



Norfolk County Council

Norfolk Parking Partnership Joint Committee

Date: **14 September 2023**

Time: **14:00**

Venue: **Council Chamber, County Hall,
Martineau Lane, Norwich, Norfolk, NR1 2DH**

Advice for members of the public:

This meeting will be held in public and in person.

It will be live streamed on YouTube and members of the public may watch remotely by clicking on the following link: [Norfolk County Council YouTube](#)

We also welcome attendance in person, but public seating is limited, so if you wish to attend please indicate in advance by emailing committees@norfolk.gov.uk

Current practice for respiratory infections requests that we still ask everyone attending to maintain good hand and respiratory hygiene and, at times of high prevalence and in busy areas, please consider wearing a face covering.

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Persons attending the meeting are requested to turn off mobile phones.

Membership

County Councillors

Cllr Graham Plant (Chair) *Substitute: TBC*

District Councillors

Cllr Lisa Neal (Vice-Chair) *Substitute: Cllr Josh Wooliscroft* South Norfolk District Council

Cllr Bal Anota *Substitute: Cllr Simon Ring* Borough Council of King's Lynn
and West Norfolk

Cllr Daniel Candon Great Yarmouth Borough Council

Non-Voting District Councillors

Cllr Paul Hewett *Substitute: Cllr Phil Cowen* Breckland District Council

Cllr Lucy Shires

Substitute: Cllr Tim Adams

North Norfolk District Council

Cllr Emma Hampton

Norwich City Council

Cllr Martin Booth

Substitute: Cllr Natasha Harpley

Broadland District Council

**For further details and general enquiries about this Agenda
please contact the Committee Officer:**

Hollie Adams on 01603 223029
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A g e n d a

1. To receive apologies and details of any substitute members attending

2. Minutes

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To confirm the minutes of the meeting held on 14 June 2023.

3. Declarations of Interest

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter.

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is not on your Register of Interests you must declare that interest at the meeting and not speak or vote on the matter

In either case you may remain in the room where the meeting is taking place. If you consider that it would be inappropriate in the circumstances to remain in the room, you may leave the room while the matter is dealt with.

If you do not have a Disclosable Pecuniary Interest you may nevertheless have an **Other Interest** in a matter to be discussed if it affects, to a greater extent than others in your division

- Your wellbeing or financial position, or
- that of your family or close friends
- Any body -
 - Exercising functions of a public nature.
 - Directed to charitable purposes; or
 - One of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union);

Of which you are in a position of general control or management.

If that is the case then you must declare such an interest but can speak and vote on the matter.

4. Any items of business the Chairman decides should be considered as a matter of urgency

5. Annual Report 2022-23

A report by the Interim Executive Director of Community & Environmental Services

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Tom McCabe
Head of Paid Service
County Hall
Martineau Lane

Norwich
NR1 2DH

Date Agenda Published: 6 September 2022



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Norfolk County Council & District Councils Norfolk Parking Partnership Joint Committee

Minutes of the Meeting Held on Wednesday, 14 June 2023
at 2pm in the Council Chamber, County Hall

Voting Members Present:

Cllr Graham Plant (Chair)
Cllr Daniel Candon
Cllr Lisa Neale
Cllr Bal Anota

Norfolk County Council
Great Yarmouth Borough Council
South Norfolk District Council
Borough Council of King's Lynn and West Norfolk

Non-Voting Members Present

Cllr Martin Booth

Broadland District Council

Officers Present:

Martin Chisholm
David Disney
Ian Gregory
Miranda Lee
Karl Rands

Borough Council of Kings Lynn and West Norfolk
South Norfolk District Council
Better Parking Strategy Manager
Great Yarmouth Borough Council
Assistant Director - Highway Services

1. Apologies for absence

1.1 Apologies were received from Cllr Lucy Shires and Cllr Mike Stonard.

2. Election of Vice-Chair

2.1 The Chair nominated Cllr Lisa Neale seconded by Cllr Daniel Candon. Cllr Lisa Neale was duly elected as Vice-Chair for the ensuing Council year.

3. Minutes

3.1 The minutes of the meeting held on 7 March 2023 were **AGREED** as an accurate record.

4. Declarations of Interests

4.1 No interests were declared.

5. Items of Urgent Business

5.1 No urgent business was discussed.

6. Finance Update

6.1.1 The Joint Committee received the report providing a financial update, detailing the latest and most up-to-date forecast outturns for both the Norfolk Parking Partnership and Norwich City Council Civil Parking Enforcement operations.

