

**Pembrokeshire County Council
Cyngor Sir Penfro**



**CIVIL PARKING ENFORCEMENT
ANNUAL REPORT**

FEBRUARY 2011 TO MARCH 2012

TRANSPORTATION AND ENVIRONMENT DIRECTORATE

Civil Parking Enforcement – Annual Report 2011/12

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1.0 Introduction

By Councillor Rob Lewis,
Deputy Leader and Cabinet Member, Highways & Planning

Thank you for taking the time to read this Annual Report. This is the first annual report which we have published, in accordance with the requirements of the Traffic Management Act 2004. We welcome the opportunity to inform you how Pembrokeshire County Council delivers its parking enforcement and associated services and to place the service in context with our other road network management duties and policies.

The County Council commenced Civil Parking Enforcement, under the Traffic Management Act 2004, on 1st February 2011 when the powers to enforce parking contraventions moved from Dyfed Powys Police. From that date Civil Enforcement Officers have enforced parking restrictions both on and off street on all roads in the County and in all car parks owned by the Council. This report covers the period from 1st February 2011 to 31 March 2012. It is intended to explain to members of the public and other stakeholders how parking is managed in Pembrokeshire and to provide information on some of the services that we provide. It aims to demonstrate that the Council operates parking enforcement activities in a fair and consistent manner in accordance with the relevant legislation.

The report contains links to the Council's website which offers advice on how to avoid parking inappropriately, avoid the likelihood of receiving a Penalty Charge Notice and what restrictions apply on the various streets in the County.

Residents, businesses, commuters, people with disabilities, shoppers, and visitors are just some of the groups who have differing needs for parking and travel. In Pembrokeshire, we have a beautiful and historic County, but many of our streets and properties were built well before the level of vehicle ownership reached today's levels. Traffic and parking management helps the council ensure that available parking areas can be shared in a fair and transparent way.

There is a small element of motorists who pay no attention to restrictions and who park illegally because it is convenient for them and they do not consider the inconvenience to others. This is unacceptable because irresponsible parking can quickly cause traffic congestion or disruption.

I hope that you will find this information helpful. We are determined to continue in our duty to enforce parking restrictions in a fair and transparent way.

2.0 STRATEGY & POLICY

2.1 Background

The Traffic Management Act 2004 requires Highway Authorities:

- To manage the Highway to secure the movement of traffic on the Network.
- To facilitate the movement of traffic.
- To carry out actions which will lead to more efficient use of the network.
- To carry out actions to avoid/eliminate/reduce road congestion or other disruption to traffic movement.

The Strategic Vision in the Council's Corporate & Improvement Plan emphasises the promotion of an attractive, clean and healthy environment and the Regional Transport Plan gives recognition that traffic management plays an important part in ensuring safe, effective and rational use of the highway. The policies and practices allow for:

- Maintaining the flow of traffic.
- Managing the use of the kerbside for parking or the prohibition of parking.
- Managing competing demands of users by defining bays for loading, bus and taxi use.
- Making adequate provision for the needs of disabled people.
- Managing demand.
- Improving public transport by discouraging use of the car.
- Improving safety of users by discouraging indiscriminate parking.

2.2 Charging Policy

Charges for car parking take account of the following principles.

- The need to encourage retail trade;
- The need to manage traffic, including on-street parking and traffic flows;
- The need to manage demand effectively;
- The nature of parking location and its users, i.e. urban shopper/business, residential, rural town shopper, beach/visitor;
- Comparison with other providers in the locality;
- The need to encourage the use of more sustainable forms of transport, including public transport;
- Charges are not set purely in order to derive income.
- Have regard to the overall revenue budget provision (expenditure and income) for car parks.
- A presumption in favour of improvements being funded by increased tariff.

These principles are applied consistently, which results in different charges from place to place, whilst ensuring that charges do not favour one area in relation to another.

2.3 Demand Management:

Car parking charges have been considered on a town by town basis. Car parking charges in Pembrokeshire are set to encourage shoppers (who have a need to carry goods), and are likely to require short-stay spaces. Where car parking is subject to high demand and/or limited capacity, then parking periods and tariffs are carefully set to optimise turnover. Longer stay users will generally be required to park further from town centres.

3.0 Parking Provision in Pembrokeshire

3.1 Off Street

The Authority manages car parks to provide for both short stay and long stay users. Charges apply in accordance with Council Policy and were reviewed in November 2009 with revised charges coming into effect on 1st January 2010 and new charges being introduced from 1st April 2010.

Provision is made for various users with dedicated spaces for Blue Badge Holders, Parent & Child, Taxi, Bus Users, Motor Cycle and Loading, where appropriate.

Disabled provision is in accordance with the guidance issued by DfT.

Concessions are available in all long stay car parks by way of Season tickets offering regular users a 40% discount and reserved tickets offering a 20% discount.

3.2 On Street

The Authority provides on street parking facilities on the public highway where it is considered appropriate to do so without undue interference with moving traffic. It makes provision for limited waiting, disabled, loading, taxi, motor cycles and residents.

It has developed robust and fair practices to manage the kerb side to cater for the competing demands of the various users. No restrictions have been implemented that do not have a traffic regulation order to support them.

4.0 Our Services

4.1 Off Street Parking

The Council operates most of the off street car parks within Pembrokeshire, with some run by Pembrokeshire Coast National Park, National Trust, St David's City Council, Saundersfoot Harbour Commission and with local supermarkets and shopping centres running their own car parks. Details of all

of the Council charging car parks which includes fees and spaces are shown in Appendix 1 and on the council website www.pembrokeshire.gov.uk. Pembrokeshire County Council has 91 car parks of which 32 are pay and display. 18 have charges applying all year round and 14 seasonal charges between 1st April and 30th September. Charges apply between the hours of 9.00am and 5.30pm in all year round charging car parks and between 9.00 and 5.00pm in seasonal car parks. Some 4670 spaces are provided in charged car parks and 2902 spaces in free car parks.

