

# **NORTH ESSEX PARKING PARTNERSHIP ON-STREET PARKING 20 OCTOBER 2011**

*Present:-* Councillor Susan Barker (Uttlesford District Council)  
Councillor Penny Channer (Essex County Council)  
Councillor Martin Hunt (Colchester Borough Council)  
Councillor Robert Mitchell (Braintree District Council)  
Councillor Pam Sambridge (Tendring District Council)  
Councillor Wendy Schmitt (Braintree District Council)  
Councillor Penny Smith (Epping Forest District Council)

*Apologies:-* Councillor Tracey Chapman (Essex County Council)  
Councillor Tony Hall (Harlow District Council)

*Also Present:-* Ms. Lou Belgrove (Colchester Borough Council)  
Mr. John Gilbert (Epping Forest District Council)  
Mr. Robert Judd (Colchester Borough Council)  
Mr. Joe McGill (Harlow District Council)  
Mr. Michael Perry (Uttlesford District Council)  
Mr. Paul Partridge (Braintree District Council)  
Ms. Liz Saville (Essex County Council)  
Mr. Ian Taylor (Tendring District Council)  
Mr. Richard Walker (Colchester Borough Council)  
Mr. Matthew Young (Colchester Borough Council)

## **10. Draft Minutes**

*RESOLVED* that the minutes of the meeting held on 28 June 2011 were confirmed as a correct record subject to the following amendment, item 4 Committee Protocols and Partnership Parking Policies, the sentence commencing "Officers were asked to reconsider the wording to Parking of Yellow Lines" to read "Officers were asked to reconsider the wording to Parking on Yellow Lines".

## **11. Declarations of Interest**

Councillor Barker, in respect of being a Member of Essex County Council, declared a personal interest in items 4, 5, 6, 7, and 8 of the agenda (Minute numbers 12, 13, 14, 15 and 16).

## **12. Update on change of legislation in respect of Blue Badge Holders**

Mr. Walker gave a summary of the Government's reforms to the Blue Badge Scheme (BBS).

Mr. Walker said the administration of the BBS was the responsibility of Essex County Council from their offices at Colchester Business Park. Mr. Walker was pleased with the progress, with the new badge in 4-part, laminated and with a hologram.

It was anticipated new procedures would considerably reduce misuse, abuse and fraud, e.g.

the use of the permit when no disabled person is using the vehicle.

*RESOLVED* that the Joint Committee noted the changes and progress to date to the BBS.

### **13. Partnership Business Plan**

Mr. Walker gave a summary of the Partnership Business Plan, an update to the Committee that showed the budget, though early days, to be on target. The update was a brief report that informed the Committee that operations are now running and on-track.

*RESOLVED* that the Joint Committee noted the progress made to date, in respect of the Partnership Business Plan.

### **14. Schedule of Parking Charges**

Mr. Richard Walker gave a summary of the Pricing of Elements report that set out the scale of fees and charges for on-street parking such as Parking Permits, Pay and Display, Parking Suspensions, Dispensations and other associated charges, plus temporary no-waiting cones and associated Orders.

Mr. Walker responded to questions from Members and officers with regard to the year on year incremental price increases for each district. It was explained that the listed figure was the first permit price.

***RESOLVED*** that the Joint Committee, taking account of the schedule of fees and charges for on-street parking agreed the following:

#### **i) Resident Parking**

- A limit of two permits per household by reducing over time the numbers of permits issued, and the level of pricing.

***The Joint Committee agreed to this policy, provided there was an amnesty for existing holders of two permits or more, and only one permit was issued to a household where only one parking space was available.***

- To standardise on an increased price of second and third (etc.) permits in bands, and to introduce this as an intermediate measure.

***The Joint Committee agreed to this policy and asked officers to look at the possibility of a standard 25% increase above the first price and converge the prices of higher-priced second permits in due course..***

- To harmonise the Resident Parking visitor permit price.

***The Joint Committee agreed to this policy subject to there being flexibility in the scheme whereby harmonising would be phased in.***

- The level and basis, including Replacement, Lost and Stolen permits.

***The Joint Committee agreed that this was an opportunity to tackle abuse of the existing arrangements, and to a standard fee of £10 for replacement permits.***

- Converge the pricing and conditions over coming years.

***The Joint Committee agreed to the general principal of converging the pricing and conditions over coming years, but also agreed to a principal of flexibility, where the type of tickets could be standardised e.g. a book of five @ 4 hour tickets available for purchase through a variety of ways, but with a discount for***

***purchasing on-line, with an option to purchase one-off tickets on-line only, but with both types of permit purchased, subject to local pricing.***

- To review Resident Parking Permits annually.

***The Joint Committee agreed to an annual review of Resident Parking Permits.***

## **ii) Other permits**

- To increase the price of Dispensations, Suspensions and Waiver permits, and at what level.

