

EXECUTIVE DECISION RECORD SHEET

Name of decision maker:	Councillor Herbert Chapman
Portfolio:	Environment & Sustainability
Date of Portfolio Holder Decision:	23 March 2011

Title of Decision:

To advertise an amendment to The Borough Of Dacorum (Controlled Parking zones) Order 2009 whereby the article 48, paragraph (2) (d) is deleted.

Decision made and reasons:

To cease dating visitor vouchers in order to reduce the time that customers have to wait in the Parking Shop for replacement visitor vouchers.

To advertise the deletion of article 48, paragraph (2) (d) from The Borough Of Dacorum (Controlled Parking zones) Order 2009 which requires that residents' visitor vouchers are dated with the date in the month and year that they expire.

Reports considered: (here reference can be made to specific documents)

No reports have been produced

Officers/Councillors/Ward Councillors/Stakeholders Consulted:

Councillor Herbert chapman

Monitoring Officer Comments:

No further comments to add to this report.

Deputy S151 Officer Comments:

Removing the expiry date on visitor vouchers generates a risk to Council income due to:

- loss of income at renewal stage
- increased potential for the transfer of surplus vouchers between residents.

Whilst this is not expected to be material, income levels should be monitored after the change is effected.

Regular annual renewal also provides an opportunity for the Council to monitor and control the circulation of visitor vouchers. Removing the need for regular renewals reduces control over this service as visitor vouchers could be held for any number of years.

Implications:

Should the amendment to the Order not be enacted, visitor vouchers issued without an expiry date will be invalid.

EXECUTIVE DECISION RECORD SHEET

Risk:

The intention to advertise the Order amendment is to comply with legislation and therefore avoid the risk of non-compliance.

Value for Money:

The on-street parking service is not designed to produce any income, but, in line with government guidelines, to be self financing.

Income may reduce as non date stamped visitor vouchers will not need to be replaced after one year.

Costs for the advertisement can be covered from the existing 2010/2011 parking service publicity budget.

Options Considered and reasons for rejection:

To enact the amendment to the Traffic Regulation Order.

Not to enact the amendment to the Order and leave visitor vouchers issued without an expiry date invalid.

Portfolio Holders Signature:

Date:

Details of any interests declared and any dispensations given by the Standards Committee:**For Member Support Officer use only**

Date Decision Record Sheet received from portfolio holder: 23/03/11

Date Decision Published: 23/03/11 Decision No: PH-023-11

Date of Expiry of Call-In Period: 30/03/11

Date any Call-In received or decision implemented:

EXECUTIVE DECISION RECORD SHEET

BACKGROUND

Since the Parking Scheme started in 2003, there have been a few comments received from some of the residents living in the controlled parking zones, asking for the expiry date on 1 hour and 5 hour visitor vouchers to be removed. Since moving in to the Civic Centre, those comments have now increased. The two main reasons behind this was, residents felt they were having to throw vouchers away upon their expiry, even though the voucher was perfectly usable, and then purchase new vouchers which were deducted from their annual allocation.

Also residents felt on a visit to The Parking Centre to purchase vouchers, it takes a long time for Vinci staff to date stamp each visitor voucher in a book of up to 25 vouchers. Therefore as a result, we listened to the feedback from our residents and responded accordingly to improve the service delivery.

Further details on the above are available from Parking Operations Manager, The Parking Centre, Civic Centre, Marlowes, Hemel Hempstead, HP1 1HH

In order to ensure that non-date stamped visitor vouchers are valid article 48, paragraph (2) (d) from The Borough Of Dacorum (Controlled Parking zones) Order 2009 which requires that residents' visitor vouchers are dated with the date in the month and year that they expire must be deleted. This can be achieved through advertising the amendment in the local press.

Further details on the above are available from Parking Development Manager, The Parking Centre, Civic Centre, Marlowes, Hemel Hempstead, HP1 1HH