

## **The Vale of Glamorgan Council**

### **Cabinet Meeting: 31 October, 2016**

### **Report of the Cabinet Member for Visible, Leisure and Regulatory**

### **Civil Parking Enforcement and Town Centre Car Parking Update**

#### **Purpose of the Report**

1. To update Cabinet on Civil Parking Enforcement activities in the Vale of Glamorgan for 2013/14, 2014/15 and 2015/16. The report also provides an update on the current position relating to car parking charging in town centres.

#### **Recommendations**

1. That Cabinet note the contents of the report.
2. That this report is referred to the Environment and Regeneration Scrutiny Committee for consideration.
3. That a further Civil Parking Enforcement report is received by Cabinet in Summer 2017 outlining the activities undertaken for 2016/17.
4. That Cabinet notes the position with reference to town centre car parking and that off street town centre car park charging is not progressed.

#### **Reasons for the Recommendations**

1. To update Cabinet on the work of Civil Enforcement Officers for 2013/14, 2014/15 and 2015/16.
2. To seek the views of the relevant Committee.
3. To ensure Cabinet receive a further report outlining the Civil Parking Enforcement activities undertaken during 2016/17.
4. To clarify the position with regards to off street town centre car park charging.

#### **Background**

2. On 1st April 2013, Bridgend County Borough Council and the Vale of Glamorgan Council were made responsible for the enforcement of the majority of on-street and off-street parking regulations under a scheme called Civil Parking Enforcement

(CPE). The two neighbouring Councils operate a shared service arrangement which is led by Bridgend County Borough Council and governed by a Joint Service Agreement.

3. The Council is responsible for the enforcement of on-street and off-street parking regulations. Most parking contraventions, including yellow lines and parking bays can be enforced.
4. Civil Enforcement Officers help to identify illegal and irresponsible parking. Their role is to keep the roads clear and safe and to help achieve compliance with parking restrictions. In most instances, before issuing a ticket they will use their discretion and try to explain to the driver why they should not be parked illegally.
5. Any illegally or irresponsibly parked vehicles will be given a parking ticket known as a Penalty Charge Notice (PCN). PCNs are only issued where vehicles are parked in contravention of the parking restrictions. PCNs are administered by the Wales Penalty Processing Partnership (WPPP) based in North Wales. They also process and collect penalty charges on behalf of other Local Authorities.
6. If the PCN is not paid or challenged during the initial 28 day period, as specified on the front of the PCN, a Notice to Owner will be served on the registered keeper of the vehicle, requiring full payment of the penalty charge. If payment is made within 14 days of the date of issue, then the charge is reduced by 50%. If no payment is received within 14 days then the full amount is required.
7. There are no targets for the number of PCN's that a Civil Enforcement Officer must issue. All Officers undergo comprehensive training and may only issue a PCN if they believe a contravention has occurred.
8. The Police can still issue parking tickets known as a fixed penalty notice for parking on pedestrian crossing zig-zags but this contravention can also be enforced by the Council (without the associated penalty points). The Police also continue to deal with dangerous parking and general obstructions such as parking on footways and moving traffic offences and can take action against any driver where security or other traffic policing safety issues are involved.
9. Currently in the Vale of Glamorgan there are five dedicated Civil Enforcement Officers based at the Alps Depot in Wenvoe. Further, since Summer 2016, an additional seasonal officer has been employed to monitor car parking activities at the Council's coastal car parks.
10. Cabinet will also recall that at their meetings of 27 July, 2015 and 21 September, 2015 (Minute No. C2911 refers) consideration was given to appointing additional officers to manage off street town centre car parking where charges for parking were being considered. However following extensive consultation with local traders and businesses it is not planned to charge for off-street town centre car parking, consequently further officers are not required. Therefore during 2017 / 2018 it is planned to again employ one, seasonal enforcement officer to patrol coastal car parks.

### **Relevant Issues and Options**

11. The total number of Parking Charge Notices issued for 2013/14, 2014/15, 2015/16 is shown below. Since inception to 31st March 2016 there have been 22,578 notices issued.

Year	Total Number of Contravention Notices Issued	Formal Appeals	Successful Appeals
2013/14	8547	130	67
2014/15	7128	97	33
2015/16	6903	74	28
<b>Total</b>	<b>22578</b>	<b>301</b>	<b>128</b>

12. The data illustrates that PCNs were issued in the Council's main urban areas including Barry, Penarth, Cowbridge, Dinas Powys, Sully, Llantwit Major and Rhoose as well as other areas such as Ogmore by Sea, Southerndown, Leckwith & at the M4 Junction 34 ( Miskin interchange).

