

**NORTH ESSEX PARKING PARTNERSHIP
JOINT COMMITTEE FOR ON-STREET PARKING**

**11 December 2014 at 2.05pm
Council Chamber, Epping Forest District Council, Epping**

Executive Members Present:-

Councillor Susan Barker (Uttlesford District Council)
Councillor Anthony Durcan (Harlow District Council)
Councillor Robert Mitchell (Braintree District Council)
Councillor Nick Turner (Tendring District Council)
Councillor Gary Waller (Epping Forest District Council)

Apologies: -

Councillor Rodney Bass (Essex County Council)
Councillor Nick Barlow (Colchester Borough Council)
Councillor Eddie Johnson (Essex County Council)

Also Present: -

Jonathan Baker (Colchester Borough Council)
Lou Belgrove (Parking Partnership)
Trevor Degville (Parking Partnership)
Vicky Duff (Essex Highways)
Qasim Durrani (Epping Forest District Council)
Amanda Hoadley (Epping Forest District Council)
Joe McGill (Harlow District Council)
Derek McNab (Epping Forest District Council)
David Oxbow (Epping Forest District Council)
Samir Pandya (Braintree District Council)
Andrew Taylor (Uttlesford District Council)
Alexandra Tuthill (Colchester Borough Council)
Richard Walker (Parking Partnership)
Matthew Young (Colchester Borough Council)

Apologies:-

Paul Partridge (Braintree District Council)
Shane Taylor (Parking Partnership)

25. Declarations of Interest

Councillor Barker, in respect of being a Member of Essex County Council, declared a non-pecuniary interest.

Councillor Durcan, in respect of being a Member of Essex County Council, declared a non-pecuniary interest.

26. Minutes

RESOLVED that subject to the following amendments;

- a) Have Your Say – Councillor Lodge’s title be changed to Essex County Councillor, from Uttlesford District Councillor
- b) The TRO schemes for Harlow District Council be altered to -
 - Approved - 30014 Conyers, 30050 The Hill Cooks Spinney
 - Rejected – 30046 The Drive
 - Defer – 30045 – Rycroft,

the minutes of the meeting of the Joint Committee for On Street Parking of 16 October 2014 be confirmed as a correct record.

Councillor Barker suggested that the Joint Committee provide the Committee Officer with a list of the schemes to be approved at future meetings.

27. NEPP On-Street Financial Update

Richard Walker, Parking Partnership, provided an update on the financial position and issues to date for the NEPP on-street account. Richard Walker stated that the predicted financial outturn overall for the on-street account is a slight surplus. Whilst there is a shortfall in the levels of income, this is offset partially by savings in salaries and partially by income other than Penalty Charge Notices (PCN) that has been slightly over budget to date.

The Joint Committee discussed the figures provided, and requested that an additional column be included within the outturn forecasts showing the previous full year outturn to allow for further comparisons. Further questions were asked regarding the levels of income and shortfall in PCN income which is as a result of current Civil Enforcement Officer vacancies. In addition the increasing costs of issuing and processing PCNs are being countered by reducing the direct costs by moving to more digital systems.

Mathew Young highlighted to the Joint Committee that the £52,000 budget from the surplus stated in the report is not included in period 7 figures, but is included for Period 8. In addition the £100,000 surplus funds allocated at the AGM is held in a ring fenced balance and not included in the figures.

RESOLVED that the future financial updates include an addition column of the previous full year outturn, and that the NEPP On-Street Financial Update be noted.

28. Operational Report

Lou Belgrove, Parking Partnership, provided the Joint Committee with an update on the operational progress since the previous update in October 2014.

Lou Belgrove stated that the Joint Committee’s request for a report on implementing a charge for disabled residents permits across the North Essex Parking Partnership be delayed for further investigation to take place with regard to its feasibility. Work is currently being undertaken with colleagues across East Anglia to clarify the legal situation.

Richard Walker, Parking Partnership, provided an update on the progress of the CCTV car; highlighting that the car software is being upgraded to allow for the car to cross Local Authority Boundaries, without the previous requirement of returning to its central location to upload new information.

Lou Belgrove provided an update on MiPermit, stating that a rollout would commence on 5 January for Uttlesford District Council. Braintree District Council and Tendring District

Council will then follow, with Epping Forest District Council and Harlow District Council being completed in advance of the end of the financial year.

Councillor Durcan requested that the Joint Committee allow Harlow District Council Officers to undertake a consultation on visitors' permits, as a number of residents had complained about the new system. Alternative options were suggested and could include raising the visitor permit price to the second car permit rate. Concerns were raised by the Committee regarding the issue of the synchronising of charges across the Districts and Boroughs within the Partnership.

RESOLVED that Harlow District Council officers undertake a consultation in their area, and that the Operational Report be noted.

29. Outside Agency Support in Enforcement – Partnership

Richard Walker, Parking Partnership, introduced the report outlining the Outside Agency Support in Enforcement after approaches from both Tendring District Council and Police Community Support Officers to help provide enforcement at school times.

The Joint Committee welcomed the offers from the authorities and discussed the merits of each outside agency's support in enforcement. With regard to Tendring District Council the Committee noted that the staff are already trained as Civil Enforcement Officers and are working within a Local Authority.

Concerns were raised for the PCSO pilot scheme regarding the future funding of PCSO's and allocation across the Partnership. In addition further issues were noted that the position of CEO's within the NEPP may be undermined if powers are delegated to a number of other officers. This may also make the service more difficult to manage across the partnership.

Councillor Durcan, Harlow District Council, and Councillor Waller, Epping Forest District Council stated that both authorities have Neighbourhood and Community Safety Officers that could be utilised if required by the NEPP.

RESOLVED that the North Essex Parking Partnership

- a) work in partnership with Tendring District Council Off-Street Civil Enforcement Officers in a pilot project.
- b) decline the offer of a pilot project with Police Community Support Officer's.
- c) Undertake further work with the Neighbourhood and Community Safety Officers from Harlow and Epping if the Tendring District Council pilot is successful.

30. Meeting Dates 2015/16

RESOLVED that the meeting dates for 2015/16 be agreed.

31. Forward Plan

Robert Mitchell, Chairman, Parking Partnership introduced the Forward Plan of meetings for 2014/15.

Councillor Barker suggested that start time of the next meeting in Braintree on 12 March 2014 be moved from 1pm to 1:30pm.

RESOLVED that the next meeting in at Braintree District Council begin at 1:30pm, and that the Forward Plan be noted.