Parking concessions are available in all long stay car parks and offer considerable savings for regular users. Weekly tickets (7 days for price of 6) season tickets (avoids having to pay daily charge but does not guarantee space) and reserved spaces (guaranteed space) are all available subject to demand and offer concessionary rates of 40% and 20% discounts on the equivalent daily rate. 105 season tickets were sold in 2011, with 163 reserved and 185 Tenby Harbour permits issued (Locations detailed in Appendix 2). Disabled motorists, displaying a valid blue badge, must pay to park in all our car parks but receive an additional one hours free parking. Parking places for badge holders have been made accessible and enlarged in accordance with guidance issued by the Department of Transport. A minimum of 6% of spaces have been set aside for blue badge holders. Charges apply in car parks on all days including Sundays and Bank Holidays. The Council waived charges on certain days in December in the lead up to Christmas in all paying car parks through the County.

4.2 On Street

Since 2002 strategic reviews of the main towns have been undertaken. They all followed the same process, namely:

- Preparation of proposals
- Consultation
- Exhibition
- Public debate
- Cabinet report
- Implementation

A new consolidation order, the (Prohibition and Restriction of Waiting and Loading and Parking Places) (Consolidation) Order 2011 was implemented in January 2011 in preparation for the change to Civil Parking Enforcement.

Following the introduction of CPE, when it became clear that restrictions were now being effectively enforced, engagement meetings were held with various organisations, including AM's, Councillors and representatives of Chambers of Commerce, to discuss concerns and possible amendments to traffic regulation orders at a number of locations. The Council's Traffic Management team undertook review work, and following consultations, a Variation Order was introduced in Fishguard, Haverfordwest, Narberth, Pembroke Dock, Saundersfoot and Tenby.

The effect of the variation was to increase the on street restricted spaces from 1,717 by 118 to 1,835. These spaces include spaces for general motorists, blue badge holders, residents, taxis, loading, motorcycles and ambulances. Within the overall spaces there remain 644 spaces for Resident / Business Permit Holders. Blue badge holder spaces have a net increase of one to 101 whilst the spaces on street for hackney carriages has reduced by three from 29 to 26. A provision in Swan Square, Haverfordwest and on High Street, Saundersfoot were withdrawn.

4.3 Resident Parking

Near town centres, in employment areas and in tourist destinations it is not always possible for residents to find parking spaces close to their homes. The availability of such spaces for communities, shoppers and tourists can undermine the Parking Strategy that seeks to manage the supply/demand and cost of parking to make best use of the space available.

To take in consideration these problems Resident Parking Schemes have been introduced, where practicable, on a number of streets/locations across the County. The first scheme was introduced in Castletown, Haverfordwest in 1997 and subsequently a further 51 schemes have been implemented. All schemes on the public highway are operated under the same regulations, one permit to a property to a specific vehicle. Permits are valid for a period of up to 12 months. Costs of a permit, originally £25 in 1997, have risen to £35, in line with inflation, in 2012. Visitor permits are available for periods of up to 7 days at a cost of £7, again one to a property to a specific vehicle. Proof of occupancy, valid insurance and MOT certificate must be provided.

A non-highway scheme is operated in Tenby Harbour where one permit is issued to each property but is not vehicle specific. Cost of a permit is £100 and has not risen since 2003.

There were over 900 annual permits issued during the financial year 2011/12 with over 120 visitor permits (List of schemes in Appendix 3).

4.4 Disabled Parking

The Blue Badge Scheme is a national arrangement of parking for people with severe walking difficulties who travel as drivers or passengers. The scheme allows the badge holder to park close to their destination. These national concessions apply to on street parking only; badge holders are advised to check car park signage to establish what concessions may apply. Concessions for the disabled person wishing to park on street are set nationally exempting those displaying a valid blue badge from the time limits in limited waiting places and allowing a stop of up to 3 hours on double or single yellow lines providing it does not cause obstruction or danger to other road users and there is not a loading ban in operation. It does not allow parking in spaces set aside for other users e.g. residents, taxi, bus stop, goods vehicle or loading bays.

The Council is keen that appropriate parking is provided in all town centre locations and over 100 dedicated spaces have been provided. Time limits may apply, shown on vertical signage, where appropriate.

Blue Badges have been issued by the Council's Contact Centre and Customers Services teams and currently approximately 10,130 are issued in the County. Following a national review by the Welsh Government, all badges will be issued by Northgate with effect from April 2012.

4.5 Parking Dispensations

Existing Traffic Regulation orders contain exemptions which permit a motor vehicle to wait on a length of road for as long as may be necessary to enable -

- a person to board or alight from a motor vehicle;
- goods to be loaded on or unloaded from a motor vehicle;
- a motor vehicle to be used in connection with any of the following operations namely:-
 - (i) building or demolition operations in or adjacent to the length of road;
 - (ii) the removal of any obstruction to traffic in the length of road;
 - (iii) the maintenance, improvement or reconstruction of the length of road;or
 - (iv) the laying, erection, alteration or repair in, or in land adjacent to the length of road of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or telecommunication apparatus.
- a motor vehicle used in the service of a local authority in pursuance of statutory powers or duties.
- a motor vehicle if it is to be used for the purpose of delivering or collecting postal packets.
- a motor vehicle in connection with any wedding or funeral.
- a motor vehicle to be used for fire brigade, ambulance or police purposes.

A disabled person's vehicle which displays a blue badge and parking disc may wait in the length of road for a period not exceeding three hours.

In addition the Council will allow, in certain circumstances, by the issue of a dispensation, a vehicle to park lawfully in contravention of a Traffic Regulation order. It may also suspend parking places for the purposes of reserving those places for particular vehicles and/or applicants.

It is authorised by the Local Authorities (Transport Charges) Regulations 1998 to make a charge for this service but such charge is limited to the cost of dealing with the matter and cannot include any surplus for any potential loss of income. A dispensation authorises a vehicle (or vehicles) to park in contravention of a Traffic Regulation Order. It does not permit general parking nor does it allow the vehicle to remain in the restricted/prohibited area once the dispensation purpose has been fulfilled.

Subject to confirmation by Council, dispensations can be issued for:

- Furniture Removals,

- Building maintenance/repair works,
- Goods deliveries where it is reasonable to allow longer than that normally permitted by Regulations,
- Hearse and chief mourners vehicles at Funerals,
- Bridal vehicles at weddings,
- Vehicles essential to filming operations,
- Other circumstances regarded as essential by Council.