6.1.2 The Better Parking Strategy Manager introduced the report to the Joint Committee:

- This report was the third finance report presented to the Joint Committee for the 2022-23 financial year. The full financial report would be presented in September 2023, but officers were confident in the figures shown in the report.
- There was a slight reduction shown on the surplus compared to the forecast.
- Norwich City Council had exceeded their forecast position caused by a reduction in recharged expenditure and other items which were discussed in the report.
- Movement across Civil Parking Enforcement operations was nearly £19,000 and there was a combined net surplus of £58,392 which was improvement from the March 2023 forecast.
- The latest position was due to the combination of additional recharges and variations in costs as shown in section 4 of the report against the backdrop of a reduction in pay and display income, and the end of the Ministry of Housing, Communities and Local Government's income support scheme.
- Norfolk Parking Partnership Civil Parking Enforcement Account:
 - The full impact of the pay award had been factored into calculations.
 - Penalty Charge Notice income improved in February and March 2023 and was 2.4% better than reported to the Joint Committee in March 2023.
 - The on street pay and display income in Great Yarmouth was similar to that forecast in March 2023. This income had decreased due to a lower number of visitors to the area.
 - There had been a 6.5% increase in pay and display income in King's Lynn. £4,500 of this increase had been due to cashless income.
 - A 9.5% increase in Great Yarmouth resident permit income had been seen this quarter, reflecting the increase in annual tariff. In King's Lynn there had been a 14.8% increase in resident permit income.
 - The key points noted and discussed in the report, had led to a subtotal forecast of £59,235; after external contracts had been factored in there would be a net surplus of £22,696.
- Cllr Tim Adams arrived 2:07pm
- Norwich City Council Civil Parking Enforcement Account:
 - There had been a £45,660 reduction in enforcement costs by reducing transport supplies and services; this included the £17,000 pay award and increased survey costs.
 - There had been an 11% increase in Penalty Charge Notices which required additional processing, however other efficiencies had meant the cost of this was 25% lower than the previous year. Forecast Penalty Charge Notice income did not materialise during the remaining two quarters of 2022-23, but the income was 17.5% above 2021-22.
 - An £84k spike had been seen during the last quarter in on-street pay and display costs, £47.5k of which was equipment purchases, which could ultimately be capitalised and removed from the CPE revenue account for 2022/23.
 - Permit income was less than the March 2023 forecast but higher than in 2021-22.
 - Dispensation income was up by 9.5% than forecast in March 2023.
 - Bus lane income did not attain the March 2023 forecast income
- There was new information as requested by the Joint Committee shown in appendix C of the report. This was a high level summary of the current forward programme of new Civil Parking Enforcement schemes officers are working on. This appendix gave the status and progress of each scheme in the programme.

5.2 The following points were discussed and noted:

- The Chair asked about the reduction in street parking costs in King's Lynn and Great Yarmouth. The Better Parking Strategy Manager replied that there had been a year on year reduction in the overall combined direct staff overhead costs.
- The Chair asked if all pay and display machines were working correctly. The Better Parking Strategy Manager replied that all machines were indeed working correctly and some in Norwich had recently been converted to pay-by-card on a trial basis following a review.
- The Chair asked when the Norwich City Council Civil Parking Enforcement back-office functions would be joined with those of King's Lynn. Officers confirmed that the target date for this was 1 October 2023.
- The Chair asked for more information on bus lane maintenance costs. Officers confirmed that there had been an increase in the cost of the contractor providing bus lane cameras and maintenance which had been factored into the cost. Bus lane enforcement was an ongoing project which would be brought back to the County Council in October as part of the Moving Traffic Offences work.
- Officers confirmed that Appendix C showing future parking programmes gave the best calculations of income possible at the time of writing; more mature schemes could show a more accurate forecast of income. Work was being carried out with local stakeholder groups to get buy in on projects before moving to consultation.
- David Disney discussed the co-funding model for new parking schemes followed at South Norfolk District Council and asked if future parking schemes would also be funded on a similar arrangement. The Better Parking Strategy Manager confirmed that a contribution would always be sought from town, parish or district councils for putting in place a new parking scheme. There was discussion over whether this was a requirement or a request. Officers confirmed that there had not been the need to bankroll any failed schemes so far due to ensuring early engagement with local residents before taking to formal consultation.
- The Assistant Director - Highway Services noted that there had been examples of communities approaching the council wanting to fund parking schemes to address issues in their local area; this was an area for further exploration.
- The Chair noted that introducing new parking schemes would benefit businesses by ensuring good turnover as well as benefitting residents. Ensuring community input on residential parking schemes was important.
- Cllr Martin Booth noted the small amount of income made from Civil Parking Enforcement compared to the public perception. The Chair noted that Civil Parking Enforcement was not a cheap operation taking into account the cost of staffing, maintaining vehicles, and back office functions.
- Cllr Martin Booth asked whether Community Infrastructure Levy money could be used towards parking schemes. David Disney agreed to discuss this with Cllr Booth as this was a planning function.
- Cllr Martin Booth asked whether school parking issues could be addressed by Civil Parking Enforcement. The Chair felt it was not ideal to have lots of cars parked outside of schools at drop off time however introducing no-parking zones outside of schools moved the issue to another area.
- Martin Chisholm added that school parking was one of the largest areas for a complaint in Civil Parking Enforcement. There were not enough staff to enforce parking outside all schools every day. He felt it would be more beneficial for highway engineers to think about planning of the roads outside schools to ensure they met their intended purpose by allowing an amount of parking while restricting their intended use.

