

**Norfolk County Council & District Councils
Norfolk Parking Partnership Joint Committee**

Minutes of the Meeting Held on Tuesday 19 March 2013

Present:

Mr G Plant (Chairman)	Norfolk County Council
Mr K Kiddie	South Norfolk Council
Mrs E Nockolds	Borough Council of King's Lynn & West Norfolk
Mr B Bremner	Norwich City Council

Officers Present:

Mr D Collinson	Norfolk County Council
Mr M Chillingworth	Great Yarmouth Borough Council
Mr M Chisholm	Borough Council of King's Lynn & West Norfolk
Mr T Durrell	South Norfolk Council
Mr T Edmunds	Norfolk County Council
Mr D Ellis	North Norfolk District Council
Mr R Ginn	Norfolk County Council
Mr C Kutesko	Norfolk County Council

1. Apologies and substitutions

1.1 Apologies were received from Mr M Castle, Mr M Kiddle-Morris and Mr R Oliver.

2. Minutes

2.1 The minutes of the meeting held on 20 September 2012 were agreed by the Joint Committee and signed by the Chairman as an accurate record of the meeting.

3. Declarations of Interests

3.1 There were no declarations of interest.

4. Items of Urgent Business

4.1 There were no items of urgent business.

5. Progress Report

5.1 The Committee received a report by the Director of Environment, Transport and Development. The report provided information on the development of the Civil Parking Enforcement (CPE) project since the last Joint Committee meeting on 20 September 2012. The report also included, as appendices, outline proposals to restrict parking in town centre pedestrianised areas and details of the Hunstanton parking review

proposals, including Stakeholder Identification and Involvement document. It was noted that more than twice as many parking tickets were now being issued over a like for like period, and that operational performance had improved. However the number of penalties issued was below the original business case predictions.

5.2 During the discussion the following points were raised:

- Vehicles in pedestrianised zones without waiting restrictions had previously been treated as an offence if they had crossed the line, however the view now was that they had to be seen moving into prohibited areas by police officers. These were not covered by Civil Parking Enforcement (CPE) as they had no waiting restrictions. King's Lynn, Great Yarmouth, Cromer and three other areas were affected. Physical measures needed to be put in place, however this would require a Traffic Regulation Order (TRO) which involved advertising and installation of equipment. This had been budgeted for the following year. More practical enforcement measures were being explored.
- It was confirmed that shopfitters needed a licence to move into a restricted zone however this was not an onerous process.
- Norwich City Council was sharing its successful measures at the Civil Enforcement Delivery Group and at ad hoc operational meetings. The City Council was an active member of the Partnership.
- A programme of parking reviews was being drawn up, which including studying local parking issues and possible improvements. A review in Hunstanton would be commencing shortly.
- Civil parking had been a topic of discussion for the Cabinet Scrutiny Committee, which had received background into how the Partnership had come into effect together with performance comparisons. The Committee had been generally impressed with the changes and the perception of greater enforcement. The question of camera vehicles had been raised, and it had been explained that this may form part of future plans.
- Although CPE was currently being financed from an increase in on-street parking in Great Yarmouth, the initiative was being rolled out across the county, and other ways of balancing finance were being explored.
- Terms of reference for the Hunstanton review were being drawn up and discussion had taken place with stakeholders. Further consultation was needed, however previous consultations in Great Yarmouth had shown a limited response. It was emphasised that feedback formed an important part of shaping any scheme design. The consultation would be for a four week period.

RESOLVED:

5.3 To note the committee's views on proposals for restricting waiting and allowing civil parking enforcement in the identified town centre pedestrianised areas;

5.4 To note the committee's views on the proposals for reviewing the parking management

arrangements in Hunstanton.

6. Norfolk Parking Partnership Financial Performance

6.1 The Committee received a report by the Head of Finance. The purpose of the report was to highlight the financial performance of the Norfolk Parking Partnership from 1st April 2012 to 30th September 2012. It was noted that the updated figures for Great Yarmouth had been received showing a surplus of £58,514.00 with a net expenditure of £82.461.00.

6.2 During the discussion the following points were raised:

- Any surplus would first be used by the Partnership to balance a deficit within another district area within the Partnership. Any remaining surplus would be allocated to highways works.
- The business cases across the districts were the same, however there was greater income recovery in West Norfolk.
- It was noted that Great Yarmouth had experienced issues around staffing, including sickness and training. Some staff were still requiring training after six weeks. Training was given until they were proficient at the job. It was difficult to recruit seasonal staff, possibly due to the impact this had on a persons benefits. Staff were being trained to NVQ Level 2. Permanent solutions such as annualised hours were being explored however staffing levels would always remain a vulnerability. Other potential solutions included recruitment to permanent posts which could include winter services, however this would require cross-authority working.
- It was technically possible to move resources within the Partnership to other areas experiencing a peak. New technologies could be developed to work across the districts, however issues of prefixes on parking tickets, and ownership of parking tribunal cases, would need to be resolved. Issues mainly related to deployment and productivity, especially in highly urbanised areas.

RESOLVED:

6.3 To note the performance of the Partnership.

7. Date of the next meeting

7.1 Friday 20th September 2013 10am at County Hall, Norwich

The meeting concluded at 2.45pm.

CHAIRMAN



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