

Report of:	Head of Housing and Waste Management
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Key Decision:	No
Report Track:	J.P.C. 28/01/14

JOINT PARKING COMMITTEE**28 JANUARY 2014****CPE PROGRESS REPORT FOR THE PERIOD OCTOBER – DECEMBER 2013****1 Purpose of Report**

- 1.1 To provide Members with an update on the progress of Civil Parking Enforcement in the third quarter of the financial year 2013-2014.

2 Recommendation

- 2.1 That the contents of the report be noted.

3 Key Issues and Reasons for Recommendation

- 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 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 Relationship to Corporate Priorities

- 4.1 Civil Parking Enforcement is a function of Staffordshire County Council which is undertaken by Cannock Chase District Council on their behalf.

5 Report Detail

- 5.1 Results of the CPE process i.e. Penalty Charge Notices (PCN's) issued and cancelled are summarised in Appendix 1 for the period 1st April 2013 – 30th June 2013 [page 5].
- 5.2 Results of the CPE process i.e. Penalty Charge Notices (PCN's) issued and cancelled are summarised in Appendix 2 for the period 1st July 2013 – 30th September 2013 [page 6].
- 5.3 Results of the CPE process i.e. Penalty Charge Notices (PCN's) issued and cancelled are summarised in Appendix 3 for the period 1st October 2013 – 31st December 2013 [page 7].
- 5.4 Results of the CPE process i.e. Penalty Charge Notices (PCN's) issued and cancelled are summarised in Appendix 5 for the period 1st April 2013 – 31st March 2014 – Tables 1 and 2 [page 8].
- 5.5 Figures given in the tables in Appendix 1, Appendix 2, Appendix 3 and Appendix 5 are taken from the CITRIX back office system on the 15th day of each month following or as near to that 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.
- 5.6 Figures given in Appendix 3 show the number of PCN's issued in quarter 3 are lower than those shown in Appendix 2 (quarter 2). A number of CEO's leaving combined with sickness levels led to a reduced number of deployed hours which impacted on the number of PCN's issued. Therefore deployment costs for this period were lower. Cancellation rates for December were higher than normal due to a number of VQ5 enquiries being returned from DVLA, whereby there is no trace of the registered keeper of the vehicle, this accounted for the increase in the miscellaneous category.

- 5.7 The Joint Parking Committee on 22nd October 2013 were advised that the County Council had undertaken a review of Civil Parking Enforcement in Staffordshire and had decided to seek new arrangements for the delivery of CPE from 1st April 2015. A number of options are being considered by the County Council and a report on this matter is to be presented to Cabinet on 20th March 2014.

6 Implications

6.1 Financial

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

6.2 Legal

None

6.3 Human Resources

None

6.4 Section 17 (Crime Prevention)

None

6.5 Human Rights Act

None

6.6 Data Protection

None

6.7 Risk Management

Close monitoring is required of CPE performance against the budget.

6.8 Equality & Diversity

6.9 Best Value

None

7 Appendices to the Report

- Appendix 1: Table 1 = Summary of PCN's issued (1st April 2013 – 30th June 2013)
Table 2 = Summary of PCN's cancelled (1st April 2013 – 30th June 2013)
- Appendix 2: Table 1 = Summary of PCN's issued (1st July 2013 – 30th September 2013)
Table 2 = Summary of PCN's cancelled (1st July 2013 – 30th September 2013)
- Appendix 3: Table 1 = Summary of PCN's issued (1st October 2013 – 31st December 2013)
Table 2 = Summary of PCN's cancelled (1st October 2013 – 31st December 2013)
- Appendix 4: Table 1 = Summary of PCN's issued (1st January 2014 – 31st March 2014)
Table 2 = Summary of PCN's cancelled (1st January 2014 – 31st March 2014)
- Appendix 5: Table 1 = Summary of PCN's issued (1st April 2013 – 31st March 2014)
Table 2 = Summary of PCN's cancelled (1st April 2013 – 31st March 2014)

Previous Consideration

Cabinet Report

Background Papers

None

APPENDIX 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 2013 to 30th June 2013.

	April 2013		May 2013		June 2013		Total	
PCN's Issued	631	100%	569	100%	622	100%	1822	100%
Productive PCN's	529	84%	441	78%	521	84%	1491	82%
Cancelled PCN's	102	16%	128	22%	101	16%	331	18%

Table 2. Breakdown of all cancelled tickets from 1st April 2013 to 30th June 2013.