- The Chair noted that no parking zones conflicted with the right for parents to choose the school their children went to, with low traffic and low speed zones complicating matters. The traffic causing congestion at pick up and drop off time was inconvenient however he noted that it also slowed traffic to a crawl which was safer for children who were leaving school. Martin Chisholm added that there was an ultimate aim for parents to park responsibly rather than for there to be no parking.
- Cllr Tim Adams suggested that beat managers could be used as a way to have a presence outside of schools to address issues such as obstructions on curbs and driveways, and that more work could be done with the police in the long run.
- Cllr Daniel Candon asked for more information on why King's Lynn had made more income on pay and display than Great Yarmouth. Martin Chisholm confirmed that the pay and display parking changes in King's Lynn were mostly related to use by locals than tourists and a positive trend being seen towards use of the cashless app which allowed people to top up their parking without returning to the car. Pay and display revenue was making a return to pre-covid levels due to more people taking holidays abroad.
- On-street machines were Norfolk County Council equipment and maintained by Kings Lynn and West Norfolk District Council Civil Parking Enforcement with income going into the Norfolk County Council account. It was predicted that some coin machines would be swapped for card payment machines moving forward, with a reduction expected in cash income in resort areas and an increase in app use.

5.3 The Joint Committee:

1. Reviewed and commented on the latest 2022/23 forecast outturn for the NPP (Norfolk Parking Partnership) CPE (Civil Parking Enforcement) Account.
2. Reviewed and commented on the latest 2022/23 forecast outturn for the Norwich City CPE Account.

The meeting concluded at 14:48

Chairman



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Norfolk Parking Partnership Joint Committee

Item No: 5

Report Title: Annual Report 2022-2023

Date of Meeting: 14 September 2023

Responsible Cabinet Member: Cllr Plant (Cabinet Member for Highways, Infrastructure & Transport)

Responsible Director: Grahame Bygrave (Interim Executive Director of Community & Environmental Services)

Is this a Key Decision? No

If this is a Key Decision, date added to the Forward Plan of Key Decisions: N/A

Executive Summary / Introduction from Cabinet Member

The Norfolk Parking Partnership (NPP) is in its eleventh year of operation. As part of its duties, the NPP is required to produce an annual report of Civil Parking Enforcement (CPE) performance.

This report summarises the operational performance and financial outturns for the 2022-23 financial year. There is a continued recovery from the impacts of the Covid-19 pandemic, with performance now close to 2019-20 pre-pandemic levels again.

The year-end position of the NPP CPE account shows a surplus outturn of £22,696, which is unchanged from the Finance update reported at the last NPP Joint Committee (JC) in June 2023. The Norwich City (NC) year-end CPE account position shows a surplus of £35,696 – also as forecast at the June 2023 JC. A detailed narrative and explanation of the outturns for both accounts was provided in the June JC report, therefore, only the account summaries are included in this report (as appended), for information and completeness.

