

Leicester City Council

Annual Parking Report



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Overview

Introduction

Department for Transport (DfT) recommends that all local authorities engaged in parking enforcement under the Traffic Management Act 2004 produce an annual report.

We hope that this report answers many questions that the general public might have about parking, parking enforcement and especially the financial side of parking. In this report we included information which we are often requested to provide via Freedom of Information Act (FOIA) requests.

The Secretary of State's statutory guidance also contains recommendation for what the report should include. We followed this guidance as closely as possible and all key information is included in this report.

“ Our goal is to ensure parking services, parking enforcement and our infrastructure meet the needs of the people who live, work and visit Leicester, and support improvement of the city's economy and environment. ”

Parking issues affect us all. We all need the city's parking and transport infrastructure to work efficiently and it is our responsibility to enforce parking restrictions, handle appeals against parking fines and to administer residents' parking schemes.

Many people think of parking enforcement in a negative way. Nobody likes to receive a parking fine for parking on double yellow lines or overstaying paid-for time in a pay



Perri Stevenson
Parking Services
Manager

and display bay. However the role of a Civil Enforcement Officer (CEO) is not just issuing fines, but making sure that the traffic congestion in our city is minimised. CEOs spend most of their working days patrolling streets of Leicester, being visible to the public, talking to people and giving advice about safe, considerate and legal parking.

Contrary to popular belief, CEOs do not have targets for the number of parking fines they have to issue. They are given a list of locations they must attend during their shift daily. Locations for enforcement are planned in advance and enforcement requests from public are taken into consideration.

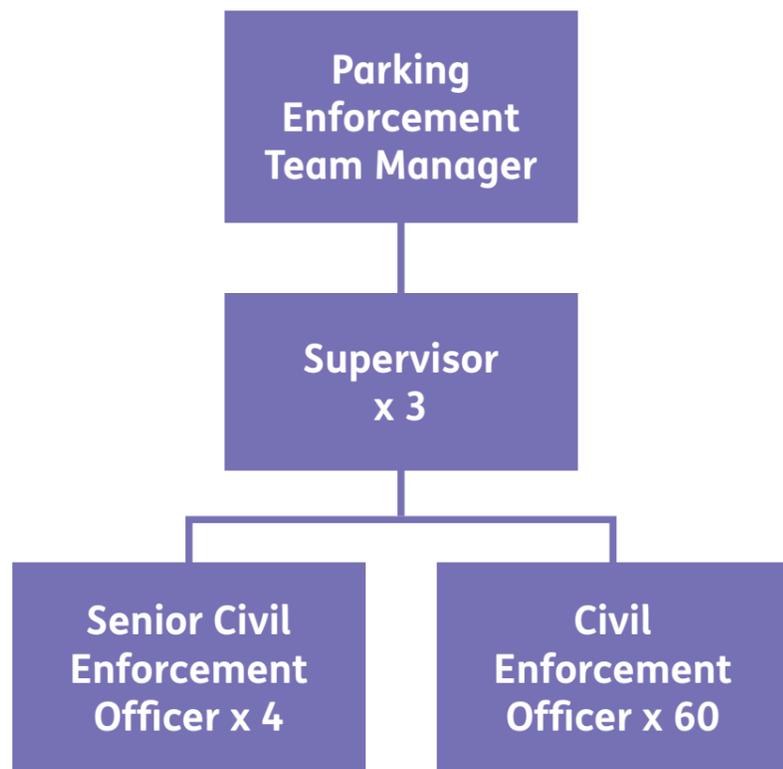
We also provide services to the public issuing permits to residents, dispensations to allow contractors to park near the properties they are working on and permits to NHS staff to allow parking near patients' homes.



What we do

Leicester City Council parking and bus lane enforcement consists of three teams: Parking Services, Parking Enforcement and Bus Lane Enforcement.

The parking enforcement patrols Leicester’s streets and issues Penalty Charge Notices (PCN). The team consists of a Manager, 3 Supervisors, 4 Senior Civil Enforcement Officers and 60 Civil Enforcement Officers.



* We are actively recruiting additional CEOs responding to the growing pressures on the highway network.

“ The aim of our service is to prevent illegal parking, not to issue fines. ”

The parking services team provides a back office service for all parking and also supports the parking enforcement team and other teams associated with parking in the authority.

The team consists of a Manager, Customer Care Officer, Business Administration Officer and 14 full time PCN and Permit Officer posts.



The team deals with anything associated with parking including the legal process for Penalty Charge Notices (PCN) issued; parking permits including residents’ parking; all financial transactions for the service; pedestrian zones, manual and automatic bollards; parking tribunals and court hearings. The service will write parking policies and anything that may relate to a parking service for the authority.

Bus lane fines are processed by Nottingham City Council in partnership and on behalf of Leicester City Council.

Improvements

Despite challenges which all local authorities face due to reduced budgets, we continue to deliver an outstanding service. Moreover, a number of improvements have been made in the past few years.

We are concentrating on the need for more civil enforcement officers and bus lane enforcement cameras to manage our highways network. Parking and bus lane enforcement is key to supporting the growing city and the success of the local economy.

Here are a few improvements that have taken place recently:

- Collection of outstanding parking fines in a timely manner.
- Improved trace activities to pursue drivers that have been issued with parking fines.
- Improved online challenge process for customers.
- Introduced a tow away process that includes procedures for events, for example Diwali, Caribbean Carnival, sports events, etc.
- More CEOs recruited to respond to growing pressure on the highway network.
- Increased patrols in residents' parking areas.
- Introduced a process for dangerous and inconsiderate parking.
- Successfully tendered for contracts for Enforcement Agents.
- Improved bus lane enforcement by installing more cameras.
- All parking permits for residents' parking schemes are now processed online in line with Leicester City Council customer transformation strategy.
- Undertaken a review of all parking permits rules and charges. Simplified processes and procedures have been introduced to help all customers for parking in Leicester.
- Improved processing time for online permit applications.
- Introduced a new residents parking zone for Coleman Road area.
- Reviewed car parks' charges and introduced evening night owl rates.
- Introduced card and contactless payments in some car parks in Leicester.
- Introduced pay and display parking in Watermead Car Park.
- Worked in partnership with the police to successfully prosecute offenders that vandalised and stole money from pay and display machines in 2018.
- Extended pedestrian area to include the Market area.
- Introduced a new pavement parking area in Rushey Mead. Future possible areas for pavement parking are being considered in Harrison Road and Aylestone area.
- The City Council has developed the prioritised School Run Parking programme to address traffic issues around 120 schools in Leicester City. It is part of the wider Parking Improvement Action Plan developed in 2016 and looks into implementing a range of safety measures around schools to address speeding, congestion, inconsiderate, dangerous and illegal parking. 2016-2019 plan can be downloaded from https://consultations.leicester.gov.uk/city-development-and-neighbourhoods/parking-improvement-plan/consult_view/.

Currently we work with 58 schools where we have developed a series of improvement measures which typically include the installation of bollards, railings, road markings and signs, dropped crossings, tactile paving and pedestrian refuges. More substantial improvement measures may involve highway alignment alterations and the installation of pedestrian crossings, e.g. zebra crossings.

We also support schools by implementing behavioural change initiatives to encourage parents and children to cycle or walk to school. Typical measures include working with the schools to promote pedestrian park and stride sites, walking bus schemes, safe cycle training and cycle maintenance workshops. We have worked with 72 schools in conjunction with our in-house partners, Sustrans and Living Streets.

