

Norfolk County Council & District Councils Norfolk Parking Partnership Joint Committee

Date:

Thursday 19 February 2015

Time: **10.30am**

Venue:

Edwards Room County Hall Martineau Lane Norwich

Membership

County Councillors

Mr M Castle

District Councillors

Mr Keith Kiddie	South Norfolk District Council
Mr D Pope	Kings Lynn & West Norfolk District Council
Mr M T Jeal	Great Yarmouth Borough Council

Substitute

Mr G Plant	Great Yarmouth Borough Council
Awaiting Appointment	Kings Lynn & West Norfolk District Council
Mr A White	Norfolk County Council

Non-Voting District Council Representatives

Mr M Stonard Mr M Kiddle-Morris Mr R Oliver Awaiting appointment Norwich City Council Breckland District Council North Norfolk District Council Broadland Council

For further details and general enquiries about this Agenda please contact Nicola LeDain, Committee Officer on: 01603 223053 or email committees@norfolk.gov.uk

1. Apologies for Absence

2. Minutes

(Page **4**)

To receive the minutes of the meeting held on 25 September 2014.

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:

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role

- that of another public body of which you are a member to a greater extent than others in your ward.

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

4. Items of Urgent Business

5. Review of Financial Model for Civil Parking Enforcement (Page 8)

Report by the Executive Director of Community and Environmental Services

6. Roydon: Roydon Primary School Clearway Petition

Report by the Executive Director of Community and Environmental Services

7. Date of the next meeting 19 March 2015

Agenda published: 11 February 2015

(Page 15)

Chris Walton Head of Democratic Service Norfolk County Council County Hall Martineau Lane Norwich Norfolk NR1 2DH



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Norfolk County Council & District Councils Norfolk Parking Partnership Joint Committee

Minutes of the Meeting Held on Thursday 25 September 2014 at 10am

Present:

Mr Mick Castle (Chairman)	Norfolk County Council
Mr Graham Plant	Great Yarmouth Borough Council
Mr David Pope	King's Lynn & West Norfolk Borough Council
Mr Keith Kiddie	South Norfolk District Council

Officers Present:

Mr Martin Chisholm	Borough Council of King's Lynn & West Norfolk
Mr Paul Durrant	Breckland District Council
Mr Tim Durrell	South Norfolk Council
Mr Tim Edmunds	Norfolk County Council
Ms Miranda Lee	Great Yarmouth Borough Council
Mr Rob Mills	Norfolk County Council

1. Election of Chairman

Mr M Castle was duly elected Chairman for the ensuing year.

2. Election of Vice Chairman

Mr D Pope was elected Vice Chairman for the ensuing year.

3. Apologies

Apologies for absence were received from Mr M Jeal, Mr M Kiddle-Morris, Mr M Stonnard and Mr R Oliver.

4. Minutes

The minutes of the meeting held on 20 September 2013 were agreed by the Joint Committee and signed by the Chairman as a correct record of the meeting.

5. Declarations of Interests

There were no declarations of interest.

6. Items of Urgent Business

There were no items of urgent business to consider.

7. Annual Report 2013/14

- 7.1 The Joint Committee received the annexed report (item 7) from the Interim Director of Environment, Transport and Development. The report provided the Annual Report for the second 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 2013/14, 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.
- 7.2 During discussion, the following key points were made:
 - Consultations in King's Lynn regarding parking enforcements had progressed smoothly, and the parking controls were being introduced shortly.
 - There were some perennial issues concerning school parking which would need the Committees attention at a future meeting.
 - The Committee noted that it appeared there was no strategy in place to show when delivery of most of the forward programme would be achieved and Officers were asked for a timescale of progress achieved so far and for the next five years.
 - Although the enforcement programme is cost-neutral, some Members felt that the majority of the investment was generated by the chargeable visitor parking in Great Yarmouth. The expense should be shared between all districts of the County. Development of further on-street parking schemes were in progress with King's Lynn to permit parking and pay and display parking, investigating Cromer, Sheringham and north Norfolk in general.
 - Surplus income which was generated from the parking charges in Great Yarmouth should be shared between County Council and Great Yarmouth Borough Council. It was noted that any surplus should be devolved to relevant Councils in a proportionate way.

