

**NOTE OF THE PARKING PROVISION AND MANAGEMENT FORUM
HELD ON TUESDAY 11 JUNE 2013 AT 7.45 PM
IN THE COUNCIL CHAMBER, CIVIC CENTRE**

Attendees

1. Those attending were:

Cllr Ian Reay, Chair
Clive Birch (Resident representative)
Danny Bonnett (Transition Town Berkhamsted)
David Carter (Resident representative)
Cllr David Collins
Ivor Eisenstadt (Business representative)
Simon Redlich (for Jerry Wright) (Business representative)
Cllr Tom Ritchie
Ian Stephenson (Resident representative)
Jacky Webb (School representative)

Cllr Nick Tiley DBC, for the item on the multi-storey car park

Gary Cox, Town Clerk

Apologies

2. Apologies were received from Jerry Wright and Julian Dent. It was suggested Mr Dent be asked to nominate a substitute if he were unable to attend Forum meeting. **Action: Town Clerk**

Multi-Storey Car Park

3. The Forum welcomed Cllr Nick Tiley, DBC Portfolio Holder for Finance and Resources who provided an update on plans and progress on the multi-storey car park.
4. Cllr Tiley explained that he was concerned about fuelling local expectations and interest in details because at this moment there is not a project or a proposal to debate. There is a concept, which might help to alleviate a major known parking problem when investigated thoroughly. There is no capital budget for any evolving project, which is why he, as the Cabinet member for Finance and Resources is currently 'in the driving seat', and any proposal will have to be self-sufficient financially. Though of course, financial expectations may be tempered by social and economic benefits to the Berkhamsted community.
5. If this first phase of work indicates that a detailed proposal is likely to be financially viable, the Borough Council will commit an additional £290K approx of Council Taxpayers money to go through to a design and procurement brief and, if this happens, it will be very much an integral part of that phase to consult extensively with all interested parties.
6. The planning process will be seen in public in detail and as DBC land is involved, any decisions will be taken by elected members in public. As we may be seeking to build a substantial building in the conservation area it will be very important to have conservationists and planners involved, and they are already aware of what might transpire.
7. Cllr Tiley explained the background work so far. An initial feasibility study considered a number of DBC owned sites for their potential for a multi-story car park – Canal Fields, St John's Well lane, Water Lane and Lower Kings Road. DBC had also approached some retailers to consider a partnership approach in building a car park in the town, but these had not been successful.

8. That report recognised that some sites were unsuitable: some had physical constraints; some would require a number of trees to be removed; and some would have an impact on nearby housing and residents. The assessment identified the Lower Kings Road site as the most suitable for a potential multi-storey car park, but recognised that there would need to be substantial landscaping for the development in the Conservation Area.
9. The projected cost of any car park on the site would be £4m and the Borough Council would expect a return on that investment over 15 years . But the case for the car park, providing 200 additional spaces, would also look to increase footfall to the town and the contribution that businesses and retailers can make to a sustained, vibrant and successful town centre.
10. Consultants are currently producing a viability and sustainability report on a potential multi-storey car park on the Lower Kings Road site. It is important not to raise expectations or concerns at this stage, as further work on a multi-storey car park is wholly dependent on that report.
11. Subject to that report, which will be completed and presented to Cabinet in July/August, the next stage - should there be a firm and viable proposition - will be to move to the design and procurement stage, which will include substantial local engagement and consultation.
12. In response to questions from the Forum about early engagement on the work on the multi-storey car park, Cllr Tiley recognised the advantages in the Forum discussing issues on viability and sustainability with the consultants. Forum members emphasised they would be able to provide valuable local information and experience, provide a view on traffic and parking data used to assess the proposals, on practical traffic flow problems that already exist at the Lower Kings Road car park, provide a valuable challenge to emerging findings, and provide greater confidence and credibility in the overall findings.
13. Cllr Tiley explained that the consultancy brief for the viability and sustainability report did not include public consultation, but he would explore whether the consultants could meet with the Forum at this stage of the project with the DBC Corporate Regeneration Group overseeing the work. **Action: Cllr Tiley**
14. Cllr Tiley also advised that if individuals wanted to write to the consultants with observations for the viability and sustainability study, then they should write to Mike Evans as the officer leading the work (mike.evans @dacorum.gov.uk)
15. Cllr Reay, on behalf of the Forum, thanked Cllr Tiley for attending to discuss the approach to the multi-storey car park. Cllr Tiley agreed he would attend appropriate future meetings, if and when the work on the multi-storey car park proceeded.

