

Norfolk County Council & District Councils Norfolk Parking Partnership Joint Committee

**Minutes of the Meeting Held on Thursday, 04 March 2021
at 10am on Microsoft Teams (virtual meeting)**

Voting Members Present:

Cllr Martin Wilby (Chair)	Norfolk County Council
Cllr Graham Plant (Vice-Chair)	Great Yarmouth Borough Council
Cllr Paul Kunes	Borough Council of King's Lynn and West Norfolk
Cllr Alison Thomas	South Norfolk District Council

Non-Voting Members Present

Cllr Jo Copplestone	Broadland District Council
Cllr Eric Seward	North Norfolk District Council
Cllr Mike Stonard	Norwich City Council

Officers Present:

Martin Chisholm	Borough Council of King's Lynn and West Norfolk
Alex Cliff	Highway Network and Digital Innovation Manager, Norfolk County Council
David Disney	South Norfolk District Council
Ian Gregory	Better parking Strategy Manager, Norfolk County Council
Miranda Lee	Great Yarmouth Borough Council
Karl Rands	Highway Services Manager, Norfolk County Council
Tim Young	Project Engineer (Network Policy & Performance), Norfolk County Council

1. Apologies for absence

- 1.1 No apologies were received. Cllr Paul Hewett was absent.

2. Minutes

- 2.1 The minutes of the meeting held on 19 January 2021 were **AGREED** as an accurate record.

3. Declarations of Interests

- 3.1 No interests were declared.

4. Items of Urgent Business

- 4.1 No urgent business was discussed.

5. Finance Report Update

- 5.1.1 The Committee received the report setting out the latest financial position and detailing

changes and positive steps taken since the previous Joint Committee meeting in January 2021 to mitigate the losses incurred within both the Norfolk Parking Partnership and the separate City Civil Parking Enforcement delegated agreement including loss of income claims submitted to the Ministry of Housing, Community and Local Government (MHCLG) department by Great Yarmouth Borough and Norwich City Council.

5.1.2 The Highway Network and Digital Innovation Manager introduced the report to the Joint Committee:

- Claims made to MHCLG of £135,000 by Great Yarmouth Borough Council and £644,478 by Norwich City Council had helped reduce the shortfall reported in particular outcomes.
- Appendix A of the report showed the financial position for Norfolk Parking Partnership with Norwich City Council's finances separated out to show a better comparison to previous years. Further adjustment had been made due to the MHCLG claims and a surplus was now shown.
- Appendix B of the report showed the financial position for Norwich City Council Civil Parking Enforcement. A shortfall was still shown after adjusting for the claim to MHCLG. This loss had been presented to Norfolk County Council's Finance Business Partner who confirmed the shortfall could be met through the emergency grant funding for Covid-19 recovery.

5.2 The following points were discussed and noted:

- It was noted that most income for the Norfolk Parking Partnership came from Great Yarmouth Borough Council and King's Lynn & West Norfolk Borough Council, and the importance of seeking a contribution from District Councils who did not wish to introduce pay and display and other parking charges, to support the cost of enforcement in their districts.
- A Member asked whether Norwich City Council would join Norfolk Parking Partnership in future. The Highway Network and Digital Innovation Manager replied that there was an aspiration for this to happen in the future but at that time there was a separate delegation arrangement in place. By reporting to the NPP Joint Committee this would allow the financial arrangements of the City Council to be understood before a decision was taken over whether to incorporate them into the Partnership.
- The Vice-Chair felt that there would be better coherence if the arrangements between Norwich City Council's parking facilities and arrangements and Norfolk County Council run park and ride services were joined.
- Discussions were needed to have a clear understanding of District Council contributions which would need to be agreed by District Councils' cabinets or councils.
- The Highway Network and Digital Innovation Manager confirmed that the contribution for South Norfolk District Council in the previous financial year, 2019-20, was £10,000. At the Committee meeting on 5 March 2020 it was agreed that due to positive contributions from the Trowse and Cringleford schemes, contributions would not be sought from South Norfolk for the financial year 2020-21.
- A Norfolk Parking Principles report was being taken to the Infrastructure and Development Select Committee meeting in July 2021 to review and consider the updated principles developed with District Councils. It was hoped that the updated principles would support with queries around the contributions to District Councils.
- Cllr Stonard reported that Norwich City Council's balance sheet normally showed a more positive outcome, but parking income had been affected by the pandemic. The City Council had invested in parking initiatives, for example, in cashless payments at some off-street sites and were looking to roll this out to on-street parking shortly. As the City Council did not control all parking in the city, when setting parking charges, they benchmarked against similar cities and private operators to ensure they were

competitive.

- It was noted that Broadland District Council had been paying £15,000 to the partnership, which was more than other District Councils. Cllr Copplestone reported that the District Council were looking at a parking strategy **in which they would consider** the introduction of car park charges moving forward.
- Cllr Eric Seward shared that he was unhappy about the approach taken towards the enforcement of on-street parking of North Walsham by officers from King's Lynn & West Norfolk Borough Council. Martin Chisholm clarified that Cllr Seward had been advised that he could use his democratic right to change the enforcement but noted that officers were contractually obligated to enforce restrictions that were in place in an area.

5.3 The Joint Committee:

1. **REVIEWED** and **NOTED** the latest financial forecast outturn of the NPP accounts in Appendix A of the report
2. **REVIEWED** and **NOTED** the latest financial forecast outturn of the City CPE accounts in Appendix B of the report, including the use of a COVID-19 grant to offset the remaining deficit.
3. **AGREED** to defer the next Norfolk Parking Partnership Joint Committee meeting until mid-May in order to determine if any further steps are required to secure the financial stability of the Norfolk Parking Partnership and/or City Civil Parking Enforcement accounts.

The meeting concluded at 10:39

Chairman



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This amendment to these minutes was agreed by the Joint Committee at their meeting of 28 July 2021. To view the amendment made, please view the minutes of that meeting.