

CANNOCK CHASE COUNCIL
JOINT PARKING COMMITTEE
23RD APRIL 2013
REPORT OF HEAD OF ENVIRONMENTAL SERVICES
RESPONSIBLE PORTFOLIO LEADER(S) – ENVIRONMENT
CPE PROGRESS REPORT FOR THE PERIOD JANUARY - MARCH 2013
KEY DECISION – NO

1. Purpose of Report

- 1.1 To provide Members with an update on the progress of Civil Parking Enforcement in the fourth quarter of the financial year 2012 - 2013.

2. Recommendation(s)

That the contents of the report be noted.

3. Brief Summary of Relevant Facts

- 3.1 Civil Parking Enforcement (CPE) was introduced under the Traffic Management Act 2004 and transferred the responsibility for the enforcement of non-endorsable on-street parking offences from the police to the local traffic authority. This enabled Staffordshire County Council to apply to the Secretary of State for orders for Civil Parking Enforcement within the areas of Cannock, Lichfield, South Staffordshire and Tamworth thus covering the whole of the county area (the tranche 1 authorities having gone live in 2008).
- 3.2 In 2008, the four Tranche 2 authorities signed a Partnership Agreement with the County Council, which imposed the responsibility for the delivery of CPE in Southern Staffordshire, including; front line enforcement, undertaken by a team of Civil Enforcement Officers (CEO's) from APCOA Parking UK Limited, the selected enforcement provider; and, back office notice processing contracted to Stoke on Trent City Council, who are working in partnership across Staffordshire. The CPE service commenced on 23rd March 2009 enabling the Council's to enforce both on and off street parking contraventions.
- 3.3 Tranche 2 CPE authorities are Cannock Chase District Council along with three partner authorities – Lichfield District Council, South Staffordshire District Council and Tamworth Borough Council.
- 3.4 Cannock Chase District Council undertakes the role of Lead Authority for the Partnership to ensure that the contract is administered correctly for all Partners.
- 3.5 The CPE process live date was on 23rd March 2009.

4. Key issues/implications

- 4.1 Since the introduction of Civil Parking Enforcement the volume of tickets issued are monitored against those defined in the model for the introduction of CPE.

5. REPORT INDEX

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Section 1

Background

CPE was introduced by Cannock Chase District Council along with three partner authorities – Lichfield District Council, South Staffordshire District Council and Tamworth Borough Council. The CPE process live date was on 23rd March 2009.

Information supplied in this report concentrates on the Fourth Quarter from 1st January 2013– 31st March 2013.

Section 2

Details of Matters to be Considered

1. Results of the CPE process i.e. Penalty Charge Notices (PCN's) issued and cancelled are summarised in Annex 1 for the period 1st April 2012 – 30th June 2012 [Page 7].
2. Results of the CPE process i.e. Penalty Charge Notices (PCN's) issued and cancelled are summarised in Annex 2 for the period 1st July 2012 – 30th September 2012 [Page 8].
3. Results of the CPE process i.e. Penalty Charge Notices (PCN's) issued and cancelled are summarised in Annex 3 for the period 1st October 2012 – 31st December 2012 [Page 9].
4. Results of the CPE process i.e. Penalty Charge Notices (PCN's) issued and cancelled are summarised in Annex 4 for the period 1st January 2013 – 31st March 2013 [Page 10].
5. Results of the CPE process i.e. Penalty Charge Notices (PCN's) issued and cancelled are summarised in Annex 5 for the period 1st April 2012– 31st March 2013– Tables 1 and 2 [Page 11].
6. Figures given in the tables in Annex 1, Annex 2, Annex 3, Annex 4 and Annex 5 are taken from the CITRIX back office system on the 15th day of each month following or as near to this date as is practical to meet the committee deadline. This date was agreed to enable all partners in tranche 2 to be consistent in their reporting. Figures for March 2013 were taken on 9th April 2013 in order to produce this report in a timely manner.
7. The year end figures can be seen in Annex 5, which shows an average cancellation rate of 18.5% for the year so far, of which 10.5% were cancelled for Blue Badge Holders who had failed to display their badges correctly. As previously described the Staffordshire countywide policy states where Blue Badge Holders have displayed their badge incorrectly; they will have the first offence cancelled.
8. In comparison with fourth quarter of last year (2011/12) the number of PCN's issued has fallen by 298. As indicated in the report for the third quarter of 2012/2013, the fall in PCN's can not be attributed to one particular reason but there are a number of factors which can be considered such as, more compliance from motorists when considering where to park both on and off street, along with this there is a general reduction in footfall to the town centres which can be seen by the reduction in car park users throughout the district. We continue to monitor the routes patrolled by Civil Enforcement Officers and deploy officers to the most appropriate areas; this can be evidenced by the rise in the number of PCN's issued from January 2013 to date.

Section 3

Conclusions and Reason(s) for the Recommendation(s)

That Members note the contents of the report.

Section 4

Other Options Considered

Not applicable.