Minutes

16. Minutes of the meeting held on 24 April 2013 were agreed, subject to the following changes:
 - Para 7: Street Walk with Herts County Council
'A number of potential improvements to line markings had been identified that would increase parking spaces *generally*, and restrict poor parking, *including* on junctions in Charles Street and Bridgewater Road.'
 - Para 14: Ashridge Management College Bus Service
'...Ashridge College *would have liked to help* but did not feel able to use their existing bus service for a wider service around the town.'
 - Para 39 Membership of the Forum
To include '*1 Transition Town Berkhamsted*'

Actions Arising

17. An update on outstanding actions from the last meeting was:

- Para 10: HCC had provided street maps to Clive Birch but they were too small scale. He requested larger scale street maps be provided. **Action: Town Clerk**
- Para 11: Cllr Collins advised that DBC was currently undertaking an audit of all Council garages, including those in Berkhamsted.
- Para 17: SportsSpace had advised that they were not in a position to offer car park spaces to employees/employers in the town as their car park was occasionally full with sports centre users and they must have priority for parking. **Cleared**
- Para 30: ABC was providing their Travel Plans; Berkhamsted School had provided a list of possible sustainable travel initiatives as a start to their redrafting their Travel Plans for each site. Requests also made to Waitrose for their Travel Plan.
- Para 33: David Carter would obtain supply and demand data on more streets around former M Zone and surrounding streets. **Action: Dave Carter**
- Para 34: Town Clerk to contact AECOM and provide details to David Carter to clarify assessment made on cars used to commute into Berkhamsted/used by residents to drive to work in Berkhamsted. **Action: Town Clerk**
- Para 35: Clive Birch to obtain supply and demand data on more streets around former P Zone and surrounding streets. **Action: Clive Birch**
- Para 36: The Town Council had no email addresses for businesses in the town. Ivor Eisenstadt would investigate with the Chamber of Commerce and Berkhamsted Leaders whether they had email contact lists to use to gather more car parking information from businesses. **Action: Ivor Eisenstadt**
- Para 37: Ivor Eisenstadt would explore with Chamber of Commerce and Berkhamsted Leaders whether anyone would be able to offer services to survey retail businesses on shopper parking. **Action: Ivor Eisenstadt**

18. In addition, the Town Clerk asked to contact DBC to determine any traffic and parking data available from the initial work on the case for the multi-storey car park. **Action: Town Clerk**

19. In discussion, it was agreed that all the available data on parking and traffic flow would be drawn together in one document for the Forum to consider and agree where gaps existed. **Action Clive Birch**

20. Para 47: Danny Bonnet advised that Lovelo, a cycle company in Berkhamsted was looking to set up electric bike hire in the town.

Portfolio Holder Decision on Parking Schemes

21. DBC has advised that the Portfolio Holder decision to discontinue the Controlled Parking Schemes was made on 22 May 2013; the decision to discontinue the Commuter Parking Ban and apply waiting restrictions to Broadwater is being processed and expected by the end of June.

Double Yellow Lines in Ravens Lane

22. The Forum noted correspondence from a resident proposing changes in double yellow lines in Ravens lane to maintain car parking spaces and provide a passing place without obstructing access to Clunbury Court.

23. It was agreed that the proposals would be assessed and considered for inclusion in the 'yellow line' mapping being provided for HCC. **Action David Carter and Clive Birch**

Update on Urban Transport Plan Consultation

24. Cllr Reay provided examples of **new and amended schemes** to be included in the published UTP, as follows:

- Pro-Forma 02: Improve access and egress signage for A41 bypass
- Pro-Forma 15: Parking improvements in Cross Oak Road/Charles street; Prince Edward Street; adjacent to schools; Kitsbury Road and Charles Street; reducing large vehicles parking on the High Street
- Pro-Forma 18: Introduce Real Time information and make improvements to the existing bus network
- Pro-Forma 19: Improve operation of Billet Lane Corridor between Gossoms End and Bridgewater Road
- Pro-Forma 20: Improve operation of Durrants Lane/High Street Junction
- Pro-Forma 34: A range of Safer Routes to Schools- improvements around Bridgewater Road/Durrants Lane /Billet Lane/Hilltop Road/Chesham Road
- Pro-forma 36: Extend the 20mph zone along Gravel Path
- Pro-Forma 38: Traffic calming and extension of 20mph zone in Castle Road/Mill Street
- Pro-Forma 43: Pedestrian crossing facilities on Greenway
- Pro-Forma 46: Provision of footpath along Cross Oak Road between Kingsdale Road and Oaklands

25. Copies of the detailed pro-formas are available for inspection at the Town Council offices and the Urban Transport Plan is now being finalised for consideration and adoption by Herts County Council.

Developing Parking Forum Communications

26. The Forum agreed that improved communications were needed to inform the local community about of the work and membership of the Forum. That could be as an article in the Gazette and as an initial press release.

27. It was also agreed that a short press release should be issued after each Forum meeting, when minutes are agreed. The press release would provide a brief summary of key issues considered and signpost readers to the minutes on the website. The press release could be issued to the Gazette, posted on public notice boards, the Town Council news page on the website and included in School newsletters.

28. It was agreed that the press release approach to highlight work of the Forum would be applied from the next meeting.

Any Other Business

29. Cllr Collins reported that there were a considerable number of car park spaces at the Sacred Heart Catholic Church on Park Street. Businesses may want to contact the Church to enquire if spaces might be made available for employee parking.

30. Ivor Eisenstadt was invited to raise this through the Chamber of Commerce and Business Leaders Group.

Action Ivor Eisenstadt

Date of next Meeting

31. The date of the next meeting would depend on whether DBC agreed that the consultants working on the multi-storey car park viability study should engage with the Forum at this stage.

32. If so an earlier meeting would be required or would be set for September, when Cllr Tiley would be invited back for an update on the multi-storey car park, as it may then move to the design and procurement phase. **Action: Town Clerk**