Dispensations will not generally be issued for, but may be granted under exceptional circumstances:

- Applications where parking may adversely affect disabled/doctors/taxi parking spaces or bus stops,
- Applications where loading restrictions are in place,
- Locations within 50 metres of a signal controlled junction,
- Locations at pedestrian crossing markings
- Locations where 'Keep Clear' markings are provided, where parking may cause danger to road users and pedestrians,
- Locations where obstruction may occur or traffic flow will be impeded,
- Requests where there are doubts concerning the validity of the application.

An administration procedure has been implemented to accept applications made by post, telephone, fax or in person, but to be in writing. Applications must be received at least 3 working days before the required date to enable Council officers to inspect the site before approval is given. Officers have discretion to deal with more urgent applications if it is reasonable to do so. An administration charge per dispensation will be made except in respect of weddings and funerals. Costs have been set at £15 per application and £10 for each period of 7 days.

Dispensations will be issued by way of a temporary permit containing the details of the event, the vehicle registration, date and time of use. The permit must be clearly displayed on the front windscreen of the approved vehicle.

123 dispensations have been issued to 31st March 2012.

4.6 Carers

Traffic Regulation Orders contain exemptions for qualified medical practitioners as defined in Section 2 of the Medical Act 1938, community nurses or registered veterinary surgeons whilst visiting premises adjacent to a parking place.

A parking place is marked on the highway by white or yellow intermittent markings and accompanied by a sign indicating permitted users, which may be resident, disabled, taxi, police, ambulance or loading. An appropriately worded notice to indicate that the vehicle is "on call" must be displayed. There is no exemption for any medical staff to park at locations where there

are waiting and loading prohibitions. These are marked by single or double yellow lines.

There is no exemption in the Orders for Carers or Care Agency Staff when visiting their relatives or clients in their own homes. After the implementation of CPE, concerns over dealing with carers was raised by Angela Burns AM and Mrs Annie Bradshaw, and subsequently a discussion was held on the impact of CPE on Care Providers. It was subsequently arranged that there would be some concession for Carers. They should, wherever practical, park where it is safe and legal to do so, but where this is not possible they could park at locations which would not normally be permitted, similar to medical staff. Our Enforcement Officers will still patrol and may issue a penalty charge notice; this would be cancelled on appeal where the employer confirms that the carer was on official duty at the premises at the time of the contravention.

The Parking Services Manager has compared this practice with other authorities in Wales who operate CPE, to establish how they deal with this issue. All have no exemption for carers in their traffic regulation orders but a small number make a concession similar to the practice outlined above. The situation will be monitored.

5.0 Introduction of Civil Parking Enforcement

5.1 The Process of introducing CPE

The first step in introducing Civil Parking Enforcement was the Car Park charging review, which was completed in April 2010. New parking charges were agreed by Cabinet in November 2009 and were implemented fully by 1st April 2010. A Pembrokeshire Parking Study report was commissioned by this authority to undertake a review of the current parking management systems, policy and the economic activity that it supports, and this recognised the merit in adopting CPE. The report confirmed that combining the management and enforcement of both on and off street parking will provide considerable operational and community benefits. These include:

- Co-ordinated enforcement and control of on and off street parking
- Greater use of off street car parks
- More effective implementation of parking policies
- Improved environmental conditions
- Improved traffic flow
- Better control of parking demand
- Increased revenue (as all fines and penalties will be retained by the Council) which may be used to fund enforcement and adjudication costs with any surplus ring fenced under Section 55 of the Road Traffic Regulation Act 1984 for parking, public transport and highway maintenance improvements.

With the introduction of new parking charges, significant development work was undertaken, with an application submitted to the Welsh Assembly Government in September 2010 to implement CPE with effect from 1st February 2011. The work continued up to 1 February, with Parking Services and Traffic Management teams preparing traffic orders, appointing and training staff and advising the public of the changes that CPE would bring.

5.2 Running CPE

The provision of parking enforcement is delivered by an in house team.

Civil Enforcement Officers (CEO's) are the public face of civil parking enforcement and the way they perform their functions is crucial to the success and public perception, of the Councils Civil Parking Enforcement operation. CEO's are expected to perform their duties in a professional and efficient manner at all times, they should apply consistency, firmness, sensitivity and tact coupled with common sense and patience and be able to think clearly and react sensibly under pressure.

The successful operation of civil parking enforcement is reliant on the dedication and quality of the staff that deliver it. It is essential staff at all levels have the skills and training to do their job effectively in order that the Council can command public confidence and respect. In recognition of this, training has been seen as a legitimate and important aspect of civil parking enforcement running costs.

The main objective of a Civil Enforcement Officer is to ensure that parking controls are observed and enforced in a fair, accurate and consistent manner.

Civil Enforcement Officers duties also include related activities such as:

- inspecting parking equipment;
- inspection of disabled parking badges;
- checking and reporting defective signs and road markings;
- issuing information leaflets or warning notices;
- providing witness statements; and
- where appropriate, appearing before a parking adjudicator;
- informing the police of criminal parking activity;
- reporting suspected abandoned vehicles;
- reporting vehicles with no valid tax disc to the DVLA;
- putting in place and removing notices about the suspension of parking place;
- reporting on changes in parking patterns; and
- assisting with on-street enforcement surveys.

Pembrokeshire currently employs 12 Civil Enforcement Officers and a Parking Officer who supervises their activities. They do not receive any performance related bonuses or incentives. No targets are set with regard to the number of

penalty charge notices issued. There has been a very low turn over of staff to date, with only one of our original staff having left in the period and the experience that this brings helps deliver a consistency to enforcement activity. All CEO's have passed the City and Guilds Level 2 qualification in Parking Enforcement, a formal qualification recognised by the British Parking Association and Welsh Government. In addition officers have training in first aid, customer services, disability awareness, handling aggression and manual handling. All CEO's have undergone a Criminal Records Bureau check. CEO's are unfortunately often subject to verbal abuse and occasionally physical assault whilst carrying out their duties. This is unacceptable and the County Council will always support officers in reporting such incidents to the Police. To protect staff, they carry identification numbers alongside their photographic identity badge, which they will give to the public if requested; they do not have to give their names.

