

## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

### **\*PART 1 PUBLIC DOCUMENT**

#### **THE NORTH HERTFORDSHIRE DISTRICT COUNCIL (STANDHILL ROAD, HITCHIN) (PARKING PLACES) ORDER 2022**

**SERVICE DIRECTORATE:** Regulatory

#### **1. DECISION TAKEN**

- 1.1 That the Service Director: Regulatory through his delegated powers under Section 14.6.10(b) (x) of the Council Constitution grants approval in accordance with Part III, s16 of the Local Authorities' Traffic Orders (Procedure) Regulations 1996 (LATO Regs for The North Hertfordshire District Council (Standhill Road, Hitchin) (Parking Places) Order 2022 as specified in the First Schedule of this Order, as advertised on the 10<sup>th</sup> March 2022  
(Copy of draft Order is attached at Appendix A).
- 1.2 That the Service Director: Legal and Community be asked to seal the Restriction of Waiting Order as outlined in paragraph 1.1.
- 1.3 That the Technical Projects Officer:
- i) Publish the requisite notice as required under Part III, s17 of the LATO Regs.
  - ii) Arrange for appropriate traffic signs to be installed as required under Part III, s18 of the LATO Regs

#### **2. DECISION TAKER**

Ian Fullstone Service Director Regulatory

#### **3. DATE DECISION TAKEN:**

28<sup>th</sup> September 2022

#### **4. REASON FOR DECISION**

- 4 1 To proceed with the formal creation and subsequent publishing of the above Traffic Regulation Order (TRO) to increase permit parking spaces whilst still retaining limited waiting parking for town centre visitors

## **5. ALTERNATIVE OPTIONS CONSIDERED**

- 5 1 The other option is to do nothing and allow for unrestricted parking for anyone in this length of highway

## **6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)**

- 6 1 It is a statutory requirement under Part II Section 6 of the LATO Regs to formally consult on a permanent Traffic Regulation Order. This includes the following consultees: local fire and ambulance service; local police, Hertfordshire County Council as the Highway Authority, the Road Haulage Association, local residents, likely to be affected by any provision in the Order. This period of consultation was undertaken from 15<sup>th</sup> March to 14<sup>th</sup> April 2022
- 6 2 In accordance with Part II, Section 7 of the LATO Regs a 'Notice of Proposal's' containing the particulars of the proposed waiting restriction in the draft TRO was published in the local newspaper, The Comet, on 10<sup>th</sup> March 2022 and site notices were displayed in Standhill Road adjacent to the parking bays affected by the Order.
- 6.3 Copies of the published draft Order, together with the plan, Notice of Proposals and Statement of Reasons were made available to view during normal office hours (by appointment only) at the Council Offices in Gernon Road, Letchworth and on the Council's website.
- 6.4 In order to ensure the smooth implementation of the proposed parking amendment, and to gauge the level of response to the proposal, a pre-consultation exercise was undertaken June 2021. Those consulted were as stated in section 6.1.
- 6.5 The Local Ward Members, the relevant County Councillor for the area, the previous and current Executive Member and Deputy who have transport in their portfolio have been consulted on the proposals and kept informed on progress during the process.
- 6.6 See section 8 below summarising the outcomes of the pre-consultation and statutory consultation exercises.

## **7. FORWARD PLAN**

- 7 1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

## **8. RELEVANT CONSIDERATIONS**

- 8.1 The proposal is to introduce a dual bay situation where Permit Holders could use their permits/visitors permits in order to park closer to their homes. It also allows for visitors to park for free for a period up to 2 hours with no return in 4 hours Monday to Saturdays between 8am and 6pm except for Permit Holders Zone G. No restriction is to be placed on Sundays. The bay is situated on Standhill Road and is south west of its junction with Sandy Grove.
- 8.2 At present there is No Restriction placed on this length of 27 metres of highway. This results in vehicles being able to park for long lengths of time close to the town centre.
- 8.3 As part of the pre-consultation, letters advising of the proposal were hand delivered to all the residents of Sandy Grove, Standhill Road and Taylors Hill. Whilst Sandy Grove and Standhill Road residents are not eligible for permits, the three residents of Taylors Hill are. The consultation was commenced due to enquiries from the residents of Taylors Hill who were finding it difficult to assist tradesmen parking close to their properties in order to carry out works. The list of eligibility for permits extends further north towards Queen Street and Hollow Lane. These properties were not consulted as it is assumed that residents would not park in Standhill Road due to its further remote location and instead would park closer to their homes. The addition of Permit Parking in Standhill Road will have no effect on the current Zone eligibility. Email consultation was undertaken with the statutory bodies.
- 8.4 Following discussion with the former Executive Member for Enterprise, the Arts & Transport and Deputy, it was agreed to proceed with the formal consultation on the draft TRO. The revised Order was drafted and published on 10<sup>th</sup> March 2022 in accordance with the LATO Regs. (See paragraphs 6.1 to 6.3 above).
- 8.5 No objections or comments were received by the end of the statutory consultation period, i.e. by 14<sup>th</sup> April 2022.
- 8.6 Given that no objections or comments were received to the statutory consultation on the draft TRO and having notified the current Executive Member and Deputy for Planning and Transport, it is the officer recommendation to the Service Director: Regulatory, that the proposed North Hertfordshire District Council (Standhill Road) (Parking Places) Order 2022 is published as stated in paragraph 1.1 above.