7.3 **RESOLVED**

- That the Annual Report be noted.
- That the financial and statistical returns for the operation of CPE in Norfolk (excluding Norwich City) for 201/14, that were set out in paragraphs 2.2 of the report and also at Appendix 1, should be submitted to the Government as required.
- 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 2013/14, to deliver the Forward Work Programme and to improve the long-term financial sustainability of the CPE in

Norfolk.

• To ask Officers to produce a timescale of progress achieved so far and for the next five years, and bring back to the Committee.

8. Financial Performance 2013/14

8.1 The Joint Committee received the annexed report (item 8) by the Interim Director of Environment, Transport and Development. The report set out the overall performance of the Norfolk Parking Partnership in 2013/2014, and highlighted details for each partner.

8.2 **RESOLVED**

 To accept the figures set out in the report as a true and accurate record of performance for the period 1st April 2013 – 31st March 2014.

9. Revisions to Civil Parking Enforcement Business Plan

9.1 The Committee received the annexed report (item 9) by the Interim Director of Environment, Transport and Development. The report highlighted that the current Business Case for Civil Parking Enforcement was written for the launch of the scheme in November 2011. It needed to be updated to take into account recent performance and ensure it was still relevant, and the costs incurred through running the scheme are covered by the income generated.

9.2 During the discussion, the following points were made

- A proposed model for a NPP wide back office would be developed and brought to a future meeting.
- While all the county is policed in the same way, designers need to evaluate what type of system would be appropriate for that specific location when investigating parking issues, eg residents parking permits, pay and display machines, restricted zones.
- A car parking working group is being set up in Great Yarmouth to review on and off-street parking-and appropriate charges for Great Yarmouth. It was noted that Officers would support working groups relevant to NPP as a whole.

9.3 RESOLVED

- To review the Business Plan with all partners and update where possible, and bring back to the Committee for approval.
- That there could be a need for an extra meeting in February 2015 to review the business model or service level agreement.

10. Date of the next meeting

10.1 The next scheduled meeting would take place on 19 March 2015.

The meeting concluded at 10:55am.

CHAIRMAN



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Norfolk Parking Partnership Joint Committee

Item No. 5.

Review of Financial Model for Civil Parking
Enforcement
19 th February 2015
Tom McCabe

This report reviews the Financial Model developed for Civil Parking Enforcement before the scheme went live in November 2011 to ensure it is still valid and not exposing any of the partner authorities to financial risk.

Executive summary

The Business Case for Civil Parking Enforcement was written before the scheme went live on 7th November 2011. In its current form, the scheme is not sustainable unless it continues to be subsidised by the Pay & Display and Residents Permit schemes in Great Yarmouth.

Recommendations: Review and consider the Business Case and agree work within the Partnership to ensure sustainability of the scheme in future years.

1. Proposal (or options)

We propose to continue monitoring the financial performance of the Civil Parking Enforcement scheme, using the figures as set out in section 3 as the baseline for comparison in 2015/16. We assume that all roles in the scheme will be filled, each officer will issue one Penalty Charge Notice (PCN) per hour and 75% of these will be paid. However, to ensure sustainability of the scheme and avoid exposing any of the Partner authorities to financial risk, we propose working with the partners to review the model and identify any improvements that can be made to reduce and cover costs, or increase revenue in 2016/17 and beyond.

