

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

Minutes of the Meeting Held on Friday 20 September 2013

Present:

Mr B Hannah (Chairman)	Norfolk County Council
Mr M Castle	Great Yarmouth Borough Council
Mrs E Nockolds	King's Lynn & West Norfolk Borough Council
Mr M Stonard	Norwich City Council

Also Present:

Mr R Bird	Local County Councillor for the North Coast Division (and a substitute member of the Joint Committee) whom spoke about the Hunstanton Parking Management Review.
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Officers Present:

Jane Beck	Great Yarmouth Borough Council
Martin Chisholm	Borough Council of King's Lynn & West Norfolk
David Collinson	Norfolk County Council
Tim Durrell	South Norfolk Council
Tim Edmunds	Norfolk County Council
Duncan Ellis	North Norfolk District Council
Robert Ginn	Norfolk County Council
Gary Hewett	Norwich City Council
Phil Reilly	Norfolk County Council

1. Apologies

Apologies for absence were received from Mr M Jeal, Mr K Kiddie, Mr M Kiddle-Morris, Mr B Long and Mr R Oliver.

2. Minutes

The minutes of the meeting held on 19 March 2013 were agreed by the Joint Committee and signed by the Chairman as a correct record of the meeting.

3. Declarations of Interests

There were no declarations of interest.

4. Items of Urgent Business

There were no items of urgent business.

5. Annual Report 2012/13

The Joint Committee received a report that provided the Annual Report for the first 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 2012/13, 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.

During discussion, the following key points were made:

- It was important to ensure that CPE continued to achieve a financial break-even as a minimum so as to avoid financial dependence on other funding streams. The CPE also had to continue to follow Government guidance that stated that a CPE operation must not be seen as an income generator.
- In Great Yarmouth, the CPE operation was concentrated in a geographical area that was approximately half a mile wide by one mile long. In order to move forward with a more sustainable long-term solution to its financial needs, CPE had to achieve an increase in on-street revenue streams from locations other than Great Yarmouth. The Great Yarmouth Borough Council had plans to put in place infrastructure improvements in the town that could in time include the Borough Council's own new off-street multi-storey car park.
- Where CPE had recently been introduced in Kings Lynn town centre it had made it easier for people who were looking to go shopping for a short period of time to find short term parking.
- While under CPE the enforcement of on-street parking restrictions had ceased to be the responsibility of the Police there remained a regular and constructive dialogue with the Police to ensure there was a clearly understood division of responsibilities, given that the Police were still responsible for enforcing moving traffic offences as well as where there was a physical obstruction of the carriageway, footway or an exit from premises.

Resolved

- (a) That the Annual Report be noted.
- (b) That the financial and statistical returns for the operation of CPE in Norfolk (excluding Norwich City) for 2012/13, that were set out in paragraphs 2.1 – 2.4 of the report and also at Appendix 1, should be submitted to the Government as required.
- (c) 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 2012/13, to deliver the Forward Work Programme and to improve the long-term financial sustainability of the CPE in Norfolk.
- (d) To note that without funding from on-street parking schemes elsewhere in Norfolk, CPE was currently being financed from an increase in on-street parking in Great Yarmouth, money which could be used to put in place infrastructure improvements to regenerate the town. The sustainability of the current approach to CPE was an issue that had to be addressed at a future date.

6. Hunstanton Parking Management Review – Verbal Overview of Review

Phil Reilly gave a verbal presentation as to why Hunstanton had been selected for a review of on-street parking. He said that the aim of the review had been to support the economic vitality of the town and to compliment new income generation proposals, set out in the Hunstanton Southern Seafront and Town Centre Master Plan.

In the course of discussion, the following key points were noted:

- The review was partly in response to complaints from some residents along Cliff Parade, mostly regarding over night parking by motor homes and caravans, but also obstruction of the disabled dropped crossing points along Cliff Parade which regularly got parked across.
- Some residents of Cliff Terrace and of the Boston Square area had requested resident parking areas as they struggled to park outside their properties.
- Some of the residents in the area of Glebe Avenue, York Avenue and Victoria Avenue had historically requested resident parking permits.
- The Joint Borough and County Officer Working Group that had undertaken the review had also looked to review existing parking restrictions within the town to see if they were still fit for purpose. I.e. the time allowed in limited waiting bays in the High Street.
- The town attracted high visitor numbers throughout the summer but in times of high demand the off street car parks were not at capacity due to the availability of free on street parking. The town was relatively compact meaning most residential areas were within walking distance from the high street and promenade, which could encourage on street parking.
- The responses from the public to the review had come from a wider area than that covered by the proposals. People from outside of Hunstanton had responded to say that if CPE was introduced then they would no longer park to shop in the town. Comments such as this, and the objections that had been received from a number of local pressure groups, had appeared in the press before all local residents had been consulted, and the results of the review had been fully evaluated.
- Nevertheless, overall one-third of those who had responded were in favour of a CPE scheme for Hunstanton.
- A number of lessons on how to sell the benefits of CPE schemes to local residents had been learned from the work that had gone into the proposals for Hunstanton. The lessons included the importance of explaining local survey results to the public in a range of different ways, undertaking a press release for the initial survey, undertaking a separate resident only survey and having wider stakeholder engagement.
- Members were of the view that a Working Group of Members and Officers was needed to examine the ground rules for consulting with residents as part of a CPE review.

Resolved

(a) To note that there could be some merit in going forward with a limited new on-street parking scheme for Hunstanton town centre, but that this would not be financially viable as part of a CPE scheme.

(b) To set up a Member/Officer Working Group to provide a steer to the Joint Committee on how to assess the merits of forthcoming proposals for CPE, and for the Working Group to include the following Members:

Mr Castle
Mr Hannah
Mrs Nockolds
and officers who attend meetings of the Joint Committee.

7. Norfolk Parking Partnership Financial Performance

The Joint Committee received a report that highlighted the financial performance of the Norfolk Parking Partnership for the year ending 31st March 2013.

Resolved

To accept the figures set out in the report as a true and accurate record of performance for the period 1st April 2012 – 31st March 2013.

The meeting concluded at 11:00am.

CHAIRMAN



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