



# **MINUTES OF A MEETING OF THE TAMWORTH LOCAL PARKING COMMITTEE HELD ON 5th FEBRUARY 2014**

PRESENT: Councillor P Standen (Chair), Councillors J Jenkins

County Councillor C Cooke and County Councillor M Greatorex

The following officers were present: Andrew Barratt (Director - Assets and Environment), Joanne Sands (Neighbourhood Services Manager) and Larry Phillips (Car Parks & CCTV Supervisor), C Thomas and R Rayson.

## **54 APOLOGIES**

Apologies for absence were received from Councillors R Pritchard and M Thurgood and County Councillors B Jenkins and S People.

## **55 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 18 September 2013 were approved and signed as a correct record.

*(Moved by Councillor J Jenkins and seconded by County Councillor C Cooke)*

## **56 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **57 TO CONSIDER AND FEEDBACK ON THE REPORTS FROM THE STAFFORDSHIRE JOINT PARKING BOARD ON 16 DECEMBER 2013**

- **Civil Parking Enforcement Review**

Mr Rayson presented the report for discussion and consideration by the Local Parking Committee of the process for the review of CPE by Staffordshire County Council beyond March 2015.

County Councillor Greatorex queried if the process requires endorsement by Tamworth Borough Council Cabinet. Mr Barratt confirmed that the consultation had included the then Portfolio Holder Councillor J Oates who had stated the Borough's position that the service is welcomed and liked but that it should not cost the Borough.

It was agreed that the service is working in Tamworth but the fact that it is not self funding is secondary and therefore it should be recognised that there will be a cost if it is to continue beyond March 2015.

It was also stressed by Mr Barratt that there has been no decision on how the report will affect Tamworth and any financial implications will be presented to Cabinet in the longer term.

County Councillor Cooke requested any evidence that traffic is moving better as result of CPE. Mr Barratt indicated that the number of on-street penalties has dropped which suggests motorists are not parking in contravention and the penalties on car parks has been maintained, together with income which suggests sustained use. Mr Rayson also confirmed that there were fewer requests for Traffic Restriction Orders.

Mr Barratt also confirmed that at the agreement was that Staffs County were to fund any deficit for the first 5 years of operation (including off street enforcement in Tamworth which was previously at a low level) and the ongoing deficit has resulted in a review.

County Councillor Cooke also asked how the review will affect the Local Parking Committee. Mr Rayson confirmed that the initial 5 year agreement was to underwrite this and the review will cover all aspects of governance providing outcomes are met and the service is delivered as per the objectives of CPE.

Councillor Standen noted that the report contains reference for option to continuance and Mr Rayson confirmed that feedback is required on these.

County Councillor Greatorex suggested that in the spirit of greater co-operation and localism that the process of review is good practice in the fact that the County will not adopt the policy themselves but will seek to work with districts and therefore the Committee or something like it will and should continue.

Mr Barratt confirmed that during the process, the Local Parking Committee will be the body to make recommendation for Tamworth to ensure the service, which is very useful, remains without detriment to the authority. The review is seeking new ways to deliver, but it does come with a cost and this is the opportunity to re-shape and transform. Any financial implications arising from the review and the final local decision will be made by the Council's Cabinet in due course.

It was confirmed by Mr Barratt also that the County do not have an option to cease providing CPE, but there is nothing to say how this was to be delivered and reasonable to do so, however as 'the agent', Tamworth Borough Council can say no to delivering the on-street element.

Councillor J Jenkins agreed that we do need a service to ensure people are shopping and using our car parks and noted that it does seem to be vibrant.

**RESOLVED:** That the Joint Parking Board report on Civil Parking Enforcement Review be noted and endorsed.

*(Moved by County Councillor M Greatorex and seconded by County Councillor C Cooke)*

- **Prioritisation of Parking Related Traffic Regulation Orders**

Mr Rayson presented the report on the proposed new process for agreeing the priority for TROs in the County to use by Local Parking Committees in deciding the 4 priorities per year. The report provides a clearer more subjective methodology and requires feedback from and endorsement by the Committee.

Mr Rayson explained the scoring matrix, ranking each request by officer lead criteria to assist members in making decisions.

County Councillor Greatorex queried Minute 52 of the meeting of 18<sup>th</sup> September 2013 when it was agreed that Mr Rayson should meet all Councillors with regard to Tamworth priority lists.

Mr Rayson confirmed that this had not yet been done and that he would like to explain the process using the lists outstanding for Tamworth. He understood that these had not yet been circulated for endorsement.

It was moved that **Agenda Item 7** be discussed as part of this item by the Chair and the list for Tamworth was circulated for further discussion. See minute 59.

County Councillor Greatorex asked how the Councillor's community funded traffic orders might affect delivery of the prioritised Committee orders. Mr Rayson confirmed that once agreed to 4 per year, the County would be committed to deliver these; therefore other orders would not affect this.

It was agreed that any requests with a score less than 10 will be removed from the list and the applicant informed. Any new issues added, especially on grounds of safety can be assessed at any time and added to the programme.

**RESOLVED:** That the principles of the Joint Parking Board report on Prioritisation of parking related Traffic Regulation Orders be noted and endorsed.

*(Moved by Councillor J Jenkins and seconded by County Councillor C Cooke)*

- **Residents Parking Zones – Local Champion and Prioritisation**

Mr Rayson presented the report on the draft proposed policy for RPZ, championed by local people for feedback.

He stated that the report has come about as a result of lessons learned from the delivery of RPZs elsewhere in the County. The feedback has been that the residents had not been consulted at an early stage to determine if a RPZ was a resolution to a problem locally.

The community champion can ascertain local feeling, agree the process and lead the decision to apply. Mr Rayson led the Committee through the flow chart process.