2. Evidence

The Norfolk Parking Partnership began operations on the 7th November 2011. Since that date the financial performance has significantly differed from the projection, as per the table below (no data post 2013/14 is used as that is the last full year available, and part year figures for 2014/15 would not give the full picture):

	2011/12 £	2012/13 £	2013/14 £	Total £
Business Plan – Surplus / (Deficit)	(6,975)	138,522	124,397	255,944
Actual– Surplus / (Deficit)	46,419	214,382	33,649	294,450
Difference	53,394	75,860	(90,748)	38,506

There are a number of reasons for this. Firstly, the original plan did not include any provision to replace capital equipment and a contribution to this has now been created. The contribution to Highways Maintenance to fund replacement of signs and road markings increased by £50k to £100k. There is funding within the model for a Parking Manager which has not been appointed to. Operational savings have been delivered through control of costs and a number of vacancies across the county. Finally, the number of Penalty Charge Notices issued and paid has been considerably lower than planned. Given all these factors, it was agreed it would be prudent to review the Business Case to ensure that the Partnership still delivered value for money and was not exposing Norfolk County Council or any of the partners to financial risk.

We have reviewed the original Business Case and updated both income and expenditure for Civil Parking Enforcement, Great Yarmouth Pay & Display, and Great Yarmouth Residents Permit Scheme. This is laid out in the table below:

	2015/16 £	2016/17 £	2017/18 £
Civil Parking Enforcement	1,127,482	1,150,032	1,173,033
Costs			
PCN Income	940,419	940,419	940,419
CPE Surplus / (Deficit)	(187,063)	(209,613)	(232,614)
Great Yarmouth Pay &	77,500	79,050	80,631
Display Costs			
Great Yarmouth Pay &	350,000	357,000	364,140
Display Income			
Great Yarmouth Pay &	272,500	277,950	283,509
Display Surplus / (Deficit)			
Great Yarmouth Residents	11,040	11,261	11,486
Permit Scheme Costs			
Great Yarmouth Residents	65,170	66,473	67,803
Permit Scheme Income			
Great Yarmouth Residents	54,130	55,212	56,317
Permit Scheme Surplus /			
(Deficit)			
Overall Surplus /	139,567	123,549	107,212
(Deficit)			

The breakdown of these figures is given in Appendices A to D of this report. These figures are based on full recruitment to the staffing structure. If this is not achieved then it is likely that costs will be lower but this will be offset by a corresponding fall in the number of Penalty Charge Notices issued. Civil Parking Enforcement itself currently runs at a deficit but is subsidised by the Great Yarmouth Pay and Display and Residents Permit Scheme surpluses.

We have updated all costs and included a £30k contribution to the Blue Badge unit to cover the cost of enforcing the scheme, and the £45k contribution to Capital Equipment Replacement funding. We have assumed costs will increase by 2% in 2016/17 and beyond.

The most unpredictable element of the plan is the number of Penalty Charge Notices issued. In 2012/13 it totalled 22,631 but in 2013/14 was 37,663. We have therefore used the 25,269 PCNs suggested by the model, at an issue rate of 1 per hour per Full Time Equivalent across all districts for 2015/16, with a recovery rate of 75%.

The original Business Case was written on the basis that the scheme would be extended and enforce additional controlled parking areas as they were rolled out. This

would have allowed additional revenue to be generated and moved the Civil Parking Enforcement element back to a breakeven position. As these additions to the scheme have not occurred, it means costs increase each year but the revenue generated remains static.

We propose a series of reviews across the districts in 2015 to identify improvements and move Civil Parking Enforcement back to a break even position. We will use this analysis to inform the Business Case for 2016/17 and beyond. However, it is likely that if additional schemes are not rolled out, then delivery of Civil Parking Enforcement in Norfolk will not be financially sustainable and we will have to consider alternative ways for this service to be delivered.

3. Financial Implications

The aim for Civil Parking Enforcement is for the costs involved to be covered partly by the income generated from it, and the remainder from Pay & Display and Residents Permit Schemes in Great Yarmouth. Without these additional income streams the scheme would not be sustainable.

There is no direct impact on Norfolk County Council budgets, unless the receipts fail to cover the costs. These costs would then need to be covered by the partners.

4. Issues, risks and innovation

The main risk to this report is failure to agree a plan to close the deficit in future years.

5. Background

The Norfolk Parking Partnership is hosted by Norfolk County Council and enforcement provided by Great Yarmouth Borough Council, King's Lynn and West Norfolk Borough Council (who also provide the service on behalf of Breckland District Council, Broadland District Council and North Norfolk District Council), and South Norfolk District Council.

