



Norfolk County Council

Norfolk County Council & District Councils Norfolk Parking Partnership Joint Committee

Minutes of the Meeting Held on Thursday, 14 February 2019
at 2pm in the Edwards Room, County Hall

Members Present:

Mr B Spratt	Norfolk County Council
Mrs L Neal	South Norfolk District Council
Mrs K Mellish	Borough Council of King's Lynn and West Norfolk
Mr G Plant	Great Yarmouth Borough Council

Officers Present:

Martin Chisholm	Borough Council of King's Lynn and West Norfolk
Dave Stephens	Norfolk County Council
Miranda Lee	Great Yarmouth Borough Council
Deborah Davies	South Norfolk District Council
Tim Young	Project Engineer, Policy and Performance, Norfolk County Council
Ian Gregory	Better Parking Strategy Manager, Norfolk County Council

1. Apologies for absence

- 1.1 Apologies were received from Joanne Day and Michele Earp (Deborah Davies substituting)

2. Minutes

- 2.1 The minutes of the meeting held on 4 October 2018 were **AGREED** as an accurate record and signed by the Chairman.

2.2 Matters arising from the minutes

- 2.2.1 Paragraph 8.3: The report on school keep-clear markings would be brought to the Norfolk Parking Partnership meeting in June 2019

3. Declarations of Interests

- 3.1 The following interests were declared:
- The Chairman declared a non-pecuniary interest as one of his family members was a Blue Badge holder
 - Mrs Lisa Neal declared a non-pecuniary interest as a Blue Badge holder

4. Items of Urgent Business

- 4.1 No urgent business was discussed

5. Performance Monitoring Update

- 5.1.1 The Joint Committee received the report giving an update on performance and progress towards meeting Key Performance Indicators (KPIs)

5.1.2 The Team Manager, Network Safety & Sustainability, introduced the report:

- Progress was being made towards improving efficiencies
- Some areas of performance management identified as requiring further focus by the Officer Working Group were improving accuracy, maintaining an up to date business plan and agreeing and monitoring KPIs; some KPIs were un-workable and needed reviewing

5.2 The following points were discussed and noted:

- The Team Manager, Network Safety & Sustainability, confirmed that Norfolk Police attended the Officer Working Group. Cross working between civil enforcement and Police enforcement could be further developed to support with problems particular to rural villages by looking at a civil enforcement service
- The Team Manager, Network Safety & Sustainability, confirmed there was no Member input into the Officer Working Group however it was not a decision-making group. If Officers identified areas for change, they would bring these to the Parking Partnership as a recommendation; the decision for recommended changes lay with the Norfolk Parking Partnership. Organisations represented at the Officer Working Group were expected to feed back to their respective Members
- Martin Chisholm clarified for the Joint Committee that the remit of the Officer Working group was to deal with delivery of service as delegated to them by Norfolk Parking Partnership, such as progressing operational matters dictated within the parking principles and other day to day matters

5.3 The Joint Committee **AGREED** that

1. Officers should review the currently defined KPIs as shown in Appendix A of the report and, if appropriate, any proposed changes to the KPIs or other benchmarking tools should be brought back to the Joint Committee later in the year
2. Going forward, the Officer Working Group should consider the need for wider sharing of information under revisions to the Delegated Functions Agreement, which may be required to extend the participation of District Councils in the Joint Committee.

6. Expanded Eligibility for Blue Badge Holders – Impact on Service

6.1.1 The Joint Committee considered the report providing an update on investigation and prosecution of Blue Badge offences by Norfolk County Council, changes which would increase demand for on and off-street Blue Badge parking and seeking funding for the Blue Badge Investigator for a further 2 years after this came to an end in March 2019.

6.1.2 The Project Engineer, Policy and Performance, introduced the report:

- Funding for the Blue Badge investigator was managed within the Norfolk County Council budget allocation at around £30,000 per year
- Government expansion of blue badge eligibility criteria from summer 2019 would increase eligibility by approximately 20%, equating to approximately 8000 more Badge Holders in Norfolk and an estimated 1600 more potential misuse cases
- If the Joint Committee agreed to fund the Investigator, Officers would be able to report on whether the resource would cover the increase in misuse cases in Autumn 2019

