


Agenda Item No:	<b>6</b>	
Committee:	<b>Cabinet</b>	
Date:	<b>13 June 2022</b>	
Report Title:	<b>Economic Growth &amp; Assets – On and Off-Street Parking Enforcement Update Paper</b>	

### **1. Purpose / Summary**

To update members on progress made so far by FDC and Cambridgeshire County Council in respect of the CPE implementation works, following the previous Cabinet update paper on 21<sup>st</sup> October 2021.

### **2. Key Issues**

- Cambridgeshire County Council CPE Progress
- Traffic Regulation Order Survey, Review and Corrective Works
- Agency Agreement and Service Level Agreement
- Off Street Parking Places Regulation Review
- Project Delivery Timeline
- On and Off-Street Enforcement and Administration Options
- Project Risks and Funding
- Liaison with Key Partners
- SCDC, HDC CPE Progress

### **3. Recommendations**

It is recommended that Cabinet:

- a) Note the progress being made by FDC and CCC in respect of moving the introduction of CPE forward

<b>Wards Affected</b>	All
<b>Forward Plan Reference</b> (if applicable)	
<b>Portfolio Holder(s)</b>	Cllr Chris Boden, Cllr Jan French
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<b>Background Paper(s)</b>	FDC Cabinet Paper 21-10-2021
<b>Reference Documents</b>	

## **1. Cambridgeshire County Council CPE Implementation Progress**

Cambridgeshire County Council officers have been in regular communication with the FDC CPE project team and good progress has been made so far on various aspects of the implementation process.

A draft application to the Department for Transport for a Civil/Special Enforcement Area Designation Order for the introduction of CPE in Fenland has been prepared by Cambridgeshire County Council in partnership with FDC and a consultation exercise undertaken. The application will be finalised using statutory consultee feedback and it is anticipated that the application will be put forward to the DfT later in the year.

## **2. Traffic Regulation Order Survey, Review and Corrective Works**

The largest task required for the implementation of CPE is the on-site surveying, reviewing, and the undertaking of any necessary corrective works associated with the existing traffic regulation order signing and lining.

The On-street traffic regulation order surveys were completed in November with the works being divided into four segments given the scale of the task. As anticipated, hundreds of inaccuracies were observed, and query lists produced with the data being digitally mapped. The last data set was forwarded to the County Councils Policy and Regulation team for checking at the end of March.

County Council officers continue to work through the TRO queries to determine how best to rectify the inaccuracies. This work is anticipated to take several months, and upon completion the information will be used by the County Councils framework contractor (Milestone) to prepare a signing and lining works package quotation for consideration.

Progress has been slower than anticipated, however this is being closely monitored and any slippage in the programme will be highlighted going forward.

### **3. Agency and Service Level Agreements**

Cambridgeshire County Council are the Highway Authority as defined in The Road Traffic Regulation Act 1984 and have responsibility for all roads in the County of Cambridgeshire. Only the Highway Authority can apply to the Department for Transport for a Civil/Special Enforcement Area Designation Order for the introduction CPE in accordance with the Traffic Management Act 2004.

For the County Council to discharge certain functions to FDC and to act as an agent to the County Council for the delivery of on-street enforcement and notice processing, an agency agreement needs to be formed. A service level agreement will form part of the agency agreement and define responsibility for things such as enforcement officer patrol requirements, PCN processing and appeals, sign and line maintenance, CPE surplus and deficit and CPE monitoring and reporting.

CCC and FDC officers have been working on the development of a draft agency agreement. Once complete the document shall be developed further by the FDC CPE project team, before being put forward to FDC members for approval.

### **4. Off Street Parking Places Regulation Review**

In preparation for the implementation of CPE, all FDC owned/managed Off-street public cars parks will need to be reviewed and the signing and lining suitably amended to ensure no waiting and any short and long stay requirements are met. FDC officers will reviewing all FDC car parks over the coming months to inform a signing and lining works package.

Car Parks with existing Off-street parking place orders under the Road Traffic Regulation Act 1984 shall be brought up in line within the requirements of CPE under the Traffic Management Act 2004, with new orders placed upon those sites currently without orders. Work has already commenced on a new district wide CPE Off-street parking places order which shall be put forward in Q3 for review by the FDC CPE project team.

### **5. Project Delivery Timeline**

Following approval of CPE at the Cambridgeshire County Council Highway and Transport Committee in September, the project timeline was reprofiled with the CPE designation order anticipated to be brought into effect in October 2023. Good progress has so far been made over the last 6 months in respect of moving CPE forward within Fenland and currently the October 2023 implementation date remains on track. However, it is recognised that a great deal of work has still to be completed by both organisations and there are several factors which could inadvertently result in project slippage.

The Department for Transport invites CPE applications for submission to the Secretary of State in April and October and the time taken for the DfT to consider and reach a decision is ordinarily around 6 months. It is still intended to put forward a CEA/SEA application in October 2022 providing FDC and CCC have an agency agreement in place.

## **6. On and Off-Street Enforcement and Administration Options**

The FDC CPE feasibility study outlined several models for delivery of enforcement and administrative services for the implementation of CPE in Fenland. FDC officers have since explored potential external service provision with many of FDC's neighbouring local authorities. The findings of this work will be reported back to the FDC CPE project team for consideration.

## **7. Project Risks and Funding**

The £400k grant funding from the Cambridgeshire and Peterborough Combined Authority (CPCA) will be used to cover the FDC CPE capital set-up costs. The TRO survey works revealed a large number of anomalies and CCC officers continue to check through the large amounts of data collected which will be ongoing for several months. Progress has been slower than anticipated, however this is being closely monitored and any slippage in the programme will be highlighted going forward. The actual cost of the associated corrective signing and lining work remains unknown until such time as the works package quotation has been prepared.

The formation of the agency and service level agreements in advance of applying for a CEA/SEA designation order to the DfT will mitigate organisational and financial risk to both FDC and CCC.

## **8. Liaison with Key Partners**

Cambridgeshire County Council formally consulted all statutory consultees and partner organisations on the implementation of CPE within Fenland at the end of March. All consultees were given one month to register their comments or objections and the collective feedback will be used to finalise the CEA/SEA DfT application.

## **9. SCDC, HDC CPE Progress**

The On-street TRO survey works for SCDC were completed in October with all queries and anomalies forwarded to Cambridgeshire County Councils Policy and Regulation team for checking. County Council officers continue to work through the TRO queries to determine how best to rectify the inaccuracies. This work is anticipated to take several months, and upon completion the information will be used to prepare a signing and lining works package.

A draft application to the Department for Transport for a Civil/Special Enforcement Area Designation Order for the introduction of CPE in South Cambridgeshire District Council has been prepared by Cambridgeshire County Council in partnership with SCDC. The application will be finalised following statutory consultee feedback and it is anticipated that the application will be put forward to the DfT later in the year.

Huntingdonshire District Council are working on formalising CPE agency and service level agreements with Cambridgeshire County Council over the coming months, and in advance of commissioning the TRO survey and review works. At this stage it is noted that this approach could impact on a collective CEA/SEA submission to the DfT, however progress will be monitored and if needed separate applications will be put forward to the DfT on behalf of FDC and SCDC to avoid the risk of delay to the other Districts.

## **10. Recommendations**

1. That progress for the implementation of Civil Parking Enforcement within Fenland District Councils administrative area outlined in this report is noted.