

**DECRIMINALISATION OF PARKING ENFORCEMENT WORKING GROUP held at 4.00PM at COUNCIL OFFICES SAFFON WALDEN on 4 DECEMBER 2006**

Present: - Councillor R F Freeman – Chairman  
Councillor J F Cheetham.

Officers in attendance: - M Cox, S McLagan and L Scott.

Also Present:- Chris Stoneham – Essex County Council.

**DPE9 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillors C M Dean and A M Wattebot.

**DPE10 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on 13 November 2006 were received, confirmed and signed by the Chairman as a correct record.

**DPE11 MATTERS ARISING**

**(i) Minute DPE11 (i) – Fly Parking in Takeley and surrounding areas**

Chris Stoneham said that the orders were now with the County's legal Section and would be advertised after Christmas. He hoped that the lines would be in place by the end of January. As this was not a permanent scheme, the normal rules for advertising did not apply.

**(ii) Minute DPE15 - Repair to culvert – Saffron Walden**

Chris Stoneham said that the works to the culvert were nearly completed and George Street was expected to reopen on Friday 8 December. Resurfacing works would be carried out in the New Year.

**(ii) Minute DPE14 – Residents Parking Scheme**

The Working Group felt the Residents Parking Schemes in Saffron Walden should be reviewed. The review should include both the existing streets and potential locations for new schemes. Saffron Walden Town Council had asked that an Area Residents Parking Zone be looked at for the conservation area of the Town. The Environment Committee would need to know the criteria for the review and an idea of the costs involved. The Parking Enforcement Manager said he would obtain information on how residents parking schemes operated in other similar authorities. Chris Stoneham would provide an estimate of the likely cost of the review.

DPE12 **PARKING MACHINE REPLACEMENT PROGRAMME**

Officers presented a programme for replacing the parking machines in the Council's car parks between 2006 – 2008. The budget had already been agreed by the Environment Committee. It was proposed to put in the new machines in phases, the first phase starting in Great Dunmow, hopefully by the end of April. Tenders had been sought from three suppliers and the preferred company was "Cale Briparc". Its machines appeared to be the most reliable and easy to use and also the most cost effective. Also for £10 a month per machine, a complete back office internet link could be provided to each machine which would give managers all the necessary financial and performance information.

Officers had taken on board members request for a "Smart Card" system. It was suggested that 16 out of the 28 machines could contain this facility. This was likely to be rolled out during phase 2, though officers warned that this was a new departure and might take longer to be taken up by the public. The machines also had a solar panel option if required, where mains was not available.

Two quotes had been obtained for "pay on foot facilities" and the cost for 1 car park would be £57,000 or £47,000 per year. It would be necessary to employ someone to be available to open the barrier when motorists experienced difficulties. Members agreed that Uttleford car parks were not sufficiently large or well used for this option to be cost effective.

Members had hoped that it might be possible to have a scheme where the public only paid for the time that they were actually in the car park. To this end, officers were looking to introduce a "park and pay by phone scheme". This would work by the motorist texting the parking location number, car registration and the number of hours of parking required. Colchester Borough Council had recently introduced this scheme. Officers would obtain details of the take up and success of this scheme and decide whether it would be appropriate for this District.

Once the new machines were in place, officers would review the charging tariffs. One possibility was Pay by Minute parking (eg a penny per minute). This and other alternative payment regimes could be operated from the new machines.

**RECOMMENDED** that the attached replacement parking machine programme 2006 – 2008 be agreed.

DPE13 **DATE OF NEXT MEETINGS**

The meeting due to be held on Monday 8 January was cancelled. It was rearranged for Thursday 8 February – Great Dunmow.

The meeting ended at 5.30pm.

## PARKING MACHINE REPLACEMENT PROGRAMME 2006/08

Car Park	Location	Number	Smart Card	Cost P&D Machines		Cost of Smart Card		Total	Machine/ Smart Card Total Per Year	Budget	Additional Budget
				2000	3000	Set Up	Phases				
<b>PHASE 1</b>											
White Street	Gt Dunmow	2	1								
Chequers Lane	Gt Dunmow	2	1								
Angel Lane	Gt Dunmow	1	1								
	Smart Card					3950	7550				
Phase 1 Total		5	3	10000	15000			11500	26500	15000	11500
<b>PHASE 2</b>											
Common	S Walden	2	1								
Lower Street	Stansted	2	1								
Crafton Green	Stansted	1	1								
Fairycroft	S Walden	7	3								
Rose & Crown	S Walden	1	1								
	Smart Card							10950			
Phase 2 Total		13	7	26000	39000			10950	49950	30000	19950
<b>PHASE 3</b>											
Swan Meadow	S Walden	10	6								
	Smart Card							7600			
Phase 3 Total		10	6	20000	30000			6350	36350	30000	6350
<b>GRAND TOTAL</b>		<b>28</b>	<b>16</b>	<b>56000</b>	<b>84000</b>			<b>28800</b>	<b>112800</b>	<b>75000</b>	<b>37800</b>

## Smart Card Installation Costs

Licences up to 3	5000
Licences 1-10	5000
Licences up to 5	1250
Back office licence	3250
Installation/machine	850
Servers	700

