: Housing	21 March 2023	Final Service Plan 2023-26	Written report	Strategic Housing Manager	To recommend to Council.
3	Budget Monitoring Quarter 2 – Period 6	November 2023	Present financial position	Written Report from Policy and Resources	Finance Business Partner	To note action taken.
4	Draft Service Plan 2024-27: Housing Services	November 2023	Draft Service Plan 2024-27	Written report	Strategic Housing Manager	To consider draft service plan 2024-27