

CIVIL PARKING ENFORCEMENT (CPE)

To: Cabinet

Date: 15th March 2011

From: Acting Executive Director: Environment Services

Electoral division(s): East and South Cambridgeshire divisions

Forward Plan ref: Not applicable **Key Decision:** No

Purpose: To consider the financial implications and a potential implementation plan for extending civil parking enforcement operations beyond Cambridge.

Recommendation: Cabinet is recommended to:

- i. Support an application to the Department for Transport (DfT) for powers to introduce civil parking enforcement in East and South Cambridgeshire, as the next phase in achieving a countywide scheme;
- ii. Delegate responsibility for agreeing a service level agreement with East Cambridgeshire District Council for off-street parking enforcement to the Executive Director for Environment Services in consultation with the portfolio holder for Customer Service and Transformation ; and
- iii. Support the need for on-street parking charges in Ely to support the financing of parking management and enforcement, as part of a co-ordinated parking plan with East Cambridgeshire District Council.

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1. OBJECTIVES

- 1.1 The objectives of civil parking enforcement (CPE) are to manage parking to:
- reduce congestion
 - encourage correct, sensible and safe parking
 - improve compliance with parking restrictions
 - ensure designated parking spaces are used only by those they are intended for
 - enable buses to operate more effectively
 - improve air quality, health and the general environment
 - reduce delays for emergency services
 - keep Cambridgeshire moving.

2. BACKGROUND

- 2.1 At its meeting on 16th March, 2010, Cabinet:
- i. Noted the progress on discussions with District Councils regarding civil parking enforcement outside Cambridge; and
 - ii. Supported the principle of requiring on and off street parking charges as a pre-requisite for CPE operations in any district.
- 2.2 Since that time further negotiations have been undertaken with District Councils to assess the appetite for a countywide CPE scheme. Further modelling work has also been undertaken to assess the financial implications of such a scheme, including the potential to raise additional income through further on-street parking charges across the county to underwrite the expected deficit from an extended CPE scheme.
- 2.3 The structure of the parking enforcement team is currently under review to achieve savings for current operations in Cambridge and to ensure a more cost effective service if and when extended to cover other parts of the county.

3. DISTRICT COUNCIL POSITIONS AND CPE PHASING

- 3.1 Given the Department for Transport (DfT) emphasis on joined up civil parking enforcement, adopting joint arrangements with district councils will help pave the way for any application for further CPE powers. The need for parking charges to underpin the finances for CPE and for the coordination of on and off street parking charges, mean that careful consideration needs to be given to district council aspirations over CPE and parking charges.

East Cambridgeshire

- 3.2 The district council is developing plans for off-street charges and is fully supportive of a joint approach to CPE in its area, with the county providing enforcement in district council car parks under a service level agreement. The district council has acknowledged the financial risk associated with CPE and the potential for an operating deficit for off-street enforcement.
- 3.3 There is a clear expectation by the district council that the county council will move forward with on-street charges and CPE arrangements to support its parking agenda. Joint working on a review of parking arrangements in Ely is progressing and it is

expected that agreement on parking charges and other parking management issues including the provision of residents parking areas, where required, will be reached later this year as a parallel work stream coordinated with the CPE timetable.

- 3.4 The district council has already provided financial support for the parking review in Ely and it is also prepared to make available further funding of £20,000 next year to support the implementation process for on-street parking charges and CPE operations. Against this background it is recommended that East Cambridgeshire should be a priority for the next phase of any countywide CPE scheme. Informal Lead Member discussions suggest spring 2012 as a suitable start date for CPE operations and parking charges in the district.

Huntingdonshire

- 3.5 In July 2010, the district council considered a report on CPE, including consideration of options for the management of the off-street element of CPE. It was resolved to support the continuation of negotiations with the County Council regarding the method of operation to be adopted and submit further reports for the consideration of its Cabinet when appropriate. More recent discussions have been held between relevant lead members and officers when the option of Huntingdonshire being the next phase in extending CPE after East Cambridgeshire.

Fenland

- 3.6 Last year, the district council's Cabinet considered various reports related to CPE and parking charges, the conclusion of which is that the district council does not wish join in any CPE scheme. Lead member and officer discussions will continue with the district council to allow the situation to be reviewed if required.