13. [Appendix A](#) shows the top three streets receiving PCN's for each year are as follows:

2013/14      (1) Holton Road, Barry - 1295  
                   (2) Paget Road, Barry - 579  
                   (3) Rivermouth Car Park, Ogmore by Sea - 437

2014/15      (1) Holton Road, Barry - 1066  
                   (2) Windsor Road, Penarth - 636  
                   (3) High Street, Cowbridge - 462

2015/16      (1) Holton Road, Barry - 875  
                   (2) Windsor Road, Penarth - 489  
                   (3) Paget Road, Barry - 419

14. As mentioned in paragraph 10 above following Traders meetings for Holton Road Barry (4 November, 2015) and for Cowbridge (9 November, 2015) It is not proposed to proceed with off street town centre car parking charges.

### **Resource Implications (Financial and Employment)**

15. The Civil Enforcement or Parking Contraventions (Guidelines on Levels of Charges) (Wales) Order 2008 sets out the levels of charges for parking contraventions that could be imposed in Wales. This information is shown below:

Band	Higher Level Penalty Charge	Lower Level Penalty Charge	Higher Level Penalty Charge Paid Early	Lower Level Penalty Charge Paid Early	Higher Level of penalty charge after service of charge certificate	Lower Level of penalty charge paid after service of charge certificate
Band 2	£70	£50	£35	£25	£105	£75

The order permits for a discounted level of penalty charge which was paid early (that is within 21 days in the case of penalty charges imposed on the basis of a record produced by an approved device and 14 days in all other cases) and a surcharged level of payment after a charge certificate had been issued.

16. The Civil Parking Enforcement service is arranged is as to be self-financing. For 2015/16 the total costs and income for the service were:

Vale Employee Costs	9,811
Premises	2,075
Supplies and Services	36,527
Payments to Bridgend CBC	171,605
Overheads	3,085
Income	-240,315
Surplus	-17,212

17. The surplus made by the service in 2015/16 is being used to pay back the initial set up costs for CPE which totalled £281k. Of this, £213k was funded from the Visible Services reserve.
18. Since Civil Parking Enforcement commenced in 2013/14, the surplus or deficit for each year is shown below:

2013/14	5,000	Deficit
2014/15	-18,994	Surplus
2015/16	-17,212	Surplus

19. The day to day management of CPE is undertaken by Bridgend County Borough Council. Specific enquiries relating to the existing Traffic Regulation Orders, signs and lines within the Vale of Glamorgan are dealt with by the Council's Traffic Management team.

## **Sustainability and Climate Change Implications**

20. The enforcement of traffic regulation orders increases economic activity in the areas such as our town centres, allowing for the free movement of vehicles in congested areas.

## **Legal Implications (to include Human Rights Implications)**

21. The Road Traffic Regulation Act 1984 allows highway authorities to make and vary Orders to regulate the movement of vehicular traffic and to improve the amenities of an area.
22. The Traffic Management Act 2004 enables local authorities, on application to the Welsh Government, to acquire the powers to enforce parking and movement restrictions.
23. There are no Human Rights Implications with regard to this report.

## **Crime and Disorder Implications**

24. Exercising CPE powers enables the Council to better manage the highway network which improves highway safety and reduces the potential for incidents of disorder.

## **Equal Opportunities Implications (to include Welsh Language issues)**

25. The introduction of CPE benefits all sections of the community by improving highway safety and reducing congestion.

## **Corporate/Service Objectives**

26. The relevant Corporate Plan (2016-2020) Wellbeing Outcome is WO2, an environmentally responsible and prosperous Wales, Objective 4 promoting sustainable development and protecting our environment. The Visible Services and Transport Service Plan (2016) details the provision of this service in partnership with Bridgend.

## **Policy Framework and Budget**

27. This is a matter for Executive Decision.

## **Consultation (including Ward Member Consultation)**

28. No Ward Member consultation has been undertaken as the matters relates to all areas of the Vale of Glamorgan.

## **Relevant Scrutiny Committee**

29. Environment and Regeneration

## **Background Papers**

None

## **Contact Officer**

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**Officers Consulted**

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Accountant, Building and Visible Services  
Principal Traffic Officer  
Operational Manager Highways and Engineering

**Responsible Officer:**

Miles Punter, Director of Environment and Housing Services.