Work in progress

- Ongoing work to improve online information for customers.
- Revisiting 2016 – 2019 Parking Improvement Action Plan and developing this further for the next 5 years.
- Parking Services are working with City Wardens on a new procedure for littering from vehicles. Customers issued with fines will be able to appeal online and also to appeal to a tribunal.
- Looking to purchase a new parking Penalty Charge Notice and permit system.
- Introducing Pay by Phone in Car Parks.
- Working closely with the Anti-Terrorist police and businesses to improve safety in pedestrian areas.



Parking Provision

Off-street parking

The council operates the following off-street car parks:

Abbey Park, LE1 3WA	80 parking spaces
Dover Street, LE1 6PT	162 parking spaces
Haymarket Centre, LE1 3HQ	485 parking spaces
Newarke Street (Phoenix), LE1 5SN	475 parking spaces
Phoenix Square	50 parking spaces
St Margaret's Pastures, LE1 4DB	125 parking spaces
Upper Brown Street, LE1 5AG	21 parking spaces
Victoria Park, LE1 7RU	234 parking spaces
Watermead Country Park, LE4 7RN	236 parking spaces

All council-run car parks have free parking for blue badge holders. For up to date information about charges for council car parks please follow the link: <https://www.leicester.gov.uk/transport-and-streets/parking-in-leicester/parking-charges/>.

On-street parking

The council also looks after 1,585 on-street pay and display parking spaces.

We've introduced simple charges for parking in our pay and display bays. All prices are now set in whole pounds, with £1 buying an hour's parking in the city centre, and two or three hours outside the central zone. We've also installed easy-to-use payment machines that don't require car registration details.

Motorcycle parking

Free parking for motorcycles is available in Newarke Street and Victoria Park car park. Free motorcycle parking is also available in Millstone Lane, Rutland Street and Bowling Green Street.

Parking enforcement

Issued PCNs

Below is the table showing the number of Penalty Charge Notices (PCN) issued in 2014 – 2018.

PCNs issued in 2014 – 2018 (calendar years)

	2014	2015	2016	2017	2018
Number of on-street PCNs issued	37,950	45,966	53,674	51,657	76,478
- number of higher level PCNs (£70)	26,584	33,764	39,430	40,198	60,587
- number of lower level PCNs (£50)	10,712	11,132	12,027	10,318	15,163
- warning notices	654	1,070	2,217	1,141	728
Number of off-street PCNs issued	1,504	1,691	1,808	2,150	2,084
- number of higher level PCNs (£70)	173	169	99	90	173
- number of lower level PCNs (£50)	1,330	1,359	1,651	1,937	1,863
- warning notices	1	163	58	123	48
TOTAL	39,454	47,657	55,482	53,807	78,562

Warning notices are issued when new restrictions are introduced to warn drivers of changes to parking restrictions.

Off-street PCNs are issued in car parks run by Leicester City Council.

Number of Regulation 9 and regulation 10 PCNs issued in 2014 – 2018 (calendar years)

	2014	2015	2016	2017	2018
Regulation 9 PCNs issued	39,449	47,625	55,333	53,700	78,398
Regulation 10 PCNs issued	5	32	149	107	164
TOTAL	39,454	47,657	55,482	53,807	78,562

Regulation 9 PCNs are issued by attaching a PCN to a windscreen or giving it to a driver. Regulation 10 PCNs are issued by post, because at the time of PCN issue a driver drove away before a PCN could be attached to a vehicle or given to the driver.

PCNs issued for each on-street contravention in 2014 – 2018 (calendar years)

Code	Description	Charge	Notes	2014	2015	2016	2017	2018
01	Parked in a restricted street during prescribed hours	£70	This means parked on a single or double yellow line	11,143	15,556	17,968	18,740	28,232
02	Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force	£70	This means parked where loading restrictions apply	3,667	4,450	5,273	5,152	7,196
05	Parked after the expiry of paid for time	£50	On-street Pay and Display bays	2,410	2,084	2,215	1,702	2,664
06	Parked without clearly displaying a valid Pay & Display ticket or voucher	£50	On-street Pay and Display bays	4,130	4,526	4,404	3,792	5,703
11	Parked without payment for the parking charge	£50	-	-	-	4	2	3
12	Parked in a residents' or shared use parking place or zone without either clearly displaying a valid permit or voucher or pay and display ticket issued for that place, or without payment of the parking charge	£70	Residents' parking bays and shared use bays where no permit or ticket is displayed	7,544	7,539	8,611	9,021	11,957
16	Parked in a permit space or zone without clearly displaying a valid permit	£70	Residents' parking bays that are signed for specific permit holders	39	47	65	144	245
19	Parked in residents' or shared use parking place or zone either displaying an invalid permit or voucher or pay and display ticket, or after the expiry of paid for time	£50	Residents' parking bays and shared use bays when, for example, an out of date permit is displayed	1,818	2,164	1,958	2,020	2,422

PCNs issued for each on-street contravention in 2014 – 2018 (calendar years)

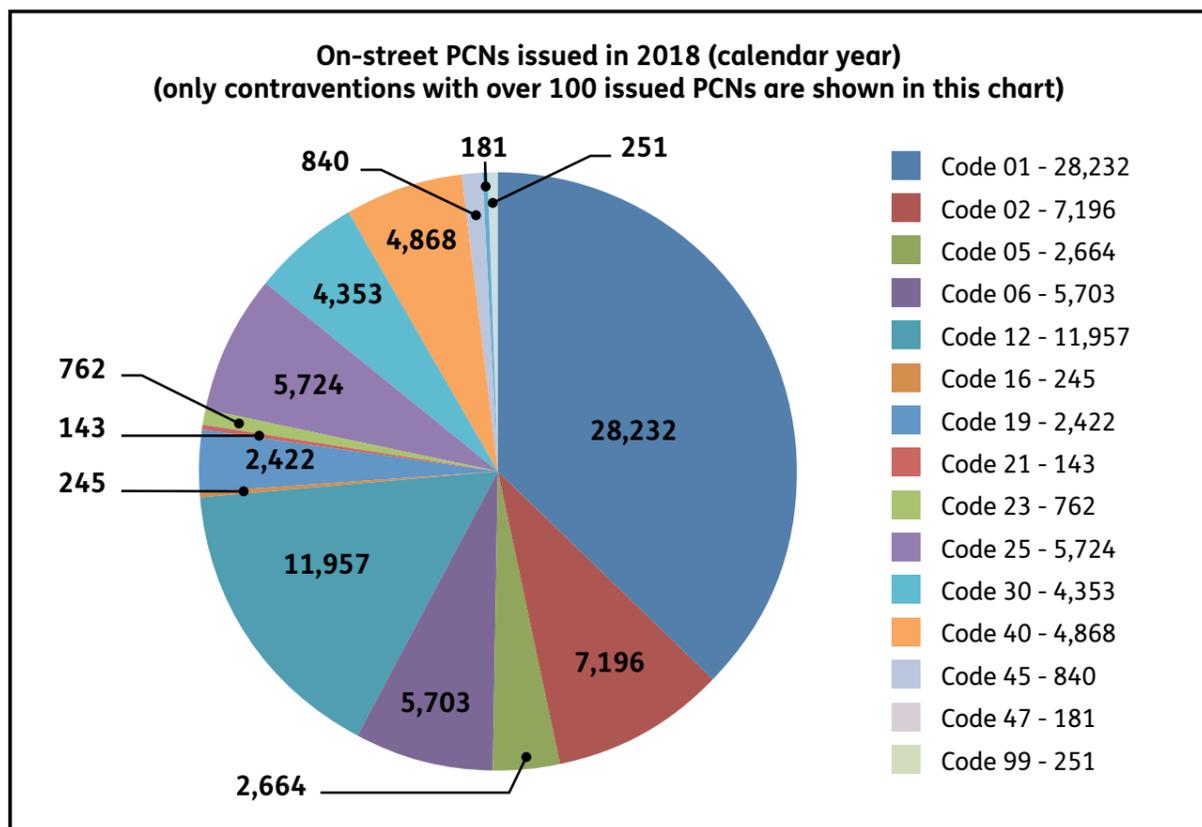
Code	Description	Charge	Notes	2014	2015	2016	2017	2018
21	Parked in a suspended bay or space or part of bay or space	£70	-	144	113	179	170	143
22	Re-parked in the same parking place or zone within one hour (or other specified time) of leaving	£50	Limited waiting bays; pay and display bays	9	1	4	8	7
23	Parked in a parking place or area not designated for that class of vehicle	£70	-	1	-	2	209	762
24	Not parked correctly within the markings of the bay or space	£50	-	14	15	19	13	11
25	Parked in a loading place during restricted hours without loading	£70	On-street loading bays	2,065	3,038	3,420	3,238	5,724
27	Parked in a special enforcement area adjacent to a footway, cycle track or verge lowered to meet the level of the carriageway	£70	Dropped footway	-	-	3	59	63
30	Parked for longer that permitted	£50	Limited waiting bays; blue badge holders parked in disabled bay or on single or yellow lines for longer than 3 hours	2,331	2,342	3,423	2,781	4,353
40	Parked in a designated disabled person's parking place without displaying a valid disabled permit's badge in the prescribed manner	£70	Disabled parking bay	1,741	2,617	3,422	2,870	4,868
42	Parked in a parking place designated for police vehicles	£70	Police bay	-	1	-	-	-

