

## London Councils' Transport and Environment Committee

### 19 March 2015

Minutes of a meeting of London Councils' Transport and Environment Committee held on Thursday 19 March 2015 at 2:30pm in the Conference Suite, London Councils, 59½ Southwark Street, London SE1 0AL

#### Present:

Council	Councillor
Barking and Dagenham	Cllr Lynda Rice (Deputy)
Barnet	Cllr Dean Cohen
Bexley	Cllr Don Massey
Brent	<b>Apologies</b>
Bromley	<b>Apologies</b>
Camden	Cllr Phil Jones
Croydon	Cllr Kathy Bee
Ealing	Cllr Julian Bell (Chair)
Enfield	<b>Apologies</b>
Greenwich	
Hackney	Cllr Feryal Demirci
Hammersmith and Fulham	Cllr Wesley Harcourt
Haringey	Cllr Stuart McNamara
Harrow	Cllr Barry Kendler (Deputy)
Havering	Cllr Robert Benham
Hillingdon	
Hounslow	<b>Apologies</b>
Islington	Cllr Claudia Webbe
Kensington and Chelsea	Cllr Tim Coleridge
Kingston Upon Thames	Cllr David Cunningham
Lambeth	Cllr Jenny Brathwaite
Lewisham	Cllr Alan Smith
Merton	Cllr Nick Draper
Newham	<b>Apologies</b>
Redbridge	
Richmond Upon Thames	Cllr Stephen Speak
Southwark	Cllr Mark Williams
Sutton	Cllr Jill Whitehead (Deputy)
Tower Hamlets	
Waltham Forest	Cllr Clyde Loakes
Wandsworth	Cllr Caroline Usher
City of Westminster	Cllr Heather Acton
City of London	Michael Welbank
Transport for London	Alex Williams (Deputy)

## **1. Declaration of Interests**

### Freedom Pass Holders/60+ Oyster Cards

Cllr Barry Kendler (LB Harrow), Cllr David Cunningham (RB Kingston-upon-Thames), Cllr Alan Smith (LB Lewisham) and Cllr Caroline Usher (LB Wandsworth)

### North London Waste Authority

Cllr Dean Cohen (LB Barnet), Cllr Feryal Demirci (LB Hackney) and Cllr Clyde Loakes (LB Waltham Forest)

### Western Riverside Waste Authority

Cllr Wesley Harcourt (LB Hammersmith & Fulham) and Cllr Jenny Brathwaite (LB Lambeth)

### West London Waste Authority

Cllr David Cunningham (RB Kingston-upon-Thames)

### East London Waste Authority

Cllr Robert Benham (LB Havering)

### South London Waste Authority

Cllr Kathy Bee (LB Croydon)

### London Waste & Recycling Board

Cllr Clyde Loakes (LB Waltham Forest)

### Car Club

Cllr Feryal Demirci (LB Hackney)

### Thames Regional Flood & Coastal Committee

Cllr Dean Cohen (LB Barnet)  
Cllr Tim Coleridge (RB Kensington & Chelsea)  
Cllr Alan Smith (LB Lewisham)  
Cllr Nick Draper (LB Merton)  
Cllr Mark Williams (LB Southwark)  
Cllr Stuart McNamara (LB Haringey)  
Cllr Cameron Geddes (LB Barking & Dagenham)

### London Cycling Campaign

Cllr Feryal Demirci (LB Hackney)

## **2. Apologies for Absence & Announcement of Deputies**

### Apologies:

Cllr Cameron Geddes (LB Barking & Dagenham)  
Cllr George Crane (LB Brent)  
Cllr Colin Smith (LB Bromley)  
Cllr Chris Bond (LB Enfield)  
Cllr Varsha Parmar (LB Harrow)  
Cllr Amrit Mann (LB Hounslow)  
Cllr Ian Corbett (LB Newham)  
Cllr Colin Hall (LB Sutton)  
Michele Dix (Transport for London)

