



GREAT YARMOUTH
BOROUGH COUNCIL

Car Park Strategy Steering Group

Date: Tuesday, 28 January 2014

Time: 14:00

Venue: Council Chamber

Address: Town Hall, Hall Plain, Great Yarmouth, NR30 2QF

AGENDA

DECLARATIONS OF INTEREST

You have a PERSONAL INTEREST in a matter being discussed at a meeting IF

- It relates to something on your Register of Interests form; or
- A decision on it would affect you, your family or friends more than other people in your Ward.

You have a PREJUDICIAL INTEREST in a matter being discussed at a meeting IF

- It affects your financial position or that of your family or friends more than other people in your Ward; or
- It concerns a planning or licensing application you or they have submitted
- AND IN EITHER CASE a reasonable member of the public would consider it to be so significant that you could not reach an unbiased decision.

If your interest is only PERSONAL, you must declare it but can still speak and vote. If your interest is PREJUDICIAL, you must leave the room. However, you have the same rights as a member of the public to address the meeting before leaving.

- 1 APOLOGIES FOR ABSENCE**
To receive any apologies for absence.
- 2 MINUTES** **5 - 9**
To confirm the minutes of the meeting held on 22 October 2013.
- 3 MATTERS ARISING**
To consider any matters arising from the above minutes.
- 4 JPH/JENNER ROAD RESTRICTED PARKING SCHEME (PHIL REILLY)**
To be provided with an update at the meeting.
- 5 ZONE A IMPLEMENTATION OF ADDITIONAL VISITOR PARKING IN TWO IDENTIFIED AREAS FROM SUMMER 2014**
To be provided with an update at the meeting.
- 6 GYBC CAR PARKING AND CPE STATISTICS** **10 - 10**

C.P.S.S.G. On Street Oct-Dec Quarter Comparison 2012-2013 **11 - 13**
- 7 PRE-CPE PAY AND DISPLAY SURPLUS FUNDS ACCOUNT**
To be provided with an update on the transfer of an additional £100,000 to help fund Yarmouth local transport and parking initiatives.
- 8 YARMOUTH AND GORLESTON SEAFRONT AREAS - TO IDENTIFY ANY PROBLEM AREA RE: PARKING**
The Yarmouth Area Committee at its meeting on 10 December 2013 discussed Marine Parade Traffic Issues and resolved the following:-

RESOLVED:
That Cabinet be recommended to ask Norfolk County Council to agree to the introduction of the Traffic Regulation Orders as detailed and for consultation to be carried out in respect of restricted parking after 9pm near South Beach Parade and at St Nicholas Car Park.
- 9 FUTURE WORK PROGRAMME**
April 2014 Zone C - to determine whether to move to public consultation on a seasonal or all-year round residents permit parking scheme.

10 DATE OF NEXT MEETING

To agree the date of the next meeting as Tuesday 15 April 2014 at 2pm.

Car Park Strategy Steering Group

Minutes

Tuesday, 22 October 2013 at 14:00

Attendees:

Mr Michael Castle (Member), Ms Valerie Pettit (Member), Mrs Colleen Walker (Member)

Apologies for Absence:

[no attendance published]

Absent:

Mr Michael Jeal (Member)

Also in attendance at the above meeting were:

Peter Fitzgerald (Great Yarmouth Residents Association), Councillor B Walker (attended by invitation for consideration of item 4)

Phillip Schramm (Norfolk County Council), Paul Donnachie (Norfolk County Council), Phil Reily (Norfolk County Council), Jane Beck (Director of Customer Services), Miranda Lee (Group Manager Customer Services) and Karline Smith (Senior Member Services Officer).

1 Declarations of Interest

There were no declarations of interest.

2 Apologies for Absence

An apology for absence was received from Michael Chillingworth (GYBC) and David Law (Norfolk Constabulary).

3 Minutes

The minutes of the meeting held on 30 July were confirmed subject to the amendment that David Marsh in the apologies was from the GYTA and not Great Yarmouth Residents.

4 Gorleston - Car Parking problems in residential streets near to the James Paget Hospital

The Chairman reported that the public consultation process for the introduction of parking restrictions in the Jenner Road area of Gorleston had been problematic. The original scheme recommended by the Car Parking Strategy Steering Group and supported by the Hospital Authorities had been changed following intervention by the local County Councillor Matthew Smith in favour of a proposal for double yellow line restrictions. That was not likely to achieve the support of residents and Councillor Colleen Walker said that representations were being received at the Gorleston Area Committee from residents in the streets affected by unwanted Hospital parking who were frustrated by the delay in getting a solution to the problem.

The Norfolk County Council officer dealing with the Jenner Road scheme Phil Reilly advised the meeting that it would be possible to introduce a scheme for restricted parking covering the whole of the Jenner Road estate area from 7.30am - 6.00pm each day without the need to lay single or double yellow lines on the roadways.