An annual update on the work of the Blue Badge Investigator is also included in this report, as the post supports the work of the parking partnership and is funded from the income generated by Norfolk's on-street parking and enforcement.

Recommendations:

- 1. To note the positive financial performance and surplus outturns of both the NPP and NC CPE year-end accounts.**
- 2. To note the positive NPP and NC operational performance over the last 12-month reporting period.**
- 3. To note the positive work undertaken and achievements made by the Blue Badge Investigator over the last 12-month reporting period.**

1. Background and Purpose

- 1.1 This report presents the year-end 2022-23 financial outturn position for both CPE accounts. The NPP CPE account attached as Appendix A shows a surplus outturn of £22,696, as forecast in the finance update at the last NPP Joint Committee (JC) in June 2023. Similarly, the NC year-end CPE account attached as Appendix B shows a surplus of £35,696 - as reported at the June 2023 JC. As a detailed narrative and explanation of the outturns for both accounts was provided at the June JC, no further details are included in this report, with the year-end account summaries appended for completeness and confirmation of the annual outturns.
- 1.2 This report also summarises the operational performance of the NPP and NC in the form of a draft of the statutory statistics that are required to be submitted to the Department for Transport (DfT) each year.
- 1.3 An annual update on the work of the Blue Badge Investigator is also included in this report, as the post supports the work of the parking partnership and is funded from the income generated by Norfolk's on-street parking and enforcement.

2. Proposal

- 2.1 This report is an annual requirement as part of the duties of the parking partnership, and it provides the NPP Joint Committee Members with the relevant performance and financial information to enable effective monitoring and improvements in the ongoing delivery of the CPE service across Norfolk through the current partnership arrangement.
- 2.2 The report also informs the NPP JC of the ongoing work and achievements of the Blue Badge Investigator.

3. Impact of the Proposal

3.1 The impact of this report is to inform the NPP JC of the operational and financial performance of the CPE service over the last 2022-23 financial year 12-month reporting period. It provides the required statistical return for the DfT.

4. Evidence and Reasons for Decision

NPP Operational Performance – 2022-23

4.1 Table 1 below is a summary of the operational statistics required by the DfT for the district councils within Norfolk (not including the City Council – see further below).

Table 1

YEAR	2022-23							2021-22	Y/Y
	Indicator	South Norfolk	North Norfolk	Breckland	Great Yarmouth	Broadland	King's Lynn & West Norfolk	County Total (Excl Norwich City)	
Number of Higher Level PCNs Served	436	1,597	687	5,830	186	3,791	12,527	12,745	-218
Number of Lower Level PCNs Served	102	1,198	382	886	61	1,177	3,806	4,550	-744
Total PCNs Served	538	2,795	1,069	6,716	247	4,968	16,333	17,295	-962
% of NPP Total Served	3.3%	17.1%	6.5%	41.1%	1.5%	30.4%	100.0%		
Number of PCNs Paid	481	2,389	882	4,346	209	4,070	12,377	12,943	-566
% of NPP Total Paid	89.4%	85.5%	82.5%	64.7%	84.6%	81.9%	75.8%	74.8%	0.9%
Number of PCNs Paid at Discount Rate	420	2,051	737	3,413	184	3,425	10,230	10,729	-499
% Total PCNs Served Paid at Discount Rate	78.1%	73.4%	68.9%	50.8%	74.5%	68.9%	62.6%	62.0%	0.6%
Number of PCNs With Representations Made	88	551	158	1,123	71	956	2,947	2,966	-19
% of Total PCNs Served With Representations	16.4%	19.7%	14.8%	16.7%	28.7%	19.2%	18.0%	17.1%	0.9%
Number of PCNs Cancelled Via Representations	20	160	60	386	18	340	984	1,045	-61
% of Total PCNs Served Cancelled	3.7%	5.7%	5.6%	5.7%	7.3%	6.8%	6.0%	6.0%	0.0%
Number of PCNs Written Off	10	93	37	373	5	254	772	998	-226
% of Total PCNs Served Written off	1.9%	3.3%	3.5%	5.6%	2.0%	5.1%	4.7%	5.8%	-1.0%
Number of Vehicles Immobilised	0	0	0	0	0	0	0	0	0
Number of Vehicles Removed	0	0	0	0	0	0	0	0	0

4.2 16,333 Penalty Charge Notices (PCNs) were issued in the 2022-23 year compared to 17,295 in the previous 12-month period and resulted from:

- Broadland – Reduced PCNs due to long term sickness for a large part of the year followed by the retirement of a Civil Enforcement Officer (CEO). The new appointment will not be in post and fully operational until 2023-24 financial year. Duties are being backfilled by one of the CEOs who would normally cover North Norfolk.
- North Norfolk – One of the two CEOs spent time covering Broadland, as mentioned above, hence reduced enforcement resource in this area. This has

also coincided with a post pandemic decline in 'staycation' visitors along the North Norfolk Coast.

