

# **NORTH ESSEX PARKING PARTNERSHIP JOINT COMMITTEE FOR OFF-STREET PARKING**

**22 March 2018 at 1.00pm**

**Council Chamber, Epping Forest District Council, Essex**

Executive Members Present:-

Councillor Mike Lilley (Colchester Borough Council)  
Councillor Danny Purton (Harlow District Council)  
Councillor Howard Ryles (Uttlesford District Council)

Also Present: -

Michael Adamson (Parking Partnership)  
Jonathan Baker (Colchester Borough Council)  
Christine Belgrove (Parking Partnership)  
Richard Block (Colchester Borough Council)  
Frances Britton (Parking Partnership)  
Emma Day (Parking Partnership)  
Trevor Degville (Parking Partnership)  
Jake England (Parking Partnership)  
Laura Hardisty (Colchester Borough Council)  
Simon Jackson (Uttlesford District Council)  
Councillor Robert Mitchell (Essex County Council)  
Samir Pandya (Braintree District Council)  
Shane Taylor (Parking Partnership)  
Richard Walker (Parking Partnership)

## **12. Minutes**

*RESOLVED* that the minutes of the meeting held on 14 December 2018 were confirmed as a correct record.

## **13. Off-Street Financial Report**

Christine Belgrove, Parking Partnership, introduced the Off-Street Financial report. The report requests that the Joint Committee note the financial position as set out in the report.

Christine Belgrove informed the Committee that the forecast outturn for the budget is for a small surplus of £4,000. Committee members were informed that the two errors in the variance column, highlighted in discussion with Client Officers, had been corrected. In addition, it was confirmed that the Off-Street overspend in supplies and services was a result of delayed invoices that are anticipated to be paid.

Jonathan Baker, Colchester Borough Council, confirmed to Committee members that as this was the last meeting, closure of the Off-Street accounts would be incorporated into a future On-Street meeting. Minutes from this item, and the meeting as a whole would be incorporated into the next On-Street meeting agenda.

A member of the Committee queried the length of notice that would need to be served if a partner authority wished to withdraw from the Service Level Agreements. Richard Walker confirmed that partner authorities could opt for one, three or four yearlong service level agreements. Longer service level agreements would contain

certain discounts as this allows for use of long term contractors, presenting additional savings. Richard Walker stated that the service level agreements are ready to be signed by each authority.

*RESOLVED* that the Off-Street Financial report be noted.