



Fylde Council Annual Parking Report 2017/18

Financial and Statistical Information

1 Introduction

Welcome to Fylde Council's Annual Parking Report for 2017/18. This report sets out the off-street parking provision that is provided by the Council and details information relating to income and expenditure plus enforcement statistics associated with the provision of this service.

In April 2017 the operation of one pay and display car park, Lowther Pavilion Car Park, was handed over to the Lowther Trust. In May 2017 the ownership and operation of three free car parks in Kirkham was passed to Kirkham Town Council. From May 2017 Fylde Council owned and operated 16 car parks spread over Lytham St Annes. Of these 16, 2 were free to use and 14 were charged via pay and display. The car parks comprise a total of 1,374 spaces made of 163 free spaces (88 disabled bays, 7 coach bays and other designated bays including general parking and reserved bays) and 1,211 charged spaces. Further details of the Council's car parks can be found on the Council's website www.fylde.gov.uk/resident/parking/car-park-tariff-opening-hours-prices-postcodes.

Fylde Council aim to meet or exceed the Department for Transport's suggested guidelines on the number of spaces that should be allocated on each car park for use by those with physical mobility issues. Three hours free parking is provided to blue badge holders when parked within designated disabled bays and displaying a parking clock. However if no designated disabled bays are available then blue badge holders are required to pay if they choose to park in a standard bay.

All Fylde Council owned and operated car parks are enforced under the Traffic Management Act 2004 and the Road Traffic Regulation Act 1984 and subsequent amendments. A copy of Fylde Council's Traffic Regulation Order and amendments under which the car parks are enforced can be found in the Traffic Penalty Tribunal's library - <http://tro.parking-adjudication.gov.uk/>

2 Financial Performance

2.1 Section 55 (Parking Enforcement Accounts)

As a local authority which operates Civil Parking Enforcement (as an 'Enforcement Authority') with regards to its own off-street parking provision the Council is required to keep an account of all of its income and expenditure in connection with its off-street

enforcement activities. These finances are governed by Section 55 (as amended) of the Road Traffic Regulation Act 1984. The legislation sets out provisions for dealing with any deficits or surpluses in the account at the end of the financial year. Any deficit is to be made good out of the authority's general fund, whilst a surplus can either be carried forward in the account to the next financial year, or it can be appropriated to the carrying out of a specific project for one of the following purposes:

1. The making good to the general fund of any amount charged to it for the making good of a deficit in the parking account in the 4 years immediately preceding the financial year in question.
2. Meeting all or any of the cost of the provision and maintenance by the local authority of off-street parking accommodation.
3. If it appears to the local authority that the provision in their area of further off-street parking accommodation is unnecessary or undesirable, the following purposes:
 - (i) Meeting costs incurred, whether by the local authority or by some other person, in the provision or operation of, or of facilities for, public passenger transport services, and
 - (ii) The purposes of a highway or road improvement project in the local authority's area.

As Fylde Borough Council is not the local highway or transport authority it is unlikely that any surplus in enforcement revenue would be used for 3(i) or 3(ii) above.

The Council's parking account during 2017/18 performed as follows:

**Report on Fylde Borough Council's Parking Account
(kept under Section 55 of the Road Traffic Regulation Act 1984 - as amended)
for the financial year ending 31st March 2018**

	2013/14 (£)	2014/15 (£)	2015/16 (£)	2016/17 (£)	2017/18 (£)
Income					
Off-street penalty charges	47,110	45,835	50,917	44,269	41,828
Total Income	47,110	45,835	50,917	44,269	41,828
Expenditure					
CEO Time and Notice Processing Costs	37,997	42,603	46,138	44,030	48,019*
Patrol and TEC Costs	2,123	1,836	1,507	1,079	1,115
Transport	6,464	7,308	5,696	4,312	3,532
Additional Enforcement Costs (phones, stationery etc...)	52	49	97	167	337
Service recharges	24,612	23,551	24,632	37,224	36,303
Total Expenditure	71,248	75,347	78,072	86,812	89,306
Total Surplus/Deficit	-24,138	-29,512	-27,155	-42,543	-47,478

*Part of the increase in costs was a result of a one-off investment of £3,100 to replace aging CEO handheld computers and printers

The deficits in the parking accounts were funded from the Council's General Fund.