There was some discussion about the issue of the community being 'put off' by a political lead – Mr Rayson stated that although the majority of the RPZs do go to County members, the outcomes may be different from the current time with this process and does not depend on political party.

The Chair suggested that the Champion should not be a member of the LPC and County Councillor Cooke agreed that at the very least an interest should be declared and clarity was much better.

County Councillor Greatorex agreed with the process and the fact that the community could be more involved. He expressed concern that the person should be named to represent the community and queried if any administration support may be available from County.

Mr Rayson stated that the guidance contains nominated forms and he would feed back about the administration.

The Chair invited a question from County Councillor Ben Adams (from the public area) who expressed concern that if the Champion was not a councillor or they did not agree with the residents wishes/had personal interests they may be opening themselves to abuse etc.

County Councillor Greatorex stressed that the declaration of all interests should be made (whether personal or pecuniary).

There was some discussion around this and ultimately it was decided that the governance and progress of the scheme would assist this as the Local Parking Committee ultimately need to agree that schemes are taken forward.

**RESOLVED:** That recommendation of the report on RPZ- Local Champions be noted and endorsed with recommendation that the position of LPC members be made clear.

*(Moved by Councillor J Jenkins and seconded by Councillor P Standen)*

**58 PROGRESS REPORT ON CIVIL PARKING ENFORCEMENT IN TAMWORTH 1  
APRIL TO 31 DECEMBER 2013**

Mr Barratt presented the report for the progress of CPE in Tamworth to 31 December 2013.

Members were asked to note the slight downturn in deployed hours, but that the amount of PCNs issued has remained static.

The service has a forecast deficit to the end of the year of £40,000 which is funded by County.

Cancellations remain at 16%.

County Councillor Greatorex noted the amount of PCNs cancelled after proof of pay and display. It was agreed that the offence was failure to display correctly, but under the policy, the proof of P&D ticket at first offence was deemed to be reasonable.

Mr Barratt also pointed out the report on street visited, requested at previous meetings. County Councillor Greatorex stated that this information was very useful as proof visits. It was agreed that this information would not be publically available, but could be requested when required on specific enquiry by Councillors and/or the public.

**RESOLVED:** That the contents of the report be accepted.

*(Moved by Councillor J Jenkins and seconded by County Councillor M Greatorex)*

**59 PROGRESS REPORT ON TAMWORTH RESIDENT'S PARKING ZONE  
(ALBION STREET, NEW STREET, WEST STREET, VICTORIA ROAD)**

Mrs Sands presented a brief summary of progress on the Tamworth RPZ following meetings with the County Highways management.

It was noted that the costings for permits was omitted and Members asked for this to be forwarded. Mr Rayson also agreed to confirm the position of blue badge non-residents parking in the RPZ area.

**RESOLVED:** That the progress report be noted with agreed updates.

*(Moved by Councillor J Jenkins and seconded by County Councillor M Greatorex)*

**60 PRIORITISATION OF PARKING RELATED TRAFFIC REGULATION ORDERS  
IN TAMWORTH 2014 ONWARDS**

The most recent matrix of outstanding TRO request for Tamworth was handed round by Mr Rayson (discussed as part of Agenda item 4). The matrix was taken from outstanding members divisional highway programme requests.

It was agreed that because Mr Rayson has not yet fully discussed all the outstanding items with Councillors and the rationale for the scoring.

Mr Rayson stressed that the LPC can seek to change scoring when discussing priorities, however the list represents a good grounding for discussions and that a meeting would be set up with each Member by the end of February for assessment. It was agreed that the any decisions should therefore be deferred until the next meeting in July 2014.

Councillor J Jenkins asked why there were no schools on the list. Mr Rayson reiterated that these were previous priorities and on occasion solutions may be unrealistic to deliver and, therefore all must be looked at closely and scored.

County Councillor Cooke emphasised that traffic orders simply sought to try and ease concerns and could not find immediate solutions. Mr Rayson stated that the ongoing discussions would affect those outcomes.

Due to the funding for delivery in 2014/15, Mr Barratt suggested that the power to defer the decision to the Chair regarding priority could be a solution once the meetings had taken place and Mr Rayson could present report to Councillor Standen for decision in early March.

**RESOLVED:** To support the Chair's delegation to act and approve the TRO work plan 2014/15 subject to consultation with relevant Members

*(Moved by County Councillor M Greatorex and seconded by County Councillor C Cooke)*

**61 SAXON CLOSE - UPDATE ON PARKING PROPOSALS DISCUSSED AT  
PREVIOUS MEETING**

The Committee accepted a verbal update from Mr Rayson who informed Members that following a meeting with County Councillor Greatorex, it was felt the area, currently subject to planning issues and re-development, did not have a further requirement for traffic restrictions at this time.

The Chair asked about the bottlenecks at the entrance to the garage area and if anything parking restrictions had been considered. Mr Rayson confirmed this, but again it was felt that in the short term this would not resolve issues.

Councillor J Jenkins stated that the additional parking areas provided as result of initial development seemed to have improved the area and eased the problem.

Mr Rayson stated that the discussion echoed County Councillor Greatorex' comments and as it was an ever changing situation, he proposed that the area remain on the prioritisation list for monitoring and have a further discussion in six months time and/or at other LPCs as appropriate.

**RESOLVED:** That the update be noted and that the area remain on the priority list for further monitoring at future meetings.

*(Moved by Councillor J Jenkins and seconded by County Councillor M Greatorex)*

## **62 DISCUSSION ON RESPONSES (IF ANY) TO THE GOVERNMENT CONSULTATION ON PARKING**

Mrs Sands confirmed that no feedback or further comments were received to pass to County regarding the consultation.

Mr Rayson will feed back and the submission on behalf of the Joint Parking Board will be copied to all LPCs with update on progress when received.

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Chair