Penalty charge notices are issued to vehicles that are parking in contravention of restrictions. This is done by inputting relevant information into a hand held computer and attaching the printed Penalty Charge Notice to the vehicle or by handing it to the driver or whoever appears to be in charge of it. Photographic evidence is taken to support the issue of the PCN and this is by an integral camera in the handheld computer. All relevant information is recorded in a pocket notebook. All this information may be needed when considering challenges or appeals. Once a PCN has been issued a CEO is unable to cancel or withdraw it. This is to protect them from allegations of inconsistency, favouritism, or suspicion of bribery. If a motorist wishes to dispute a PCN they must follow the appeal process which is detailed on the rear of the PCN.

The Council deploys its CEO's in such a way as to provide comprehensive coverage of all parking restrictions and car parks across the county. However, there is priority given to those areas where most parking problems are experienced. Our priorities have been to enforce restrictions as they were intended to be when they were introduced. Particular attention is given to disabled and resident parking spaces, time restricted spaces in town centres and at schools where restrictions apply.

Since commencing CPE, Parking Services staff have built up a comprehensive understanding of where and when indiscriminate parking occurs. However, when members of the public are experiencing particular parking problems they can report them to office staff who are always available to assist. Our website has a Parking Hotspot feature where the public can email details of a problem.

The CEO's are supported by three office based staff, a Parking Services Manager and two Parking Officers. They are responsible for the management of all car parks, Pay and Display machines, financial matters, Resident Permits, Car Park Season and Reserved Tickets, Parking Dispensations and Car Park Licenses. They also provide support to the Wales Penalty Processing Partnership who undertakes the back office administration of Penalty Charge Notice on our behalf.

5.3 The Back Office - Wales Penalty Processing Partnership (Wales PPP)

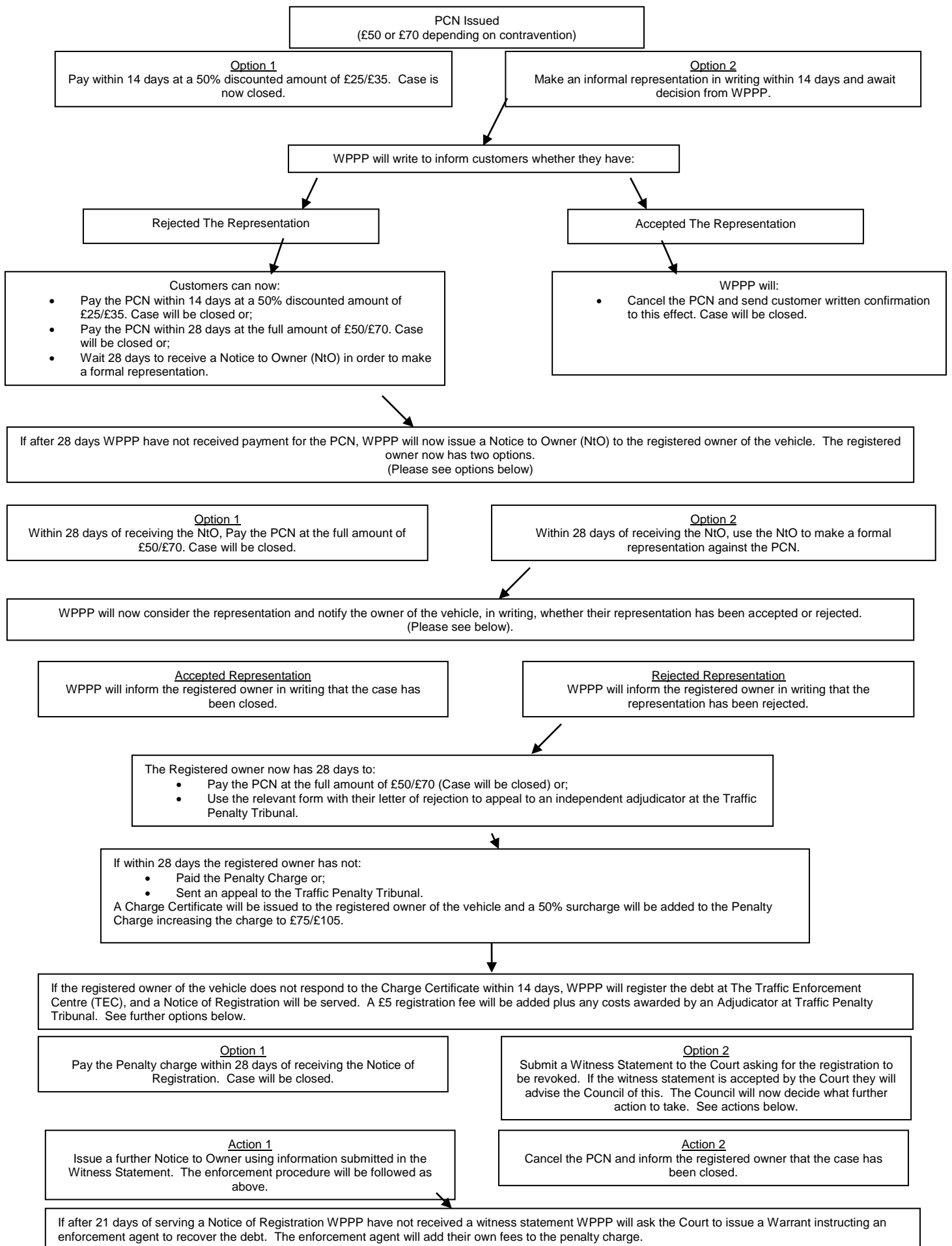
During the planning of the implementation of Civil Parking Enforcement it became evident that a comprehensive process for dealing with the issued PCN's was required – the “back office”. The decision was taken to join the Wales Penalty Processing Partnership, which was already established when Pembrokeshire joined in February 2011. It is hosted by Denbighshire County Council with Gwynedd County Council, Anglesey County Council and Wrexham County Borough Council it's other members. Powys County Council joined in April 2011 and Ceredigion will join in June 2012. The Partnership was entered in order to obtain the benefits of:

- Economies of Scale for PCN processing;
- Reduced overheads from centralisation of staff and office space;
- Improved purchasing power from the joint procurement of software and support for the processing of notices;
- Consistent application of practices relating to parking enforcement across Wales; North, Mid and West.
- Improved implementation of systems and transfer of knowledge relating to the enforcement functions;
- Improved productivity and staff performance.

