

NORTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE FOR ON-STREET PARKING

**19 October 2017 at 1.00pm
Council Chamber, The Water Gardens, Harlow, Essex**

Members Present: Councillor Richard Van Dulken (Braintree District Council)
Councillor Sam Kane (Epping Forest District Council)
Councillor Robert Mitchell (Essex County Council)
Councillor Danny Purton (Harlow District Council)

Substitutes:- Councillor Feltham for Councillor Lilley (Colchester Borough Council)

Apologies:- Councillor Fred Nicholls (Tendring District Council)

Also Present: - Jonathan Baker (Colchester Borough Council)
Lou Belgrove (Parking Partnership)
Liz Burr (Essex County Council)
Qasim Durrani (Epping Forest District Council)
Simon Jackson (Uttlesford District Council)
Joe McGill (Harlow District Council)
Samir Pandya (Braintree District Council)
Hazel Simmonds (Colchester Borough Council)
Miroslav Sihelsky (Harlow District Council)
Ian Taylor (Tendring District Council)
Shane Taylor (Parking Partnership)

15. Expression of condolences and thanks

The Chairman expressed the Joint Committee's condolences on the sad passing of Councillor Waller earlier in the year. Councillor Mitchell highlighted to the Committee the hard work and contributions that Councillor Waller made to the North Essex Parking Partnership since its inception. The Committee expressed their thanks to Councillor Waller and stood for a minute of silence and reflection.

Thanks, were also expressed to Joe McGill, Client Officer for Harlow, who was attending his last meeting of the Joint Committee. The Chairman, and Councillor Purton noted the extensive support that he had provided to the Joint Committee and the NEPP Officers.

Councillor Mitchell also expressed thanks to Councillor Turner, the former representative from Tendring District Council for his contributions to the Joint Committee.

16. Declarations of Interest

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

17. Have Your Say

Steven Smith

Steven Smith, a resident from the Braintree District Council area, attended the meeting in support of the Traffic Regulation Order application for Warley Close. Mr Smith informed the Joint Committee that the TRO would provide junction protection, as it is one of the only junctions in the current area that does not have protection in place. Mr Smith stated that the current situation allows for vehicles to park near to the junction which can block access to dropped pavements it has also resulted in a number of near misses.

Mr Smith wanted to ensure that the TRO would be approved at this meeting and also to ask for further information about the process of approving and installing traffic regulation orders.

Councillor Mitchell thanked Mr Smith for attending the meeting and noted that the scheme was recommended for approval by the North Essex Parking Partnership. With regard to the schemes introduction, the NEPP approves schemes twice a year, with those approved at the October meeting designed and advertised during the winter and installed next summer. Cllr Mitchell also highlighted that he has held discussions with national Government about allowing Civil Enforcement Officers to have powers to enforce junction protection without the need for a specific TRO. This is a function that at this time can only be undertaken by the Police. Concern was raised by some Committee members regarding allowing CEO's to enforce junction protection, and it was felt that a report should come to the Committee outlining the issues that this may present.

Lisa Courtney, Saffron Walden Town Council Clerk

Lisa Courtney attended the Joint Committee to speak in support of the TRO's at Chaters Hill and Common Hill West. With regard to the Chaters Hill TRO, Lisa Courtney informed members that this forms part of the Common, which is managed and maintained to a high standard. It's a heavily used public open space and the introduction of the TRO would assist in preventing obstructions and erosion of the bank. Lisa Courtney also informed the Committee that if the TRO was installed the Town Council would look to fully repair the bank.

With regard to the TRO for Common Hill West, Lisa Courtney stated expressed their thanks for the hard work of officers from Uttlesford District Council and the NEPP for developing the proposals.

Lisa Courtney also stated that the Town Council would be happy to enter into discussions to attempt to solve an issue that's been in place for the last twenty years.

Cllr Dr Richard Freeman, Uttlesford District Councillor and Saffron Walden Town Councillor

Councillor Richard Freeman attended the meeting to provide further information and support the Common Hill West and the Chaters Hill TRO's.