Section 5

Contribution to Corporate Priorities

CPE and effective Car park management provision contributes to enhancing the environment by providing off street parking which enables traffic management and flow.

Section 6

Contribution to Promoting Community Engagement

CPE allows the Council to engage in the promotion of the Staffordshire wide Clear Streets Campaign.

Section 7

Financial Implications

There are no direct Financial Implications to the Council from this report, as any surplus or deficits go through Staffordshire County Council.

Section 8

Human Resource Implications

There are no identified Human Resource Implications arising from this report.

Section 9

Legal Implications

There are no identified Legal Implications arising from this report.

Section 11

Section 17 (Crime Prevention)

There are no identified Crime Prevention Implications arising from this report.

Section 12

Human Rights Act Implications

There are no identified Human Rights Act Implications arising from this report.

Section 13

Data Protection Act Implications

There are no identified implications in respect of the Data Protection Act arising from this report.

Section 14

Risk Management Implications

Close monitoring is required of CPE performance against the model.

Section 15

Equality and Diversity Implications

There are no identified Equality and Diversity Implications arising from this report.

Section 15

List of Background Papers

Annexes

- | | |
|---------|---|
| Annex 1 | Table 1 = Summary of PCN's issued (1 st April 2012– 30 th June 2012)
Table 2 = Breakdown of PCN's cancelled (1 st April 2012– 30 th June 2012) |
| Annex 2 | Table 1 = Summary of PCN's issued (1 st July 2012– 30 th September 2012)
Table 2 = Breakdown of PCN's cancelled (1 st July 2012– 30 th September 2012) |
| Annex 3 | Table 1 = Summary of PCN's issued (1 st Oct. 2012 – 31 st Dec. 2012)
Table 2 = Breakdown of PCN's cancelled (1 st Oct. 2012 – 31 st Dec. 2012) |
| Annex 4 | Table 1 = Summary of PCN's issued (1 st Jan. 2013 – 31 st March 2013) |

Table 2 = Breakdown of PCN's cancelled (1st Jan. 2013 – 31st March 2013)

Annex 5 Table 1 = Summary of PCN's issued (1st April 2012 – 31st March 2013)

Table 2 = Breakdown of PCN's cancelled (1st April 2012 – 31st March 2013)

Report Author Details

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Annex 1

Table 1. The table below provides information relating to Penalty Charge Notices (PCN's) that have been issued for both on and off street contraventions from 1st April 2012 to 30th June 2012.

	April 2012		May 2012		June 2012		Total	
PCN's Issued	545	100%	545	100%	502	100%	1592	100%
Productive PCN's	437	80%	432	79%	413	82.5%	1282	80.5%
Cancelled PCN's	108	20%	113	21%	89	17.5%	310	19.5%

Table 2. Breakdown of all cancelled tickets from 1st April 2012 to 30th June 2012.

	April 2012		May 2012		June 2012		Total	
PCN's Issued	545	100%	545	100%	502	100%	1592	100%
Cancellation Reason								
Displaying of Disabled badge	67	12.25%	68	12.25%	51	10%	186	11.75%
Displaying of Ticket	21	4%	15	3%	21	4%	57	3.75%
Equipment Faults	1	0.25%	0	0%	3	0.5%	4	0.25%
Signs & Lines & TRO's	1	0.25%	3	0.5%	0	0%	4	0.25%
Loading & Unloading	3	0.5%	1	0.25%	1	0.5%	5	0.25%
Miscellaneous Reasons	11	2%	19	3.5%	8	1.5%	38	2.25%
Equipment Test Tickets (PCN's)	0	0%	5	1%	0	0%	5	0.25%
CEO Ticket (PCN) Errors	4	0.75%	2	0.5%	5	1%	11	0.75%
Cancelled PCN's Total	108	20%	113	21%	89	17.5%	310	19.5%

Information above as been obtained on the 15th of each month or as near to that date as possible to comply with Joint Parking Committee deadline.

Annex 2

Table 1. The table below provides information relating to Penalty Charge Notices (PCN's) that have been issued for both on and off street contraventions from 1st July 2012 to 30th September 2012.

	July 2012		August 2012		September 2012		Total	
PCN's Issued	446	100%	406	100%	402	100%	1254	100%
Productive PCN's	358	80%	331	82%	336	84%	1025	82%
Cancelled PCN's	88	20%	75	18%	66	16%	229	18%

Table 2. Breakdown of all cancelled tickets from 1st July 2012 to 30th September 2012.