- Breckland – A short-term reduction due to one CEO who retired, giving rise to a temporary vacancy, which has now been filled, restoring resource to the budgeted 2 CEOs.

Offsetting this were increases in PCNs issued in South Norfolk (42%) and Kings Lynn (10.7%), which is fully resourced again following vacancies in the previous year. Together with an anticipated slight reduction in Great Yarmouth (4.9% - due to lower summer visitor numbers), this produced a combined year on year reduction of 962 PCNs (-5.6%).

- 4.3 The percentage of PCNs being paid remains very similar compared to last year and is between 65% and 89% across all the authority areas, with slight improvements noted in South Norfolk (to 89% from 84% the previous year) and in Kings Lynn (to 82% from 79% the previous year).
- 4.4 Numbers of both informal and formal appeals (representations) have decreased slightly from 2,966 to 2,947, and this is reflective of the decreased number of PCNs issued this year and is within 1% of last year's % outturn.
- 4.5 The '% of Total PCNs Served Cancelled' remains the same this year at 6%. PCNs written off due to technical issues (untraceable driver, signing/lining defects, staff error, etc) again reflect the lower PCNs issued and have remained proportionally the same as 2021-22 (within 1%) and are still all under 6%.

Norwich City Operational Performance – 2022-23

- 4.6 Table 2 below is a summary of the operational statistics required by the DfT for the Norwich City area.

Table 2

Norwich City DfT Statistical Return 2022-23				
Indicator	2021-22	2022-23	Year on Year Difference	NPP 2022-23 Totals
Number of Higher Level PCNs Served	12,214	13,780	1,566	12,527
Number of Lower Level PCNs Served	8,188	8,886	698	3,806
Total PCNs Served	20,402	22,666	2,264	16,333
Number of PCNs Paid	14,924	17,358	2,434	12,377
% of Total Paid	73.1%	76.6%	3.4%	75.8%
Number of PCNs Paid at Discount Rate	11,905	11,918	13	10,230
% Total PCNs Served Paid at Discount Rate	58.4%	52.6%	-5.8%	62.6%
Number of PCNs With Representations Made	4,334	4,849	515	2,947
% of Total PCNs Served With Representations	21.2%	21.4%	0.2%	18.0%
Number of PCNs Cancelled Via Representations	2,836	1,730	-1,106	984
% of Total PCNs Served Cancelled	13.9%	7.6%	-6.3%	6.0%
Number of PCNs Written Off	382	703	321	772
% of Total PCNs Served Written off	1.9%	3.1%	1.2%	4.7%
Number of Vehicles Immobilised	0	0	0.0%	0
Number of Vehicles Removed	0	0	0.0%	0

- 4.7 22,666 PCNs were issued in the 2022-23 year compared to 20,402 in 2021-22. Again, this continues the post-Covid trend of efficiency in enforcement operations against more typical traffic and parking volumes.
- 4.8 The percentage of PCNs paid has improved slightly to 76.6% during 2022-23, from 73.1% the previous year (up nearly 5% and 3.4% of total issued). The number of PCNs paid at the discounted rate (within 14 days) in the 2022-23 year (11,918) is almost identical to the previous year (11,905), whereas those paid at the discounted rate in 2022-23 year as a percentage of the total has fallen slightly - by 5.8%.
- 4.9 As expected, the number of representations (both informal and formal appeals) has increased, and this is reflective of the increased number of PCNs issued during 2022-23. The percentage of representations (appeals) made has remained almost identical to the previous year, at just over 21%.
- 4.10 Also mirroring the 2022-23 increase in PCNs issued is an increase in the number of PCNs written off (703 from 382) due to technical issues (eg untraceable driver, signing/lining defects, staff error etc). Notwithstanding this, the percentage written off has risen very slightly from 1.9% to 3.1%, but still remains a very small fraction and demonstrates the good quality of PCNs issued by the City CEOs.

