



Fylde Council Annual Parking Report 2021/22

Technical Services Section

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Financial and Statistical Information

1 Introduction

Welcome to Fylde Council's Annual Parking Report for 2021/22. 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.

Following the disruption throughout 2020/21, as a result of restrictions imposed to control the impact of the Covid pandemic, 2021/22 started with a continuation of some of the restrictions. From April through to July the various restrictions on activities were gradually lifted. This was reflected in car park use with coastal long-stay car parks being very busy whereas short-stay town centre car parks under-performed as restrictions on hospitality and leisure industries were the last to return to normality. Throughout the year the sea-front tourist car parks performed significantly above average, likely in response to a continuation of the public taking day visits and 'stay-cations' as a result of the pandemic. However business permit sales were down while working-from-home measures remained in place.

The Covid testing centre that was established on Fairhaven Road Car Park in November 2020 remained in place throughout the whole of 2021/22, though it was closed at the end of this period. The impact on the operation of this car park was to limit the number of spaces available to customers including restricting use by coaches.

North Beach Car Park, since it was first constructed in 1981, has never been lined apart from the provision of disabled bays, reserved bays for the coastguard and, in more recent years, to provide dedicated bays for motorhomes parking overnight. In the previous few years, on occasional days, the car park has been inundated with visitors to the extent that vehicles were being abandoned across the car park causing obstruction to the coastguard from being able to reach their base and some vehicles trapped where triple parking occurring. In May 2021, to resolve this issue, the car park was fully lined.

In July 2021 changes to overnight motorhome parking scheme were implemented including limiting the number of vehicles that use St Annes Swimming Pool Car Park as well as extending the scheme to North Promenade and St Paul's Avenue Car Parks. The length of time motorhomes can stay has been limited to a maximum of 2 consecutive days (42 hours) with no return within 24 hours. Prices were increased to reflect the significant increase in demand.

As part of the ongoing improvements to signage across the car parks, the tariff boards in the town centre car parks of St Annes Square and Pleasant Street were upgraded to the new style that has previously been rolled out to all St Annes and Fairhaven coastal car parks. In addition the process to consolidate all secondary signage across all car parks was continued and finished to reduce visual intrusion of signs, update to current specifications and remove the remnants of the old Council logo.

Following the re-opening of Stanner Bank Car Park in 2020, concerns were raised by Lancashire County Council Highways about the safety of the new interface between the car park and the highway, particularly with the addition of the new barrier control system. As a result, through Autumn 2021 the entrance area to the car park was remodelled to include a pedestrian island between the entrance and exit lanes plus the road line was changed to stop vehicles driving across the entrance area and restrict parking either side of the entrance.

During 2021/22 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 1,320 spaces made of 157 free spaces (88 disabled bays and other designated bays including general parking and reserved bays) and 1,163 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-parks.

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 as set out in their [Inclusive Mobility best practice guide](#). Three hours free parking is provided to blue badge holders when parked within designated disabled bays and displaying a parking clock. Further time beyond the 3 hours can be purchased. 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/>

Fylde Parking Services is led by the Fylde Car Park Strategy, which was formally updated in February 2021. This includes aims, objectives and policies for the service to follow. It also includes targets for the service to be monitored against. These targets, along with the performance against them for 2021/22, are as follows:

T1 Meet budget expectations (within 5% of original estimate)

	Original estimate (£)	Actual (£)	% difference
Off-street penalty charges	40,000	53,140	+132.85
Pay & display income	700,000	775,945	+110.81
Permit sales	12,050	19,455	+161.45

Income from penalties and pay and display significantly increased as a result of an increase in visitors to the area, potentially as a result of ongoing limitations on foreign travel due to covid and an increase in popularity of stay-cations. Permit sales significantly exceeded expectations.

T2 Response times for both pre Notice to Owner (NtO) Challenges and post Notice to Owner Representations (at least 90% with acknowledgement within 5 working days and full response within 10 working days)

	Total	Response time within	% difference
Responses to Pre NtO Challenges	836	771	92.23
Responses to post NtO Representations	52	36	69.23

Responses to pre NtO representations were above target but responses to post NtO representations were significantly below target.

T3 The number of cases going to the Traffic Penalty Tribunal (no more than 5 per year)

In 2021/22 8 PCNs that were issued during that period were subsequently referred to the Traffic Penalty Tribunal.

