

Civil Parking Enforcement and Parking Reserve

1. The Traffic Management Act was introduced in 2004 to tackle congestion and disruption on the road network. The Act places a duty on local traffic authorities to ensure the expeditious movement of traffic on their road network and the networks of surrounding authorities. It gives authorities additional tools to better manage parking policies, moving traffic enforcement and the coordination of street works. Welsh Ministers granted Civil Parking Enforcement (CPE) powers to Cardiff Council in July 2010. This extended to the enforcement of Bus Lanes and Moving Traffic Offences (MTOs) in November 2014.
2. CPE activities are funded from income derived from on-street and off-street parking fees, Penalty Charge Notices (PCNs) for both on-street and off-street and Moving Traffic Offences (MTOs) enforcement plus residents parking permits.
3. All charges for pay and display tickets and permits are set through Member approval. The Council has no control over the PCNs or MTOs as these are statutory charges set by Welsh Government.
4. The income is allocated to a CPE account and operational costs, including the cost of the enforcement service are deducted.
5. The table below illustrates the financial forecast for the next five years using various assumptions and scenarios.

Civil Parking Enforcement	2024/25	2025/26	2026/27	2027/28	2028/29
	£000	£000	£000	£000	£000
Income					
On-street car parking fees	5,134	5,269	5,404	5,532	5,660
Off-street car parking fees	1,854	1,887	1,920	1,952	1,984
Residents' parking permits	911	911	911	911	911
Penalty Charge Notices	2,450	2,475	2,475	2,475	2,450
Moving Traffic Offences	5,150	5,201	5,201	5,201	5,149
Miscellaneous income	84	84	84	84	84
Total income	15,583	15,827	15,995	16,155	16,238
Expenditure					
Operational costs parking	644	650	653	656	661
Enforcement service	6,933	7,025	7,167	7,259	7,350
Total expenditure	7,577	7,675	7,820	7,915	8,011
Surplus / (Deficit)	8,006	8,152	8,175	8,240	8,227

6. For 2024/25, income from car parking fees, residents' permits, PCNs and MTOs is forecast to be £15.583 million. This includes increases of £283,000 in Pay & Display fees following the planned consolidation of the tariff structure and £352,000 for the removal of free parking for on-street and district car parks. It

also includes an additional £140,000 to be gained through changes to working practises.

7. Expenditure is estimated to be £7.577 million and includes the operating costs of the off-street car parks and maintenance of the on-street parking bays plus the cost of the enforcement service. This figure incorporates an assumed staff pay award and anticipated increases in software licences. It also reflects efficiency savings of £23,000 for the planned in-house provision of Blue Badge Enforcement and £71,000 on staff costs.
8. The net trading position anticipates a surplus of £8.006 million.
9. In proceeding years, income is forecast to grow through incremental increases in parking fees. PCNs and MTOs are anticipated to remain constant with a small reduction of 1% in 2028/29 to reflect anticipated changes in driver behaviour. No further increases in Residents' Parking Permits have been included.
10. Future expenditure levels incorporate staff assumed pay awards. From 2026/27, an additional provision of £50,000 is also included for the replacement of computer hardware.
11. The assumptions carry risks which could have an impact on the figures. These include the timing of both the revised parking tariffs and removal of free parking. In addition, inflation will continue to be a factor in terms of operating costs.
12. The surplus from CPE activities is transferred to the Parking Reserve.
13. The table below sets out the predicted movement in the reserve.

Parking Reserve	2024/25	2025/26	2026/27	2027/28	2028/29
	£000	£000	£000	£000	£000
Estimated Opening Balance	429	279	275	294	378
CPE net surplus	8,006	8,152	8,175	8,240	8,227
Funding Availability	8,435	8,431	8,450	8,534	8,605
Contribution to support revenue budget	7,556	7,556	7,556	7,556	7,556
Active Travel	600	600	600	600	600
Use of Reserve	8,156	8,156	8,156	8,156	8,156
Balance Carried Forward	279	275	294	378	449

14. The use of the reserve includes a budgeted contribution of £7.556 million which supports a range of highway, transport and environmental maintenance improvements. It also includes recurring funding of £600,000 for the promotion of Active Travel initiatives including assessing the transportation impact on the Local Development Plan.

15. The reserve shows a consistent balance for the next couple of years and is then forecast to gradually increase which will provide a degree of resilience against the income forecast and consequential surplus from CPE.