Blue Badge Investigator – 2021-22 Achievements

- 4.11 The Blue Badge Investigator is directly employed by Norfolk County Council (NCC), but as the post supports the work of the parking partnership, it is funded from the income generated by Norfolk's on-street parking and enforcement. This service is popular with Blue Badge users who are disadvantaged by misuse and is held in high regard regionally for its positive work.
- 4.12 In the financial year 2022-23, the Blue Badge Investigation service received 97 reports of misuse, which is in line with prior financial years.
- 4.13 The 97 reports in 2022-23 resulted in:
- 11 people prosecuted at Court in 5 separate cases;
 - 35 cases where warnings or advice were given (verbally/letter). Of these, there were 17 cases where Blue Badge Holders were identified as wrongfully using an expired badge issued to them, and given a warning after successfully applying for a renewal Blue Badge;
 - 51 where no further action could be taken e.g. on private land where the authority has no jurisdiction; would have required a PCN to be issued at the time; had insufficient information to carry out an investigation; where reports related to eligibility for a badge, or where information was forwarded to the local parking team for their action – such as observations.

4.19 Fines totalling £7,023 were issued to those prosecuted and NCC was awarded £3,537 in costs.

In addition:

- 22 Blue Badges were seized with 11 being returned to the badge holder;
- 12 badges were returned to the Blue Badge Investigator and subsequently destroyed.

4.20 This year (2022/23) the Blue Badge Investigator continues to support NPP/NC CEOs with training, as well as sharing best practice regionally with other local authorities who are embarking on their own blue badge investigations.

4.21 Also in this 2022-23 year, following a period of warnings and education, enforcement action began against Blue Badge holders that remain in the vehicle while another gains advantage of the concession (e.g. where the Blue Badge Holder never leaves the vehicle and someone else does shopping for them).

Thanks to the diligent and collaborative work of the Blue Badge Investigator and NCC Trading Standards colleagues, the first case of this type was successfully taken to and upheld by the Magistrates Court this year. The defendants were found guilty and received fines totalling £222.00 each.

5. Alternative Options

5.1 None, as this paper is reporting annual outturns, figures and achievements only.

6. Financial Implications

6.1 The end of year NPP/NC CPE account financial positions are shown in Appendix A and B respectively. For CPE across the whole of Norfolk, the Council's combined 2022-23 financial position is a net surplus of £58,392.

6.2 As reported at the June NPP JC, given the continued recovery from the impacts of the Covid pandemic and normalising in resort visitor trends, this combined outturn represents a positive position. Open-book account meetings are continuing with NC colleagues to identify any further savings and efficiencies.

7. Resource Implications

7.1 Staff: None

7.2 Property: None

7.3 IT: None

8. Other Implications

8.1 Legal Implications: None

8.2 Human Rights Implications: None

8.3 Equality Impact Assessment (EqIA)

8.3.1 Service delivery by the NPP has a positive impact on protected groups by ensuring the highway network is accessible to all and that the benefits provided through the blue badge scheme are not misused.

8.4 Data Protection Impact Assessments (DPIA): Not required

8.5 Health and Safety implications: None

8.6 Sustainability implications: None

8.7 Any Other Implications: None identified.

9. Risk Implications / Assessment

9.1 No financial risk is currently identified for both the NPP and NC CPE accounts, which have both generated a net surplus at the end of the current financial year, including an NPP contribution to the capital equipment replacement fund.

10. Select Committee Comments

10.1 Not applicable.

11. Recommendations

11.1 To note the positive financial performance and surplus outturns of both the NPP and NC CPE year-end accounts.

11.2 To note the positive NPP and NC operational performance over the last 12-month reporting period.

11.3 To note the positive work undertaken and achievements made by the Blue Badge Investigator over the last 12-month reporting period.