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 2021/22 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 2022**

	2017/18 (£)	2018/19 (£)	2019/20 (£)	2020/21 (£)	2021/22 (£)
Income					
Off-street penalty charges	41,828	49,281	41,648	29,215	53,140
Covid 19 grant support				7,036	
Total Income	41,828	49,281	41,648	36,251	53,140
Expenditure					
CEO Time and Notice Processing Costs	48,019	49,847	46,502	47,545	52,999
Patrol and TEC Costs	1,115	850	1,160	888	1,741

Transport	3,532	3,421	6,708	4,980	4,098
Additional Enforcement Costs (phones, stationery etc...)	337	678	298	144	144
Service recharges	36,303	29,629	32,344	24,777	21,294
Total Expenditure	89,306	84,425	87,012	78,334	80,276
Total Surplus/Deficit	-47,478	-35,144	-45,364	-42,083	-27,136

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 2021/22 was as follows:

Report on Fylde Borough Council's off-street parking income and expenditure for the financial year ending 31st March 2022

	2017/18 (£)	2018/19 (£)	2019/20 (£)	2020/21 (£)	2021/22 (£)
Income					
Pay & display income	602,314	678,100	640,593	424,153	775,945*****
Permit sales	22,220	22,983	21,750	25,030	19,455
Dispensations	2,527	263	82	1,245	2,492
Covid 19 grant support				166,516	
Total Income	627,061	701,346	662,425	605,676	797,892
Expenditure					
Premises (maintenance and equipment)	45,894	44,100	43,600	54,754	71,777
Supplies and Services	11,398	14,573**	19,262**	18,771	34,755
Service recharges	87,420	91,401	102,705	97,960	103,598
Capital Charges	12,700	8,414	12,700	12,697	8,414
Business Rates	81,354	70,010***	77,799	79,067	79,067
Fee Refunds/Income share	20,092	19,001	18,811	2,541	13,065
Capital Works	*	60,000	20,000	50,000****	40,040
Total Expenditure	258,858	307,499	294,877	315,790	350,716
Total Surplus	368,203	393,847	367,548	289,886	447,176

*Capital budget of £30,000 was deferred from 2017/18 to 2018/19. The £60,000 in 2018/19 was contribution from the car park capital budget towards the redevelopment of the Town Hall exterior, including car park, which totalled £204,867.

**Increase in costs associated with additional ongoing charges related to card payments

***Reduction in business rates a result of no longer operating Kirkham car parks (saving £8,108) and a rebate of £5,798 related to Kirkham car parks from 2017/18.

****Additional capital budget towards the cost of installing the barrier system at Stanner Bank Car Park. Additional costs were incurred in 2019/20 and 2020/21 for the renovation of the car park through the Fairhaven coastal protection scheme and Fairhaven public realm scheme.

The surplus funds raised through the provision of off-street parking facilities are used to off-set 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 Issued

There is a national list of the parking contraventions for which Civil Enforcement Officers (CEOs) are empowered to issue Penalty Charge Notices (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 2021/22. 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).

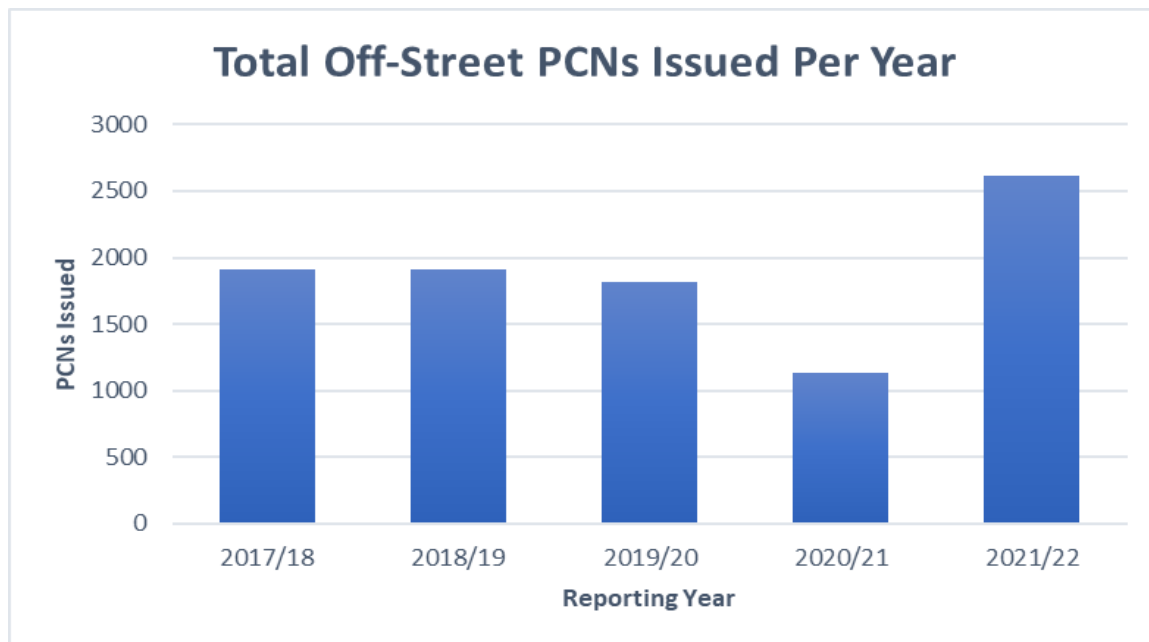
Number of Penalty Charge Notices Issued for Each Contravention Type

