

Minutes of the Cabinet Meeting held at Riverside, 4 Canning Road, Lowestoft on **Tuesday 20 November 2018** at **6.30pm**

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Cabinet Members present:

Councillors M Bee (Chairman), G Catchpole, M Ladd, B Provan, D Ritchie, C Rivett and M Rudd

Assistant Cabinet Members present:

Councillor P Ashdown and J Ceresa

Also in attendance:

Councillors A Cackett, P Byatt, J Craig, A Green and J Murray

Officers present:

C Bing (Legal and Licensing Services Manager), K Blair (Head of Operations), B Law (Programme Manager), L Rogers (Financial Manager and Deputy Section 151 Officer), S Shinnie (Active Communities Officer), T Snook (Commercial Contracts Manager (Leisure)), A Turk (Civil Parking Enforcement Project Manager), P Wood (Head of Economic Development) and K Abbott (Democratic Services Business Manager)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor C Punt.

Apologies for absence were also received from Assistant Cabinet Member Councillor N Brooks.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES

RESOLVED

That the Minutes of the Cabinet Meeting held on 12 September 2018 be approved as a correct record and signed by the Chairman.

4. ISSUES ARISING FROM THE OVERVIEW & SCRUTINY COMMITTEE OR THE AUDIT & GOVERNANCE COMMITTEE

(a) The Overview & Scrutiny Committee

There were no matters to report on this occasion.

(b) The Audit & Governance Committee

There were no matters to report on this occasion.

5. RESULT OF THE STAKEHOLDER CONSULTATION ON THE DRAFT EAST SUFFOLK AREA PARKING PLAN

The Cabinet Member for Operational Partnerships presented report REP1904 on the results of the stakeholder consultation on the content of the draft East Suffolk Area Parking Plan (ESAPP); the report also proposed that, based on the analysis of the 75 responses to the consultation, the Council formally adopt the ESAPP.

Cabinet was advised that the consultation responses received from town and parish councils and other interested individuals and groups showed broad support for all of the principles and policies set out in the ESAPP; Cabinet was referred to the analysis provided within section 3 of the report.

The Chairman invited questions.

A Member referred to the progress of resident parking schemes as one of the specific local parking issues raised during the consultation and asked for an indication of when this might be implemented. It was confirmed that the report, at paragraph 4.3, set out the principles for resident parking but not a timetable. It was also stated that the typical time for the smooth implementation of such schemes was, typically, eighteen months. The Member further asked if the Council would provide support through the implementation process to locations seeking resident parking and if this might include resources. It was confirmed that, if approved by Cabinet, a bid would be submitted to the County Council for funding from the on-street parking account (OSPA) for the investigation and development of parking controls in the locations listed at paragraph 4.3, including the facilitation of resident parking schemes.

Another Member referred to Principle 9 – Footway parking measures – and asked if the ESAPP would help to reduce current problems, often in rural areas, of congestion and irritation caused by parking on footways. It was confirmed that, with the exception of HGVs, it was not presently illegal to park on footways, however central Government was examining the issue and being lobbied by the parking industry. The report therefore provided options for where the Council might, if a ban were introduced, wish to exempt footways at a later stage. In response to a query by the Cabinet Member for Operational Partnerships, it was clarified that whilst pedestrians had primacy on footways, if safe passage was possible, parking on footways was currently permissible. It was further stated that, on a case by case basis, it was possible to place signs and paint kerbs to indicate that a footway was particularly narrow.

In response to a query by a Member about the progression of Traffic Orders in the vicinity of schools, it was confirmed these would be included within the ESAPP.

Another Member raised concerns about parking in front of dropped kerbs and asked if this could be discouraged by the ESAPP. The Cabinet Member said that, at present, it was not possible to enforce against this parking practice and so the ESAPP would act as a deterrent only until civil parking enforcement was implemented.

It was proposed, seconded and unanimously

RESOLVED

1. That the results of the stakeholder consultation be accepted;
2. That the proposed changes to the wording of the East Suffolk Area Parking Plan, as set out in paragraphs 4.4 – 4.8 of report REP1904, be agreed;
3. That the East Suffolk Area Parking Plan, and the policies it contained, be formally adopted and published as a living document;
4. That factual and administrative updates to the East Suffolk Area Parking Plan be made with the agreement of the Portfolio Holder;
5. That a bid for OSPA funding for the investigation and development of parking controls in the areas listed at paragraph 4.3 of the report REP 1904 be submitted to the County Council.

6. EAST SUFFOLK PERFORMANCE MONITORING Q2 2019/20

The Leader of the Council presented report REP1838 which summarised performance against the Critical Success Factors and the strategic deliverables of the East Suffolk Business Plan. The report stated that, overall, the Council continued to make significant and positive progress in the delivery of the Business Plan's objectives. It was noted that where performance was not adequately meeting the set targets, this was highlighted within the report together with details of managed improvement actions.

Cabinet welcomed the report and noted the small number of areas of performance which were currently not meeting the set targets.

It was proposed, seconded and unanimously

RESOLVED

That the East Suffolk Performance Report for Quarter Two be received.

