



***STREETSCENE AND ENGINEERING SCRUTINY  
COMMITTEE***

***10.00 AM FRIDAY, 5 NOVEMBER 2021***

***VIA MICROSOFT TEAMS***

**All mobile telephones to be switched to silent for the duration of the meeting**

**PART 1**

1. Welcome and Roll Call
2. Chairs Announcements
3. Declarations of Interest
4. Parking Enforcement Operation 2021 (*Pages 5 - 10*)
5. Pre-Decision Scrutiny  
To select appropriate items from the Cabinet Board agenda for pre-decision scrutiny (reports enclosed for Scrutiny Members)
6. Forward Work Programme 2021/22 (*Pages 11 - 14*)
7. Urgent Items  
(Whether public or exempt) at the discretion of the Chairman pursuant to Section 100B (4) (b) of the Local Government Act 1972
8. Access to Meetings  
To resolve to exclude the public for the following item(s) pursuant to Section 100A(4) and (5) of the Local Government Act 1972 and the

relevant exempt paragraphs of Part 4 of Schedule 12A to the above Act.

## **PART 2**

9. Pre-Decision Scrutiny of Private Item/s  
To select appropriate items from the Private Cabinet Board agenda for pre-decision scrutiny (reports enclosed for Scrutiny Members)

**K.Jones**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**Thursday, 28 October 2021**

### **Committee Membership:**

**Chairperson: Councillor S.M.Penry**

**Vice  
Chairperson: Councillor R.W.Wood**

**Councillors:** A.R.Aubrey, C.Galsworthy, D.Keogh, A.McGrath,  
W.F.Griffiths, R.Davies, J.Hale, S.A.Knoyle,  
S.Jones and S.Lynch

### **Notes:**

- (1) If Committee Members or non-Committee Members wish to have relevant items put on the agenda for future meetings, then please notify the Chief Executive/Chair eight days before the meeting.*
- (2) If non-Committee Members wish to attend for an item of interest, then prior notification needs to be given (by 12.00 noon on the day before the meeting). Non-Committee Members may speak but not vote, or move or second any motion.*

- (3) For pre scrutiny arrangements, the Chair will normally recommend forthcoming executive items for discussion/challenge. It is also open to Committee Members to request items to be raised - though Members are asked to be selective here in regard to important issues.*
- (4) The relevant Cabinet Board Members will also be invited to be present at the meeting for Scrutiny/ Consultation purposes.*
- (5) Would the Scrutiny Committee Members please bring the Cabinet Board papers with them to the meeting.*

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### Streetscene and Engineering Scrutiny Committee

5<sup>th</sup> November 2021

Head of Engineering and Transportation  
David W Griffiths

#### Matter for Information

Wards Affected: All Wards

#### Parking Enforcement Operation 2021.

#### Purpose of Report

- 1 Members of the Streetscene and Engineering Scrutiny Committee have requested a report showing the current staffing levels within the authority's parking services section.
- 2 The advice contained within this report identifies the potential benefits, considerations and associated costs with this proposal.

#### Executive Summary

- 3 Officers have been asked for a breakdown of staffing levels since the authority decided to introduce of Civil Parking Enforcement (Decriminalised Parking Enforcement) in June 1999.

#### Background

- 4 At the meeting of the Special Technical Services Committee on 28 May 1997, a proposal for the County Borough Council to take over the enforcement of parking regulations from the Police was considered.
- 6 At a subsequent meeting on 10 June 1998 of the Technical and Property Services Committee, a further confidential report was considered regarding the introduction of Decriminalised Parking Enforcement.

- 7 Thereafter separate contracts for parking enforcement services and for the processing of PCNs were prepared for the purposes of seeking competitive tenders. These contracts principally embraced the following activities:
- enforcement of the on-street decriminalised parking contraventions
  - enforcement of all off-street parking regulations
  - administration of the issue of residents' parking and loading permits
  - processing of all PCNs related to on- and off-street parking
- 8 Subsequently the two contracts commenced on 1 June 1999 for an initial period of four years, but with a one-year's extension provision at the discretion of the Council.
- 9 When the original contract for enforcement was signed the company (Sureway/Vinci) were contracted to cover all the beats in the contract, failure to do so would result in a financial penalty.
- 10 In order to cover the beats they employed 12 parking enforcement officers (now known as Civil Enforcement Officers (CEO's)).
- 11 The authority felt that if the services need to progress and offer a better service to the residents then it needed to be brought in-house and this was undertaken in 2008. However, at this time there were only 10 enforcement officers that were transferred over and that staffing figure remains the same today.
- 12 When the contracts were signed the authority had some 200 traffic regulation orders covering the whole authority together with 6 pay and display car parks.
- 13 Currently there are just over 500 traffic regulation orders as well as 11 pay and display car parks and 1 country park that parking services enforce.
- 14 During 2019 the authority decided to introduce Mobile CCTV enforcement. This then enabled parking service to enforce certain restriction using an approved device (CCTV camera) which in

2019/20 issued 3529 regulation 10 penalty charge notices generating income of approximately £100K.