Officer Contact

If you have any questions about matters contained or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

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

Officer Name:	Tel No:	Email address:
Robert Ginn	01603 223182	robert.ginn@norfolk.gov.uk



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Appendix A - Civil Parking Enforcement Income Predictions

	Annual PCNs	Paid PCNs	Annual Income £
King's Lynn & West Norfolk	6,592	4,944	244,848
Great Yarmouth	10,584	7,938	386,694
North Norfolk	2,774	2,081	96,220
South Norfolk	1,319	989	52,712
Broadland	1,333	1,000	53,282
Breckland	2,668	2,001	106,663
	25,270	18,953	940,419

<u>Notes</u>

1. Annual Income based on 75% recovery rate

Appendix B - Civil Parking Enforcement Expenditure Predictions

	2015/16	2016/17	2017/18
	£	£	£
Annual Operating Costs - Parking Enforcement	699,783	713,779	728,054
Annual Operating Costs - Central Processing Unit	188,284	192,050	195,891
PCN Payments Charges	9,085	9,267	9,452
Parking Department (County) - Annual Operating Costs	53,330	54,397	55,485
Contribution to Blue Badge Unit	30,000	30,600	31,212
Signs and Road Markings Maintenance	102,000	104,040	106,121
Capital Equipment Replacement	45,000	45,900	46,818
Total	1,127,482	1,150,033	1,173,032

<u>Notes</u>

1. Annual Operating Costs - Parking Enforcement cover the costs of staffing, travel and equipment

2. Annual Operating Costs - Central Processing Unit covers the back office and administration functions

3. PCN Payments Charges - utilising existing 'over the counter' facilities within the districts

4. Based on top of scale L with oncosts, increasing by 2% per year

5. Blue Badge Unit - contribution to cover enforcement costs

6. Signs and Road Markings Maintenance - ensuring that the correct signs and lines are in place for enforcement

7. Capital Equipment Replacement - a fund is being created to allow replacement of equipment on an ongoing basis

Appendix C - Great Yarmouth Pay & Display Machines

	2015/16	2016/17	2017/18	
	£	£	£	
Income	350,000	357,000	364,140	
Costs - Cash Collection	31,000	31,620	32,252	
Costs - Daily Management	25,830	26,347	26,874	
Costs - Machine Maintenance	20,670	21,083	21,505	
Surplus	272,500	277,950	283,509	

Notes

1. Income based on the average of 2012/13 to 2014/15, increasing by 2% per year

2. Costs expected to increase by 2% per year

Appendix D - Great Yarmouth Residents Parking Scheme

	2015/16	2016/17	2017/18	
	£	£	£	
Residents	18,360	18,727	19,102	
Residents - Visitor	29,920	30,518	31,129	
Residents - Trader	3,080	3,142	3,204	
Business	7,410	7,558	7,709	
Business - Visitor	6,400	6,528	6,659	
Total Income	65,170	66,473	67,803	

	2015/16	2016/17	2017/18
	£	£	£
Residents Parking Scheme			
Income	65,170	66,473	67,803
Residents Parking Scheme			
Expenditure	11,040	11,261	11,486
Surplus / (Deficit)	54,130	55,213	56,317

<u>Notes</u>

1. Issues data provided by GYBC

2. Business Permit £140 per annum, remainder £40

3. Costs taken from original Business Case, uplifted by 2% per year

4. Income and expenditure assumed to increase by 2% per year

Norfolk Parking Partnership Joint Committee

Item No. 6.

Report title:	Roydon: Roydon Primary School Clearway Petition
Date of meeting:	19 February 2015
Responsible Chief Officer:	Tom McCabe
Norfolk specifically request order to allow the existing	red regarding parking for Roydon Primary School in South sting the introduction of a School Keep Clear traffic regulation markings to be enforced in their own right. However, it is alter the effective enforcement of this section of road and it is duce the order.

