

Review Update (Follow up)

Review:	Review of the policies for Watford Borough Council's Controlled Parking Zones
Committee/Task Group:	Controlled Parking Zones Policies Task Group
Committee/Task Group Chair:	Councillor Karen Collett
Final report published:	February 2015
Cabinet:	16 February and 9 March 2015
Scrutiny consideration of response:	18 June 2015

Vehicle Length Limits

Recommendation 1:	The 5.25m length limit to be retained for all residential permits.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	There was no action to be taken in relation to this recommendation. The 5.25m length limit remains in place as before.

Recommendation 2:	To extend the length limit for business permits (in CPZs) to 6.0m.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	A letter was sent to all business permit holders on 19 th August 2015 advising them of all changes to the business permit criteria. This information is repeated in the latest Controlled Parking Zone information leaflet published in August 2015 and on the Council website. All business permit application forms have been updated accordingly. We have received no contact from any business to date and all future applications will be determined in accordance with the agreed criteria.

Business Permits

Recommendation 3:	Criteria to be revisited
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	As above at recommendation 2.

Recommendation 4:	Vehicles should be registered to the company address (i.e. Head Office) but not necessarily at the CPZ address – not to an individual at a residential address
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	As above at recommendation 2.

Recommendation 5:	Vehicles must realistically be usable for the stated operation
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	As above at recommendation 2.

Recommendation 6:	Vehicles to be used during the day rather than parked throughout entire business hours
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	As above at recommendation 2. Business permits issued will be subject to on-street monitoring in order to determine if they are being used in accordance with the terms of issue. No current instances of abuse have been identified.

Blue Badge Drivers

Recommendation 7:	Retain free permits for drivers who hold a blue badge
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	There was no action to be taken in relation to this recommendation. This rule has continued to be applied as agreed.

Recommendation 8:	Extend free permit issue to cover parents caring for disabled children under 16 years old who hold a Blue Badge
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Overview and Scrutiny response:	At the meeting held on 18 June 2015, Members asked the Committee and Scrutiny Officer to contact the Transport and Infrastructure Section Head and discuss the age limit as they considered it did not include those parents who were caring for children aged 17 years old. The Parking Service Manager had no objection to this condition being changed to apply to 'under 18 years old'.
Latest update:	This rule has been applied since June 2015. Permits are issued free of charge to all blue badge drivers within a Controlled Parking Zone household and to parents caring for a blue badge holder aged 18 years old or younger. We have received 1 application of this nature to date, which was duly authorised and issued.

One Permit per Person

Recommendation 9:	The current rule should remain: up[to two permits to be available to each household but only one permit per person.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	There was no action to be taken in relation to this recommendation. This rule has continued to be applied as agreed.

Funerals

Recommendation 10:	The policy to remain unchanged
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	There was no action to be taken in relation to this recommendation. This policy has continued to be applied as agreed.

Visitor Voucher Abuse

Recommendation 11:	Amendment to the Traffic Regulation Order (TRO) to allow for the revocation of vouchers when they are abused and confirm that all minutes on Visitor Vouchers must be scratched, including zero.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	This instruction is with the Council Traffic Engineer.

Doctor and Health Visitor (DHV) Permits

Recommendation 12:	The price of DHV permits to be: £25 for the first five permits for any one organisation and subsequent permits to be priced at £55 each. Charges to be reflective of the residents' pricing structure. A formal criterion to be created and a clause inserted in the TRO to reflect this.
Cabinet response:	Decision deferred on 16 February 2015; the Chair agreed that the rules relating to DHV permits needed to be strengthened and they should only be used in the course of health-related visits. Agreed at meeting on 9 March 2015
Latest update:	Virtually all DHV permits expire on 31 st October 2015. A letter was written to all DHV permit holders on 8 th September 2015 advising them of the change to the charging structure allowing them time to consider their allocation and raise any objection. One response has been received to date, from the NHS, which currently holds in excess of 200 permits. They are requesting reconsideration of the charge due to their financial difficulties. We have explained that this charge applies equally to all but that we will apply the new charges individually to each organisation of the NHS, as oppose to the NHS as a whole. Nevertheless, they have been encouraged to reconsider their need for the level of permits requested because it is acknowledged that the total cost to them will remain considerable. The DHV application form has been fully revised and the new version is due back from our printers on Friday 11 th September 2015. The new applications will be posted to all current DHV permits holders during the week commencing 14 th September 2015.

Recommendation 13:	All current DHV permits to be revoked and reissued to applicants under the new criteria and pricing structure.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	As above. All newly issued permits commencing 1 st November 2015 will be in accordance with the newly agreed charges.

Staff Permits

Recommendation 14:	A formal criteria for use to be created and a suitable clause to be inserted in the TRO to reflect this.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	This instruction is with the Council Traffic Engineer.

Late Night Enforcement (Residential Roads)

Recommendation 15:	To continue with the current arrangements and to be reactive to specific yellow line complaints in circumstances where safety or access concerns may exist.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	There was no action to be taken in relation to this recommendation. This policy has continued to be applied as agreed.

Period of Residence (Vehicle Ownership)

Recommendation 16:	Proof of residency to be produced for each renewal of permit
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	There was no action to be taken in relation to this recommendation. This policy has continued to be applied as agreed.

Recommendation 17:	The requirement for a V5 or insurance document to be produced each year should be removed if the renewal relates to the same vehicle.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	This rule has been formally implemented since June 2015. The online permit system does not require any vehicle documentation for renewal applications where the vehicle remains unchanged and this is reflected in the Controlled Parking Zone information leaflet published in August 2015 and repeated on the Council website. We have not received any customer feedback in relation to this rule change.

Refunds

Recommendation 18:	That a standard administration fee of £10 is deducted from the refund due on each permit and a pro-rata refund for the remaining months is provided by BACS upon application. This rule to apply only to those permits with more than three months remaining.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	This rule has been in place since June 2015. All application forms and public information has been updated accordingly to reflect to the administration charge. We have not received any customer feedback in relation to this rule change.

Driveway CPZ Parking for Permit Holders

Recommendation 19:	A suitable clause to be written into the TRO in order that persistent instances of abuse can be dealt with.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	This instruction is with the Council Traffic Engineer.

Residents' Permits Minimum Tenancy Period

Recommendation 20:	To formalise a minimum six months tenancy period to qualify for a 12 month permit. All other residents remain entitled to visitor vouchers.
Cabinet response:	Decision deferred on 16 February 2015 Agreed at meeting on 9 March 2015
Latest update:	This rule continued to be informally applied following the meeting of the Task Group in February 2015 and has been formally applied since August 2015 when all public information and application forms have been updated accordingly. We have not received any customer feedback in relation to the formalisation of this rule.