2.2 Off-Street Parking (Car Parks)

Income from off-street parking charges and expenditure on the purchase, maintenance, running and repair of off-street sites are not subject to Section 55 of the 1984 Act (although some of those expenditures can be funded from an end of year surplus in the Section 55 account). The Council's financial performance with regards to off-street parking during 2017/18 was as follows:

Report on Fylde Borough Council's off-street parking income and expenditure for the financial year ending 31st March 2018

	2013/14 (£)	2014/15 (£)	2015/16 (£)	2016/17 (£)	2017/18 (£)
Income					
Pay & display income	527,471	541,775	580,225	631,125	602,314
Contribution for maintenance of 3 rd party car park		901	2,098	2,417	
Permit sales	6,525	19,069	21,567	21,680	22,220
Dispensations	422	1,402	242	268	2,527
Sale of equipment			3,500		
Total Income	534,418	563,147	601,632	655,490	627,061
Expenditure					
Premises (maintenance and equipment)	50,777	52,220	43,767	47,646	45,894
Supplies and Services	12,231	12,207	11,499	11,897	11,398
Service recharges	78,320	78,134	74,786	83,279	87,420
Capital Charges	3,331	7,617	11,903	16,030	12,700
Business Rates	48,610	70,481	83,222	83,911	81,354
Fee Refunds/Income share	7,198	19,359	24,529	23,921	20,092
Capital Works	37,500	30,000	30,000	28,895	**
Total Expenditure	237,967	270,018	279,706	295,579	258,858
Total Surplus	296,451	293,129	321,926	359,911	368,203

**Capital budget of £30,000 was deferred from 2017/18 to 2018/19 as part of the contribution to the redevelopment of the Town Hall exterior.

The surplus funds raised through the provision of off-street parking facilities are used to offset the costs to the Council of providing services to the public (such as parking enforcement deficit, refuse collection and waste recycling, street cleansing, tourism services, parks maintenance, housing services etc.). Without these surplus funds, those costs would have to be met through Council Tax.

3 Statistical performance

3.1 Penalty Charge Notices (PCNs) issued

There is a national list of the parking contraventions for which CEOs are empowered to issue PCNs. Below is a table giving a detailed breakdown of the numbers of PCNs which the Council's CEOs issued in respect of each type of contravention applicable to car parks during 2017/18. Figures for previous years have been included for comparison purposes. Individual

contravention codes that are subject to the higher or lower rates of penalty charge are shown. Higher rates are set at £70 (£35 if paid within 14 days) while lower rates are set at £50 (£25 if paid within 14 days).

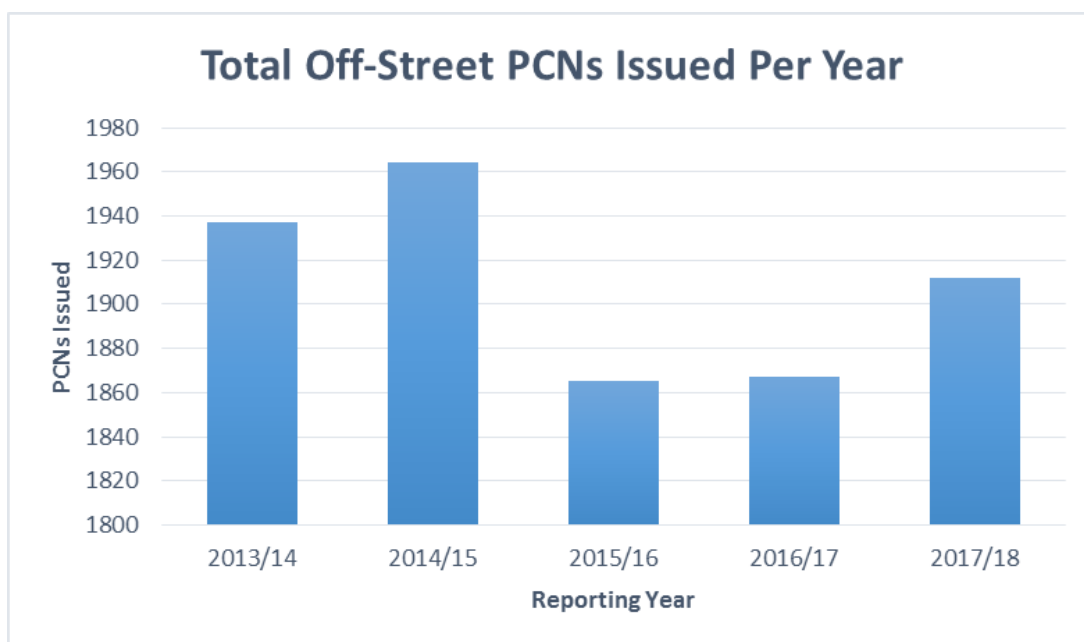
Number of Penalty Charge Notices Issued For Each Contravention Type