PCNs issued for each on-street contravention in 2014 – 2018 (calendar years)

Code	Description	Charge	Notes	2014	2015	2016	2017	2018
45	Parked on a taxi rank	£70	-	90	242	189	213	840
47	Stopped in a restricted bus stop or stand	£70	Bus stop clearway	80	77	140	160	181
48	Stopped in a restricted area outside a school when prohibited	£70	-	1	1	9	38	83
49	Parked wholly or partly on a cycle track or lane	£70	Cycle track/ lane	-	-	-	6	25
62	Parked with one or more wheels on or over a footpath or any part of a road other than a carriageway	£70	-	1	4	2	18	17
99	Stopped on a pedestrian crossing or crossing area marked by zigzags	£70	-	68	79	147	160	251

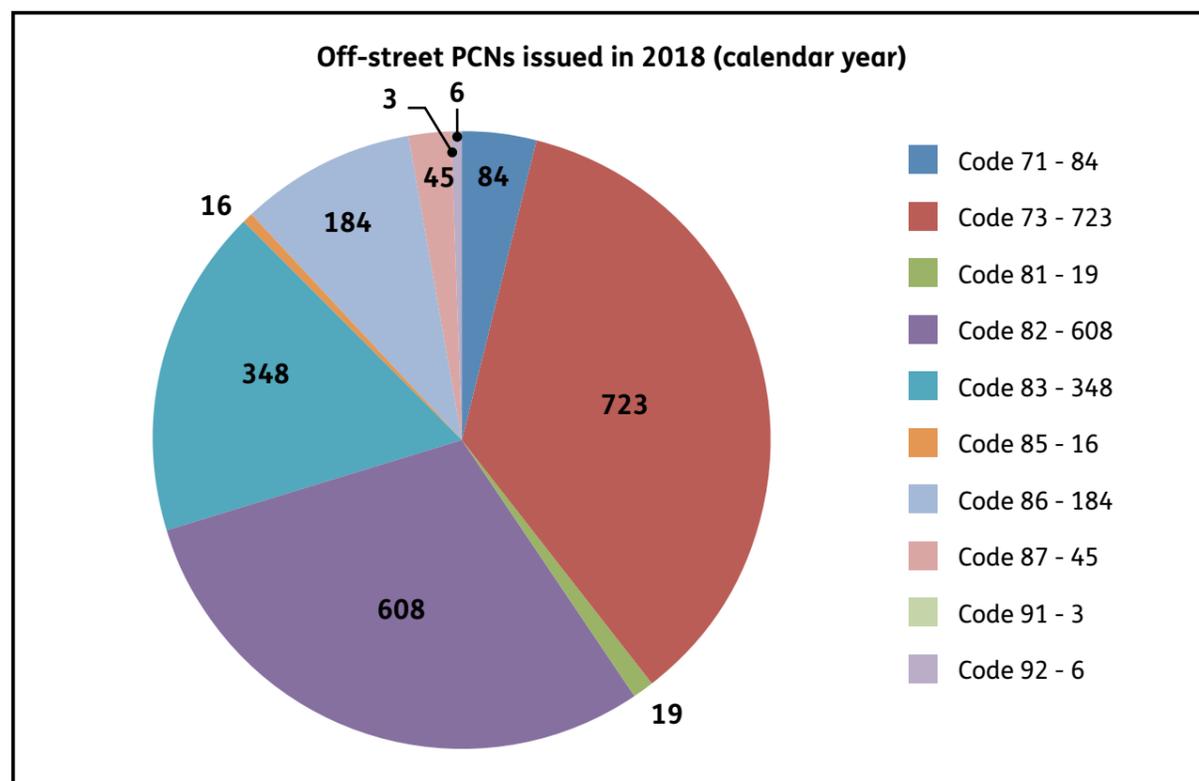
PCNs issued for each off-street contravention in 2014 – 2018 (calendar years)

Code	Description	Charge	Notes	2014	2015	2016	2017	2018
71	Parked in an electric vehicles' charging place during restricted hours without charging	£70	Dover Street Car Park, Newarke Street Car Park	111	90	17	27	84
73	Parked without payment of the parking charge	£50	Off-street car parks	438	632	728	687	723
80	Parked for longer than the maximum period permitted	£50	Off-street car parks	3	-	-	1	-
81	Parked in a restricted area in a car park	£70	Off-street car parks	7	29	17	7	19
82	Parked after the expiry of paid for time	£50	Off-street car parks	641	485	631	780	608
83	Parked in a car park without clearly displaying a valid pay and display ticket or voucher or parking clock	£50	Off-street car parks	170	201	273	228	384
85	Parked without clearly displaying a valid permit where required	£70	Off-street car parks	-	-	12	8	16
86	Parked beyond the bay markings	£50	Off-street car parks	70	36	14	226	184
87	Parked in a designated disabled person's parking place without displaying a valid disabled person's badge in the prescribed manner	£70	Off-street car parks	52	47	43	37	45
91	Parked in a car park or area not designated for that class of vehicle	£70	Off-street car parks	1	-	-	3	3
92	Parked causing an obstruction	£70	Off-street car parks	2	3	10	9	6



PCNs issued for each off-street contravention in 2014 – 2018 (calendar years)

Code	Description	Charge	Notes	2014	2015	2016	2017	2018
95	Parked in a parking space for a purpose other than the designated purpose for the parking place	£50	Off-street car parks	8	5	5	14	-