In addition to the initial benefits, an officer working group with representatives from each Partner Authority has been established that meets quarterly to discuss operational consistency, shares best practice and strives for continual efficiency savings but not at the expense of a professional and quality service provided to public.

5.4 Summary chart of CPE process

In order to summarise and explain the enforcement and back office process, a summary chart is produced below.



6.0 Challenges, Representations & Appeals

6.1 The Challenge Process

All correspondence regarding PCN's is dealt with by staff of Wales PPP from their offices in Bodelwyddan, Rhyl. These officers dealt with 55,000 PCN's and 39,000 items of correspondence in 2011/12. Over 90% of their correspondence is responded to on the day of receipt. Officers from our Parking Services Section are in regular contact with their North Wales colleagues providing advice, appeal decisions, local knowledge and plans when required.

Where a parking contravention occurs, it is the owner of the vehicle involved who is legally obliged to pay the penalty charge. Changes in vehicle ownership need to be promptly notified to the DVLA.

When allowing other persons to use their vehicles, vehicle owners should bear in mind that it is still they, the vehicle's owner and not the vehicle's driver, who will be liable to pay any penalty charges incurred in respect of parking contraventions.

The only exception to this is where the vehicle was hired from a firm under a hiring agreement and the person hiring it had signed a statement of liability in respect of any penalty charge notice served in respect of the vehicle during the period of the agreement.

Vehicle owners may dispute the issuing of a PCN at three stages:

- An informal challenge, prior to the issue of a Notice to Owner (NtO)
- A formal challenge or representation after the issue of an NtO.
- An appeal to the Traffic Penalty Tribunal against a Notice of Rejection of Representations issued by the Council.

No further challenges can be made other than on a point of law through an application to the High Court for a judicial review.

The procedures for service of Penalty Charge Notices, Notice to Owners, Notice of Rejection and Charge Certificates and the information which must be contained in each of these documents are now contained in the Civil Enforcement of Parking Contraventions (Representations and Appeals) (Wales) Regulations 2008, the Civil Enforcement of Parking Contraventions (Penalty Charge Notices, Enforcement and Adjudication) (Wales) Regulations 2008 and the Civil Enforcement of Parking Contraventions (General Provisions) (Wales) (No.2) Regulations 2008.

6.2 Cancellation of Notices

PCN's will normally only be cancelled in response to a challenge or appeal which must be submitted in writing. If the Council realises that a mistake has been made, the PCN may be cancelled immediately. The reasons for cancelling a PCN fall into 3 broad categories.

- They were issued incorrectly in the first place
- Those where evidence has come to light later that circumstances existed when the PCN was issued which were beyond the drivers control and which forced the driver to park where they did.
- Those where the Council is satisfied, based on evidence provided that there were mitigating circumstances sufficient to justify cancelling the PCN, even though it was issued correctly.

The 2008 Regulations set out the grounds upon which the Council must cancel a PCN where it is satisfied that one or more of the grounds apply. Where such grounds are referred to in an appeal, the Council will normally require the person making the appeal to submit acceptable documentary evidence in support.

6.3 Appeals

A summary of the grounds of appeal follow and are also listed on the NtO:-

- The alleged contravention did not occur;
- You were not the owner of the vehicle in question at the time of the alleged contravention;
- The vehicle had been taken and parked without your consent;
- You are a vehicle – hire firm and the hirer accepts liability for any PCN issued during the hiring period;
- The penalty charge exceeded the amount payable in the circumstances;
- There has been a procedural impropriety by the Council;
- The Traffic Regulation Order was invalid;
- The Penalty Charge has already been paid.

In addition the Council will consider any other compelling reasons submitted in support of an appeal. Documentary evidence to support such reasons will always be required.

All cases will be looked into individually; officers operate in a fair and consistent manner. It may be appropriate to exercise our discretionary powers to cancel a penalty charge in some circumstances e.g.

- Where a PCN was issued in respect of the non-display of a valid pay and display ticket and the appellant produces a valid ticket for that car park at the time the contravention occurred.

- Where a vehicle was being used by a blue badge holder but the blue badge was either not properly displayed or had not been displayed.
- Where a vehicle was being used by a blue badge holder and a minor contravention occurred.

Whilst the penalty charge may be cancelled the discretion would not necessarily be exercised again if the same vehicle owner incurs a subsequent PCN in similar circumstances.

Where a formal representation has been rejected by the Council the appellant has the right to appeal within 28 days of the date of the Notice of Rejection to an adjudicator of the Traffic Penalty Tribunal.

6.4 Traffic Penalty Tribunal

The Traffic Penalty Tribunal is an independent body whose impartial, independent Adjudicators consider appeals by motorists and vehicle owners whose vehicles have been issued with a Penalty Charge Notice (PCN) by a Council that enforces contraventions under the TMA 2004.

If an appeal is received by the TPT it will be considered by an independent adjudicator. Each case is considered on its own individual merits. Once the Adjudicator makes a decision it is legally binding on both the Council and the Appellant.

The Adjudicator may deal with appeals by considering written evidence; by telephone hearings involving both parties and by personal hearings held at a convenient location for both parties.

If the adjudicator's decision is that the appeal should be accepted then the Penalty Charge Notice will be cancelled by the Council. However, if the appeal is dismissed then the Penalty Charge Notice must be paid.

Further information may be obtained on the Traffic Penalty Tribunal or PATROL (Parking And Traffic Regulations Outside London) websites about any aspect of the appeal process. Go to www.trafficpenaltytribunal.gov.uk or www.patrol-uk.info for further details.

In the period 1st February 2011 to 31st March 2012, 57 cases have been referred to the Traffic Penalty Tribunal. Of these cases 14 have been considered by telephone hearing, 5 by personal hearing and 38 by post; two cases are awaiting consideration. 13 appeals have been allowed, 28 dismissed or withdrawn, and 14 not contested by the Authority. A list of appeals is detailed in Appendix 4.