Executive summary

A petition has been received regarding parking for Roydon Primary School at school start and end times. There is general concern about the way in which parents park in roads around the school, but in particular about vehicles stopping on the School Keep Clear markings. These are intended to allow children clear sightlines of passing traffic and make it easier for passing drivers to see the school pupils.

At the moment the School Keep Clear markings are only advisory, but in this case they are backed by double yellow line waiting restrictions. If Civil Enforcement Officers are on site they can immediately advise drivers to move off the Keep Clear markings. Whilst it would be possible for a Civil Enforcement Officer to place a Penalty Charge Notice on a vehicle where the driver refuses to move on, this is likely to be a rare occurrence. Therefore materially, local residents and businesses with the parents would see no obvious change in enforcement around the school entrances should an order be made and signed.

Recommendations:

That this Committee notes the petition and agree that a School Clearway order should not be introduced as it would not effectively alter the enforcement of parking outside Roydon Primary School.

1. **Proposal (or options)**

- 1.1. A petition has been received concerning parking outside Roydon Primary School in Manor Road, Roydon, South Norfolk. It was organized by a parent and contained 241 signatures. It was handed in to Norfolk Constabulary at Diss and has been forwarded to the County Council via South Norfolk District Council arriving on 1 August 2014.
- 1.2. It requests that the currently advisory School Keep Clear zig-zag marking outside the school entrance in Manor Road is backed by a School Keep Clear traffic regulation order which allows the markings to be enforced in their own

right. However these markings currently have double yellow line no waiting restrictions running through them and therefore an additional order would not alter the effective enforcement of this section of road.

1.3. Therefore it is considered an additional order should not be pursued at this location and the petition organizer informed of the decision.

2. Evidence

- 2.1. Parking is an issue which affects roads around many schools throughout the county. Parents stop on School Keep Clear markings to drop off or pick up children. Some park adjacent to the markings for periods some time before the end of the school day to be as close to the school entrance as possible. In many cases they park in a way which disrupts life for local residents.
- 2.2. A petition has been received concerning parking outside Roydon Primary School in Manor Road, South Norfolk. It was organized by a parent and contained 241 signatures. It was handed in to Norfolk Constabulary at Diss and has been forwarded to the County Council via South Norfolk District Council arriving on 1 August 2014. The petition was to be brought to your committee on 25 September 2014, but it was not possible to carry out the background work in time.
- 2.3. Outside Roydon Primary School at-any-time waiting restrictions (double yellow lines), including at the back of the Keep Clear markings, have been introduced because the free movement of traffic is impeded. Enforcement of these lines has to be prioritized with other requests across the enforcement area and South Norfolk District Council civil enforcement officers (CEOs) cannot attend every day.
- 2.4. The existing enforcement regime for schools at start time and the end of the school day is laid out in the NPP Civil Parking Enforcement Guidance Manual (July 2012). CEOs will observe vehicles parked on single yellow lines or in parking bays adjacent to schools. If these vehicles are not causing an obstruction, the CEO will allow 10 minutes observation before issuing a PCN. At other times and locations it is 5 minutes for a private vehicle and 10 minutes for a commercial vehicle.
- 2.5. This concession does not apply to vehicles parked on double yellow lines, such as those in Roydon, School Keep Clear zigzag markings, or where loading restrictions are in force. However, even here the first action of a CEO would be to advise the driver they may not stop there. Only if the driver rejects this approach or the vehicle has been left unattended would a PCN be issued.
- 2.6. The extended observation time on single yellow lines and parking bays only applies during the time of day when children are picked up and dropped off. It was introduced because it was understood that Norfolk is a largely rural county where the car is the only viable mode of transport available for medium and long distance journeys and drivers must have somewhere to drop off or pick up passengers. Even so, vehicles must not cause an obstruction, inconvenience or danger to other road users, including pedestrians and cyclists.
- 2.7. Introducing a clearway order for the markings at Roydon Primary School would not give CEOs a greater ability to deal with those who stop on the school keep clear markings than they have now. The first action of a CEO would be to

advise the driver that they are committing an offence.