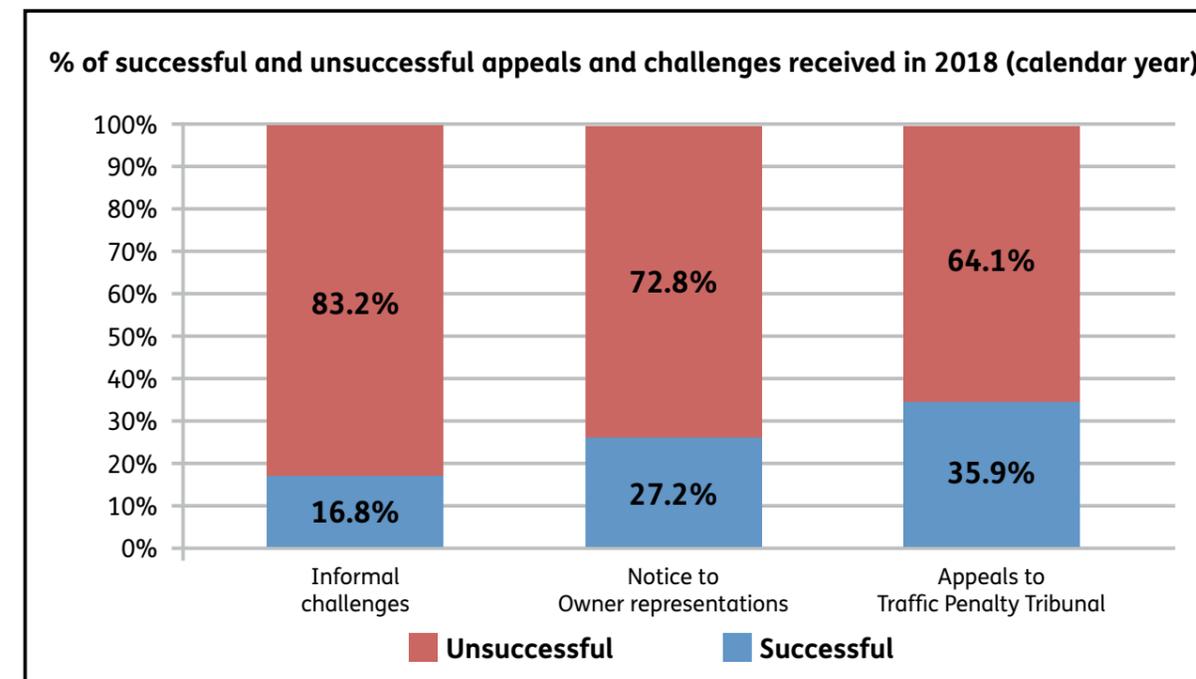
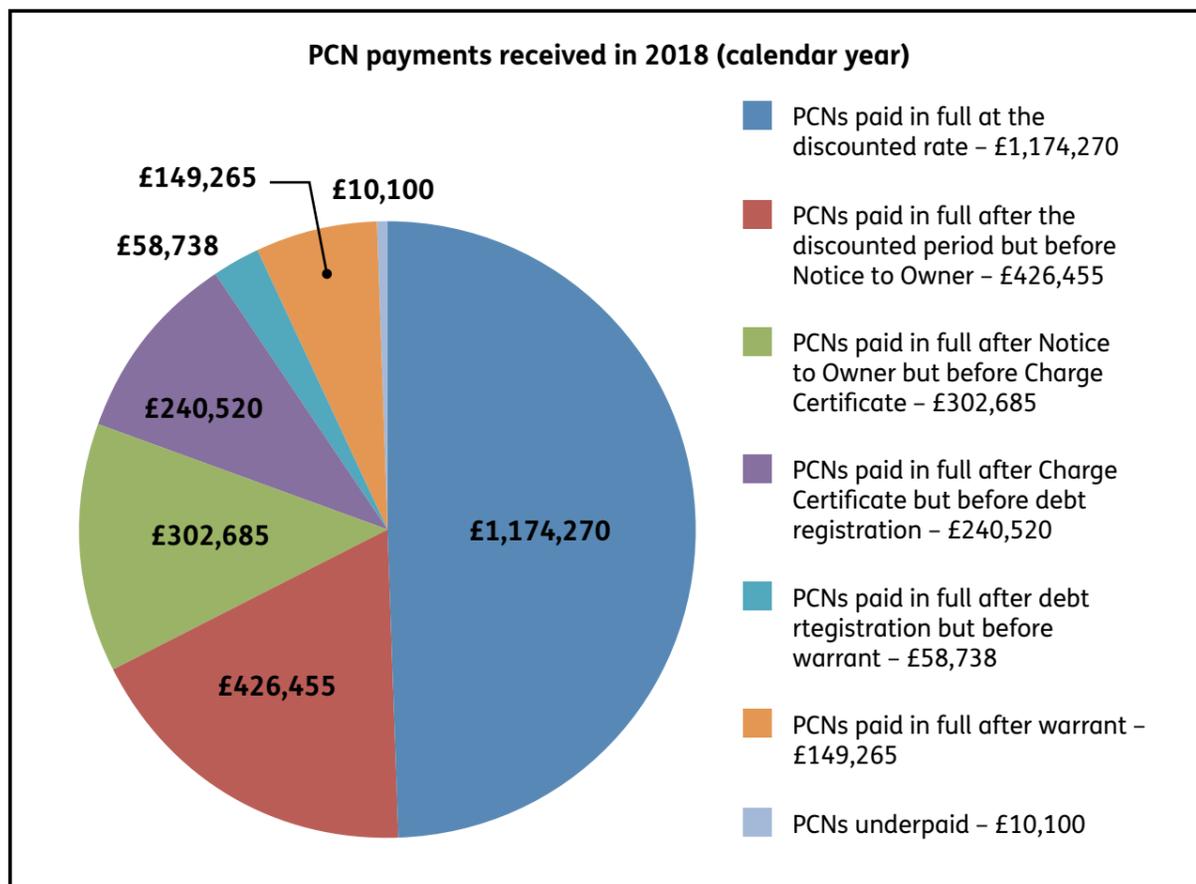
PCN payments received in 2014 – 2018 (calendar years)

	2014	2015	2016	2017	2018
PCNs paid in full after the discounted period but before Notice to Owner, £50 or £70	6,206 £ 231,795	6,990 £ 269,835	7,328 £ 288,675	7,066 £ 281,000	10,618 £ 426,455
PCNs paid in full after Notice to Owner but before Charge Certificate, £50 or £70	2,731 £ 154,500	3,056 £ 180,935	3,587 £ 212,575	3,300 £ 197,660	4,962 £ 302,685
PCNs paid in full after Charge Certificate but before debt registration, £75 or £105	1,385 £ 120,918	1,673 £ 148,983	2,015 £ 183,573	1,916 £ 176,072	2,561 £ 240,520
PCNs paid in full after debt registration but before warrant, £83 or £113	215 £ 19,676	330 £ 31,929	387 £ 38,058	319 £ 31,875	615 £ 58,738
PCNs paid in full after warrant has been issued to an enforcement agent (bailiff), £83 or £113 (plus enforcement agent's fees)	591 £ 57,912	969 £ 98,186	937 £ 96,430	1,315 £ 134,900	1,446 £ 149,265
PCNs underpaid	1,733 £ 21,158	2,110 £ 20,717	2,567 £ 21,266	2,367 £ 11,008	2,506 £ 10,100
TOTAL	30,271 £ 1,159,959	36,173 £ 1,434,840	40,592 £ 1,615,282	40,057 £ 1,612,595	58,389 £ 2,362,033

PCN payments

PCN payments received in 2014 – 2018 (calendar years)

	2014		2015		2016		2017		2018	
	No	Income £								
PCNs paid in full at the discounted rate, £25 or £35	17,410	£ 554,000	21,045	£ 684,255	23,771	£ 774,705	23,774	£ 780,080	35,681	£ 1,174,270



Challenges, appeals

Challenges and appeals received in 2014 - 2018 (calendar years)

