

**ENVIRONMENT AND TRANSPORT SELECT COMMITTEE**  
**March 2013**

**PARKING SERVICE ANNUAL REPORT FOR FINANCIAL YEAR**  
**2011/12**

**Purpose of the report:** To provide information about on-street parking enforcement within Surrey for 2011/12

**Introduction:**

- 1 The County Council is responsible for the management of on-street parking enforcement. On the 31 March 2008, part 6 the Traffic Management Act 2004 (TMA) was enacted. This introduced a number of additional powers and changed the terminology from Decriminalised to Civil Parking Enforcement. Surrey Police do not enforce waiting restrictions in the county and enforcement patrols are carried out by Civil Enforcement Officers (CEOs) employed by the district / borough councils with the authority of the county council.
2. Within the Secretary of State's statutory guidance to local authorities on the civil enforcement of parking contraventions, it states that enforcement authorities should produce an annual report about their enforcement activities. The purpose of this report is to fulfil this requirement.

**Background**

3. The County Council started operating Decriminalised Parking Enforcement (DPE), in 2004. At that time the enforcement of restrictions and associated administrative functions was carried out by the eleven districts and borough councils on behalf of the County Council with localised agency agreements introduced on a staggered basis.
4. For the operation of Civil Parking Enforcement (CPE) up to April 2011, the agency agreements stipulated that the County Council was responsible for all costs. For the 2011/12 financial year and beyond it was agreed that the district and borough Council's carrying out on street enforcement in Surrey would be responsible for any deficit within their areas. Nine districts agreed to this, with Tandridge and Waverley no longer involved with on-

street parking enforcement. In these districts, it was carried out by Reigate and Banstead and Guildford respectively.

5. Financial information has been reported by all nine agents (for eleven areas), and has been collated to give the total income / expenditure for on street parking enforcement for the 201/12 financial year for the County Council as a whole. This is shown in Annex 1.
6. Part 6 of the TMA states that an annual parking report should detail all on-street income / expenditure plus various other figures relating to performance and should be put in the public domain. This report contains the recommended data broken down by individual district in Annex 2. Although not a County Council function, enforcement data for the district and borough council owned and managed car parks is also provided.

### **Financial reporting**

7. The purpose of operating a parking service is not to generate income but to provide a quality service for residents, businesses and motorists within Surrey, helping improve road safety and reduce congestion as well as access to local businesses.
8. The introduction of the TMA created significant changes in the way parking enforcement is undertaken. A key change was the introduction of differential penalty charges, dependant on contravention. The reasoning behind this is that it is deemed some parking contraventions are more serious than others (such as parking on double yellow lines rather than overstaying your time in a parking bay) so the level of penalty charge should reflect this. There are two bands with the higher rate set at £70 and the lower at £50 (both discounted by 50% if paid within 14 days). Whether a contravention is a higher or lower rate is prescribed in the regulations and not subject to local discretion. Prior to these changes the standard charge was £60 (still discounted by 50% if paid within 14 days). The number of PCN's paid at each level is shown in Annex 2.
9. The agency agreements developed since 2004 do vary, and in some, but not all areas, Controlled Parking Zones (CPZs) were separately identified. This is no longer the case for 2011/12 and agents report all income from penalty charge notices, permits or on-street charging and also all expenditure from enforcement and back office functions specific to on street enforcement.
10. Where there is an operating surplus in any district or borough it has been agreed to split it 65/35 (county/district) respectively for the years 2011/12. As a transitional arrangement it was agreed that the County would ring fence any overall surplus to assist districts that did not break even during 2011/12. The Surrey Cabinet have now agreed further long term changes to the operation of CPE from April 2013.
11. The total cost of operating on-street parking in each district for 2011/12 is detailed in Annex 1. The figures are as supplied by our agents and the actual outturn in the county's accounts is slightly different due to the timing

of payments and need for accruals at the end of each financial year (this will balance over time).

12. The overall cost of operating on street parking enforcement in Surrey changed from a deficit of £314,431 in 2010/11 to a surplus of £644,377 during 2011/12. Some of the reasons for this are explained below.