6.5 Penalty Charges

Council agreed that the higher level penalty charge should be £70 and the lower level penalty charge should be £50. These charges apply to contraventions taking place in both on street and off street parking places.

Charge levels are discounted by 50% for early payment within 14 days of the date the PCN was issued.

Where a challenge is made within the 14 day discount period the 50% discount rate will be extended should the challenge be rejected. Where a penalty charge has not been paid and a Charge Certificate issued the penalty will be increased by 50% to £105 and £75 respectively.

The certificate tells the vehicle owner that the penalty charge has been increased by the statutory amount and that, if not paid within 14 days, the Council may apply to the Traffic Enforcement Centre (TEC) at Northampton County Court to register the Charge Certificate and recover the charges as if it were payable under a county court order.

Once registered, the TEC will send the Council an authority to issue an order for the recovery of the amount outstanding (the unpaid penalty charge, any costs awarded against the motorist by an adjudicator, plus the registration fee (presently £7). The Council must then send an order informing the motorist that, within a further 21 days from receipt of the order, s/he must either pay the amount outstanding or send to the TEC a Witness Statement to refute the need to pay the penalty charge (the order will state the grounds on which a Witness Statement can be made).

6.6 Bailiffs

If the motorist fails to either pay the outstanding amount or to submit a Witness Statement, the Council can ask the TEC for authority to prepare a Warrant of Execution. This authorises a certified bailiff to seize and sell goods belonging to the motorist to the value of the outstanding amount, plus the cost of executing the Warrant.

The Council would emphasise that it would prefer to see matters settled at as early a stage as possible (either through payment of the penalty charge, or by way of a successful appeal against it), rather than having to resort to the use of these powers.

The Council currently uses the services of three bailiff companies to recover debts, Excel, Proserve and A J Enforcement. All have considerable experience in this work and provide similar services to other Wales PPP councils as well as our SWWITCH partners Carmarthenshire County Council, City & County of Swansea and Neath Port Talbot County Borough Council.

In the period of this report 393 cases have been referred to bailiffs.

7.0 Performance Delivery & Statistics

7.1 Statistical Performance

The tables below show statistics relating to PCN's issued during the period 1st February 2011 to 31st March 2012.

7.2 On Street Parking Contraventions

Higher Level

Code	Description	PCN's Issued	%
01	Parked in a restricted street during prescribed hours	3452	23.47
02	Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force.	147	1
12	Parked in a residents or shared use parking place without clearly displaying a permit issued for that place	2107	14.33
16	Parked in a permit space without displaying a valid permit	130	0.88
18	Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited.	2	0.01
20	Parked in a loading gap marked by a yellow line	2	0.01
21	Parked in a suspended bay or part of a bay	36	0.24
23	Parked in a parking place not designated for that class of vehicle	1170	7.95
25	Parked in a loading place during restricted hours without loading	568	3.86
27	Parked adjacent to a dropped footway	104	0.71
40	Parked in a designated disabled person parking place without clearly displaying a valid disabled persons badge	677	4.60
45	Parked in a taxi rank	210	1.43
47	Stopped in a restricted bus stop	164	1.12
48	Stopped in a restricted area outside a school	8	0.05
49	Parked wholly or partly on a cycle track	5	0.03
62	Parked with one or more wheels on part of the road other than between two carriageways	15	0.10
99	Stopped on a pedestrian crossing or area marked by zig-zags.	26	0.18

Lower Level

Code	Description	PCN's Issued	%
05	Parked after expiry of paid for time	1	0.1
06	Parked without displaying a valid pay and display ticket	1	0.01
11	Parked without payment of the parking charge	2	0.01
19	Parked in a resident or shared use place displaying an invalid permit	5	0.03
22	Re-parked in the same parking place within one hour of leaving	2	0.01
24	Not parked correctly within the markings of a bay/space	5	0.03
30	Parked for longer than permitted	1546	10.51
35	Parked in a disc parking place without displaying a valid disc	1	0.01

7.3 Off Street Parking Contraventions

Higher Level

Code	Description	PCN's Issued	%
70	Parked in a loading area during restricted hours	1	0.01
74	Using a vehicle in a parking place in connection with the sale or offering or exposing for sale goods when prohibited.	10	0.07
81	Parked in a restricted area in a car park	28	0.19
85	Parked in a permit bay without displaying a valid permit	371	2.52
87	Parked in a disabled persons parking space without clearly displaying a valid disabled persons badge.	252	1.71
91	Parked in a car park not designated for that class of vehicle	11	0.07
92	Parked causing an obstruction	1	0.01

Lower Level

Code	Description	PCN's Issued	%
73	Parked without payment of the parking charge	81	0.55
80	Parked for longer than the maximum period permitted	65	0.44
82	Parked after the expiry of paid for time	843	5.73
83	Parked in a car park without clearly displaying a valid pay and display ticket or voucher	2486	16.90
86	Parked beyond the bay markings	103	0.70
95	Parked in a parking place for a purpose other than the designated purpose of the parking place.	31	0.21

7.4 PCN's - Progression of Cases

Total Numbers of Notices Issued

	PCN's Issued	%
Total Number of PCN's issued	14,708	100%
Number of PCN's issued on street	10,457	71.1
Number of PCN's issued off street	4,251	28.9
Number of PCN's paid at discount rate	10,062	68.41
Number of PCN's paid after 14 days	1,097	7.46
Number of PCN's paid after issue of charge certificate	428	2.91
Number of PCN's not paid or cancelled (see breakdown below)	3,121	21.22
	14,708	100%

Breakdown of PCN's not paid or cancelled

	PCN's Issued	%
Number of PCN's cancelled as a result of representations	1532	10.42
Blue Badge	445	
Foreign Vehicle	151	
Challenge Accepted	910	
Adjudication	26	
Number of PCN's cancelled for other reasons (e.g. owner untraceable, CEO error, DVLA unable to provide) 391 + 185	576	3.92
Number of PCN's written off (deceased, in liquidation)	7	0.05
Number of PCN's not yet paid or cancelled (NtO, pre debt registered, Charge Certificate or Warrant executed)	999	6.79
Awaiting Adjudication	7	.05
	3,121	21.22