- 2.8. School traffic problems are best addressed through school newsletters when parents are minded to drive safely, park properly and have respect for residents in the neighbourhood. The council's Casualty Reduction (Education and Development) team can advise the school on the best way to carry out such actions.
- 2.9. The Member for Diss and Roydon, Councillor Jennifer Chamberlin, agrees with the recommendation of this report. She would like it made clear that the message should go out that double yellows lines and School Keep zig-zag markings mean you should not stop on them. She would also like there to be a review of the 10 minutes observation period given for other forms of restriction.
- 2.10. The Department for Transport consulted in May 2014 on revisions to the Traffic Signs Regulations which may allow School Keep Clear markings to be introduced without the need for a traffic regulation order or signing. In the government's response in November to the submissions it said the consultation raised a number of significant issues on this matter. Ministers are giving further consideration to these responses to ensure that their decision is both informed and appropriate.

3. Financial Implications

3.1. None.

4. Issues, risks and innovation

- 4.1. No additional issues.
- 5. Background
- 5.1. Copy of petition: <u>20140801 Scan of petition.pdf</u>

Officer Contact

If you have any questions about matters contained in this paper or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

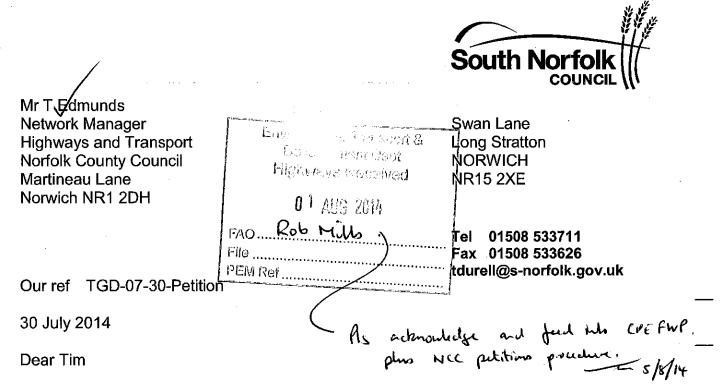
Officer name : Rob Mills Tel No. : 01603 223930

Email address : rob.mills@norfolk.gov.uk



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APPENDIX A



Parking Petition – request for School Clearway Order, Roydon Primary School

The Council has received the enclosed petition and a letter from Norfolk Constabulary Diss Safer Neighbourhood Team requesting the introduction of a School Clearway Order.

As you will recall that at past meetings of the NPP Joint Committee, we have asked for the selective introduction of such Orders, and this is one of the schools in South Norfolk that has regularly posed a challenge for both us and the Police. I feel that there continues to be a need to consider making School Clearway Orders at known hot spots within the county; this being one of them. I would therefore be grateful if this topic and request could be placed on the agenda of the next Joint Committee meeting.

With regard to the petition I have written to Tracey Allen who I believe organised the petition and to the Police, to inform them that their request has been forwarded to the County Council. Please see enclosed letters.

Yours sincerely,

Tim Durell

Food and Health and Safety Manager

cc. Andy Jarvis Director Environment & Housing Cllr. Keith Kiddie Cllr. David Goldson

www.south-norfolk.gov.uk









PCSO Gary Ponting Norfolk Constabulary Diss Police Station Stanley Road Diss Norfolk IP22 4BP

Swan Lane Long Stratton NORWICH NR15 2XE

Tel 01508 533711 Fax 01508 533626 tdurell@s-norfolk.gov.uk

Our ref TGD-07-30b-Petition

30 July 2014

Dear Gary

Parking Petition – request for School Clearway Order, Roydon Primary School

Thank you for your correspondence which was enclosed with a petition requesting the introduction of a School Clearway Order at Roydon Primary School.

I have forwarded the petition to Norfolk County Council as it is the responsible authority for the consideration and introduction of the requested order. I have also asked that the topic of the selective introduction of such Orders is placed on the agenda of the next meeting of the Norfolk Parking Partnership.