***The Joint Committee agreed:***

***No dispensation given on the grounds of age.***

***Dispensation permits (e.g. for building contractor to park on double yellow lines) would be purchased at a cost of £20.00 each for the first permit, with a 25% discount for purchasing on-line, and additional permitted days purchased at a cost of £10.00 each.***

***Each partner authority would give comprehensive local advertising to this scheme to inform local people and businesses.***

- To allow concessionary permits, to whom, and at what level.

***Having given full consideration to all aspects of concessionary permits, the Joint Committee agreed to defer any change to the existing scheme until 2012 pending the outcome of the Department for Transport's Blue Badge Reform Programme that will bring about changes to the disabled drivers' parking scheme.***

***The Joint Committee agreed that a full Equality Impact Assessment will be made to support the subsequent report on concessionary permits in 2012.***

- To converge the pricing and conditions over coming years.

***The Joint Committee agreed to the principal of converging pricing and conditions over the coming years.***

- To review all other permits annually.

***The Joint Committee agreed to an annual review of all other permits.***

## **iii) Pay and Display**

- To increase the level of pay and display charges, in co-ordination with local car park prices.

***The Joint Committee agreed to increase the level of pay and display charges, to bring in-line with local car park prices, and to extend charging to other areas where required by local conditions and the Business Case.***

## **iv) For other charges**

- To provide other items for a fee which covers their whole cost.

***The Joint Committee agreed:***

***Parking cones could be provided for large major events such as carnivals, shows and regattas, with a fee charged that covered the whole cost of provision.***

***Where parking cones could be retained locally and passed out on request, this would remain free of charge but with a redeemable deposit on the return of the cones. This would be for small charitable events and fetes. The cost of any parking cones not returned would be refunded from the deposit.***

## **15. Operational Report**

Ms. Lou Belgrove presented the Operational Report, providing Members with an update on On-Street operations in respect of enforcement, general operations, recruitment, accommodation, communications, performance, the back office and future work.

Ms. Belgrove confirmed that the replacement on-street pay and display machines for Saffron Walden would be operational from about the 27/28 October 2011.

Ms. Belgrove also confirmed that the Cabinet at Epping Forest District Council had agreed to the recommendation to join the Partnership.

**RESOLVED** that the Joint Committee noted the update of Parking Partnership operational issues since the last Joint Committee meeting on 28 June 2011.

## **16. Traffic Regulations – lines and signs**

Mr. Walker presented the Traffic Regulations, lines and signs report, detailing maintenance and regulation works to date and the future work programme, an update to the report presented to the Committee at the June meeting.

Mr. Walker suggested the Committee or a sub committee agree to meet shortly to agree the appendix C to the report, the list of proposed new restrictions to be investigated and implemented if appropriate.

Members were agreed that a comprehensive list incorporating schemes agreed prior to the commencement of the Partnership, proposed schemes since the start of the Partnership and any other schemes not listed but known to partner authorities, should be compiled for a meeting to be held in late November / early December.

Members agreed with Mr. Walker that the list should be split by district and include status, ranking, the criteria used to determine the ranking and where the scheme originated.

Members also agreed that the future process should allow for the detail of newly identified applications to be fed back to district concerned.

**RESOLVED** that the Joint Committee:

- i) Noted the report on Traffic Regulations, Lines and Signs – completed and future work programme.
- ii) Agreed to meet on Monday 5 December at 10.30 a.m. at Braintree District Council offices, to agree the future work programme.
- iii) ***Mr. McGill, Harlow District Council, to circulate to Members a Traffic Order procedure guide for consideration and comment.***

## **17. Dates of future meetings**

*RESOLVED* that the Joint Committee agreed to the following future meetings:

Thursday 26 January 2012, at 1.30 p.m. – Harlow District Council

Thursday 22 March 2012, at 1.30 p.m. – Epping Forest District Council

## **18. Any other business**

Mr. Ian Taylor spoke about the parking enforcement problems experienced on the Dovercourt market day. Mr. Taylor said the Partnership's Business Plan agreement was to breakeven on costs, with an emphasis put on increasing revenue streams.

With regards to Dovercourt Market and prior to the Partnership, signs and cones were used, in agreement between the local council and Essex County Council to prevent illegal parking, and this scheme had been successful. But the emphasis has now shifted from one of 'compliance' to maximising income, and with so many Parking Control Notices issued in this area on market day it was threatening the very existence of the market.

Mr. Taylor requested that in the spirit of the partnership agreement, these types of issues were reported and discussed by the Joint Committee.

Ms. Lou Belgrove replied that the decision had been taken by the Partnership to revert to use of the correct signage on-site (the restriction being permanent and therefore not appropriate to be marked by temporary cones) and that compliance was high, the number of Penalty Charge Notices had not been demonstrably higher on Fridays than any other day.

## **19. Web Service Demonstration**

Mr. Richard Walker and Ms. Lou Belgrove gave a North Essex Parking Partnership web service demonstration.

*RESOLVED* that the Joint Committee requested:

- i) That within the 'challenges' area, an asterisk was placed beside the box requesting the person's email address to show this was a compulsory field, and notification was given to the person to confirm the receipt of their email.
- ii) PayPal was considered as another option for payments.