

# **NORTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE FOR OFF-STREET PARKING**

**20 October 2016 at 1.00pm  
Council Chamber, Civic Offices, High Street, Epping,  
Essex, CM16 4MZ**

## **Executive Members Present:-**

Councillor Susan Barker (Uttlesford District Council)  
Councillor Mike Lilley (Colchester Borough Council)  
Councillor Robert Mitchell (Braintree District Council)  
Councillor Danny Purton (Harlow District Council)

## **Substitutions:-**

Councillor Richard Bassett for Councillor Gary Waller (Epping Forest District Council)

## **Also Present: -**

Michael Adamson (Parking Partnership)  
Jonathan Baker (Colchester Borough Council)  
Stephanie Barnes (Parking Partnership)  
Lou Belgrove (Parking Partnership)  
Trevor Degville (Parking Partnership)  
Qasim Durrani (Epping Forest District Council)  
Lisa Hinman (Parking Partnership)  
Joe McGill (Harlow District Council)  
Derek McNab (Epping Forest District Council)  
Samir Pandya (Braintree District Council)  
Richard Walker (Parking Partnership)  
Matthew Young (Colchester Borough Council)

## **7. Declaration of Interest**

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

## **8. Minutes**

*RESOLVED* that the minutes of the meeting held on 30 June 2016 were confirmed as a correct record.

## **9. Introduction of new £1 Coin**

Trevor Degville, Parking Partnership, presented the report on the introduction of the new £1 coin. The report provided the Joint Committee with an update on the introduction of the new coin and the impact on the pay and display machines across Braintree District Council, Colchester Borough Council and Uttlesford District Council.

Trevor Degville stated that the work would have to be done in advance of the introduction of the new coin in March 2017. An order for the machines to be reprogrammed in advance of this date had been placed, which has been costed at

£100.80 for each machine. Trevor Degville also stated that the Parking Partnership would write to the partners when the demonetisation takes place to discuss removing the setting to accept old £1 coins, although at that point it would be unlikely that they would be in circulation.

The Committee welcomed the report; Councillor Barker questioned whether, with the uptake of contactless payments, new wave and pay machines could be installed instead of an update to the current machines. Trevor Degville stated that the order has been placed to retune the machines to accept the new £1 coin, but if any Partner Authority wished to replace their current machines with those able to accept contactless payments Officers from the Partnership would need to know by the end of the year to be able to change the current retune order.

*RESOLVED* that the Introduction of new £1 coin report be noted.

### **10. NEPP Off-Street financial position for 2016/17**

Lou Belgrove, Parking Partnership, introduced the NEPP Off-Street financial position for 2015/16. The report is presented for information and scrutiny by the Joint Committee.

Lou Belgrove highlighted that at period 6, the budget was operating with a small surplus, which was down to Civil Enforcement Officer vacancies.

Councillor Mitchell questioned whether the North Essex Parking Partnership could have an aim of achieving higher than 100% of vacancies filled. In response, Richard Walker, Parking Partnership, stated that the partnership has a robust method of selecting the right people for the role of CEO before investments in training is made. Changing the aim of the Partnership would fall under an operational matter which the lead authority can do. In addition the Development Plan for the North Essex Parking Partnership will be coming to the next On-Street Joint Committee meeting, which could include this suggested change.

*RESOLVED* that the NEPP Off-Street financial position for 2016/17 be noted.

### **11. Off-Street Operational Update**

Lou Belgrove, Parking Partnership, presented the Off-Street Operational Update, which the Joint Committee is requested to note.

Lou Belgrove stated that Penalty Charge Notices in most areas are on the increase, as is the use of MiPermit.

Councillor Barker welcomed the impressive take up of the wave and pay contactless options within car parks.

*RESOLVED* that the Off-Street Operational Update be noted.