	Off-Street (car park) Parking Contraventions					
Code	Contravention Description	PCNs 2013/14	PCNs 2014/15	PCNs 2015/16	PCNs 2016/17	PCNs 2017/18
80 (Low)	Parked longer than the maximum period permitted	6	3	2	2	5
81 (High)	Parked in a restricted area in a car park	38	6	6	14	3
82 (Low)	Parked after the expiry of paid for time	338	459	426	314	408
83 (Low)	Parked in a car park without clearly displaying a valid pay & display ticket or voucher or parking clock	1200	1160	1119	1192	1248
85 (High)	Parked in a permit bay without clearly displaying a valid permit	15	15	26	69	24
86 (Low)	Not parked correctly within the markings of a bay or space	111	68	54	76	59
87 (High)	Parked in a disabled person's parking space without clearly displaying a valid disabled person's badge	214	227	187	182	154
91 (High)	Parked in a car park or area not designated for that class of vehicle	15	23	44	16	12
92 (High)	Parked causing an obstruction	0	2	0	0	0
94 (Low)	Parked in a pay & display car park without clearly displaying multiple valid pay and display tickets when required	0	1	1	2	0
	Number of higher rate off-street PCNs issued	282	273	263	281	193

	Number of lower rate off-street PCNs issued	1655	1691	1602	1586	1720
	Total number of off-street PCNs issued	1937	1964	1865	1867	1913

Total Off-Street PCNs Issued Per Year

Reporting Year	2013/14	2014/15	2015/16	2016/17	2017/18
PCNs Issued	1937	1964	1865	1867	1913



The issuing of PCNs has remained mostly consistent over the last five years with between 1,865 and 1,964 PCNs per year.

3.2 Progression of PCNs

The following table details the ways in which PCN cases had progressed as of January 2019.

Progression of cases	2013/14	2014/15	2015/16	2016/17	2017/18
Total number of PCNs issued	1937	1964	1865	1867	1913
PCNs paid at 50% Discount	1324 (68.35%)	1368 (69.65%)	1241 (66.54%)	1204 (64.49%)	1274 (66.59%)
PCNs paid at full amount (before issue of Charge Certificate)	108 (5.58%)	126 (6.42%)	122 (6.54%)	126 (6.75%)	125 (6.54%)
PCNs paid after issue of Charge Certificate (full amount + 50%)	89 (4.60%)	78 (3.97%)	88 (4.72%)	89 (4.77%)	90 (4.75%)
Total PCNs paid	1521 (78.52%)	1572 (80.04%)	1451 (77.80%)	1419 (76.00%)	1489 (77.88%)
<i>Number of Pre NtO Informal Challenges</i>	<i>658</i>	<i>607</i>	<i>568</i>	<i>597</i>	<i>567</i>

Number of Informal Challenges resulting in PCN cancellation	328 (16.93%)	301 (15.33%)	319 (17.11%)	358 (19.18%)	317 (16.57%)
<i>Number of Post NtO Formal Representations</i>	<i>110</i>	<i>132</i>	<i>151</i>	<i>110</i>	<i>78</i>
Number of Formal Representations resulting in PCN cancellation	10 (0.52%)	12 (0.61%)	22 (1.18%)	11 (0.59%)	11 (0.56%)
<i>Number of TPT Appeals</i>	<i>10</i>	<i>6</i>	<i>5</i>	<i>2</i>	<i>2</i>
Number of TPT appeals resulting in PCN cancellation	5 (0.26%)	4 (0.20%)	0 (0.00%)	2 (0.11%)	2 (0.11%)
Number of PCNs cancelled for other reasons (eg owner untraceable, enforcement agent unable to collect etc...)	73 (3.77%)	75 (3.82%)	73 (3.91%)	75 (4.02%)	85 (4.44%)
Total PCNs cancelled	416 (21.48%)	392 (19.96%)	414 (22.20%)	446 (23.89%)	415 (21.68%)
Total PCNs outstanding (still to pay or be cancelled)	0 (0%)	0 (0%)	0 (0%)	2 (0.11%)	9 (0.44%)

Of the PCNs that are issued each year, between 76% and 80% are paid. Of those that are paid the vast majority do so within 14 days of the PCN being issued to take advantage of the discount period. Just over 20% of issued PCNs are cancelled, the majority as a result of an Informal Challenge within 28 days of the PCN being issued.

4 Adjudication cases

A motorist who has had their challenge against a PCN rejected by the Council has the right to appeal against that decision to an Adjudicator at the Traffic Penalty Tribunal (TPT). The TPT is an independent tribunal whose impartial, independent Adjudicators are lawyers who have been appointed to consider and decide upon appeals against parking penalties.

For PCNs issued during 2017/18 two cases were registered by TPT for adjudication, equal to 0.11% of all PCNs issued during the year. Of these none were dismissed (ie in favour of Fylde Council), none were 'not contested' and two were allowed (ie in favour of the appellant).

Adjudicator's reports for previous years can be accessed on the tribunal's website www.trafficpenaltytribunal.gov.uk/downloads. These reports provide information for each local area as well as an assessment of any changes that have occurred over the previous year which impacts on parking enforcement and the decisions that adjudicators may make.