

 Executive – 7th August 2013		Agenda Item No. 6
Title	Proposal for the delivery of on-street enforcement across Warwickshire.	
For further information about this report please contact	Ian Coker – ian.coker@warwickdc.gov.uk Ext 6227	
Wards of the District directly affected	ALL	
Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?	No	
Date and meeting when issue was last considered and relevant minute number		
Background Papers	Presentation to WCC T&FG	
Contrary to the policy framework:	No	
Contrary to the budgetary framework:	No	
Key Decision?	No	
Included within the Forward Plan? (If yes include reference number)	No	
Equality & Sustainability Impact Assessment Undertaken		
Report required to provide information for councillors to discuss with WCC Task and Finish Group meeting on 4 th September		
Officer/Councillor Approval		
Officer Approval	Date	Name
Chief Executive/Deputy Chief Executive	22 nd July	Chris Elliott
Head of Service	14 th July	Ian Coker
CMT	22 nd July	
Section 151 Officer	15 th July	Mike Snow
Monitoring Officer		
Finance	15 th July	Mike Snow
Portfolio Holder(s)	17 th July	Cllr Shilton
Consultation & Community Engagement		
Consultation has taken place with WCC T&F Group. Meetings have taken place with Town Councils and Town Centre Steering Groups to seek their views on what type of service they believe is require. Discussions with officers from Stratford District Council, Rugby Borough Council and Nuneaton and Bedworth Borough Councils have also taken place.		
Final Decision?	No	
Until WCC T&F Group has reported to WCC Cabinet we do not know what type of on-street parking service will be recommended. At that stage a further report will be required to confirm what the Council should do regarding the deliver its own off-street enforcement if WCC externalise the on-street enforcement.		

1. SUMMARY

- 1.1 A presentation by officers to Warwickshire County Council Task and Finish Group on the future delivery of on-street parking enforcement took place on 1st July. See Appendix 2.
- 1.2 The WCC T&FG have now asked to speak to WDC / SDC/ RBC / N&BBC councillors to establish the kind of on-street parking enforcement service they want delivered and how it can be best delivered. That meeting is taking place on 4th September.
- 1.3 The report sets out the proposal made by officers from across the various Districts Boroughs involved in delivering on and off-street enforcement to the WCC T&FG on 1st July.
- 1.4 Members are asked to support that proposal as the best option for the Districts / Boroughs to continue to deliver the on-street service and request the WCC T&FG to recommend that as the proposal made to WCC full council in November 2013.

2. RECOMMENDATION

- 2.1 To endorse the proposal for financial savings, service improvements and new ways of working made on 1st July to WCC T&FG. These proposals are set out in Appendix 1 together with financial savings to WCC detailed in 5.5 – 5.8.
- 2.2 To identify one representative from F&A and O&S together with the Finance Portfolio Holder to represent WDC at the WCC T&F group meeting on 4th September so that they can put forward the proposals for how the on and off-street parking service should be delivered set out in Appendix 1 as being the council's desired outcome from the WCC T&F review.
- 2.3 For the members attending the meeting the with T&F group to request that a meeting between WCC and District / Borough officers takes place prior to the final decision of the WCC T&F Group in order that any additional financial savings that can be delivered from the current WCC contracts are identified.
- 2.4 That the cost of any potential redundancies resulting from the externalisation of the contract is paid for in full by WCC.

3. REASONS FOR THE RECOMMENDATION

- 3.1 If the on and off-street enforcement service is split the Districts / Boroughs will be faced with an increase in their own operating costs in order for them to deliver their off-street enforcement.
- 3.2 The meeting organised by WCC T&F group on 4th September gives WDC and the other District / Boroughs who currently deliver the service the opportunity to confirm a common policy for the delivery of the service in the future which meets WCC requirement to find £300,000 savings on the cost to deliver on-street enforcement across the County.
- 3.3 In order for the Districts / Boroughs to identify further savings over the £320k already identified it is necessary to sit down with WCC officers and their accountants. To date no such meeting has taken place

- 3.4 If the on-street contract was externalised it is likely that the appeals function would not operate locally. This has the potential for members of the appeals team who would either have to move to wherever the contractor delivered that service or be made redundant. Clearly there is a cost associated with either of those scenarios and it is important now that the various outcomes are understood. As over 50% of their time is spent dealing with on-street enforcement work any redundancy costs should be picked up by WCC not the Districts / Boroughs who employ staff on behalf of WCC.

4. **POLICY FRAMEWORK**

- 4.1 **Policy Framework** – No change to the policy framework is required as a result of this recommendation.
- 4.2 **Fit for the Future** – Continuing to deliver a joined up on and off-street parking enforcement service helps make Warwick District a great place to live, work and visit.