- 15 To date in 2021/22 the service issued 532 regulation 10 penalty charge notices and have received £15,700 in income from mobile CCTV enforcement.
- 16 The service continually receives requests from elected members and members of the public for enforcement throughout the county borough particularly around schools. To that end in 2019 the authority consolidated all the school traffic orders within the county borough to allow enforcement via mobile CCTV, however, there is only 1 vehicle and it can only enforce one school at a time.
- 17 The enforcement operation is currently separated in to two shifts early shift starting at 7.30am and finishing at 16.00pm and a late shift starting at 10.30am and finishing at 18.30pm Tuesday to Saturday and one shift 8.30am until 17.00pm Sunday and Monday.
- 18 When fully staffed the service have ten officers, five on each shift. These officers work five days out of seven. This gives us 7 or 8 officers out every day Tuesday to Saturday and five officers on Sunday and Monday taking into account rest days.
- 19 There will be a further reduction of officers working on each shift taking in account of annual leave and sickness which could reduce each shift considerably.

## Financial Impact

- 20 Shown below are the costs associated (excluding NI and pension costs) should additional staff be employed together with the costs for mobile CCTV enforcement.

<b><u>Position</u></b>	<b><u>Grade</u></b>	<b><u>Pay</u></b>
Civil Enforcement Officer	Scale 4	£19,312 - £20,903
Mobile CCTV Driver	Scale 3	£18,562 - £19,312
<b><u>Mobile CCTV</u></b>		

Software, licences etc.		£39,800
Vehicle		£15,000

### **Equality Impact Assessment**

- 21 There is no requirement for a screen assessment, as this is an information report.
- 22 There are no equality impacts associated with this report.

### **Workforce Impact**

- 23 There are no workforce impacts associated with this report.

### **Legal Impact**

- 24 There are no legal impacts associated with this report

### **Risk Management**

- 25 Apart from the financial risk which is covered above, there is also a risk that the council will be placed under greater pressure enforce more restrictions in the future but without additional staffing resource.

### **Consultation**

- 26 There is no requirement under the Constitution for external consultation on this item.

### **Recommendation:**

- 27 Members note and consider the information and financial costs of employing additional officers contained within this report;

Following discussions in the Streetscene and Engineering Scrutiny Committee, Officers to determine whether a further report would be required regarding expanding the current workforce.

### **Reason for Proposed Decision(s)**



28 To demonstrate the councils commitment to prevent indiscriminate car parking within the county borough.

### **Implementation of Decision**

29 This an information report so therefore no decision is required.

### **List of Background Papers**

30 None

### **Officer Contact**

31 Steve Cook – Parking Manager  
Tel: (01639) 763968 Email: [s.cook@npt.gov.uk](mailto:s.cook@npt.gov.uk)

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**SCRUTINY**  
**FORWARD WORK PROGRAMME**

**March 2021 – 2022**

## Streetscene and Engineering Scrutiny Committee (All starting 10am unless otherwise stated)

Meeting Date	Agenda Item	Contact Officer
<b>2021</b>		
26 <sup>th</sup> March	Please see Cabinet Board FWP for items	
21 <sup>st</sup> May	Please see Cabinet Board FWP for items	
2 <sup>nd</sup> July	Please see Cabinet Board FWP for items	
24 <sup>th</sup> September	Please see Cabinet Board FWP for items	
5 <sup>th</sup> November	Parking Enforcement Operation 2021	Steve Cook
17 <sup>th</sup> December	Draft Corporate Recovery Plan- Priorities	Caryn Furlow-Harris
	Management and Maintenance of Playgrounds	James Davies
<b>2022</b>		
28 <sup>th</sup> January	Report on Litter Enforcement / Fly Tipping	James Davies
11 <sup>th</sup> March	Joint Report on Subway and Footway Maintenance	Hasan Hasan

29 <sup>th</sup> April	Public Transport / Passenger and Community Transport Update	Peter Jackson
	Report on Land Drainage and flood Defence	Steve Owen

To be programmed in:

- Quality Assurance Report