RESOLVED:

(i) That the Car Parking Strategy Steering Group reaffirm its endorsement of a scheme for a restricted parking scheme to protect the quality of life of residents in the Jenner Road area and urge Councillor Matthew Smith to give his consent to completing the public consultation process on that basis.

(ii) That the Gorleston Area Committee be requested to look at other residential areas affected by unwanted JPH parking (ie. the Magdalen Estate and Kennedy Road area) and to bring forward recommendations for appropriate measures to a future meeting of the CPSSG.

(iii) That the staff access sign be removed from the entrance to Jenner Road.

5 Audit of Parking places in Yarmouth "core" CPE area

The chair reported that the Audit had been completed with the exception of streets in the seafront area north of Euston Road and south of St Peters road where it hadn't been possible to get the required data.

RESOLVED:

That this be noted.

6 Zone A - Update on implementation of additional visitor parking in two identified areas from Summer

A map was shown detailing the areas where additional visitor parking could be introduced from Summer 2014.

It was reported that the officers had looked at a scratch card system but after talking to other authorities were minded to recommend the use of parking meters.

24 hour bays would be changed to 1 hour time limited spaces. Either a parking permit would be displayed or a parking ticket.

The Great Yarmouth Residents representative stated that he was concerned that the use of parking meters would cost £65,000 to set up whereas the scratch card purchase idea would have a minimal cost.

The Director of Customer Services suggested mobile phone payments and how this may be able to be intergrated into the 360 system.

RESOLVED:

That the pilot schemes for additional visitor parking be trialled in 2014 using scratch cards (or similar) purchased in newsagents/convenience shops nearby and the Tourist Information Centre on Marine Parade and that the mobile phone payment option also be pursued.

7 Zone B permit parking - to receive details of the public consultation held in July/August 2013

A 21% response rate was received from the consultation. 43% supported a residents parking scheme, 53% supported a scheme on the revised Zone B area and there was 48% support overall.

There is an implementation cost of £44,000.

The Chairman pointed out that although 53% of residents backed a paid permit scheme only 30% of the businesses in that area were willing to purchase passes.

RESOLVED:

- (i) That a Zone B permit parking scheme would not now proceed in 2014.
- (ii) That for the purpose of any future consultation the new revised Zone B boundaries were formally adopted as the appropriate area for consideration.

8 GYBC Car Parking and CPE Stats

(a) On Street Income

The Director of Customer Services reported that the figures included the tickets that were now going to bailiffs for collection. The PCN Graph was detailed and it was reported that the council was running with alot less staff than forecast, but they were looking at how this is administered as there is a larger gap than anticipated. The Civil Parking Enforcement Officers cover from 8am to 8pm across two shifts 8am till 4pm and 12 till 8pm. The council is currently reviewing the roles of the Civil Parking Enforcement Officers and their areas of work.

It was pointed out that over the whole service there is a healthy surplus, however, they would like Penalty Charge Notices to have a surplus on their own and not in with on street parking.

The Chairman stated that as Great Yarmouth was paying for most of Norfolk they needed help with the cost of policing/enforcement of it and other areas of Norfolk should be encouraged to have Pay & Display parking. Councillor B Walker stated that Great Yarmouth was only supposed to pay towards the whole of Norfolk for 2 years and not indefinitely and asked for clarification on this and it was asked if this could be re-negotiated.

(b) Pay and Display

The steering group considered the pay and display income report and it was reported that the difference in the April figures was because Easter was at the end of March, although overall the income was up.

9 Future Work Programme

It was agreed that the following item would be considered on the future work programme:-

January 2014 - Results of Councillor Survey of homes in the seafront area south of St Peter's road (Zone C) to establish whether or not to embark on a formal consultation in 2014 on either a "all year round" or "seasonal only" permit parking scheme (Councillor Jeal to provide a verbal update)

10 Any other business

(i) The Seafront Car Parking Working Group

The Steering Group were informed that a report had be submitted by Ellie Marcham for consideration and it was agreed to take this item in January 2013. It was agreed that the signage issues from the report should be passed onto Councillor Sutton to deal with under the signage working group. The Car Parking Issues would be dealt with by the Car Parking Strategy Steering Group at the January meeting.

(jj) Regent Road and Market Place

It was reported that Norfolk County Council had been asked to look at Traffic Regulation Orders to ensure that these match the signage. A Member asked that they also be asked to refresh the road markings on the market place.

(iii) Priory Gardens residents association

The Great Yarmouth residents association representative raised the issue of the misuse of visitor permits and asked how many permits the Priory Centre has. It was reported that they have six charity passes. It was felt that there was inappropriate use of permits as apposed to the Priory Centre having too many passes. It was agreed that the representative would talk to the Customer Services Manager about his concerns.