### Deputies:

Cllr Lynda Rice (LB Barking & Dagenham)  
Cllr Barry Kendler (LB Harrow)  
Alex Williams (Transport for London)

## **3. Future of the London Underground and London Rail**

A presentation on the future of London Underground and London Rail was made by Mike Brown (Managing Director of London Underground). The following comments were made:

- Capacity from the current network needed increasing. This would be in the form of Crossrail, the Northern Line extension and various other schemes.
- Customer service would be transformed and new technology would be exploited. The issue of delays continues to be addressed. The Mayor has an ambitious target of a 30% reduction in delays.
- Investment was being made on some of the busiest lines. The Northern Line had 11,000 more customers per hour. Five car trains would be introduced on the Overground, increasing capacity by 25%. Operators would be rewarded on performance. Overground has seen a user increase of 260% since it was introduced.
- Money was still being invested in the Docklands Light Railway (DLR) to ensure that even more services were running
- Up to 2.5% of London Underground track was being replaced each year. Most of the work was being carried out overnight to minimise disruption to passengers and reduce closures by up to 10%
- Staff being freed-up from ticket offices and this was transforming customer service, as more staff were now on the floor. Staff given a PIN number to re-set ticket machines quickly and issue refunds. Staff had also been given iPads to download applications for the station they were working in.
- West Anglia route planned transfer. If the Mayor had control of more of the network, the kind of problems experienced recently at London Bridge would not have occurred.
- First section of Crossrail opens on 31 May 2015. 191 new trains were being constructed in Derby. All new trains will be in place by 2019. The Circle Line would have a train every 4 minutes rather than every 10 minutes.
- Night time tube soon – up to 50% of journeys would be people going to and from work

- Increase in tram capacity in Croydon – tram route would be extended to the east.
- In the long term, Gospel Oak to Barking would be electrified
- Crossrail would be fully operational by 2019 and would increase overall rail capacity in London by 10% and therefore reduce congestion
- A new tube for London: Some of the network had not been updated for 100 years. New trains would be air conditioned. Capacity on the Piccadilly Line would increase by 60%. Bakerloo Line extension (to south east London) is under consideration
- Oyster cards to be used throughout London soon
- Night bus services would need to be reconfigured when the night time tube came into operation but there will not be an overall loss of service.

### Q and As

Michael Welbank said that no reference had been made to Crossrail 2. He said that there was also concern over the customer service at stations once all the ticket office staff had been removed. Mike Brown said that every underground station would have a least one member of staff from the first and last train. This was a mayoral commitment. Mike Brown said that a list of 76 stations had been put forward for improvements. A number of major stations like Bank and Monument would be totally transformed.

Councillor Loakes said that the Gospel Oak to Barking line was now full to capacity, in the mornings and the evenings. Work on the line needed to be brought forward from 2018 as extra capacity was now urgently required. Councillor Kendler said that there was a lack of stations with disabled access in Harrow. He also asked about Croxley link and funding. Councillor Harcourt asked what was being done to reduce the effects of noise in residential areas when the 24-hour tube started.

Mike Brown said that he agreed with the overcrowding problems on the Gospel Oak line, but said that the work would take that timeline to complete. He confirmed that work on the Croxley link was going ahead – LU was managing the project. Mike Brown said that TfL was looking at the condition of the tracks across the night tube route to help reduce noise in residential areas.

Councillor Williams said that the situation at London Bridge had been a disgrace and this needed to be dealt with quickly. He said that although the London Overground had been successful, it was now full. Councillor Massey asked if there was any further information regarding Crossrail in Bexley. An integrated and managed Overground was needed. Councillor Williams also voiced concern at any planned cuts to night bus services. Councillor Coleridge felt that the tube was much better now than it used to be.