	2014	2015	2016	2017	2018
Informal challenges received	5,822	6,140	6,012	5,100	7,535
PCNs cancelled as a result of informal challenges	1,516	1,561	1,429	930	1,269
% of cancelled PCNs	26%	25.4%	23.8%	18.2%	16.8%
Notice to Owner representations received	1,558	1,415	1,737	1,517	2,407
PCNs cancelled/ appeals allowed as a result of Notice to Owner representations	148	143	216	534	654
% of cancelled PCNs/ allowed appeals	9.5%	10.1%	12.4%	35.2%	27.2%
Appeals to Traffic Penalty Tribunal received	108	58	70	45	64
PCNs cancelled/ appeals allowed as a result of appeals to Traffic Penalty Tribunal	80	40	28	17	23
% of cancelled PCNs/ allowed appeals	74%	69%	40%	37.8%	35.9%

Penalty Charge Notices cancellation reasons in 2014 - 2018 (calendar years)

	2014	2015	2016	2017	2018
Address late Postal Traffic Management Act	-	18	7	6	1
Adjudications allowed	18	21	13	25	31
Cloned vehicle	3	26	48	73	146
Evidence produced	426	437	339	263	300
Incorrect Traffic Regulation Order	12	26	11	8	14
Pay and display machine faulty	102	32	16	21	55
Representations allowed	37	22	172	34	108
Traffic Penalty Tribunal no contest	48	24	29	6	2
Valid blue badge produced	130	76	79	37	62
Valid pay and display ticket produced	475	767	608	389	654
Valid permit produced	375	269	214	159	172
Vehicle broken down	21	24	44	46	29
Other reasons	139	58	110	58	99
TOTAL	1,786	1,800	1,690	1,125	1,673

PCNs written off

Write off reasons in 2014 – 2018 (calendar years)

	2014	2015	2016	2017	2018
Bankruptcy/Liquidation	21	8	52	45	99
Case too old to pursue	123	9	32	32	2
Debtor abroad	2	-	1	12	7
Debtor deceased	6	9	11	7	12
Debtor is prison	22	3	23	33	9
DVLA no trace	2,082	1,126	1,552	3,518	1,742
Enforcement agent (bailiff) no assets	1,161	335	1,592	385	46
Enforcement agent (bailiff) unable to gain legal access	1,069	1,073	2,614	1,818	1,504
Enforcement agent (bailiff) unable to trace	2,235	1,196	3,573	3,022	4,100
Enforcement agent (bailiff) warrant expired due to no trace	824	56	89	53	3,214
Foreign Vehicle	881	1,124	1,442	1,026	1,192
Identity Fraud	2	3	2	25	7
NTO out of time limit	9	1	1	-	-
Outside jurisdiction	2	3	61	28	35
Parking Services unable to trace	39	1	32	31	106
Other reasons	-	4	10	29	10
TOTAL	8,478	4,951	11,087	10,064	12,085

More parking fines are still being written off due to a number of factors including Enforcement agents (bailiffs) not able to trace debtors.

Correspondence posted and warrants issued

Correspondence posted in 2014 – 2018 (calendar years)

	2014	2015	2016	2017	2018
Notice to Owner forms posted	11,186	13,750	17,839	17,858	25,322
Charge Certificate forms posted	7,302	8,479	12,870	12,520	17,042
Pre-debt registration letters posted	8,612	8,080	12,761	14,191	17,133
Order for recovery (TE3/9) forms posted after debt registration with the court	4,291	4,056	11,222	10,669	13,181
TOTAL	31,391	34,365	54,692	55,238	72,678

Warrants of execution issued in 2014 – 2018 (calendar years)

	2014	2015	2016	2017	2018
Warrants of execution issued to Enforcement Agents (bailiffs)	3,178	7,643	7,409	11,823	12,237

Tow aways

Correspondence posted in 2014 – 2018 (calendar years)

	2014	2015	2016	2017	2018
Number of vehicle towed away	1	22	42	28	22

Bus lane/gate enforcement

Leicester City Council began bus lane/gate enforcement in July 2012, following a period of issuing warning notices. We are now seven years into enforcement.

Bus Stop clearway enforcement at Leicester Railway Station

On 5th September 2017 Leicester City Council began CCTV Bus Stop clearway enforcement at Leicester Railway Station.

The Council's 2016 - 2019 Parking Improvement Action Plan highlighted the Council's intention to introduce camera enforcement of bus stops and other mandatory clearway markings.

The Council has acted following recent road safety concerns at Leicester Railway Station and reviewed the restrictions and bus stop provision outside the station. It decided to install an additional 2 bus stops and bus stop clearways to further restrict the ability of general vehicles being able to stop to allow passengers in cars to board or alight. Camera enforcement enhances enforcement by CEOs and makes 24 hour coverage possible.

Bus stop clearways are the strongest regulatory powers that the Council could employ in this location to achieve its purpose and do not allow general traffic other than Hackney carriages to stop.

The new clearway marking covers 110 metres of carriageway fronting the railway station. One camera is forwarding facing and captures any vehicles stopped north facing whilst the second camera captures any vehicles stop south facing.

Since the introduction in September 2017 Leicester City Council has issued 5066 Penalty Charge Notices for CCTV Bus Stop Clearway. A full report of the statistics will be available in the next Annual Report.



Location of camera-enforced bus lane/gates

Camera-enforced bus lane/gates are situated in the following locations:

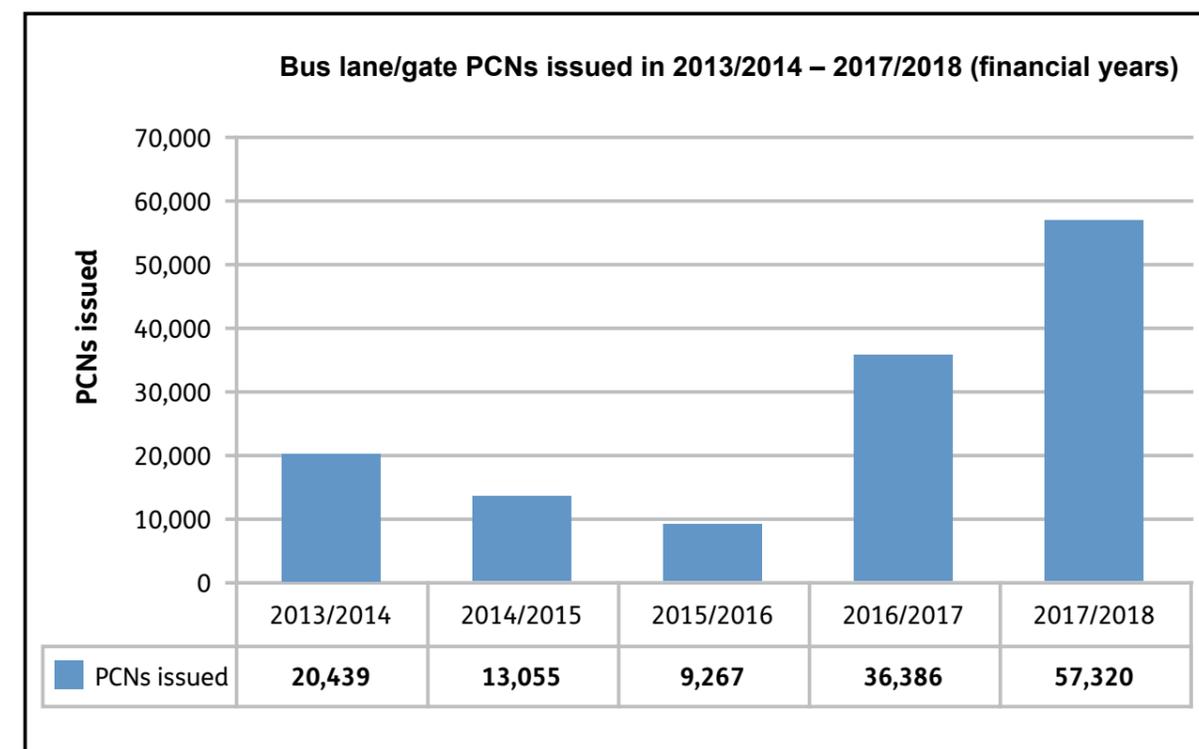
- Charles Street bus gate** (Northbound) – city centre
- Charles Street bus gate** (Southbound) – city centre
- Causeway Lane bus gate** – city centre
- Rutland Street bus gate** – city centre
- Horsefair Street bus gate** – city centre
- Lutterworth Road bus lane** – two cameras which are on the arterial route into the city centre
- Thurcaston Road bus gate**