	July 2012		August 2012		September 2012		Total	
PCN's Issued	446	100%	406	100%	402	100%	1254	100%
Cancellation Reason								
Displaying of Disabled badge	46	10.5%	43	10.5%	44	11%	133	10.75%
Displaying of Ticket	15	3.5%	11	2.5%	7	1.75%	33	2.75%
Equipment Faults	1	0%	3	0.75%	1	0%	5	0.25%
Signs & Lines & TRO's	0	0%	3	0.75%	1	0%	4	0.25%
Loading & Unloading	2	0.5%	3	0.75%	0	0%	5	0.25%
Miscellaneous Reasons	18	4%	9	2%	8	2%	35	2.75%
Equipment Test Tickets (PCN's)	4	1%	0	0%	0	0%	4	0.25%
CEO Ticket (PCN) Errors	2	0.5%	3	0.75%	5	1.25%	10	0.75%
Cancelled PCN's Total	88	20%	75	18%	66	16%	229	18%

Information above as been obtained on the 15th of each month or as near to that date as possible to comply with Joint Parking Committee deadline.

Annex 3

Table 1. The table below provides information relating to Penalty Charge Notices (PCN's) that have been issued for both on and off street contraventions from 1st October 2012 to 31st December 2012.

	October 2012		November 2012		December 2012		Total	
PCN's Issued	562	100%	440	100%	400	100%	1402	100%
Productive PCN's	469	84%	355	81%	317	79%	1141	81.5%
Cancelled PCN's	93	16%	85	19%	83	21%	261	18.5%

Table 2. Breakdown of all cancelled tickets from 1st October 2012 to 31st December 2012.

	October 2012		November 2012		December 2012		Total	
PCN's Issued	562	100%	440	100%	400	100%	1402	100%
Cancellation Reason								
Displaying of Disabled badge	56	9.75%	43	9.75%	37	9.5%	136	9.75%
Displaying of Ticket	18	3%	24	5.25%	15	3.75%	57	4%
Equipment Faults	2	0.25%	0	0%	1	0.25%	3	0.25%
Signs & Lines & TRO's	0	0%	2	.0.5%	1	0.25%	3	0.25%
Loading & Unloading	1	0.25%	1	0.25%	3	0.75%	5	0.25%
Miscellaneous Reasons	12	2%	11	2.5%	21	5.25%	44	3%
Equipment Test Tickets (PCN's)	0	0%	1	0.25%	0	0	1	0%
CEO Ticket (PCN) Errors	4	0.75%	3	0.5%	5	1.25%	12	1%
Cancelled PCN's Total	93	16%	85	19%	83	21%	261	18.5%

Information above as been obtained on the 15th of each month or as near to that date as possible to comply with Joint Parking Committee deadline.

Annex 4

Table 1. The table below provides information relating to Penalty Charge Notices (PCN's) that have been issued for both on and off street contraventions from 1st January 2013 to 31st March 2013.

	January 2013		February 2013		March 2013		Total	
PCN's Issued	411	100%	491	100%	589	100%	1491	100%
Productive PCN's	331	81%	397	81%	492	84%	1220	82%
Cancelled PCN's	80	19%	94	19%	97	16%	271	18%

Table 2. Breakdown of all cancelled tickets from 1st January 2013 to 31st March 2013.

	January 2013		February 2013		March 2013		Total	
PCN's Issued	411	100%	491	100%	589	100%	1491	100%
Cancellation Reason								
Displaying of Disabled badge	41	10%	44	9%	53	9%	138	9%
Displaying of Ticket	18	4%	17	3.5%	23	4%	58	3.75%
Equipment Faults	1	0%	3	0.5%	2	0.25%	6	0.5%
Signs & Lines & TRO's	3	0.75	1	0.25%	0	0%	4	0.25%
Loading & Unloading	4	1%	4	0.75%	5	0.75%	13	1%
Miscellaneous Reasons	10	2.5%	18	3.5%	10	1.5%	38	2.5%
Equipment Test Tickets (PCN's)	0	0%	0	0%	0	0%	0	0%
0%CEO Ticket (PCN) Errors	3	0.75%	7	1.5%	4	0.5%	14	1%
Cancelled PCN's Total	80	19%	94	19%	97	16%	271	18%

Information above as been obtained on the 15th of each month or as near to that date as possible to comply with Joint Parking Committee deadline.

Annex 5

Table 1. The table below provides information relating to Penalty Charge Notices (PCN's) that have been issued for both on and off street contraventions from 1st April 2012 to 31st March 2013.

	Total	Total
PCN's Issued	5739	100%
Productive PCN's	4668	81.5%
Cancelled PCN's	1071	18.5%

Table 2. Breakdown of all cancelled tickets from 1st April 2012 to 31st March 2013

	Total	Total
PCN's Issued	5739	100%
Cancellation Reason		
Displaying of Disabled badge	593	10.5%
Displaying of Ticket	205	3.5%
Equipment Faults	18	0.25%
Signs & Lines & TRO's	15	0.25%
Loading & Unloading	28	0.4%
Miscellaneous Reasons	155	2.75%
Equipment Test Tickets (PCN's)	10	0.1%
CEO Ticket (PCN) Errors	47	0.75%
Cancelled PCN's Total	1071	18.5%

Information above as been obtained on the 15th of each month or as near to that date as possible to comply with Joint Parking Committee deadline.