Mike Brown said that London Bridge needed an integrated system and the situation had been discussed with the Mayor. Lobbying on this would take place after the general election. Mike Brown said that there would not be any changes to night bus services where there was no 24-hour tube. There would be a rebalancing of night buses and tube services though. Mike Brown said that the District Line was very busy and new trains with better seating configuration would be brought in to increase capacity by 10%.

Councillor Whitehead said that there was a great deal of congestion at Morden station and it would be beneficial for the tram and Overground to extend to Sutton.

She said that Sutton had one of the highest car ownership out of all the London boroughs. Councillor McNamara said that it would be good to have a 24-hour tube service. He voiced concern though that very little information had been received on the plans for the West Anglia line. Councillor Webbe said that not enough was being done to address the capacity issue on the Northern Line. She said that the line was busy right up to Angel tube station. Councillor Webbe said that the borough of Islington had not been given any notice of the work that was being carried out to the lift at Tufnell Park tube station. Councillor Rice asked what the safety implications would be with only having one member of staff at the tube stations.

Mike Brown said that more information would be given to members on the West Anglia line as soon as it became available. He said that TfL would be working with local boroughs to see what could be done to reduce the impact of night time noise when the tube was 24-hours. Having better co-ordination on the Northern Line needed to be looked into. Mike Brown said that he would ensure that TfL kept the borough of Islington informed about the lift work at Tufnell Park station. He said that there would be police officers around tube stations at night time. Some stations were already operating with one member of staff and there was a button that Underground staff could press in the event of any major safety problems.

The Chair said that there were a large number of individual borough issues. He suggested having some form of “tube surgery” to address these issues. This could be carried out by email. The Chair thanked Mike Brown for the presentation on the Underground and London Rail.

#### **4. Mayor’s Infrastructure 2050 Plan**

Matthew Pencharz (Senior Adviser to the Mayor - Environment and Energy) made a presentation to members on the Mayor’s Infrastructure 2050 Plan. He also wanted to touch on air quality, about which members had already been sent a briefing, discussing Local Air Quality Management (LAQM) arrangements in London. The population in London would increase to 11 million by 2050 and a step change would be required to deliver infrastructure that would be needed to deal with this population increase.

Matthew Pencharz informed members that the Infrastructure Delivery Board would be meeting shortly to discuss the ways of better integrating the infrastructure. The Board comprised of Network Rail, Thames Water, LWARB and the Chair of London Councils, among others. Three pilots were currently being looked into across London. Lessons had been learned from the drainage problems at the Vauxhall to Nine Elms and Battersea site. Changes to utility regulations were required, as these had not been looked at since the 1980s and were no longer fit for purpose. London’s population was now growing very quickly.

Matthew Pencharz said that a “green infrastructure” task force had been set-up and was working jointly with the National Trust, Public Health England, the Chair of TEC and others. This task force was also looking at new funding streams. As part of Drain London, Thames Water, the Environment Agency, London Councils and the GLA were all coming together to work on a number of “green” projects. This was happening within a wider environment of jointly pushing for fiscal devolution for London. An online map showing the current and future infrastructure projects and needs of London would be made available later on in the year. The Mayor was keen to work on these issues and thanked London Councils for its support.

Matthew Pencharz said that progress and a lot of investment had been made in electrical infrastructure. An open letter to stakeholders would be sent out after the election, notifying them on progress. The issue of air pollution in London had been jointly discussed with the Chair of TEC and Government Minister Dan Rogerson. The GLA was planning to run a consultation on a Londonwide air quality management system after the election in May 2015. It was hoped to reduce the financial burden on the boroughs and the GLA were wary of the fiscal constraints (eg 32 individual contracts for the boroughs and one for the City of London for air quality monitoring plus the air quality monitoring equipment). It was hoped to reduce this by a third.

Matthew Pencharz informed members that the Mayor would be signing a scheme order for an Ultra Low Emissions Zone (ULEZ) in the coming week. He noted that some boroughs are introducing emission based parking charges and acknowledges that this was up to the local authorities to decide but would urge to keep the criteria to those used within the ULEZ.