South Cambridgeshire

- 3.7 The district council has previously passed a resolution in support of a countywide CPE scheme. Its decision is perhaps easier given that it has no direct interest in CPE as it does not have any car parks that would require enforcing under CPE. Whilst there may not be as strong a drive for CPE as with other district councils, there are current and emerging parking problems particularly around the Cambridge fringe as development takes place that will require more enforcement attention than can currently be provided by the police. Therefore it is considered that CPE in South Cambridgeshire should be taken forward.

Phasing

- 3.8 It is recommended that the next phase of a countywide scheme should include East and South Cambridgeshire. This would be funded by the £200,000 Local Transport Plan (LTP) capital budget allocation in 2011/12.

4. FINANCIAL ASSESSMENT

CPE

- 4.1 As previously highlighted, CPE operations have the potential for on and off street operating deficits which would need to be managed within budgets. District councils would be expected to underwrite any off street deficits, with the County taking responsibility for on street deficits. Any surplus would accrue to the relevant authority. The financial model for a 3 district operation (Cambridge and East and South Cambridgeshire) predicts an overall deficit of around £155,000 from on and off street operations. Part of this deficit would be covered by Cambridge City and East Cambridgeshire for their off-street enforcement operations. This compares with an operating deficit for the current operation in Cambridge of around £182,000 for 2009/10.
- 4.2 The off-street share of the deficit would depend on how costs are apportioned and this would be subject to further discussions with the district councils but it is expected that around a third of the deficit would be recovered.
- 4.3 The worst case scenario for the on-street enforcement operation in East Cambridgeshire is an annual deficit of around £25,000 with a deficit in South Cambridgeshire of around £5,000 but this may improve depending on how enforcement costs are apportioned with district councils. Any deficit in East Cambridgeshire would need to be met from on-street parking charges (see 4.4 below). East Cambridgeshire District Council is aware of a forecast deficit for off-street enforcement. The deficit for on-street enforcement in South Cambridgeshire is relatively modest and could be managed within county parking budgets until such time as any on-street charges are applied in parking hotspots to generate income. **Table 1** sets out the latest financial assessment for CPE operations, including East and South Cambridgeshire. This assessment assumes the restructuring of the current parking team to achieve targeted operational savings of £150,000 per annum.

Table 1: CPE financial assessment

	East Cambs		South Cambs		Cambridge	
	Off-street	On-street	Off-street	On-street	Off-street	On-street
Civil Enforcement Officers (CEOs) deployed	2.8	5.6	0	1	1	21
Penalty charge notices (PCNs) issued	1,055	6,425	0	1,305	4,500	37,500
EXPENDITURE						
Enforcement + processing costs	£1,652,137					
INCOME						
PCN income	£24,508	£184,141	0	£37,401	£104,535	£1,074,750
Total	£1,496,948					
Out-turn (+ surplus / - deficit)	-£155,189					

Assumptions:

Deployment rates for CEOs as advised by consultants

Process costs based on restructured parking team

Parking charges

- 4.4 Work has been undertaken to assess the likely income generation from on-street charges in East Cambridgeshire, where Ely is currently the only site where charges are considered viable. This has assumed a two tariff system of 60p per hour for city centre sites and 40p per hour for sites peripheral to the city centre, which is predicted to raise an annual surplus of around £59,000 (in excess of the worst case CPE deficit of £25,000 per annum).
- 4.5 These assumed charging levels reflect current rural district council parking charges in the county and the relationship between on and off street charges which advocates on-street charges being higher than off street. The actual level of parking charges that will be adopted will be subject to consultation as part of the development of a coordinated parking plan in Ely. Cabinet will be asked to take the final decision on the setting of on-street charges, at the end of this process.
- 4.6 It is anticipated that pay and display machines will be provided for the central area parking spaces with the peripheral area parking spaces utilising pay by phone technology to minimise the capital investment required. It is proposed that the funding for pay and display machines will come partly from the LTP capital budget and partly from borrowing either from an Invest to Transform service fund or from existing parking accounts with repayment being made over 3-5 years from the annual parking charge surplus. **Table 2** shows the expected income and operating costs for on-street parking charges.

