

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Operational	Be entirely within Cabinet's powers to decide	YES	
		Need to be recommendations to Council	NO	
		Is it a Key Decision	NO	
Lead Member: Cllr Kathy Mellish E-mail: cllr.kathy.mellish@west-norfolk.gov.uk		Other Cabinet Members consulted: Cllr Brian Long (Leader)		
		Other Members consulted:		
Lead Officer: Martin Chisholm E-mail: martin.chisholm@west-norfolk.gov.uk Direct Dial: 01553 616650		Other Officers consulted: Chris Bamfield, Toby Cowper, Janet Flood		
Financial Implications YES	Policy/Personnel Implications YES	Statutory Implications NO	Equal Impact Assessment NO If YES: Pre-screening/ Full Assessment	Risk Management Implications NO

Date of meeting: 6 February 2018

JOINT WORKING ARRANGEMENTS FOR CAR PARKING

Summary

The report details arrangements to extend the Borough Council's current ongoing agreement with the County Council for on-street car parking notice processing. It also proposes the Borough Council extend its current arrangements with North Norfolk Council to Great Yarmouth and South Norfolk.

Recommendation

- 1) That Cabinet be recommended to agree to undertake on-street and off-street notice processing in Great Yarmouth and South Norfolk.
- 2) That the Executive Director, Commercial Services, in consultation with the Portfolio Holder for Facilities and ICT be delegated authority to implement the arrangements.

Reason for Decision

To obtain cost benefit from joint working.

1. Background

- 1.1 Under the current arrangements outside of Norwich, Notice Processing for parking tickets is carried out at two sites
 1. In Great Yarmouth for Great Yarmouth and South Norfolk.
 2. In King's Lynn for King's Lynn and West Norfolk, North Norfolk, Breckland and Broadland.
- 1.2 As part of efficiency measures it is proposed that all processing outside of Norwich is undertaken by Borough Council of King's Lynn & West Norfolk. Great Yarmouth will therefore cease their operation resulting in savings.
- 1.3 A knock on effect is that Notice Processing for off-street parking tickets in Great Yarmouth and South Norfolk would also transfer to King's Lynn as per the current arrangements with North Norfolk.
- 1.4 The Borough Council currently processes 21,000 tickets per year for both off-street and on-street enforcement activity. Given current numbers this will increase to 30,000 tickets per year, approximately a 50% increase.

2. Financial Implications

- 2.1 The on-street arrangements will follow those currently in place for areas managed by this council but be extended to the two additional council areas. The County Council receives all revenue generated from enforcement and on-street charging and pays the cost of processing and a management overhead.
- 2.2 In Great Yarmouth and South Norfolk arrangements will follow the model agreed with North Norfolk Council where the cost of processing and a management overhead is paid to this council.
- 2.3 The implementation of the arrangements will produce a contribution towards this council's overheads for parking management, offices and ICT while producing an overall saving for the Parking Partnership.
- 2.4 The Parking Partnership have provided a budget to cover any costs of set up for the new arrangements.

3. Policy and Personnel

- 3.1 Discussions have taken place with Great Yarmouth with regard to staff transfer arrangements and a process agreed, there are two staff members involved.
- 3.2 Proposals will require an amendment to the establishment numbers for the car parking service.