### Q and As

Councillor Coleridge said that more details on the LAQM were required, before the consultation in May, including a breakdown of costs and statutory responsibilities. Councillor Draper voiced concern that there was no main policy with regards to the ULEZ. He said that the basics needed to be communicated to the general public. Councillor Draper said that he was aware that diesel emissions were harmful, but the rest of London needed to be informed, in advance of any action taking place.

Councillor Whitehead said that more information was needed on what the boroughs were supposed to be monitoring. She said that she had been informed that money would not be available for industrial areas. Councillor Whitehead said that the precept at parks, especially Lee Valley, needed to be removed.

Matthew Pencharz said that the LAQM was very important and the Mayor wanted to see the air quality monitoring system protected. However, this was an economies of scale issue and boroughs needed to join the scheme to save over a third. The Mayor wanted to decrease the burden to the boroughs when it came to air quality issues. Matthew Pencharz said that there was the potential for a bespoke pollution monitoring system in London, and this would save money over time. He said that there was not currently a Londonwide policy on parking charging with regards to air pollution and that was fine but he encouraged boroughs who are considering bringing in differential parking charges to use the criteria from the ULEZ.

Councillor Draper said that more information was needed on the dangers of pollution from diesel vehicles. Matthew Pencharz said that there had been a failure to provide accurate information on diesel. It used to be thought that diesel was a “clean” fuel. The public would be given 6-years notice regarding diesel vehicles. Matthew Pencharz said that he would report back to LB Sutton on the issue raised about Lee Valley (which was private legislation). Alex Williams would discuss individual air quality issues with LB Sutton outside of the meeting.

Councillor Demirci felt that there was not a great deal of detail in the report. She said that the borough of Hackney would have to use emission based parking charges to encourage the usage of cleaner vehicles within the borough. The report also showed no recognition of car grants being given to encourage certain types of cars and the effect they are having on the environment. Also, we could not rule out the need to expand the ULEZ in approximately 35 years’ time. Councillor Webbe said that accurate information on diesel vehicles needed to be put to the public. She said that

the real problem for air quality was particulate matter and the public had been given 15 years of misinformation on this. Some diesel vehicles tested were not tested in urban conditions, which rendered the results void in the case of London. The current message regarding diesel was not clear and the ULEZ needed to explain these issues in more detail.

Councillor Williams asked whether there would be more commitment to modal shift (eg public transport, walking, cycling etc) - a hierarchy on this was key. There were also major issues concerning slow broadband speeds in London, and help and direction was needed from the Mayor. Matthew Pencharz said that population growth was up substantially, although car ownership had decreased. He said that the Mayor had not veered away from having a hierarchy. Communications providers were currently on the Infrastructure Board and progress was being made on the issue of slow broadband speeds.

Councillor Acton said that more action was needed with regards to emissions from buses and taxis. She said that there were also issues regarding the moving of air monitoring stations in boroughs. Matthew Pencharz said that the Mayor was not proposing to remove air monitoring stations. He said that double decker buses would be Euro6 emissions compliant by 2020, and would be much cleaner as a result of this. There would be a 50% reduction in emissions in the ULEZ and a 20% reduction in NOx overall. The Chair thanked Matthew Pencharz for the presentation on the Mayor's 2050 Infrastructure Plan

**Decision:** The Committee:

- Noted and commented on the presentation on the Mayor's Infrastructure 2050 Plan, and
- Agreed that boroughs would be consulted further on future LAQM proposals

## **5. Report from the London Waste & Recycling Board (LWARB) Local Authority Support**

The Committee received a report that presented members with an update on the establishment of the new London Waste Authority Support Programme for 2015 and beyond, through a strategic partnership between LWARB and WRAP (the successor to the current LWARB Efficiencies Programme), branded "Resource London".