Working in partnership with Nottingham City Council

Since July 2012, Nottingham City Council has been providing the enforcement and fine processing of the relevant bus lane/gates within Leicester city centre. This is a partnership arrangement, providing both authorities, which have economies of a similar scale, in carrying out this service. It allows Leicester City Council to develop the highways network by utilising the experience, expertise and infrastructure of Nottingham City Council.

Bus lane/gate enforcement statistics

The chart below illustrates the last five years of PCNs issued by Leicester City Council. This is in relation to bus gate/lane contraventions. The financial year 2017-2018 shows a high increase of PCNs issued. This is due to increased camera enforcement within the city.



Number of PCNs issued for contravening bus lane/gate restrictions by locations in 2013/2014 – 2017/2018 (financial years)

	2013/14	2014/15	2015/16	2016/17	2017/18
Charles Street bus gate Northbound	14,542	9,055	6,205	5,962	4,803
Charles Street bus gate Southbound	-	-	-	2,566	1,772
Rutland Street bus gate	-	-	-	3,019	2,060
Causeway Lane bus gate	5,897	4,000	3,062	2,132	1,875
Lutterworth Road bus lane near Soar Valley Way	-	-	-	5,189	12,356
Lutterworth Road bus lane near Middleton Street	-	-	-	6,582	5,262
Horsefair Street bus gate	-	-	-	10,936	18,865
Thurcaston Road bus gate	-	-	-	-	10,327
TOTAL	20,439	13,055	9,267	36,386	57,320

Appeals to Traffic Penalty Tribunal

The following table shows statistics for those citizens who have appealed to the Traffic Penalty Tribunal for the last five financial years for bus gate/lane contraventions.

	2013/14	2014/15	2015/16	2016/17	2017/18
Statutory declaration, number of appeals	-	-	3	-	-
Volume of appeals at the Traffic Penalty Tribunal	80	57	19	12	120
Of which were allowed	11	7	2	8	27
Of which were dismissed	40	28	9	2	45
Of which a consent order was applied	2	-	-	2	1
Of which were not contested	27	17	6	-	30
Of which are awaiting decision/other	-	5	2	-	17

Residents parking and permits

A number of residents' only parking areas are in place across the city. These have been introduced where local people have requested them. Residents can apply for parking permits both for themselves and their visitors.

A list of the eligible streets for residents' permits is available at <https://www.leicester.gov.uk/transport-and-streets/parking-in-leicester/get-a-parking-permit/>.

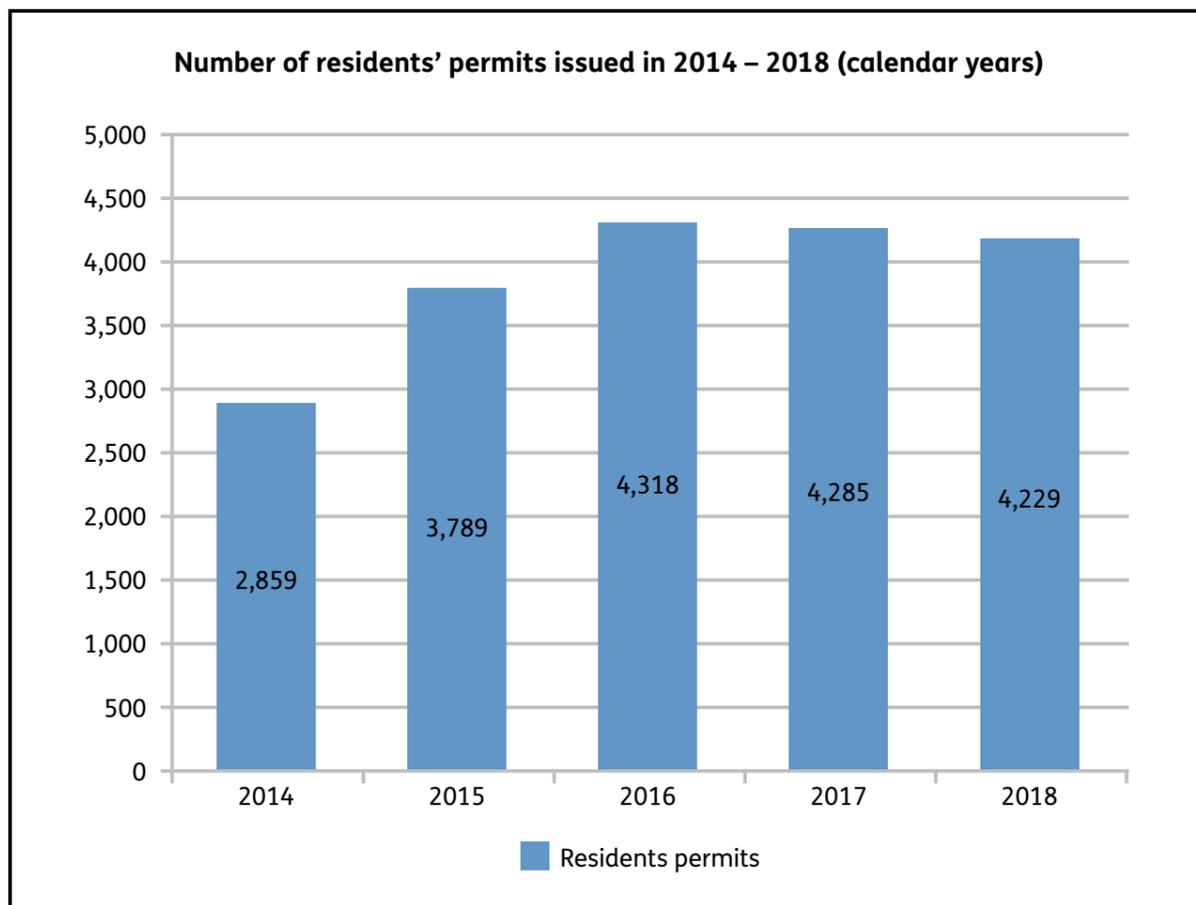
In the table below is a breakdown of the number of permits we issue and income received.