## **9. LEGAL IMPLICATIONS**

- 9.1 Under the Responsibilities for Functions-Summary Paragraph 14.2.1 of the Constitution states that decisions about non-executive functions may be delegated by the Council to an Officer
- 9.2 Section 14.6.2(d) of the Constitution provides that: *'Before taking a decision under delegated powers which may be controversial or politically sensitive the officer shall notify the relevant Cabinet Executive Member Delegated decisions must be taken, recorded and published in accordance with the Council's Guidance 28 (or any policy) on the statutory requirements and procedures'*.
- 9.3 Under terms of reference 14.6.10(b) (x) of the Constitution, the Service Director: Regulatory has delegated authority for traffic management including the creation of on and off street parking orders
- 9.4 Under terms of reference 14.6.8 (a)(xvi) of the Constitution, the Service Director: Legal and Community has delegated authority for the attestation of the Council's common seal on relevant documents
- 9.5 Section 17 of the LATO Regs provides that within 14 days of making the order the local authority must publish in a local newspaper where the order and associated documents can be inspected.
- 9.6 Section 18 of the LATO Regs provides the local authority must place the relevant traffic sign on or near the area of road affected by the order before the order comes into force.

## **10. FINANCIAL IMPLICATIONS**

- 10.1 The consultation costs, publication of notices, sealing of the Made TRO and implementation of the signs on street, will be funded from the town wide parking review budget

## **11. RISK IMPLICATIONS**

- 11.1 Other than management of member and customer expectation in terms of the TRO not being 'Made' and implemented on street, there are no other risks associated with this proposal. Implementation of the actions arising from the Council's Parking Strategy is already identified as a risk on the Council's Risk Register.

## **12. EQUALITIES IMPLICATIONS**

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.2 There are no direct equalities implications arising from this decision. The proposed introduction of the restriction and the accessibility benefitted to the existing permit holders and their visitors has no impact on the existing permit parking area. The Order also does not seek to limit parking for disabled persons.

## **13. SOCIAL VALUE IMPLICATIONS**

- 13.1 The Social Value Act and "go local" policy do not apply to this decision.

## **14. ENVIRONMENTAL IMPLICATIONS**

- 14.1 There are no known Environmental impacts or requirements that apply to this report.

## **15. HUMAN RESOURCE IMPLICATIONS**

- 15.1 Officers will be responsible for the implementation of the TRO which forms part of their normal duties.

## **16. APPENDICES**

- 16.1 Appendix A: Copy of draft (Standhill Road, Hitchin) (Parking Places) Order 2022 in PDF format. Copy of proposed plan.

## **17. BACKGROUND PAPERS**

- 17.1 Public 'Notice of Proposals' setting out NHDC's proposal to make the draft TRO (pursuant to arrangement with Hertfordshire County Council)
- 17.2 Statement of Reasons setting out the reasons for the proposal.
- 17.3 These can be viewed on the Council's website at: [Hitchin Parking Review | North Herts Council \(north-herts.gov.uk\)](https://www.north-herts.gov.uk/parking-review)

**18. NOTIFICATION DATE**

*Date sent to all Members, put on website and appears in MIS Committee and Member Services will insert*

**Signature of Executive Member Consulted .....** 

**Date .....28<sup>th</sup> September 2022**

**Signature of Decision Taker .....** 

**Call-in does not apply given that this is a NON-EXECUTIVE DECISIONS**



Standhill Road  
Proposed Plan pdf



Standhill Road  
Hitchin Draft order