7. PROPOSED SIMPLIFICATION AND ALIGNMENT OF THE CAR PARK TARIFFS TO ENABLE THE CREATION OF A SINGLE EAST SUFFOLK TARIFF STRUCTURE

The Cabinet Member for Operational Partnerships presented the report REP1905 which, in anticipation of the adoption of civil parking enforcement, summarised the proposal to produce a single new off-street parking places Order and an associated single tariff structure. The formal approval of Cabinet was required to achieve alignment by changing the 90 minute tariff to the standard hourly tariff, changing the 2 ½ hours free parking to the standard 2 hours, and the adoption of yearly tariffs for

all car parks. Similar approval would also be sought from Suffolk Coastal District Council's Cabinet.

The Chairman invited questions.

A Member referred to the proposal, at paragraph 2.5 of the report, to remove the 2 ½ hour free parking at the Water Lane Leisure Centre car park and asked if this applied to any other locations in Bungay. The Cabinet Member for Operational Partnerships confirmed that the proposed changes related only to the Leisure Centre. The Member asked about the likely impact on usage of the Waterlane Leisure Centre car park. The Cabinet Member said that, currently, the car park was heavily used but not necessarily by customers of the Leisure Centre; it was hoped that the proposed changes would mean more car parking for customers was available and so encourage increased use of the Leisure Centre's facilities.

Another Member said that the leisure centre also provided a good destination for holiday-makers if the weather was poor and that this also needed to be considered to avoid such customers having to 'clock-watch'. He suggested that increased 'policing' of the parking at the leisure centre was required.

The Chairman, in noting the Member's comments, said incentives at the leisure centre might need to be considered at a later time and the proposal before Cabinet sought the alignment and integration of car park tariffs ahead of the new Council. The Head of Operations added that the proposed approach sought a balance which did not inconvenience existing customers but also encouraged new customers who might currently not wish to use the leisure centre because parking was an issue.

Another Member referred to issues at coastal car parks, particularly in the summer, and as a result of large recreational vehicles using two car parking places; he suggested that there needed to be a designated tariff for such vehicles. It was confirmed that a report would shortly be submitted for Cabinet's consideration and to propose traffic orders to address such issues.

It was proposed, seconded and unanimously

RESOLVED

1. That the existing 90 minute tariff be changed to the standard hourly tariff and the use of the tariff set out in Option b of paragraph 2.3 of report REP1905 be approved;
2. That the removal of the winter tariff and the adoption of yearly tariffs in all car parks be approved;
3. That the change of the existing 2 ½ free limited waiting car park to 2 hour free limited waiting be approved;
4. That the format of the new East Suffolk tariff structure, as set out in Appendix B to the report REP1905, be approved.

8. EXEMPT/CONFIDENTIAL ITEMS

RESOLVED

That under Section 100(A)(4) of the Local Government Act 1972 (as amended) the public be excluded from the Meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 to Schedule 12A of the Act.

9. WOMEN'S TOUR 2019 AND 2020

The Cabinet Member for Tourism and Economic Development presented the exempt report REP1921, which provided an update on the Women's Tour 2019 and 2020.

RESOLVED

That recommendations 1 – 3 contained within the report (REP1921) be approved.

10. DIP FARM PITCH AND PUTT GOLF COURSE CLOSURE

The Cabinet Member for Operational Partnerships presented the exempt report REP1933. The purpose of the report was to explain and consider the recommendation of the Waveney District Council and Sentinel Leisure Trust Partnership Board.

RESOLVED

That the Head of Operations or a Strategic Director, in consultation with the Cabinet Member for Operational Partnerships, be authorised to enter negotiations, which best protect the Council's interests.

11. DISPOSAL OF 9 AND 10 STAITHE ROAD

The Leader of the Council, in the absence of the Cabinet Member for Housing, presented the exempt report REP1922. The purpose of the report was to consider the proposal to dispose of two bedsit bungalows at Staithe Road, Bungay.

RESOLVED

That the Council disposes of the two bedsit bungalows at 9 and 10 Staithe Road, Bungay on terms that best protect the Council's interests.

12. REGRADING OF LEAD LAWYER POSTS IN LEGAL SERVICES

The Leader of the Council presented the exempt report REP1920. The purpose of the report was to seek approval for permanent growth in the Legal Services' baseline staffing budget and the Housing Revenue Account salaries budget.

RESOLVED

That the proposals to increase the baseline staffing budgets and the regrading of the Lead Lawyer posts, as outlined within the report, be approved.

13. FIRST LIGHT FESTIVAL

The Cabinet Member for Tourism and Economic Development presented the exempt report REP1927. The purpose of the report was to consider the business case for an annual, nationally significant art Festival.

RESOLVED

To support the annual, nationally significant art Festival, as outlined within the report.

14. CONFIDENTIAL MINUTES

RESOLVED

That the Confidential Minutes of the Meeting held on 12 September 2018 be confirmed as a correct record and signed by the Chairman.

The Meeting concluded at 7.52pm

Chairman