## Operational Report

13. Surrey is a varied county and consequently the number of PCNs issued is not consistent in all areas. In simplistic terms the opportunity to undertake enforcement in a built up area is greater than in the countryside. The type of restriction can also have a significant impact. For example, limited waiting bays, where parking is permitted for a certain amount of time but then re-parking in the same place is not allowed for a set period (such as 1 hour, with no return allowed for 2 hours), while popular with residents and businesses, are difficult and require significant resources to enforce.
14. The number of PCNs issued in recent year's county wide increased slightly to nearly 78,000 in 2011/12. There is no single reason for this and the number of PCN's issued varies from area to area. Some of the factors that influence the numbers of PCN's issued include the economic downturn and the rise in fuel prices (reduced activity). The increased profile of parking enforcement in the national media could also mean that many people are less likely to take a chance on receiving a PCN, improving compliance. The picture is not straight forward however as some district and boroughs have improved the consistency and effectiveness of their parking enforcement operation leading to increased numbers of PCN's being issued.
15. In April 2011, Guildford Borough Council took over on street enforcement in Waverley. At the same time Reigate and Banstead took over enforcement in Tandridge. In both cases the transition went smoothly and helped turn around historical financial deficits for parking enforcement in these areas to a 'break even' situation in 2011/12.
16. The majority of the operating surplus derived from parking enforcement is from the largest towns with established CPZ's, Guildford and Woking. In late 2010 the County reviewed and revised resident permit charges. Until the review, permit charges were as low as £10 per year in some areas and varied considerably across the County. This did not reflect the true cost of administering a resident parking scheme and consequently a new charge of £50 was introduced from April 2011.
17. Annex 2 details operational parking data for the eleven boroughs / districts. It is laid out as recommended by the guidance; hence the inclusion of number of vehicles immobilised / removed. This is shown as not applicable because the county council and our agents do not immobilise or remove vehicles for parking contraventions, in line with the policy decision made by the former Executive.

18. There needs to be a fair enforcement regime if waiting restrictions are to be respected by motorists. This needs to be balanced against the cost of enforcement to ensure that any proposal is financially sound and does not generate unsustainable revenue commitments for the County or district. It is not always possible to provide levels of enforcement that some residents would like.
19. The SCC and district/borough parking teams regularly assess and amend existing signs and lines on the ground to ensure that they meet the requirements of the legislation. This has helped make it clearer to drivers to understand what the restrictions are and helped remove any ambiguity.
20. Parking is a pressure in many locations within Surrey. The Council receives many requests to increase or introduce restrictions, and for additional enforcement where controls already exist. Reviews of restrictions are ongoing throughout the County, in accordance with the priorities of the Local Committee for that area. If the funding is available the Parking Team aim to review each area on an 18 month cycle, however this depends on the number of locations in the review.

#### **Future operational arrangements**

21. New arrangements for on street parking enforcement were agreed by the Surrey Cabinet on the 23 October 2012 following lengthy discussion with our enforcement partners. It is planned that these will take effect from the April 2013.
22. The Secretary of State's statutory guidance states that it is a sensible aim for CPE operations to be self-financing, and that if they are not, the authorities should be certain that the operations can be paid for from within existing funding. With the reduction in funding in the coming years, it is therefore increasingly important for Surrey to try to run its CPE operation in a way that is at least cost neutral, as neither national nor local taxpayers should be expected to meet any deficit.

#### **Financial and value for money implications**

23. The report is for information on previous years expenditure and performance. It does not have a direct impact on expenditure for this coming financial year. However, the district and borough councils have agreed in principal to work with SCC to develop more efficient long term parking enforcement operations from April 2013. In addition, from April 2011 the districts and boroughs agreed to accept reasonable liability for any on-street parking deficit within their areas. This will reduce the risk to the County Council and help encourage the districts and boroughs to provide the most efficient service.

### **Equalities Implications**

24. Parking enforcement can assist accessibility those with visual or mobility impairment.

### **Risk Management Implications**

25. None

### **Implications for the Council's Priorities or Community Strategy/Local Area Agreement Targets**

26. On street enforcement contributes to objectives of the Surrey Transport Plan helping tackle congestion and improve accessibility, which can be hindered by inconsiderate parking.

### **Recommendations:**

- i) receive and note the parking services annual report for 2011/12.
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**Sources/background papers:**

Parking Service Annual Report, 2010/11.

Operation of Civil Parking Enforcement, 23 October 2012.

Annex 1

Operating Costs for Civil Parking Enforcement (CPE) in Surrey 2011/12

District	Income - for CPE	Expenditure for CPE	Net cost for CPE	SCC share of surplus (or cost where deficit)
Elmbridge	£560,550	£521,757	-£38,793	-£25,215
Epsom & Ewell	£227,747	£210,117	-£17,630	-£11,459
Guildford	£1,367,822	£834,704	-£533,118	-£235,595
Mole Valley	£85,476	£156,914	£71,438	£71,438
Reigate & Banstead	£342,066	£302,377	-£39,689	-£25,798
Runnymede	£80,358	£139,170	£58,812	£58,812
Spelthorne	£99,347	£99,347	£0	£0
Surrey Heath	£151,000	£286,260	£135,260	£135,260
Tandridge	£98,702	£73,212	-£25,490	-£16,569
Waverley	£176,317	£168,818	-£7,499	-£4,874
Woking	£982,895	£735,227	-£247,668	-£160,984
<b>TOTALS</b>	<b>£4,172,280</b>	<b>£3,527,903</b>	<b>-£644,377</b>	<b>-£214,985</b>

**Notes**

This table shows income and expenditure for each district and borough for 2011/12

Income - income is from PCNs, parking charges, permits etc

Expenditure - district staff costs / overheads

SCC surplus is 65% of any net surplus generated

Negative figures denote surplus