Councillor Loakes introduced the report and said that Antony Buchan (Head of Programme, Resource London) and Wayne Hubbard (LWARB) were present to update members on the latest developments. The new "Resource London" would come into play at the beginning of April 2015. Councillor Loakes said that it was beneficial that money was being brought in to improve recycling in London. Knowledge on recycling and success stories would be shared.

Councillor Loakes informed members that two meetings had taken place of joint waste disposal authorities, which comprised of 22 local authorities. Opportunities for waste recycling were looked into, as well as looking at where efficiencies could be made. Councillor Loakes made the case that Landfill tax should be devolved to London.

The following comments were made by Wayne Hubbard and Antony Buchan:

- The programme has links to investment being made in waste infrastructure, new businesses and to the circular economy
- Efficiency programme would achieve savings of £11 million per year, over the next 5-years (from 2015/16 onwards)
- Successes were being built on, in partnership with WRAP and work with London Councils would continue to be built on, especially with regards to key challenges.
- A slight change in shift – a new programme would focus on local authority recycling rates and have a 50% recycling target by 2020. Strategic approach by 2020 would provide a more efficient delivery
- Programme would focus on key areas like waste management, food waste, recycling from flats and improving the quality of recycling. Work was taking place with all local authorities in a much more holistic way
- Arranging to meet with all local authorities to identify what the biggest recycling opportunities were and where
- A key factor was to inform people, especially as they moved around various parts of London, what they could and could not recycle (i.e. what was “core” in recycling and could be put in most bins – paper, glass etc.)

Councillor McNamara said that there was a great deal of expertise within the waste authorities, and it was important to find ways to draw out best practice from them. Councillor Usher said that there was no landfill in the borough of Wandsworth. She said that other riparian boroughs should be encouraged to do the same and boroughs that did not have landfill should receive some sort of financial incentive.

Councillor Loakes said that the devolution debate needed to be put back on the table. He said that there needed to be a level on honesty about intentions around waste infrastructure and how much energy could be created from recycling waste. Wayne Hubbard said that waste contamination was a big issue and a programme was being developed to focus on reducing contamination. He said that the borough of Wandsworth had a good waste programme that others could learn from. Councillor Coleridge said that it was hard to establish where the real value of money was in waste. Wayne Hubbard said that the first wave of savings would be in the form of street cleaning and reducing duplication. The programme had already identified savings in excess of £11 million per year, over 5-years, from 2015/16 onwards.

**Decision:** The Committee:

- Noted the report and the new strategic partnership between LWARB and WRAP and the local authority support budget for 2015/16, and
- Noted in 2015/16 Resource London with London Councils intended to develop a London Recycling Guarantee, as set out in paragraph 22b of the report

## **6. Oak Processionary Moth (OPM)**

The Committee received a paper that briefed members on the Oak Processionary Moth (OPM), its implications for London and what boroughs (a) must, and (b) could do to complement the Forestry Commission's (FC) actions to control it.



The Chair informed members that Craig Harrison, London Manager from the Forestry Commission was here to answer any questions on the Oak Processionary Moth (OPM). Members asked whether the threat to public health due to the OPM was rising (paragraph 5). Chris Harrison said that the map on page 3 of the report showed the (shaded) core zone of OPM infestation. Defra would be focussing on the area highlighted up to the blue line on the map. Surveys would be carried out with land owners and there was a need to raise awareness of the public health risks of the OPM. Chris Harrison said that extra care needed to be taken around riparian areas.

**Decision:** The Committee :

- Noted the report and the public information leaflet, as attached at Appendix 1 of the report, and
- Noted the good practice guidance for handling oak material in areas affected by OPM, as attached at Appendix 2 of the report

## **7. Chair's Report**

The Committee received a report that updated members on transport and environment policy since the last TEC meeting on 11 December 2014 and provided a forward look until the next TEC meeting on 18 June 2015.

