

**DECRIMINALISATION OF PARKING ENFORCEMENT TASK GROUP held  
at COUNCIL OFFICES SAFFRON WALDEN at 4.00 pm on 10 MAY 2005**

Present: - Councillors M A Hibbs - Chairman.  
Councillors R M Lemon and A M Wattebot

Officers in attendance: - M Cox, T Halford, J G Pine, S Mclagan and A  
Stewart.

**DPE45 APOLOGIES**

An apology for absence was received from Councillor J P Murphy.

**DPE46 MINUTES**

The Minutes of the meeting held on 15 March 2005 were received, confirmed and signed by the Chairman as a correct record subject to the words "in regular" being substituted for "irregular" in the third line of minute DPE42(i).

**DPE47 BUSINESS ARISING**

**i) Minute DPE32 – Progress towards implementation**

The vacant post of parking attendant had now been filled and the section was currently fully staffed. Members sent their best wishes to Les Scott who was now serving in Iraq

**ii) Minute DPE42 (iii) - Fly parking in Takeley and surrounding areas**

It was reported that the residents' questionnaire had now been prepared and would be circulated by the Parish Council later this month.

**DPE48 REVIEW OF DECRIMINALISATION**

Further to the last meeting, officers had now prepared a report based on the areas that the Task Group had asked to be investigated as part of the parking review. Members considered a table, which set out what had happened to date and gave an indication of the work that would be required to undertake a thorough review.

The Task Group discussed the document in detail and highlighted the areas that should be given priority for further investigation.

- **The making of TRO's** - A meeting to be arranged with Essex County Council to clarify which aspect of TRO's could be taken over by the District Council and the practical and financial implications of this.
- **Clarify the financial arrangements with ECC in relation to decriminalisation**
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- **Agree a systematic approach to fees and charges, including season tickets, and investigate the feasibility of a voucher system.**

- **Review and update agreements with John Lewis, the Coop and Boots.**
- **Devise appropriate criteria for whether to introduce residents parking schemes**
- **To take action in respect of fly parking**
- **To agree a policy for the use of car park spaces for school parking.**
- **Devise a consultation strategy.**
- **To clarify responsibility for coning.** If this was to be the District Council, investigate how this could be done, either in house or outsourced and the financial and staffing implications.

The Task Group commented on the wide scope of the review and the amount of officer time that would be required. It was clear that there were not currently sufficient resources within the Section. The Task Group felt that Les Scott's temporary replacement should be offered a 1 year contract regardless of Les returning before the contract expired. It was also noted that the role of the Task Group had widened from its original remit of implementing decriminalisation and revised terms of reference were required.

RECOMMENDED that the Transport and Highways Committee

- 1 be asked to clarify the role of the Task Group and agree a revised terms of reference.
- 2 make funding available for a 1 year temporary post to assist with the review
- 3 Be asked to approve the priority areas for review as highlighted above.

**DPE49 DATE OF NEXT MEETING**

The next meeting would be held on Tuesday 26 July 2005 at 4.00pm in the Committee Room, Saffron Walden

**DPE50 TRICIA HALFORD**

The Chairman informed the Group that Tricia Halford, Carparks/Concessionary Fares Officer would be retiring at the end of May. She had worked within the parking section for 10 years and had been an invaluable member of the team that had been involved in the introduction of Decriminalisation. The Task Group thanked her for all her hard work and wished her well for her retirement.

The meeting ended at 5:30pm. Page 2

