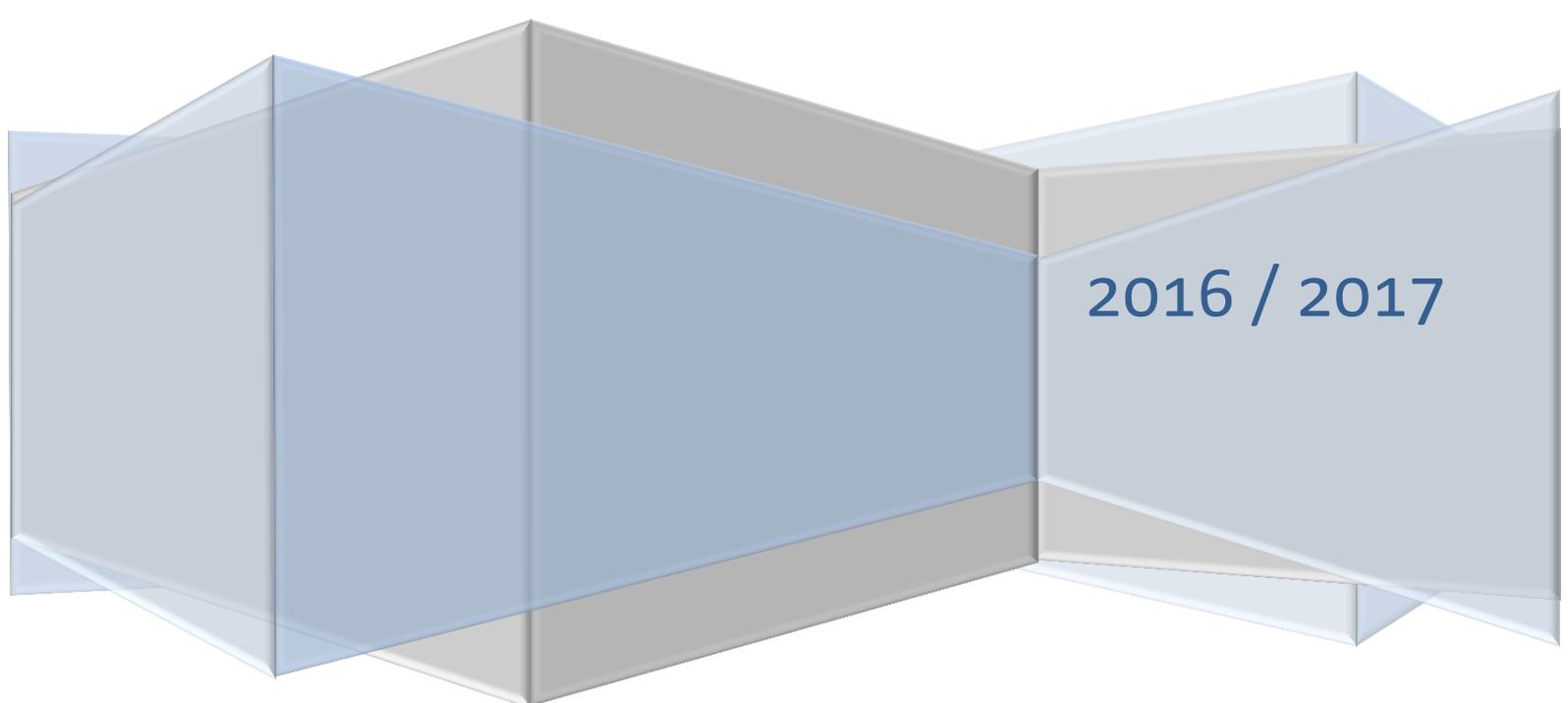




Carlisle City Council

Off Street Parking

Annual Report



2016 / 2017

Published August 2017

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Introduction

Welcome to the Carlisle City Council off street parking annual report 2016/17 covering the period 1 April 2016 to 31 March 2017.

Carlisle City Council operates a number of Off Street parking places where enforcement activity is undertaken. This report is published to detail those activities.

Traffic Management Act 2004

The Traffic Management Act 2004 (TMA) outlines the requirements under which Civil Parking Enforcement is carried out.

Under this act, all Local Authorities are required to report their Parking Enforcement Activities on an annual basis.

Traffic Regulation Orders (TROs)

A Traffic Regulation Order (TRO) is a legal document that creates parking rules, regulations and restrictions for motorists to abide by. Signs and information boards inform the motorist of TRO restrictions and terms and conditions of parking.

A TRO also gives a local authority power to enforce any of the rules, regulations and restrictions by means of issuing Penalty Charge Notices (PCNs). Not complying with a restriction created by a TRO is known as a 'contravention'.

The current TRO in place for Carlisle City Council managed parking areas is as follows:

(THE COUNCIL OF THE CITY OF CARLISLE (OFF STREET PARKING PLACES)
(CONSOLIDATION AND MINOR AMENDMENT VARIATION PAY BY TELEPHONE) ORDER 2012)

And other subsequent variation orders made after 2012.