The Chair informed members that a "Source London" meeting had taken place on 13 March 2015. Councillor Demirci said that the meeting was well attended. A great deal of additional information had been gathered and Nick Lester-Davis had sent this information to the boroughs.

**Decision:** The Committee noted the Chair's report.

## **8. Consultation on Setting the Levels of Penalty Charge Notices for Offences Relating to Builders' Skips**

The Committee considered a report on the setting of Penalty Charge Notices (PCNs) payable for offences relating to builders' skips, as per the London Local Authorities and Transport for London Act 2013 (LLA and TfL Act 2013). To date these charges had not been set. London Councils had been approached by the London Borough of Croydon and asked to set these charges. Past practice required London Councils to consult on the levy of penalty.

Councillor Coleridge said that the issuing of PCNs for builders' skips was a complicated issue as boroughs treated skips in different ways. There was also no window on a skip on which to place a PCN. Councillor Coleridge felt that the consultation on this was nowhere near complete. The Chair confirmed that it was only the borough of Croydon that had asked to set these charges. He said that it was up to London Councils' TEC to set these fines.

Councillor Cunningham said that there was also an issue of damage caused by skips on highways. Councillor Kathy Bee said that LB Croydon simply wanted to add this to the "PCN armoury" that Croydon already had, and that other boroughs did not have to use this. Councillor Rice said that it was difficult to prove that any damage had been caused by skips, especially if the skip had not been licensed. The Chair said that the consultation was just going out on behalf of the London borough of Croydon.

Councillor Acton said that all boroughs were being asked to agree this. She asked whether it was appropriate for this to be consulted on a Londonwide basis.

The Chair said that boroughs could put in their response to the consultation. Councillor Coleridge said that it was not mandatory for all boroughs to issue PCNs for builders' skips. The Chair said that the same principal applied to litter and spitting.

**Decision:** The Committee agreed that London Councils consulted on the levels of PCNs for offences relating to builders' skips, as set out in the LLA and TfL Act 2013.

#### **9. Consultation on Setting Fixed Penalty Notice Levels for Offences Relating to Bird Feeding, Noise in Streets and Public Urination in the City of Westminster.**

The Committee received a report that informed members of the three byelaws that the City of Westminster had under Section 235 of the Local Government Act 1972, namely, "noise in streets and other public places", "urinating etc", and "feeding of birds prohibited". Under Section 17(6) of the London Local Authorities Act 2004, it was the joint committee, London Councils' Transport and Environment Committee (TEC) responsibility to set the levels of fixed penalties for byelaws.

**Decision:** The Committee agreed that London Councils consulted on the levels of fixed penalties for breaching byelaws in the City of Westminster for noise in streets, public urination and the feeding of birds.

#### **10. Freedom Pass 2015 Reissue Update**

The Committee received a report that provided members with an update on the progress of the renewal of approximately 970,000 Freedom Passes that were due to expire on 31 March 2015, and the development of a new first time application process.

The Chair said that Freedom Pass reissue was proceeding well and was under budget.

**Decision:** The Committee

- Noted the progress on the Freedom Pass 2015 reissue since the last report to this Committee in December 2014, and
- Noted that work continued to establish new procedures for first time Freedom Pass applicants.

#### **11. Parking on Private Land Appeals (POPLA) Service – Contract Tender Decision**

The Committee received a report that informed members that, following a competitive re-tender process to provide the POPLA service under contract with the British Parking Association (BPA), the BPA had decided to award the contract to another bidder. This meant that London Councils would no longer operate POPLA after 1 October 2015.

In response to a question from Councillor Coleridge about the allocation of existing central costs across funding streams, the Chair said this would be included in budget reports to TEC in autumn 2015.

**Decision:** The Committee noted that London Councils would no longer operate the POPLA service from 1 October 2015.

## **12. Car Club Strategy**

The Committee received a report on the Car Club Strategy (Appendix 1) that had been jointly developed by members of the Car Club Coalition, which included representatives from the industry, London Councils, the GLA and TfL. The Strategy set out a collaborative approach between these commercial and public sector players to accelerate the growth of the sector in London and maximise their potential benefits for London, which were achieved by providing an alternative to private car ownership.