With regard to Common Hill West, Councillor Freeman informed the Committee that a resident's permit zone would greatly benefit the area, which is frequented by a high number of visitors. The provision of six parking spaces would ensure that the area could be landscaped. Councillor Freeman highlighted that it is illegal to park on the village green and that there had long been a campaign to make the area a car free zone.

Councillor Freeman highlighted that the Chaters Hill TRO would allow for the bank to

be fixed and would prevent obstructions to traffic in the area. Councillor Freeman stated that the removal of two parking spaces would be a reasonable request and had been supported by Officers.

Councillor Mitchell thanked members of the public for attending the meeting and contributing to the discussions.

18. Minutes

RESOLVED that the minutes of the 22 June 2017 meeting be approved.

19. Traffic Regulation Order schemes for approval, deferral and rejection and completed schemes during 2017

Shane Taylor, Parking Partnership, introduced the Traffic Regulation Order report. The report requests that the Joint Committee prioritised the proposed traffic order schemes from the list of applications.

Shane Taylor thanked Partner Authorities for responding to the request for TRO proposals so that they could be included in the NEPP agenda.

Each partner authority provided the Committee with information relating to those TRO's that should be prioritised. With regard to Harlow District Council, as they had exceeded the number of TRO's that could be approved at the meeting it was suggested that further discussions be held with NEPP officers to establish a priority list of schemes. Officers also highlighted to the Committee the NEPP would not be able to enforce the weight restriction TRO, 30071, Third Avenue. Committee members agreed that this could be approved, however it would require support from the Local Highways Panel.

It was also noted that, TRO 60049 Lower Staines and 60148, Lincolns Field, Epping Forest District Council were listed to be approved, but are included as part of the Commuter Report proposals.

In response to a question about whether Local Authorities are informed prior to a TRO being installed, officers stated that confirmation on when work is due to commence is distributed in advance as well as when installation is completed. It is not possible, however to provide precise timings due to the impact that the weather has on installation. Members of the public are informed prior to a residents permit scheme being installed, but not before smaller schemes, however all schemes are published in the local press.

Shane Taylor provided further information about the schemes that had been installed during the year and informed the Committee there are schemes in the list that are a work in progress. Shane Taylor also stated that the list does not include the Dedham Review.

RESOLVED that;

- a) the schemes as set out in the report for Approval, Deferral, or Rejection, be agreed.

20. Traffic Regulation Order Update

Shane Taylor, introduced the Traffic Regulation Order update report. The report

requests that the Committee decide whether it wishes to enter into an SLA agreement with Saffron Walden Town Council for land at Common Hill West. The report also requests that the Committee decide whether motorcycle parking should be free of charge in resident permit areas and to consider the objections to scheme 20023 Morley Road, Halstead.

The Committee were informed that the NEPP can only work with its existing partners and therefore in order for the NEPP to undertake enforcement on the land at Common Hill West, Uttlesford District Council would need to include this land within its order. This would mean that Uttlesford District Council would become the policy making authority for the land rather than Saffron Walden Town Council. The Town Council could also work with a private contractor if it wished to, which would avoid the need to include the land in the UDC order. Committee members felt that further discussions would be needed to establish what the impact would be on Uttlesford District Council adopting the land into their order.

With regard to motorcycle permits the Committee were informed that charging only takes place in the Colchester Borough Council area and there are only a small number of permits issued. As this was not in place across the rest of the Parking Partnership area the Committee agreed that motorcycle permits should be removed. Further queries were made about whether the terminology used for motorbikes was correct and whether they should be referred to as two wheeled powered vehicles.

In relation to the TRO 20023, Morley Road, Halstead, Braintree District Council, the Committee were informed that the TRO had been re-advertised with the results highlighting that there was not an appetite for the introduction of the scheme.