The 2012 TRO and other subsequent variations may be viewed at
<https://tro.trafficpenaltytribunal.gov.uk/>

Carlisle City Council Car Parks

The City Council managed thirteen Pay & Display Car Parks between March and December 2016. This number decreased to twelve in January 2017 when the management of Cecil Street Car Park transferred to Cumbria County Council.

With the exception of Talkin Tarn, all City Council Pay and Display Car Parks are located within close proximity to the City Centre. The Car Parks service the needs of shoppers, visitors, commuters, workers, recreational and leisure facility users.

Pay and Display Car Parks managed by Carlisle City Council are as follows:

- Civic Centre
- West Walls
- Bitts Park
- Lowther Street
- Paddy's Market
- The Sands
- Viaduct
- Swifts Bank
- Caldew Riverside
- Castle
- Marks & Spencer (CCC manage this car park on behalf of Marks & Spencer)
- Talkin Tarn
- Cecil Street (Management of Cecil Street Car Park transferred to Cumbria County Council in January 2017)

The City Council also manage and operate four Disc controlled Car Parks, one permit holders only car park, five free car parks, two loading areas and one public service vehicle area. A comprehensive list of the car parks The City Council manage can be found in the TRO (please see TRO section on page 2).

Civil Enforcement Officers

The City Council employ their own Civil Enforcement Officers (CEOs) to patrol and enforce off street parking areas. All CEOs are all trained to nationally recognised standards and form part of the Neighbourhood Enforcement team within the Community Services directorate.

The main role of a CEO is to ensure parking compliance is met and when necessary, issue PCNs to vehicles parked in contravention of the TRO.

However, CEOs are not just there to issue PCNs; they play a vital role in being the councils 'eyes and ears' in relation to identifying and reporting problems such as:

- Worn or defective lines and signs
- lighting or surfacing issues
- Environmental issues such as dog fouling, littering and anti-social behaviour

CEOs also act as first point of contact for car park customers giving advice and help when required.

CEOs are not given targets or quotas and do not receive financial reward in relation to the number of PCNs issued.

It is the aim of Carlisle City Council to increase parking compliance and deliver transparent, fair and consistent parking enforcement.

Penalty Charge Notices (PCNs)

A Penalty Charge Notice (PCN) will be issued to a vehicle when a CEO believes the Traffic Regulation Order (TRO) has been contravened.

The levels of PCN charges are set by central government; the City Council has adopted a charge currently of £50 for a lower level contravention and £70 for a higher level contravention. If the charge is paid within 14 days a 50% reduction is applied.

Once a PCN has been issued, the driver may submit a challenge. This is known as an informal challenge. The challenge will be considered by The City Council based on the evidence provided and a decision to either accept or reject the challenge will be made.

When a challenge is made and rejected, or no payment is received, the owner of the vehicle will be sent a Notice to Owner (NtO). This is the driver's opportunity to make a 'Formal Representation' where Consideration of these representations is carried out by the City Council.

Should the representations be rejected, the driver has an opportunity to appeal the decision at the Traffic Penalty Tribunal (TPT). The case will be heard by an independent adjudicator and the outcome of this hearing is final, the decision is binding on both the council and the motorist.

Off Street Parking 2016/2017 Statistics

Total PCNs Issued	3,211
Higher Level PCNs Issued	392
Lower Level PCNs Issued	2,818
Paid at Discount	2,145
Paid at Full (or above)	354
Number of PCNs Paid	2,499
PCNs against which an informal or formal representation was made	1,030
PCNs Cancelled as a result of an informal or formal representation	479
PCNs written off or cancelled for other reasons	132
Number of appeals at the Traffic Penalty Tribunal	3
Number of appeals allowed	0
Number of appeals dismissed	1
Number of appeals not contested	2

Financial Statistics 2016/17

Report on Carlisle City Councils Off Street Parking Account (Kept Under Section 55 of the Road Traffic Act 1984 - as amended) for the financial year ended 31st March 2017

OFF STREET

	£	£
Income		
Off Street Parking Penalty Charges	(74,633)	
Recharges	(70,100)	
Insurance re Loss of Income due to Flood	(11,685)	
Miscellaneous Income	(3,590)	
Pay & Display Ticket Income	(961,701)	
Contract Parking Income	(106,972)	
Guaranteed Rent or Contribution in Lieu	<u>(17,816)</u>	
Total Income		(1,246,497)
Expenditure		
Employee Related	93,219	
Premises	326,896	
Supplies & Services	97,750	
Third Party Payments	15,278	
Support Services	107,800	
Depreciation	<u>(21)</u>	
Total Expenditure		<u>640,922</u>
Net (Surplus)/Deficit		(605,575)

The surplus funds raised through the provision of Off-Street parking facilities are used to offset the costs to Carlisle City Council of providing services to the public.