Permits and income in 2014 – 2018 (calendar years)

	2014		2015		2016		2017		2018	
	No	Income £								
Residents permits, £25	2,859	£58,158	3,789	£79,822	4,318	£90,957	4,285	£90,740	4,229	£99,539
Residents permits for blue badge holders, free	126	-	150	-	140	-	58	-	74	-
Paid visitors permits scratchcards, £1 prior to 09/07/2018, £2 after	36,649	£36,649	38,207	£38,207	35,738	£35,738	32,253	£32,253	31,410	£41,045
Free visitors permits scratchcards for over 60, prior to 09/07/2018	35,664	-	44,838	-	46,592	-	50,980	-	35,780	-
5 free visitors permits scratchcards per renewal year prior to 09/07/2018, after issued with resident permit	10,932	-	12,957	-	10,572	-	8,365	-	12,657	-

	2014		2015		2016		2017		2018	
	No	Income £								
Visitor permit smartcards, free prior to 09/07/2018, £10 after	1,849	-	2,134	-	1,836	-	1,535	-	1,035	£1,640
Resident carer, free, prior to 09/07/2018	90	-	103	-	92	-	49	-	32	-
Annual visitor permit, £30, after 09/07/2018	-	-	-	-	-	-	-	-	455	£12,530
Annual visitor permit, free for over State Pension age, after 09/07/2018	-	-	-	-	-	-	-	-	273	-
Annual visitor permit, free for residents requiring carer attendance, after 09/07/2018	-	-	-	-	-	-	-	-	23	-
Permits issued to businesses located within residents' parking zones										
Business permits with VRM, £100	97	£8,139	180	£16,300	143	£13,467	137	£12,617	166	£16,225
Business permits without VRM, £150, after 17/09/2018	-	-	-	-	-	-	-	-	62	£9,300
Garage customer permits, £100, before 17/09/2018	19	£1,786	28	£2,508	16	£1,550	7	£700	8	£758
Maintenance scratchcards, £1 prior to 17/09/2018, £2 after	1,538	£1,538	1,852	£1,852	2,875	£2,875	2,410	£2,410	3,470	£4,540

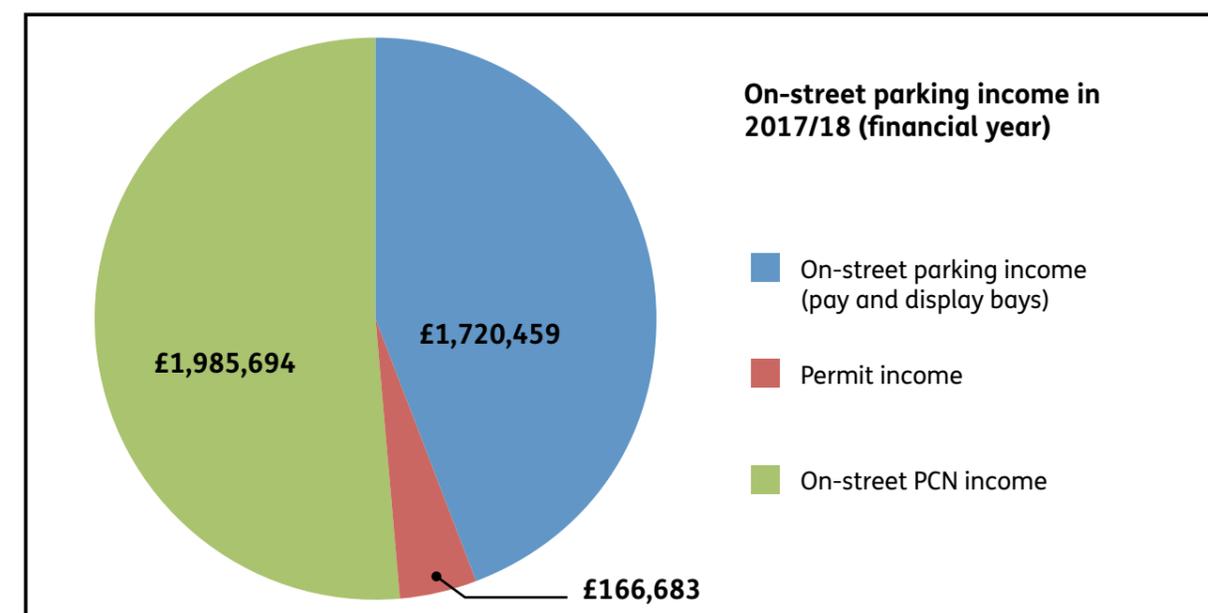
	2014		2015		2016		2017		2018	
	No	Income £	No	Income £	No	Income £	No	Income £	No	Income £
Permits for religious and charitable organisations, £25, before 17/09/2018	115	£2,808	153	£3,543	145	£3,115	128	3,110	32	£769
Permits issued to contractors										
Day permits, £20, after 19/02/2018	-	-	-	-	-	-	-	-	9	£180
Weekly permits, £20 prior to 19/02/2018, £100 after	235	£6,280	398	£10,740	251	£7,280	180	£4,700	28	£2,740
6 month permits after 19/02/2018, £1,500	-	-	-	-	-	-	-	-	-	-
12 month permits after 19/02/2018, £2,000	-	-	-	-	-	-	-	-	-	-
Emergency dispensations, free	48	-	37	-	36	-	18	-	36	-
Non-emergency dispensations, £10 for 1st day, £5 for following days before 19/02/2018, £30 per day after	173	£2,385	219	£5,030	172	£2,935	195	£4,005	218	£8,725
Other permits										
Other permits	830	£15,781	1,292	£21,550	1,454	£23,292	2,266	£25,037	1,630	£30,721
TOTAL	91,224	£133,524	106,337	£179,552	104,380	£181,209	102,866	£175,572	91,627	£228,712



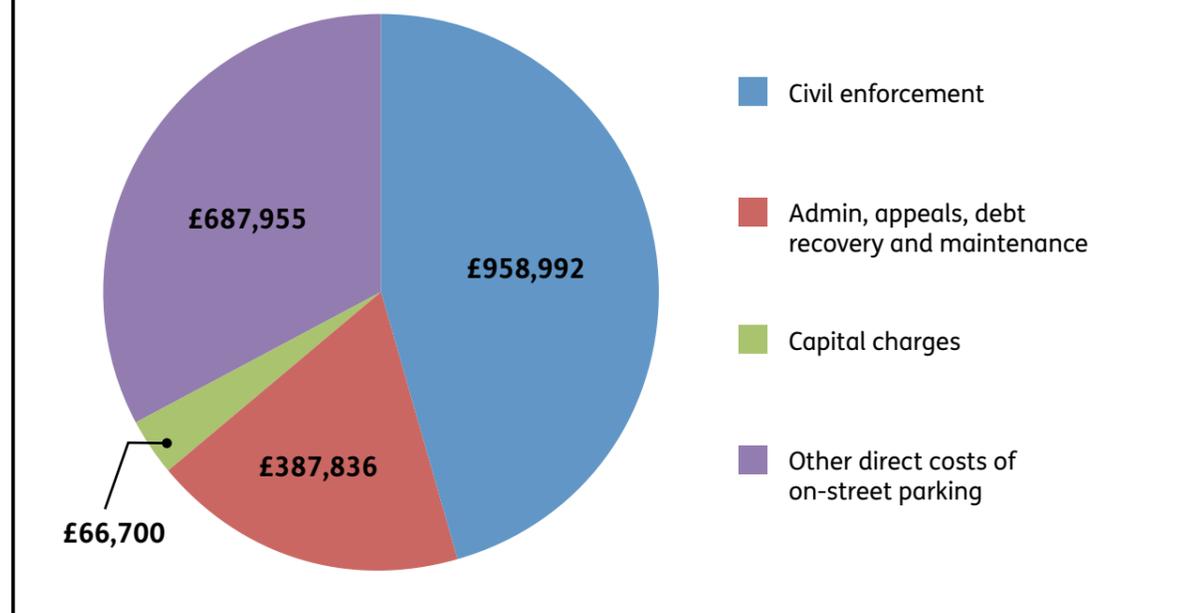
Income and expenses

On-street parking income and expenses in 2014/15 – 2017/18 (financial years)