(iv) JPH Parking Problem

Councillor C Walker asked if the task and finish group set up to deal with the JPH parking problems on the Magdalen Estate could report to the January meeting of the

Car Parking Strategy Steering Group and receive an update on the proposed Jenner Road parking restrictions.

(v) Agenda items for the next meeting

Great Yarmouth and Gorleston seafront areas to be included in the agenda for the next meeting and that Norfolk County Council Officer David Wardale or Phil Reilly be invited to that meeting.

(vi) Date of next meeting

It was agreed that the next meeting would be held on Tuesday 28 January 2014 at 2pm.

The meeting ended at: 15:07

PAY & DISPLAY OFF-STREET PARKING INCOME

MONTH	12/13 INCOME	13/14 INCOME
APRIL	-£158,700.74	-£125,719.93
MAY	-£112,987.07	-£113,795.50
JUNE	-£156,624.45	-£162,807.27
JULY	-£176,587.83	-£200,579.87
AUGUST	-£264,893.63	-£239,487.36
SEPTEMBER	-£153,490.34	-£152,560.21
OCTOBER	-£94,921.61	-£98,864.54
NOVEMBER	-£66,588.70	-£56,587.81
DECEMBER	-£68,897.40	-£70,412.49
JANUARY	-£79,430.03	£0.00
FEBRUARY	-£51,335.14	£0.00
MARCH	-£33,491.05	£0.00
	-£1,417,947.99	-£1,220,814.98

Reason for additional income in April 2012:

Easter fell late in April 2012

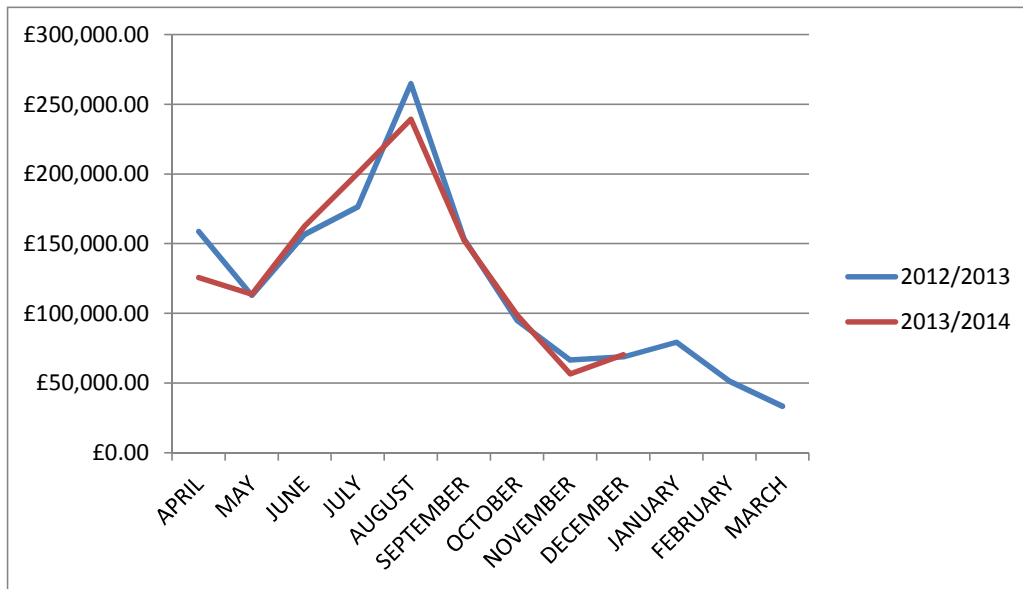
Reason for additional income in August 2012-13 and large difference between July 2012 and July 2013:

£13,597 for July 2012 went into August 2012

£9,576 was funded from Palmers profits for the removal of the Power Substation.

Reason for differences between November

Income corrections due to miscodings by the Cashiers Electronic System.