Yours sincerely,

Tim Durell Food and Health and Safety Manager

cc. Andy Jarvis Director Environment & Housing Cllr. Keith Kiddie Cllr. David Goldson

www.south-norfolk.gov.uk









Ms T Allen 14 St Marys Drive Diss Norfolk IP22 4PT

Swan Lane Long Stratton NORWICH NR15 2XE

Tel 01508 533711 Fax 01508 533626 tdurell@s-norfolk.gov.uk

Our ref TGD-07-30a-Petition

30 July 2014

Dear Ms Allen

Parking Petition – request for School Clearway Order, Roydon Primary School

Thank you for your correspondence and the petition requesting the introduction of a School Clearway Order.

I have forwarded the petition to Norfolk County Council as it is the responsible authority for the consideration and introduction of the requested order. I have also asked that the topic of the selective introduction of such Orders is placed on the agenda of the next meeting of the Norfolk Parking Partnership.

Yours sincerely,

Tim Durell Food and Health and Safety Manager

cc. Andy Jarvis Director Environment & Housing Cllr. Keith Kiddie Cllr. David Goldson

www.south-norfolk.gov.uk

DX 130080 Long Stratton 2 Textphone 01508 533622 Emergency out of hours service 01508 533633 Freephone 0808 168 4444 (Environmental Services)







Tracy Allen

14 St Marys Drive

Diss

Norfolk

IP22 4PT

14th July 2014

Tim Durrell,

Please find enclosed a petition and other information regarding an application for a clearway order for Roydon Primary School, Including a letter from the police.

Tracy Allen

Men

Parent from Roydon Primary school



I have today been to visit the residents surrounding Roydon Primary School to request their support in the form signing the petition enclosed, I would like to take the opportunity to share with you some of their concerns and reasons for previous complaints made to the school.

Residents have spoken of the common problem with parents parking and blocking driveways although they are not parked for long it's a massive inconvenience to the residents who do need to leave or return home at that time, because of the inconsiderate parking there is not even anywhere for the residents to sit and wait for the culprits to return and move so they can access their own properties, other than in the middle of the road.

Some residents spoke of numerous occasions people have actually parked in their drive, private property. One lady is now too scared to approach parents and ask them to move so she can either leave or return due to the fact she has been verbally abused by a mother in the past.

Another lady mentioned damaged actually caused to her property including her driveway and garden and no action was taken.

Another young lady spoke of an occasion when a car parked, then leaving her drive refused to move making this young, disabled resident with children reverse right back to the main road having nowhere to turn because of the other illegally or dangerously parked vehicles.

Speeding has also been a concern which could also be thought about in the form of speed restrictions/bumps etc.

For me one of the most upsetting was to hear that a residents husband needed an ambulance to attend their home for his heart, this ambulance arrived with difficulty getting into the road and then not being able to get to the drive of their home, again due to parents parking and blocking the drive, the man was taken from his home and wheeled in a stretcher down his drive to the middle of the road where the ambulance had parked which was approximately 40 feet away from their home.

News letters are frequently sent out from the school to the parents they very frequently remind us of the dangerous parking that goes on, the consideration we should have for our neighbours and safety of our children this is obviously ignored by so many. We are also reminded of the ample parking that we do have and that the village hall is open early enough and that we are able to use it, people are just purely lazy.

ACTUAL ACTION needs to be taken against these selfish parents and issue fines once a few people have been fined word of mouth will eventually stop this madness at school time.

Numerous complaints are made by residents to the school which obviously the school cannot do any more than they do now as they do not have the authority, Police presence and that of the parking officer from the council is ok as a one off but people are only too aware that they can only verbally advise them to move and they will still park irresponsibly the following day.

A SCHOOL CLEARWAY ORDER IS DESPERATELY NEEDED BEFORE SOMEONE IS SERIOUSLY INJURED OR WORSE.