Members were invited to comment on the Car Club Strategy at this meeting. The document was circulated to boroughs on 12 March 2015 for their information and feedback.

Lilli Matson (Head of Strategy & Outcome Planning, TfL) introduced the Car Club Strategy report. She said that an early draft had been presented to members in December 2014 – 22 boroughs had responded and the feedback received had been taken on board. TEC was now being asked to endorse the Strategy. It was felt that a modal shift was needed with regards to car clubs, as well as a reduction in emissions.

The Chair said that there was broad support for the Car Club Strategy. Councillor Usher felt that there were a number of broad statements in the Strategy and more details on demographics and costs were required. There was also the issue of persuading existing car owners to use car clubs.

Councillor Webbe said that it was important to have proper equality impact assessments and to encourage people on lower incomes to engage in car clubs and to switch to electric vehicles. Councillor Bee said that monitoring should take place to ascertain why people used the service in inner and outer London. Councillor Coleridge said that Source London was at the borough level and not the London Councils level. Lilli Matson said that one of the advantages of car clubs was the switch to EVs. She said that the draft Car Club Strategy would be resent to TEC members, with a view to giving a two week period for further comments to be received.

Councillor Acton felt that there were a number of issues that were not being reflected in the Strategy. Councillor Demirci said that the Strategy was very welcomed as London was currently falling behind with regards to car clubs. She said that the London borough of Hackney was currently the only borough that had committed resources to the monitoring of one-way car club journeys. Further resources were needed from TfL for inner and outer London. Lilli Matson said that it was in the action plan to do this.

**Decision:** The Committee:

- Agreed that the draft Car Club Strategy would be resent to TEC members to allow them a further two weeks in which to add any other comments to the Strategy, and
- Discussed and noted the Car Club Strategy report.

### **13. TEC Committee Dates 2015/16**

The Committee considered a report that notified members of the proposed TEC and TEC Executive Sub Committee dates for 2015/16

**Decision:** The Committee noted and agreed the dates for the TEC and TEC Executive Sub Committee meetings for 2015/16 (subject to final confirmation at the TEC Annual General Meeting)

### **14. Minutes of the TEC Executive Sub Committee held on 12 February 2015 (for noting)**

The minutes of the TEC Executive Sub Committee meeting held on 12 February 2015 were noted.

### **15. Minutes of the TEC Main meeting held on 11 December 2014 (for agreeing)**

It was noted that there were two Councillor Smiths on TEC (Cllrs Colin and Alan Smith) and the full names of both councillors should be written in order to differentiate between them in the minutes.

The minutes of the TEC Main meeting held on 11 December 2014 were agreed as an accurate record.

### **16. Any Other Business**

It was noted that Cllr Tim Coleridge had been elected as the new Conservative Vice Chair of TEC.

Councillor Acton asked for clarification on the proposed 10 minute grace period regarding parking and CCTV. She asked whether the grace period only applied to people that had legally paid to park their vehicle, or to people that parked anywhere. Nick Lester-Davis said that the precise wording of the legislation had not been received yet. He said that the 10 minute grace period would apply to people that had parked lawfully and displayed their ticket or permit. Parking would become unlawful once this 10 minute grace period had expired. There was no requirement in the regulations for any further grace periods once the initial one had ran out.

Nick Lester-Davis said that there was no grace period for just parking on a single yellow line. Similarly, any residents that parked without displaying the appropriate permit would also not receive the grace period. Nick Lester-Davis informed members that the CCTV regulations had not been laid before Parliament, but were expected to come into effect by the middle of April 2015.

The Chair resolved to exclude members of the press and public to consider the exempt items on the agenda.

**The meeting finished at 17:00pm**