5. **BUDGETARY FRAMEWORK**

- 5.1 One of the key requirements for the WCC T&FG is to find savings of no less than £300,000 from the on-street account.
- 5.2 If WCC were to externalize the contract WCC anticipate they would save £300k. The Districts / Boroughs have calculated that if that was to happen then their costs of operating just off-street enforcement would increase by £300k. As a result the overall impact of WCC's proposal to the taxpayer would be at best neutral.
- 5.3 The proposal put to the WCC T&FG by the District / Boroughs who currently deliver the service is for financial savings of £320,000 to be achieved by October 2014 with no additional cost to the Districts / Boroughs. As a result this proposal achieves the saving required by WCC and to the taxpayer as well.
- 5.4 The savings identified in the presentation made by the Districts / Boroughs are achieved in three areas, savings on staff salaries by operating more efficiently, savings from merging back office facilities and savings achieved by review of WCC contracts and operating systems. The figures are at this stage indicative of the savings that can be delivered and require the District / Boroughs to sit down with officers from WCC to identify the savings that can be delivered from the WCC contracts that they fully fund which support the delivery of the on-street service.
- 5.5 The Districts / Boroughs have identified savings of £252,000 by reducing the current establishment numbers by 10.5FTE. The current cost to employ is around £24,000 per FTE which generates a £210,000 saving to WCC and a £42,000 saving across the local authorities.
- 5.6 The saving achieved by the Districts / Boroughs could be offset by increases in the on-costs that will result from merging the appeals service. However, in this scenario the Districts will be no worse off than they are now and will have identified savings over the minimum £300k saving WCC is looking for.

- 5.7 Savings of £30,000 to WCC can be delivered by Districts / Boroughs moving to one appeals team operating across the County rather than operating with different teams in each District / Borough. If this is to be progressed, further detailed analysis will be required to identify the financial implications for each authority, the HR implications including TUPE arrangements, and the legal arrangements that will need to be in place.
- 5.8 A further saving of £80k can be achieved for WCC by them merging contracts and changing operating systems across the Districts / Boroughs. This includes savings by the merging of WCC on-street P&D machine maintenance contract, the removal of the CALE web office and P&D mobile phone costs, together with savings on transport, print, stationary and uniform costs.
- 5.9 Currently the District / Boroughs employ 10 staff to respond to PCN appeals and deal with the issue of Resident Parking Permits and waivers. If the service was externalized it is likely this will not be delivered locally and as a result the staff would be faced with either moving nearer to where the service is delivered or as a result of changes to new TUPE arrangements they would qualify for redundancy.
- 5.10 This would naturally have a cost which at this moment of time it is impossible to calculate. However the District / Boroughs consider that as more than 50% of those staffs time is taken up dealing with on-street work the full cost of any redundancy should fall on WCC and not the Districts / Boroughs.

6. ALTERNATIVE OPTION(S) CONSIDERED

- 6.1 The alternative option is for WCC to go out to tender for on-street parking enforcement across the County.
- 6.2 Officers believe this option to be problematic as the savings from an external contract cannot be truly assessed until the tenders are received whereas the proposal made by the Districts / Boroughs will deliver the £320,000 savings that the WCC T&FG have been asked to identify.

7. BACKGROUND

- 7.1 WCC needs to make savings / increase income in order to balance its budget. As a result in 2012 it began a review of its services to achieve those savings targets. One of the services currently under review is the delivery of on-street parking enforcement.
- 7.2 Currently WCC is making a surplus in the region of £1m on the operating cost to deliver the on-street enforcement service. It has appointed a WCC T&F Group to look at finding £300k savings from the operating costs.
- 7.3 The Districts / Boroughs across Warwickshire with the exception of North Warwickshire currently deliver on and off-street enforcement on behalf of WCC via a number of partnership agreements.
- 7.4 WCC has not set the Districts / Boroughs any targets or standards for how the service is delivered. However as a result of the review the Districts / Boroughs were asked to review the service being delivered in order to achieve the £300k savings WCC is seeking.

- 7.5 We have undertaken a review of the parking enforcement / appeals teams has taken place which indicates that savings of around £320k can be achieved across the County. However the Districts / Boroughs believe further savings can be achieved if WCC was to enter into a dialogue with Districts / Boroughs who can help identify savings WCC can make from their own on-street account.
- 7.6 Given that WCC has yet to set any targets or standards regarding the on-street enforcement service they want to be delivered the Districts / Boroughs have not been able to provide WCC with a definitive savings figure that could be achieved. However, a joint officer meeting would allow a review of WCC costs to be undertaken.
- 7.7 Staff savings will be achieved by operating locality based enforcement, now possible as a result of improved technology. This has had significant results in Kenilworth where the hours of enforcements have increased by 25% resulting in a 40% increase in PCN's issued. This model is being extended to Warwick and can be introduced in Rugby, Nuneaton and Stratford with similar impact.
- 7.8 There will be no redundancies as a result of the reorganisation planned by the Districts/ Boroughs of the enforcement teams from October 2013. This is because we have already been operating on these lower numbers during the interventions which were being carried out to identify at how savings could be achieved.