12. Background Papers

12.1 [14.06.23 - NPP JC Report](#)

Officer Contact

If you have any questions about matters contained within this paper, please get in touch with:

Officer name: Ian Gregory

Telephone no.: 01603 222311

Email: ian.gregory@norfolk.gov.uk



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Appendix A

Norfolk Parking Partnership CPE 2022/23 Forecast Outturn	19/20 Actuals	20/21 Actuals	21/22 Actuals	22/23 Forecast (May)
On Street Parking Enforcement				
King's Lynn & West Norfolk Enforcement Costs	£344,649	£377,384	£384,031	£394,327
Kings Lynn & West Norfolk Notice Processing Costs	£182,444	£140,957	£168,040	£176,239
South Norfolk Enforcement Costs	£18,797	£11,890	£10,665	£16,762
Great Yarmouth Enforcement Costs	£272,053	£232,801	£271,540	£306,517
Contribution to NCC maintenance costs including resources, signs & lines	£72,491	£49,823	£85,000	£190,000
Income				
Enforcement (PCNs)	-£622,276	-£392,869	-£535,400	-£532,131
Enforcement Surplus/Deficit - County	£268,158	£419,985	£383,876	£551,714
On-Street Pay & Display				
Great Yarmouth On Street Pay & Display Costs	£30,345	£35,177	£50,697	£44,798
Kings Lynn On-street Pay & Display Costs	£4,226	£4,531	£5,155	£3,890
Income				
Great Yarmouth On Street Pay & Display Income	-£391,195	-£331,101	-£588,245	-£522,329
Kings Lynn On-street Pay & Display Income	-£58,796	-£24,951	-£65,075	-£73,819
On-Street Pay & Display - County	-£415,420	-£316,344	-£597,467	-£547,459
Resident Permit Scheme				
Great Yarmouth Resident Permit Scheme Costs	£4,601	£11,771	£25,496	£23,445
Kings Lynn Resident Permit Scheme Costs	£6,607	£5,233	£5,550	£5,440
Income				
Great Yarmouth Resident Permit Scheme Income	-£74,164	-£53,684	-£61,781	-£78,302
Kings Lynn Resident Permit Scheme Income	-£13,642	-£11,848	-£12,033	-£14,072
Resident Permit Scheme - County	-£76,598	-£48,527	-£42,768	-£63,489
NPP Subtotal				
	-£223,860	£55,114	-£256,359	-£59,235
External Contributions				
Capital Replacement Contribution	£59,000		£118,000	£59,000
Contribution from other District Councils		-£80,000	-£22,461	-£22,461
MHCLG Loss of Income Claim		-£134,995	-£19,595	
Subtotal	£59,000	-£214,995	£75,944	£36,539
Latest Forecast (Surplus)/Deficit Outturn				
	-£164,860	-£159,880	-£180,415	-£22,696

Appendix B

Norwich City Council CPE 2022/23 Forecast Outturn	19/20 Actuals	20/21 Actuals	21/22 Actuals	22/23 Forecast (May)
On Street Parking Enforcement				
Enforcement Costs	£1,227,364	£1,001,477	£985,704	£1,002,680
Notice Processing Costs	£146,713	£104,737	£122,160	£92,116
Contribution to NCC maintenance costs including resources, signs & lines				£50,000
Income				
Enforcement (PCNs)	-£700,375	-£383,529	-£525,710	-£618,188
Enforcement Surplus/Deficit - City	£673,702	£722,685	£582,155	£526,609
On-Street Pay & Display and Permits				
On-Street Pay & Display Enforcement Costs	£272,802	£251,467	£129,883	£153,430
Resident Permit Enforcement Costs	£531,446	£846,250	£874,563	£738,691
Income				
On Street Pay & Display Income	-£633,575	-£250,291	-£410,205	-£438,143
Resident Permit Scheme Income	-£743,189	-£714,125	-£824,734	-£917,118
Dispensations Income	-£47,669	-£48,532	-£72,264	-£69,579
On-Street Pay & Display and Permits - City	-£620,184	£84,769	-£302,757	-£532,720
Bus Lane Enforcement				
Maintenance and back office costs	£250,319	£194,972	£212,105	£202,377
Income				
Enforcement	-£406,318	-£200,399	-£276,829	-£231,962
Bus Lane Enforcement - City	-£155,999	-£5,428	-£64,724	-£29,585
City Subtotal	-£102,481	£802,026	£214,674	-£35,696
External Contributions				
Prior year adjustment	£0	£31,644	-£144,842	£0
Norfolk CC parking contribution	£0	£0	£0	£0
MHCLG Loss of Income Claim	£0	-£586,381	-£122,801	£0
Capital Contribution	£35,640	£0	£0	£0
Subtotal	£35,640	-£554,737	-£267,643	£0
Latest Forecast (Surplus)/Deficit Outturn	-£66,841	£247,289	-£52,969	-£35,696