7.5 Penalty Charge Notice Issued 2011/2012 – by location

Location	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	Totals
Amroth	2	0	9	0	3	7	1	0	0	0	0	0	0	0	22
Broad Haven	0	0	39	8	20	23	7	9	0	0	0	0	0	0	106
Burton	3	2	3	2	0	3	0	3	2	0	0	0	0	2	20
Crymych	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2
Dale	0	0	15	8	30	15	26	2	0	0	0	0	0	0	96
Fishguard	68	69	59	59	40	35	34	9	20	59	10	32	34	23	551
Freshwater West	0	0	0	0	0	5	16	6	0	0	0	0	0	0	27
Goodwick	6	7	1	0	2	0	0	0	2	3	1	14	4	4	44
Haverfordwest	285	214	291	360	323	305	287	236	304	454	307	408	426	402	4602
Kilgetty	17	9	8	11	3	6	5	6	8	12	2	18	8	9	122
Little Haven	0	0	3	1	0	1	0	1	0	0	0	0	0	0	6
Manorbier	0	0	0	0	0	9	22	7	0	0	0	0	0	0	38
Marloes	0	0	0	0	5	5	2	17	0	0	0	0	0	0	29
Milford Haven	189	87	60	72	66	18	34	53	49	33	10	69	37	57	834
Narberth	101	55	49	40	36	53	79	49	64	109	58	48	37	38	816
Newgale	0	0	32	11	8	13	4	4	0	0	0	0	0	0	72
Newport	0	2	15	21	10	14	22	3	0	6	0	2	2	5	102
Neyland	5	2	4	3	4	7	4	2	5	10	2	3	3	2	56
Pembroke	78	88	53	54	51	32	35	38	29	81	16	42	42	28	667
Pembroke Dock	160	221	58	58	114	89	101	76	115	79	46	72	71	67	1327
Saundersfoot	12	8	38	10	16	26	15	7	1	0	0	22	19	12	186
Spittal	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2
St Davids	16	21	46	41	13	30	28	9	3	15	13	23	16	16	290
St Dogmaels	5	3	0	2	8	27	42	0	0	4	2	1	3	9	106
Tenby	274	271	535	420	383	557	685	333	335	195	132	125	166	174	4585
Total	1221	1059	1318	1181	1135	1282	1449	870	937	1060	599	881	868	848	14708

7.6 PCN'S issued by location

On Street

	PCN's	%
The Esplanade, Tenby	925	6.29
High Street, Haverfordwest	790	5.37
Main Street, Pembroke	361	2.45
St Florence Parade, Tenby	357	2.43
St James Street, Narberth	305	2.07
Picton Place, Haverfordwest	257	1.75
High Street, Narberth	235	1.60
The Croft, Tenby	221	1.50
South Parade, Tenby	193	1.31
Victoria Place, Haverfordwest	183	1.24

Off street

	No's of Spaces	PCN's	%
Tenby Multi Storey Car Park	721	738	5.02
Gordon Street CP, Pembroke Dock	269	462	3.14
Perrots Road CP, Haverfordwest	153	398	2.71
Riverside Multi Storey CP, Haverfordwest	425	326	2.22
Parc y Shwt CP, Fishguard	79	294	2.00
St Thomas Green CP, Haverfordwest	180	139	0.95
Castle Lake CP, Haverfordwest	164	133	0.90
West Street CP, Fishguard	130	125	0.85
Townsmoor CP, Narberth	212	119	0.81
Bridgend Square CP, Haverfordwest	51	113	0.77

8.0 Financial Information

8.1 Financial Account

Income and expenditure financial data governed by Section 55 of the Road Traffic Regulations Act 1984 is presented below.

FINANCIAL SUMMARY

<u>Income</u>	2010/11 (£)			2011/12	
	Full Year	Pro-Rata			
Resident Parking Permits	25,564	4,261	2 mths enforced	28,333	full year enforced
Parking Dispensations	195	195	from Feb only	4,467	
Penalty Charges	61,296	61,296	from Feb only	360,505	
Total Income	<u>87,055</u>	<u>65,752</u>		<u>393,305</u>	
 <u>Expenditure</u>					
Employee Costs	139,763	34,941		219,833	
Premises	55,675	13,919		47,735	
Goods & Services	90,405	22,601		91,610	
Support & Management	70,990	17,748		77,598	
Other Payments	550	138		0	
Capital Charges	3,947	987		7,578	
Total Expenditure	<u>361,329</u>	<u>90,332</u>		<u>444,353</u>	
(Surplus) / Deficit	274,274	24,581		51,048	

Although there is a deficit shown in the figures above, the financial information provided for this report does not include the off-street activity not governed by the Road Traffic Regulations Act 1984.

9.0 Future Development & Initiatives

In 2012/13 a number of initiatives will be considered, either following on from last year's activity and issues arising or new initiatives, as follows:

- **Joint working with Pembrokeshire Coast National Park Authority:**
Discussions have started with officers regarding the preparation of a new off street parking Order covering all their car parks. Additionally discussions regarding collaborative working regarding enforcement.
- **Review of Resident Parking:**
A consultation exercise will be undertaken, in conjunction with the Council's Marketing Team, to seek views on the resident permit parking scheme. The findings will be reported to Environment Overview & Scrutiny Committee.
- **Tenby Multi Storey Car Park:**
A feasibility study to seek improvements to appearance, access, signage and layout of this car park will be undertaken.
- **Pembroke Dock Transport Interchange:**
Funding will be sought for major improvements to the transport interchange, based on plans already developed.
- **Carers:**
Arrangements will be monitored.
- **Car park charging review:**
Charges in seasonal car parks have not been reviewed since 2005 and in all year round car parks since 2010; a review of the current charging structure will be undertaken.
- **Parking restrictions:**
Ongoing reviews of parking restrictions to be considered by Traffic Management arising out of observations and inspections by Parking Officers.
- **Parking Dispensations:**
A review of arrangements for parking dispensations arising from comments from the public and observations by Parking Enforcement Officers will be undertaken.