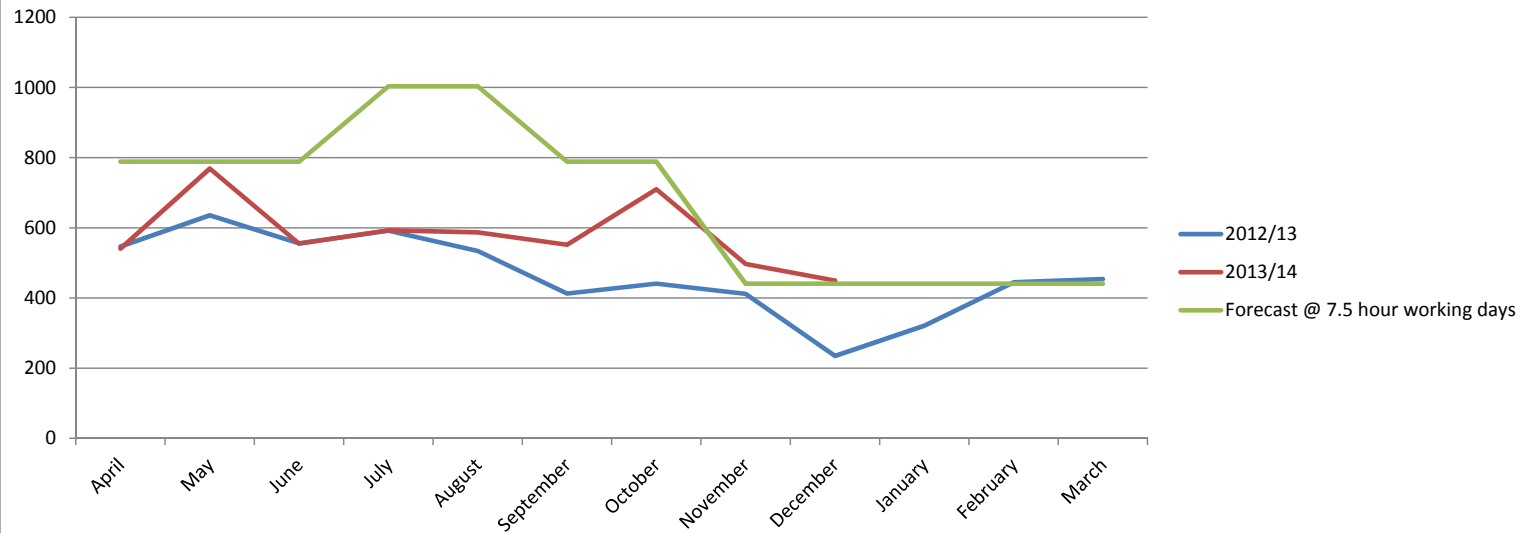


Great Yarmouth On Street
Report Date: 14 January 2014

Reporting Period	01 Oct 2012 - 31 Dec 2012		01 Oct 2013 - 31 Dec 2013	
Forecast PCNs issued		2167		2167
Number of PCN's Issued		1088		1657
Percentage Paid		75%		70%
Percentage of cancellations		9%		7%
Percentage of Write Offs		4%		2%
Budget for period		£72,444.00		£72,444.00
Posted payments during period		£32,225.00		£58,085.56
	Paid	Forecast	Paid	Forecast
Higher at Full	90	317	79	317
Higher at Discount	544	739	764	739
Lower at Full	21	146	32	146
Lower at Discount	142	341	272	341
Paid at Charge Certificate	17	81	5	81
Pending	127		360	
Refunded	4		0	
Cancelled	94		114	
Written Off	48		27	
Misc	1		4	
PENDING STATUS DETAIL				
01 Oct 2012 - 31 Dec 2012 Pending Status				
CHARGE CERTIFICATE PRODUCED		1		
CASE ON HOLD		15		
CASE ON HOLD - EXTEND AUTO PROGRESSION - 28 DAYS		10		
TE3/TE9 PRODUCED		1		
RECOMMEND WARRANT OF EXECUTION TO BE SERVED		77		
WARRANT REQUEST SENT TO TEC		23		
CASE SENT TO BAILIFF A		9		
01 Oct 2013 - 31 Dec 2013 Pending Status				

PCN ISSUED (ATTACHED TO WINDSCREEN / HANDED TO DRIVER)	41
ENFORCE D CONTRAVENTION OF WAITING /LOADING RESTRICT	1
ENFORCE D INSUFFICIENT GROUNDS APPEAL/REPRESENT	2
MORE INFO COPY OF DISABLED BADGE REQUESTED	1
MORE INFO BREAKDOWN EVIDENCE REQUESTED	1
2ND VQ4 REQUEST SENT TO DVLA	9
NO RESPONSE TO VQ4 ENQUIRIES	28
1ST VQ4 REQUEST SENT TO DVLA	12
3RD VQ4 REQUEST SENT TO DVLA	2
VQ5 DETAILS RECEIVED VIA AUTOMATIC TRANSFER	16
NOTICE TO OWNER PRODUCED	117
NOTICE OF REJECTION	2
MISC	4
MORE INFO COPY OF PERMIT REQUESTED	2
ADJUDICATION LETTER RECEIVED AND SCANNED	1
CHARGE CERTIFICATE PRODUCED	87
CASE ON HOLD	22
REGISTER CASE AT COURT	1
TE3/TE9 PRODUCED	11

Great Yarmouth On Street PCN Issue 2012/13 and 2013/14



Great Yarmouth On Street Income 2012/13 and 2013/14