	2014/15	2015/16	2016/17	2017/18
TOTAL on-street parking income	£3,214,347	£3,659,849	£3,856,300	£3,872,836
On-street parking income (pay and display bays)	£1,811,148	£1,942,319	£1,855,857	£1,720,459
Permit income	£133,173	£182,169	£179,330	£166,683
On-street PCN income	£1,226,016	£1,490,421	£1,821,113	£1,985,694
Blue badge application fees	£44,010	£44,940	-	-
TOTAL on-street parking direct costs	£1,747,153	£1,905,688	£1,812,277	£2,101,483
Civil enforcement	£555,412	£732,211	£775,159	£958,992
Admin, appeals, debt recovery and maintenance	£308,020	£398,452	£406,689	£387,836
Capital charges	£18,614	£195,530	£50,670	£66,700
Other direct costs of on-street parking	£865,107	£579,495	£579,759	£687,955
SURPLUS	£1,467,194	£1,754,161	£2,044,023	£1,771,353



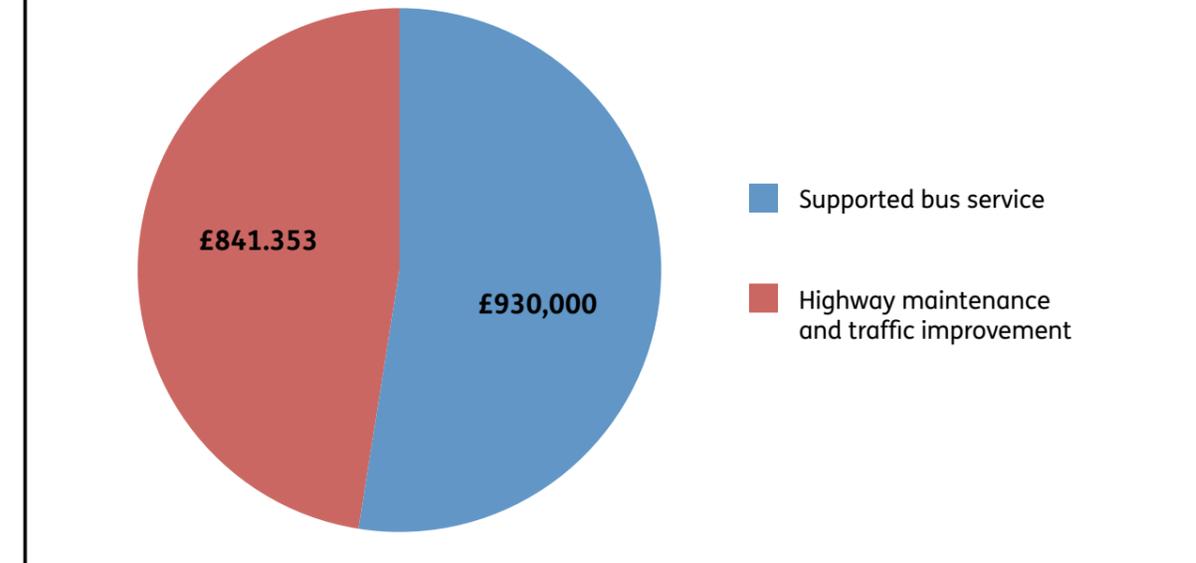
On-street parking expenses in 2017/18 (financial year)



How the on-street parking surplus was spent in 2014/15 – 2017/18 (financial years)

	2014/15	2015/16	2016/17	2017/18
Off-street parking provision	£10,000	£335,000	-	-
Supported bus service	£507,000	£372,000	£930,000	£930,000
Concessionary fares and passes	-	£455,000	-	-
Highway maintenance and traffic improvement	£109,000	£236,000	£1,114,023	£841,353
Transport planning costs	£621,000	£182,000	-	-
Other	£220,194	£174,161	-	-
TOTAL	£1,467,194	£1,754,161	£2,044,023	£1,771,353

How the on-street parking surplus was spent in 2017/18 (financial year)



Off-street (car parks) parking income and expenses in 2014/15 – 2017/18 (financial years)

	2014/15	2015/16	2016/17	2017/18
TOTAL off-street parking income	£1,438,262	£1,757,611	£1,811,510	£1,937,695
Off-street parking income	£1,402,670	£1,722,191	£1,769,352	£1,889,189
Off-street PCN income	£35,592	£35,420	£42,158	£48,506
TOTAL off-street parking direct costs	£1,071,835	£1,322,330	£1,212,937	£1,200,967
SURPLUS	£366,427	£435,281	£598,573	£736,728

Bus lane finances in 2014/15 - 2017/18 (financial years)

	2014/15	2015/16	2016/17	2017/18
TOTAL bus lane income	£313,101	£245,331	£1,184,236	£2,276,812
TOTAL bus lane expenditure	£67,626	£211,897	£529,408	£1,001,728
Repairs and maintenance	-	£12,031	-	-
Administration	£131,427	£192,719	£459,269	£744,283
Capital charges	-	-	£29,090	-
Other	-£63,801	£7,147	£41,049	£257,445
SURPLUS	£245,475	£33,434	£654,828	£1,275,084

Further information

The parking penalty enforcement process diagram can be downloaded from the Patrol website:
<https://www.patrol-uk.info/>

A guide to parking enforcement in Leicester can be downloaded from
<https://www.leicester.gov.uk/transport-and-streets/parking-and-bus-lane-enforcement/parking-fines-and-enforcement/>

Leicester City Council Code of practice for bus lane enforcement can be downloaded from
<https://www.leicester.gov.uk/transport-and-streets/parking-and-bus-lane-enforcement/bus-lane-fines-and-enforcement/>



Definitions

Appeal to the Traffic Penalty Tribunal (TPT) is the final stage in the challenge process. Appeals to TPT can be submitted after a Notice of Rejection of Representation is served by a local authority.

Challenge (informal challenge) is an informal appeal to a council against the issue of a PCN.

Charge Certificate is issued if the PCN remains unpaid for 28 days after the Notice to Owner. The penalty will increase by 50%.

Debt registration: if the Charge Certificate is not paid within 14 days, the council will pursue the debt through the County Court (Northampton County Court). The penalty will increase by £8 (court registration fee). The Order for Recovery is sent to the registered keeper after the debt registration. The recipient can make a Witness Statement to the court.

Notice to Owner (NTO) is a statutory notice that is served by the authority to the registered keeper of the vehicle that was issued with a PCN. The Notice to Owner will be served when the PCN is unpaid for 28 days. Recipient may make a formal representation.

Penalty Charge Notice (PCN) is issued to a vehicle that is believed to be parked in contravention of the local Traffic Regulations Order. It is most commonly known as a parking fine. 14 days to pay at 50% discount or 28 days to pay in full. PCN can be challenged.

Registered Keeper is a person who is deemed to be legally responsible for the payment of a PCN. Registered Keeper's details are obtained from the Driver and Vehicle Licensing Agency (DVLA).

Traffic Regulation Order (TRO) is the statutory legal document necessary to support any enforceable parking restriction, moving traffic offences (such as bus lanes) or highway measures.

Warrant of Execution is a county court's authority to enforce an unpaid debt after debt registration. The warrant must be held by a certificated enforcement agent (bailiff) when trying to recover the debt.

Witness Statement is a motorist's legal statement responding to a county court Order for Recovery.

Abbreviations

NTO – Notice to Owner
PCN – Penalty Charge Notice
VRM – Vehicle Registration Mark



If you need this information in a different format contact Parking Services on 0116 454 6300 or email us at: parkingoffice@leicester.gov.uk

February 2019