6.2 The following points were discussed and noted:

- Issuing Blue Badges was a function of the County Council; the Blue Badge Investigator was funded by the Norfolk Parking Partnership and was not a statutory requirement
- Blue Badge investigations had been successful and brought positive publicity
- It was recognised that as the number of people eligible for a Blue Badge increased, the cases of fraud or misuse were likely to increase
- Mrs Neal discussed the frustration caused by Blue Badge misuse which took away

parking from those who genuinely needed the spaces

- The Project Engineer, Policy and Performance, reported that wrongful use by family or friends of badge holders was most common; fraud was less common
- Mrs Mellish thanked Blue Badge Investigator Jim Blake for all his work
- Complaints about suspected misuse were likely to increase with increased eligibility so the Investigator would be important to make the scheme sustainable
- Costs from misuse prosecutions were pursued and sometimes gained but were not high enough to reflect the cost of providing the service; work was underway with magistrates across the County to introduce consistency
- A discussion was held about Blue Badge holders parking on double yellow lines outside of carparks which had designated disabled parking spaces. The issues this parking could create, such as to safety when near junctions or corners, and by increasing congestion, were discussed
- It was also noted that concession to park on double yellow lines for up to 3 hours, and in short stay bays all day were part of the Blue Badge Scheme
- It was **suggested** that paragraph 1.7 of the report be reworded regarding management of kerb sides; if evidence showed a tendency of parking on double yellow lines near carparks where such parking caused congestion or safety concerns, this should encourage network engineers to consider if single lines would be more appropriate
- The Project Engineer, Policy and Performance agreed to re-word recommendation 5 on basis of the discussion; Members agreed recommendation 5 subject to it being reworded based on the discussion
- District Officers and Members with specific areas of concern were requested to feed this in to County Council officers
- The Assistant Director of Highways & Waste agreed that a targeted approach was needed in areas where parking caused congestion or safety problems while acknowledging that the Blue Badge scheme allowed parking on double yellow lines

6.3 The Joint Committee:

1. **AGREED** to fund the Blue Badge Investigator post for a further period of 2 years.
2. **NOTED** the potential increase in Blue Badge use (as detailed below) and the impact it may have on the Blue Badge Investigation service area.
3. **ENDORSED** close monitoring of the impact the expanded criteria has on the investigation element of the service
4. **AGREED** that this recommendation would be reworded by the Project Engineer, Policy and Performance and circulated
5. **AGREED** *that relevant officers that support the NPP engage with colleagues in their own Authorities who have responsibility for planning, development and parking strategy to ensure that collaborative management of both on and off-street Blue Badge parking provision is achieved. The overarching aim of which is to minimise any negative impact that inappropriate Blue Badge parking has on the highway network balanced against the needs of legitimate users of the scheme*.

** this recommendation was re-worded after the meeting based on discussion held in the meeting and circulated to Members present at the meeting prior to publication of minutes*

7. Better Parking Strategy Project

7.1.1 The Joint Committee discussed the report giving an update on progress of the Better Parking Strategy Project.

7.1.2 The Team Manager, Network Safety & Sustainability, introduced the report:

- The Chairman had written to District Councils about the Better Parking Strategy Project; responses had been received from some councils

7.2 The following points were discussed and noted:

- The £5000 from North Essex Parking Partnership at paragraph 1.4.3 of the report referred to a bid being led by North Essex Parking Partnership on digitalisation of carparking services for carpark users. There would be no cost to Norfolk County Council or Norfolk Parking Partnership
- The Better Parking Strategy was in Phase One, which involved gathering information and benchmarking data to inform more accurate future reports; a more detailed report would be brought to the June 2019 meeting
- South Norfolk District Council had not responded to the Chairman's letter; they had recently appointed a new Leader; Mrs Neal **agreed** to follow this up
- Great Yarmouth Borough Council had sent a letter to the County Council expressing concern about current funding for the Norfolk Parking Partnership budget which came from carpark charges, on-street parking charges and PCNs in Kings Lynn and West Norfolk District Council and Great Yarmouth Borough Council, with other District Councils not contributing at the time
- The £10,000 contribution sought from District Councils was towards the existing Parking Partnership budget deficit and would not contribute towards an increase in Officers on the ground
- It was suggested that the Better Parking Strategy Project presentation should be taken to District Councils to identify issues and work needed in each area. The Team Manager, Network Safety & Sustainability, **agreed** that Officers would discuss the offer with District Members and take the presentation out wider if needed

7.3 The Joint Committee:

1. **NOTED** the progress of the Better Parking Strategy Project to date, given that this commenced on 1 November 2018 and is at a very early stage
2. **COMMENTED** on the progress of the Better Parking Strategy Project to date and provide input for future consideration
3. **COMMENTED** on suggested revisions to the current Parking Principles, in support of the Better Parking Strategy Project, and provide feedback and suggestions by the June Committee Meeting

The meeting concluded at 14.45

Mr B Spratt,
Chairman



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