

Norfolk County Council & District Councils Norfolk Parking Partnership Joint Committee

Minutes of the Meeting Held on Thursday 25 September 2014 at 10am

Present:

Mr Mick Castle (Chairman)	Norfolk County Council
Mr Graham Plant	Great Yarmouth Borough Council
Mr David Pope	King's Lynn & West Norfolk Borough Council
Mr Keith Kiddie	South Norfolk District Council

Officers Present:

Mr Martin Chisholm	Borough Council of King's Lynn & West Norfolk
Mr Paul Durrant	Breckland District Council
Mr Tim Durrell	South Norfolk Council
Mr Tim Edmunds	Norfolk County Council
Ms Miranda Lee	Great Yarmouth Borough Council
Mr Rob Mills	Norfolk County Council

1. Election of Chairman

Mr M Castle was duly elected Chairman for the ensuing year.

2. Election of Vice Chairman

Mr D Pope was elected Vice Chairman for the ensuing year.

3. Apologies

Apologies for absence were received from Mr M Jeal, Mr M Kiddle-Morris, Mr M Stonnard and Mr R Oliver.

4. Minutes

The minutes of the meeting held on 20 September 2013 were agreed by the Joint Committee and signed by the Chairman as a correct record of the meeting.

5. Declarations of Interests

There were no declarations of interest.

6. Items of Urgent Business

There were no items of urgent business to consider.

7. Annual Report 2013/14

7.1 The Joint Committee received the annexed report (item 7) from the Interim Director of Environment, Transport and Development. The report provided the Annual Report for the second full financial year of operation of CPE in Norfolk and asked Members to approve the financial and statistical returns required by the Government. The report proposed that the funding previously approved by the County Council to develop CPE, together with the surplus that occurred in 2013/14, should be used to deliver a forward work programme to improve the long-term financial sustainability of the scheme and to help the County Council meet its responsibilities to manage traffic on its local road network.

7.2 During discussion, the following key points were made:

- Consultations in King's Lynn regarding parking enforcements had progressed smoothly, and the parking controls were being introduced shortly.
- There were some perennial issues concerning school parking which would need the Committees attention at a future meeting.
- The Committee noted that it appeared there was no strategy in place to show when delivery of most of the forward programme would be achieved and Officers were asked for a timescale of progress achieved so far and for the next five years.
- Although the enforcement programme is cost-neutral, some Members felt that the majority of the investment was generated by the chargeable visitor parking in Great Yarmouth. The expense should be shared between all districts of the County. Development of further on-street parking schemes were in progress with King's Lynn to permit parking and pay and display parking, investigating Cromer, Sheringham and north Norfolk in general.
- Surplus income which was generated from the parking charges in Great Yarmouth should be shared between County Council and Great Yarmouth Borough Council. It was noted that any surplus should be devolved to relevant Councils in a proportionate way.

7.3 RESOLVED

- That the Annual Report be noted.
- That the financial and statistical returns for the operation of CPE in Norfolk (excluding Norwich City) for 2013/14, that were set out in paragraphs 2.2 of the report and also at Appendix 1, should be submitted to the Government as required.
- That the scope and nature of the Joint Committee's Forward Work Programme be agreed as set out in the report, including the transfer of the operational financial surplus from on-street parking in 2013/14, to deliver the Forward Work Programme and to improve the long-term financial sustainability of the CPE in

Norfolk.

- To ask Officers to produce a timescale of progress achieved so far and for the next five years, and bring back to the Committee.

8. Financial Performance 2013/14

8.1 The Joint Committee received the annexed report (item 8) by the Interim Director of Environment, Transport and Development. The report set out the overall performance of the Norfolk Parking Partnership in 2013/2014, and highlighted details for each partner.

8.2 RESOLVED

- To accept the figures set out in the report as a true and accurate record of performance for the period 1st April 2013 – 31st March 2014.

9. Revisions to Civil Parking Enforcement Business Plan

9.1 The Committee received the annexed report (item 9) by the Interim Director of Environment, Transport and Development. The report highlighted that the current Business Case for Civil Parking Enforcement was written for the launch of the scheme in November 2011. It needed to be updated to take into account recent performance and ensure it was still relevant, and the costs incurred through running the scheme are covered by the income generated.

9.2 During the discussion, the following points were made

- A proposed model for a NPP wide back office would be developed and brought to a future meeting.
- While all the county is policed in the same way, designers need to evaluate what type of system would be appropriate for that specific location when investigating parking issues, eg residents parking permits, pay and display machines, restricted zones.
- A car parking working group is being set up in Great Yarmouth to review on and off-street parking and appropriate charges for Great Yarmouth. It was noted that Officers would support working groups relevant to NPP as a whole.

9.3 RESOLVED

- To review the Business Plan with all partners and update where possible, and bring back to the Committee for approval.
- That there could be a need for an extra meeting in February 2015 to review the business model or service level agreement.

10. Date of the next meeting

10.1 The next scheduled meeting would take place on 19 March 2015.

The meeting concluded at 10:55am.

CHAIRMAN



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