Table 2: Ely On-street parking charge income

Pay and display spaces	160
Pay by phone spaces	91
P&D machines	30
P&D machines set-up capital costs	£147,000
Pay by phone set-up capital costs	£4,550
Annual recurring costs	£19,500
Annual income (gross)	£78,212
Annual income (net)	£58,712

- 4.7 Many of the locations identified for parking charges in Ely, as part of the joint parking review with the district council, are already subject to limited waiting restrictions so there would be little impact on residents parking. In other areas parking bays would be provided that cater for both longer stay on-street parking and residents' parking. At this stage the potential income from residents' permits has not been factored in but this will be assessed as part of further work on the joint parking plan.

Signs and road markings

- 4.8 The other significant cost associated with CPE is the review of parking signs and road markings to ensure that they satisfy regulatory requirements. Assessment work for East and South Cambridgeshire will be completed by the end of March, funded from this year's capital budget. The work required to renew signs and lines, where required, will be funded from next year's LTP capital budget and will be kept to the minimum required by regulation.

Enforcement

- 4.9 The current contract that provides enforcement resource in Cambridge allows for additional enforcement resource to be provided in other areas of the County using the same schedule of rates.

5. JOINT WORKING

- 5.1 To allow the County to undertake off-street enforcement in East Cambridgeshire, a service level agreement between both authorities will be required. This would be modelled on the current agreement with Cambridge City Council and a joint officer group is developing a draft agreement. It is recommended that responsibility for approving the agreement is delegated to the Executive Director for Environment Services, in consultation with the portfolio holder for Customer Service and Transformation.

6. TRAFFIC ORDERS

- 6.1 The existing parking regulation orders in East and South Cambridgeshire will be consolidated into a single map based order for each district area. The consolidation will be based on the restrictions that are actually marked on site rather than what the current traffic orders state. The consolidation process does not cater for the making of any new restrictions.

7. TIMETABLE AND CONSULTATION

- 7.1 A timetable to allow CPE operations to start in East and South Cambridgeshire in April 2012 is being developed, which will dovetail with the parking review in Ely to coordinate the introduction of parking charges. As part of the process for applying for extended CPE powers, there is a requirement to consult with stakeholders on the transfer of enforcement powers from the police to the council. It is anticipated that consultation will be undertaken over the summer period.

8. SIGNIFICANT IMPLICATIONS

Resources & performance

Finance

- 8.1 See Section 3 above

Performance

- 8.2 Potential for improvement in parking enforcement in East and South Cambridgeshire, freeing up police resource currently deployed to parking enforcement duties.

Key Risks

- 8.3 CPE carries the key risks shown below:
- a) Failure to adequately manage parking enforcement will increase congestion and undermine road safety;

- b) Failure to cover the costs associated with parking enforcement will impact on budgets; and
- c) Failure to adequately manage parking enforcement will undermine demand management and modal shift strategies.

8.4 In order to manage these risks the mitigating actions shown below are to be taken in accordance with the management action plans prepared by the identified risk owners:

Risk (a)+(c): Develop a joint approach to CPE with district councils to keep traffic moving, to reduce the risk of accidents on the road network and to encourage modal shift to sustainable forms of transport

Risk (b): Apply suitable parking charges, where appropriate, to ensure that any CPE operational deficit can be covered.

Property and Facilities Management, ICT, Human Resources and Best Practice

8.5 No significant implications identified.

Statutory Duties/Requirements and Partnership working

Statutory Duties / Requirements

8.6 Legislation allows Government to require Highway Authorities to adopt CPE powers. Currently, over 200 authorities have taken on CPE powers and there is the possibility that at some time Government may make CPE a requirement. The process will require an application to DfT.

Partnerships

8.7 Government seeks a partnership approach to CPE with Districts working with Counties to provide a joined up parking enforcement service.

Access and Inclusion

Transport

8.8 Improved parking enforcement will contribute towards meeting the Council's network management duty by improving the management of the road network thereby reducing congestion and improving road safety.
Impact: Significant

Inclusion, Crime and Disorder, Voluntary Sector and Equity and Diversity

8.9 No significant implications identified.

Engagement and consultation

8.10 The application for CPE powers requires consultation with stakeholders (see 7.1).

Source DocumentsLocation

Cabinet Agenda and Minutes 27/01/04, 10/07/08,
15/01/09, 07/0709, 29/09/09, 16/03/10

CC1309
Castle Court
Cambridge

County Council on-street parking policy