RESOLVED that;

- a) Further discussions take place between the North Essex Parking Partnership, Uttlesford District Council and Saffron Walden Town Council to establish whether NEPP enforcement of Common Hill West is feasible.
- b) Motorcycle parking be allowed free of charge in residents permit areas across the North Essex Parking Partnership.
- c) Traffic Regulation Order 20023, Morley Road, Halstead is withdrawn.

21. Commuter Parking Review

Shane Taylor, Parking Partnership, introduced the Commuter Parking Review report. The report requests that the Joint Committee note the report and recommendations contained within the report and to approve the devising and advertising of a permit parking areas as per the report. The report also requests that the Joint Committee provide officers with a delegated power to instigate the tender process if a sound business case for potential intervention is made by a partner authority member.

Shane Taylor provided the Committee with background information on the process of the Commuter report. Shane Taylor stated that the site chosen for the review was Epping High Street and the proposals from the review included a signing only Residents Parking Scheme with junctions protected by short lengths of double yellow lines. With the Committee's agreement the NEPP would install the Traffic Regulation Order, which has local support, next year. This would replace some of the TRO's approved earlier in the meeting.

Shane Taylor informed the Committee that due to the size of the surveys required,

the NEPP may not have the resources and therefore consultants may be required to complete the work. In terms of future commuter surveys the intention would be that Officers with delegated authority be able to decide those areas that will be surveyed.

Committee members welcomed and noted the report. In response to questions regarding the cost and time taken to complete the survey, Shane Taylor confirmed that the total cost was £20,000 with the canvassing and surveying taking place over a period of a week at peak times.

Comments were also made that the transport authorities need to be made aware that the provision of parking around stations needs to be improved, which would benefit both commuters and local residents. Councillor Kane, Epping Forest District Council confirmed that conversations continue to take place with Transport for London, which has also raised issues such as the disparity between underground and national rail ticket prices.

Committee members were also informed, following a question, that the NEPP Officers held discussions with the consultants to highlight the different elements that needed further research around commuter restrictions, permit schemes, and issues experienced by residents.

Committee members also felt that delegation should be made to Officers, in consultation with the Chairman, for other commuter parking survey applications. Once an area has been agreed by the Officers and the Chairman it would then be circulated to other Partner Authorities.

RESOLVED that;

- a. The report and the recommendations contained within be noted.
- b. The devising and advertising of a permit parking area, as per the report be approved.
- c. Officers, in consultation with the Chairman, be provided with delegated powers to instigate the tender process if a sound business case for potential intervention is made by a Partner Authority member.

22. On-Street Financial Report

Lou Belgrove, Parking Partnership, introduced the On-Street Financial Report. The report requests that the Joint Committee note the mid-year financial position.

Lou Belgrove stated that there is an expected surplus outturn for £80,000. This could however change over the next six months, with one of the key variables being the weather during the winter period as this can alter the level of PCN income.

Lou Belgrove also highlighted that the income from residents parking has increased considerably, which is due to the additional schemes that have been installed.

The Committee also heard that the total income from the Penalty Charge Notices includes the debtor account for the financial year, meaning that it currently includes those PCN's that are expected to be paid, but have not yet been paid or are currently going through an appeal.

RESOLVED that;

- a. The On-Street Financial report be noted.

23. Forward Plan 2017/18

Jonathan Baker, Colchester Borough Council, introduced the Forward Plan 2017/18 report, which Committee members are requested to note.

Following discussions at the meeting it was suggested that a report be submitted to the next meeting outlining a proposal to only approve Traffic Regulation Orders each October, rather than the current twice a year approach of October and March.

In addition to this, it was agreed that the dates for 2018/19 be brought to the next meeting, as would the permit prices beyond 2018.

A report on the L3 scheme in Loughton, would also be brought to the meeting in December, relating to the issue of business permits on Forest Road.

RESOLVED that

- a) the Forward Plan 2017/18 be noted.
- b) The items as suggested by the Committee be added to the Work Programme.