

NORTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE FOR OFF-STREET PARKING

**14 December 2017 at 1.00pm
Council Chamber, Uttlesford District Council, Essex**

Executive Members Present:-

Councillor Richard Van Dulken (Braintree District Council)
Councillor Mike Lilley (Colchester Borough Council)
Councillor Danny Purton (Harlow District Council)

Substitutions:- Councillor Vic Ranger for Councillor Howard Ryles (Uttlesford District Council)

Also Present: -

Jonathan Baker (Colchester Borough Council)
Trevor Degville (Parking Partnership)
Simon Jackson (Uttlesford District Council)
Councillor Robert Mitchell (Essex County Council)
Samir Pandya (Braintree District Council)
Miroslav Sihelsky (Harlow District Council)
Shane Taylor (Parking Partnership)

8. Minutes

RESOLVED that the minutes of the meeting held on 19 October 2017 were confirmed as a correct record.

9. Off-Street Operations in future

Richard Walker, Parking Partnership, introduced the Off-Street Operations in future report. The report requests that the Joint Committee re-consider and approve the transfer of operations to a revised operating model from April 2018 and to approve the disbursement of reserves accrued, including the £50k reserve amount. The report also requests that the Committee note the projected contributions to support the new function.

Richard Walker informed members that the report proposes moving the supply of services from the Off-Street Committee to a Service Level Agreement (SLA). The SLA's will be between each partner authority and Colchester Borough Council (CBC) with contributions starting from a zero base and each partner authority establishing the level of service that it requires. The previous model, through the Off-Street Committee, had seen a number of changes occur to service provision that may not have been fully reflected in the level of contributions made.

Richard Walker provided the Committee with assurances that in moving to a SLA, that there would still be an opportunity to hold discussions about Off-Street matters in the On-Street Committee. This would also provide the benefit of having all members of the North Essex Parking Partnership in attendance allowing for wider policy discussions. Richard Walker highlighted that the draft Service Level Agreement that was included in the report is based on one that the South Essex Parking Partnership use for Off-Street services.

Samir Pandya, Client Officer, Braintree District Council, informed the Committee that Braintree were disappointed with the report due to impression given that Colchester Borough Council had been subsidising Braintree District Council (BDC) for Off-Street services. Samir Pandya confirmed that conversations on this matter could continue outside of the meeting and that whilst Braintree District Council were also disappointed about the lack of alternative options to an SLA presented in the report, they were in support of the move to a service level agreement. Samir Pandya also requested that each partner authority be provided with an individually costed SLA.

In response to a query, Richard Walker stated that comments in the report relating to returning surplus amounts to Epping Forest District Council are for both the previous financial years surplus which has been returned and this years financial surplus which has not yet been returned.

Responding to a concern from Uttlesford District Council regarding procurement arrangements for the SLA, Richard Walker provided information on the legislation that is currently in place and would allow for this to occur. Other comments received on this matter suggested that Uttlesford District Council would need to establish the required arrangements through their own procurement team.

The Committee agreed that as discussions are still required between CBC and BDC due to differences of opinion over the level of contributions it would not be appropriate to agree to note the contributions to support the new function at this stage.

RESOLVED that;

- a) The transfer of operations to a revised operating model from April 2018 be approved.
- b) The disbursement of reserves accrued, including the £50k reserve amount be approved.

10. Off-Street Financial Report

Richard Walker, Parking Partnership, presented the Off-street Financial Report, which requests that the mid-year financial position of the Off-Street account be noted.

RESOLVED that the Off-Street Financial report be noted.

11. Off-Street Operational Report

Richard Walker, Parking Partnership, presented the Off-Street Operational Report. The report requests that the content of the operational report be noted.

RESOLVED that the Off-Street Operational report be noted.