Off-Street (car park) Parking Contraventions						
Code	Contravention Description	PCNs 2017/18	PCNs 2018/19	PCNs 2019/20	PCNs 2020/21	PCNs 2021/22
73 (Low)	Parked without payment of the parking charge	0	3	0	1	0
80 (Low)	Parked longer than the maximum period permitted	5	5	8	6	22
81 (High)	Parked in a restricted area in a car park	3	7	66	88	46
82 (Low)	Parked after the expiry of paid for time	408	291	295	92	339
83 (Low)	Parked in a car park without clearly displaying a valid pay & display ticket or voucher or parking clock	1,248	1,369	1,226	771	1,791
85 (High)	Parked in a permit bay without clearly displaying a valid permit	24	30	22	32	81
86 (Low)	Not parked correctly within the markings of a bay or space	59	58	78	41	160

87 (High)	Parked in a disabled person's parking space without clearly displaying a valid disabled person's badge	154	136	107	63	129
89 (High)	Vehicle parked exceeds maximum weight and/or height and/or length permitted in the area	0	0	1	1	1
91 (High)	Parked in a car park or area not designated for that class of vehicle	12	12	12	35	39
92 (High)	Parked causing an obstruction	0	0	2	0	4
93 (Low)	Parked in car park when closed	0	0	0	0	2
94 (Low)	Parked in a pay & display car park without clearly displaying multiple valid pay and display tickets when required	0	0	0	1	0
95 (Low)	Parked in a parking place for a purpose other than that designated	0	0	0	0	1
	Number of higher rate off-street PCNs issued	193	185	210	219	300
	Number of lower rate off-street PCNs issued	1,720	1,726	1,607	912	2,315
	Total number of off-street PCNs issued	1,913	1,911	1,817	1,131	2,615

Total Off-Street PCNs Issued Per Year

Reporting Year	2017/18	2018/19	2019/20	2020/21	2021/22
PCNs Issued	1,913	1,911	1,817	1,131	2,615



There was a significant increase in the number of PCNs issued in 2021/22 compared to previous years, in part due to a significant increase in visitors as well as a change in Enforcement Officers.

3.2 Progression of PCNs

The following table details the ways in which PCN cases had progressed as of February 2023.

Progression of cases	2017/18	2018/19	2019/20	2020/21	2021/22
Total number of PCNs issued	1,913	1,911	1,817	1,131	2,615
PCNs paid at 50% Discount	1,273 (66.54%)	1,214 (63.53%)	1,110 (61.09%)	709 (62.69%)	1,601 (61.22%)
PCNs paid at full amount (before issue of Charge Certificate)	125 (6.53%)	115 (6.02%)	130 (7.15%)	72 (6.37%)	166 (6.35%)
PCNs paid after issue of Charge Certificate (full amount + 50%)	79 (4.13%)	71 (3.72%)	82 (4.51%)	49 (4.33%)	100 (3.83%)
Total PCNs paid	1,477 (77.20%)	1,400 (73.27%)	1,322 (72.75%)	830 (73.39%)	1,867 (71.40%)
<i>Number of Pre NtO Informal Challenges</i>	567	714	639	407	964
Number of Informal Challenges resulting in PCN cancellation	339 (17.72%)	394 (20.62%)	401 (22.07%)	221 (19.54%)	397 (15.18%)
<i>Number of Post NtO Formal Representations</i>	78	80	82	52	75
Number of Formal Representations resulting in PCN cancellation	11 (0.58%)	12 (0.63%)	16 (0.88%)	9 (0.80%)	22 (0.84%)
<i>Number of TPT Appeals</i>	2	7	3	4	8
Number of TPT appeals resulting in PCN cancellation	2 (0.11%)	4 (0.21%)	2 (0.11%)	2 (0.18%)	8 (0.31%)
Number of PCNs cancelled	84 (4.39%)	101 (5.27%)	76 (4.19%)	57 (5.03%)	271 (10.36%)

for other reasons (eg owner untraceable, enforcement agent unable to collect etc...)					
Total PCNs cancelled	436 (22.80%)	511 (26.73%)	495 (27.25%)	289 (25.55%)	698 (26.69%)
Total PCNs outstanding (still to pay or be cancelled)	0 (0%)	0 (0%)	0 (0%)	12 (1.06%)	50 (1.91%)

Of the PCNs that are issued each year, between 70% 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. 22% to 27% of issued PCNs are cancelled, the majority as a result of an Informal Challenge within 28 days of the PCN being issued.

Historically the main reasons for PCNs being cancelled is due to common issues such as tickets blowing over (so enforcement officers are unable to view valid tickets) or blue badge holders forgetting to display/set their clocks on arrival. Since 2018, when card payments were introduced, additional cancellations have occurred when customers have not realised payments have not been fully processed which results in a void payment ticket being produced and displayed by customers in place of valid tickets. With the introduction of the pay-by-phone option in June 2020 Additional user errors have occurred (such as inputting incorrect registration details or locations) resulting in further cancellations.

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 2021/22 8 cases were registered by TPT for adjudication, equal to 0.31% of all PCNs issued during the year. Of these 0 were dismissed (ie in favour of Fylde Council) and 7 were allowed (ie in favour of the appellant) and 1 where a consent order was granted (in favour of the Council but the penalty was waived due to mitigating circumstances).

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.



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