Date: 06/07/2014

To: Tim Durrell South Norfolk Council Swan Lane Long Stratton, Norfolk NR15 2XE

C/o: Tracy Allen 14 St. Mary's Drive, Diss, Norfolk, IP22 4PT



Norfolk & Suffolk

PCSO Gary PONTING 8622 Norfolk Constabulary Diss Police Station Stanley Road, Diss, Norfolk. IP22_4BP

Tel: Non Emergency 101 Email: sntdiss@norfolk.pnn.police.uk

www.norfolk.police.uk Non-Emergency Tel: 101

www.suffolk.police.uk Non-Emergency Tel: 101

Dear Tim,

My name is Gary Ponting. I am a PCSO posted at Diss Police Station.

I was approached by Tracy Allen whilst on duty at Diss Police Station. Mrs Allen asked if she could leave a petition in our public enquiry office here at Diss station. The petition related to an application for a 'School Clearway Order' to be enforced on the road outside Roydon School, Diss. Regrettably I had to inform Mrs Allen that she would not be able to leave the petition at the station as Norfolk Police have a duty to remain impartial. However, I was able to sympathize with Mrs Allen's concerns over the safety of the children and parents who attend the school.

I have since liaised with my Inspector, Jason Broome, and he felt that it was appropriate to send you this letter and make you aware of observations that have been made by Diss officers regarding parking/traffic issues on Manor Road outside the school.

I personally have attended the school on a number of occasions in the last 10 months to deliver presentations to the students. Insp. Broome attended with me on 5th February 2014 and the Head teacher, Mrs. Bradford, expressed her concerns to the Inspector at this time. Insp. Broome and I returned to the school that afternoon to patrol Manor road at school finishing time and we did give words of advice to the drivers of two vehicles who had parked on a double yellow line and close to a junction.

I made an extra effort to patrol the road at school start/finish times throughout February and in doing so witnessed many instances of dangerous parking on Manor road including; parking on double yellow lines, parking within 10m of the Manor drive junction and even stopping/parking on the yellow zigzags outside the school.

In my professional opinion this kind of parking is dangerous as other drivers have to negotiate these static vehicles with reduced visibility which distracts them from more important hazards – namely the children and parents (not forgetting the lollipop lady) who are trying to cross the road safely.

Although a having a uniformed officer patrolling the area works well to deter this activity, Norfolk Constabulary is clearly not able to provide this resource on every school day. Norfolk police officers are not authorized to issue FPNs for parking offences, so offenders quickly forget the words of advice and fall back into their bad habits.





I understand that if Manor road (outside the school) was to be made a school clearway, NCC's CEOs would be able to give drivers who stop on the zigzags a ticket. This could be a longer lasting deterrent for offenders who would otherwise return to their habits.

Norfolk Constabulary receives many calls every day related to parking offences but as parking has been decriminalised in Norfolk, police have no powers to deal with offenders.

I hope this information is helpful to you in making a decision on the feasibility of enforcing the clearway order.

Please do not hesitate to contact me if you think I can help you any further.

Yours sincerely,

PCSO 8622 Gary Ponting.

Kind Regards PCSO 8622 Gary Ponting

Diss Safer Weighbourhood Team Norfolk Constabulary Stanley Road Diss, Norfolk, IP22 4BP Tel: 01842 222761 Fax: 01842 222760

www.norfolk.police.uk



PARKING PETITION

Please help and sign our petition regarding parking.

As many of you already know parking at this and other schools is very difficult but should still never be a danger to anyone's safety.

This is a petition for the council to enforce a SCHOOL SCLEARWAY ORDER. We are parents from Roydon Primary School, the parking illegally and dangerously has been a serious, continuous issue regarding the safety of our children and that too of parents etc. When our head teacher Mrs Bradford approaches and asks politely for people to park elsewhere or more considerately she is sometimes subjected to verbal abuse, this is disgusting and disrespectful!

The police presence and that of a traffic officer from the council is no deterrent, ACTION needs to be taken and ISSUE TICKETS/FINES INSTANTLY to make a difference, the SCHOOL CLEARWAY ORDER will give the officers from the council the authority to do this.

Please sign if you agree the council need a SCHOOL CLEARWAY ORDER.

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Address

Signature

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Residents Surrounding area Roydon Primary school.

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Address

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