	April 2013		May 2013		June 2013		Total	
PCN's Issued	631	100%	569	100%	622	100%	1822	100%
Cancellation Reason								
Displaying of Blue Badge	46	7.5%	58	10%	55	9%	159	9%
Displaying of P&D Ticket	26	4%	34	6%	25	4%	85	4.5%
Equipment Faults	3	0.5%	3	0.5%	3	0.5%	9	0.5%
Signs & Lines & TRO's	0	0%	0	0%	2	0.25%	2	0%
Loading & Unloading	4	0.5%	6	1%	5	0.75%	15	0.75%
Miscellaneous Reasons	8	1%	21	3.5%	4	0.5%	33	1.75%
Equipment Test Tickets (PCN's)	6	1%	0	0%	0	0%	6	0.25%
CEO Ticket (PCN) Errors	9	1.5%	6	1%	7	1%	22	1.25%
Cancelled PCN's Total	102	16%	128	22%	101	16%	331	18%

APPENDIX 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 2013 to 30th September 2013.

	July 2013		August 2013		September 2013		Total	
PCN's Issued	714	100%	688	100%	702	100%	2104	100%
Productive PCN's	580	81.5%	562	81.5%	601	85.5%	1743	83%
Cancelled PCN's	134	18.5%	126	18.5%	101	14.5%	361	17%

Table 2. Breakdown of all cancelled tickets from 1st July 2013 to 30th September 2013.

	July 2013		August 2013		September 2013		Total	
PCN's Issued	714	100%	688	100%	702	100%	2104	100%
Cancellation Reason								
Displaying of Blue Badge	62	8.5%	71	10.5%	50	7.5%	183	8.75%
Displaying of P&D Ticket	27	3.5%	23	3.5%	14	2%	64	3%
Equipment Faults	6	1%	2	0%	4	0.5%	12	0.5%
Signs & Lines & TRO's	1	0%	1	0%	3	0.5%	5	0.25%
Loading & Unloading	5	1%	7	1%	1	0%	13	0.5%
Miscellaneous Reasons	30	4%	17	2.5%	21	3%	68	3%
Equipment Test Tickets (PCN's)	0	0%	0	0%	0	0%	0	0%
CEO Ticket (PCN) Errors	3	0.5%	5	1%	8	1%	16	1%
Cancelled PCN's Total	134	18.5%	126	18.5%	101	14.5%	361	17%

APPENDIX 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 2013 to 31st December 2013.

	October 2013		November 2013		December 2013		Total	
PCN's Issued	677	100%	509	100%	415	100%	1601	100%
Productive PCN's	547	81%	410	81%	320	77%	1277	80%
Cancelled PCN's	130	19%	99	19%	95	23%	324	20%

Table 2. Breakdown of all cancelled tickets from 1st October 2013 to 31st December 2013.

	October 2013		November 2013		December 2013		Total	
PCN's Issued	677	100%	509	100%	415	100%	1601	100%
Cancellation Reason								
Displaying of Blue Badge	56	8.25%	50	10%	37	9%	143	9%
Displaying of P&D Ticket	32	4.75%	29	5.5%	15	3.5%	76	4.75%
Equipment Faults	6	1%	1	0%	0	0%	7	0.5%
Signs & Lines & TRO's	2	0.25%	0	0%	0	0%	2	0%
Loading & Unloading	4	0.5%	4	0.75%	6	1.5%	14	0.75%
Miscellaneous Reasons	21	3%	14	2.75%	33	8%	68	4.25%
Equipment Test Tickets (PCN's)	0	0%	0	0%	0	0%	0	0%
CEO Ticket (PCN) Errors	9	1.25%	1	0%	4	1%	14	0.75%
Cancelled PCN's Total	130	19%	99	19%	95	23%	324	20%

APPENDIX 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 2013 to 31st March 2014.

	Total	Total
PCN's Issued	5527	100%
Productive PCN's	4511	82%
Cancelled PCN's	1016	18%

Table 2. Breakdown of all cancelled tickets from 1st April 2013 to 31st March 2014

	Total	Total
PCN's Issued	5527	100%
Cancellation Reason		
Displaying of Blue Badge	485	8.75%
Displaying of P&D Ticket	225	4%
Equipment Faults	28	0.5%
Signs & Lines & TRO's	9	0%
Loading & Unloading	42	0.75%
Miscellaneous Reasons	169	3%
Equipment Test Tickets (PCN's)	6	0%
CEO Ticket (PCN) Errors	52	1%
Cancelled PCN's Total	1016	18%