10.0 Conclusion

This report has given a review of:

- The Councils Parking Policies
- Parking Restrictions and why they are needed
- The need for those restrictions to be enforced
- The method of enforcement
- The appeals and debt recovery process.

The report also provides related financial and statistical performance during the period 1st February 2011 to 31st March 2012. Future reports will cover the financial year only. An insight into some of the problems/issues which our Parking Services staff faced during the period has also been provided. Although the information contained is comprehensive, further information can be obtained from the Council's Parking web pages or by contact with staff.

Only motorists who contravene parking regulations are liable to pay penalty charges. It is hoped that the information given will help some motorists avoid such charges and give others a clearer understanding of the legal procedures involved.

The report has attempted to demonstrate a fair and consistent approach to dealing with appeals, helped by the expertise of colleagues at Wales PPP, and is evident that a number of penalty charge notices have been cancelled due to mitigating circumstances. In addition where appeals have been accepted by the Adjudicator, our staff acted immediately to review the reasons and carry out actions to prevent re-occurrence.

Appendix 1: Details of Council charging car parks

Car Park Charges 2012

Location	No of Spaces	Term	30 mins	1 hour	2 hour	4 hour	Daily	24 hour	Weekly	Season	Permits Reserved	Blue Badge Holders	Coaches Daily	Coaches Weekly
Tenby														
Harbour	29	Seasonal	50p				£2.00							
Multi Storey	721	Summer		30p	40p	80p	£1.80	£2.00	£10.80	£170.00	£225.00	£1.00		
Multi Storey	721	Winter		30p	40p	50p	£1.00		£6.00	£94.00	£125.00			
North Beach	301	Seasonal			50p		£2.00		£12.00	£185.00	£250.00		£4.00	£25.00
Salterns	312	Seasonal					£1.50		£9.00				£4.00	£25.00
South Beach	164	Seasonal			60p		£2.00		£12.00	£50.00				
The Croft	27	Permit								£200.00				
The Green	135	Seasonal					£1.50		£9.00	£140.00	£190.00			
Pembroke														
Long Entry	30	Annual		30p	40p	50p								
South Quay	40	Annual			40p	50p								
The Common	171	Seasonal					£1.00		£6.00	£95.00	£125.00			
The Parade	88	Annual		30p	40p	50p								
Haverfordwest														
Bridgend Square	51	Annual		40p	50p	80p								
Castle Lake	164	Annual		40p	50p	80p	£1.30		£7.80	£245.00	£325.00			
Multi Storey	425	Annual		40p	50p	60p	£1.30		£7.80	£245.00	£325.00			
Perrots Road	153	Annual		40p	50p						£150.00			
Riverside Market	38	Permit									£312.00			
Scotchwell	190	Annual				50p	80p		£4.80	£150.00	£200.00			
Marine Rd, Broad Haven														
Dale	50	Seasonal			60p		£2.00		£12.00	£50.00				
The Parrog, Goodwick	124	Seasonal			60p		£2.00		£12.00	£50.00				
Parc y Shwt, Fishguard	114	Seasonal			30p	50p	£1.00		£6.00	£94.00	£125.00			
West Street, Fishguard	79	Annual			30p	50p	75p		£4.50	£140.00	£188.00			
Townsmoor, Narberth	130	Seasonal			30p	50p	50p		£3.00	£47.00	£63.00			
Newgale	146	Annual			40p	50p	£1.00		£6.00	£188.00	£250.00			
Long Street, Newport	244	Seasonal			60p		£2.00		£12.00	£50.00				
Pembroke Dock	71	Seasonal			30p	50p	£1.00		£6.00	£94.00	£125.00			
Gordon Street	269	Annual		30p	40p	50p								
Lower Meyrick Street	32	Annual		30p	40p	50p								
Milford Haven														
Lower Charles Street	52	Annual		10p	20p	40p	80p		£4.80	£150.00	£200.00			
Market Square	16	Annual		10p										
Robert Street	82	Annual		10p	20p	40p	80p		£4.80	£150.00	£200.00			
St Davids														
Merrivale	78	Seasonal			60p		£3.00			£95.00				
Quirkwell Hill	78	Seasonal			60p		£3.00			£95.00				

Appendix 2: Off Street Parking - Permit Locations

Location	Reserved	Seasonal	Unit Cost
Harbour - Tenby	-	185	£5.00
Multi Storey - Tenby	50	-	£350.00
Multi Storey, Summer - Tenby	-	14	£170.00
North Beach - Tenby	4	-	£250.00
North Beach - Tenby	-	3	£185.00
South Beach - Tenby	-	9	£50.00
The Croft - Tenby	27	-	£200.00
The Green - Tenby	-	6	£140.00
Long Entry - Pembroke	2	-	£250.00
South Quay - Pembroke	1	-	£250.00
The Common - Pembroke	2	-	£125.00
The Common - Pembroke	-	1	£95.00
Castle Lake - Haverfordwest	9	-	£325.00
Castle Lake - Haverfordwest	-	2	£245.00
Perrots Road - Haverfordwest	5	-	£150.00
Riverside - Haverfordwest	6	-	£325.00
Riverside Market - Haverfordwest	23	-	£312.00
Scotchwell - Haverfordwest	6	-	£200.00
Scotchwell - Haverfordwest	-	1	£150.00
High Street - St Dogmael's	2	-	£140.00
Marine Road - Broad Haven	-	5	£50.00
Dale	-	26	£50.00
Parc Y Shwt - Fishguard	1	-	£188.00
Parc Y Shwt - Fishguard	-	5	£140.00
West Street - Fishguard	4	-	£63.00
West Street - Fishguard	-	13	£47.00
Townsmoor - Narberth	-	4	£188.00
Newgale	-	11	£50.00
Long Street - Newport	8	-	£125.00
Long Street - Newport	-	2	£94.00
Lower Charles Street - Milford Haven	2	-	£200.00
Lower Charles Street - Milford Haven	-	1	£150.00
Merrivale - St David's	-	2	£95.00
Quickwell Hill - St David's	11	-	£95.00

Appendix 3: Resident Parking Schemes - List of schemes

	Location	Road/Area	Qualifying Property
1.	Broad Haven	Marine Road	Properties in Marine Road
2	Dale		Properties known as No. 2 The Griffin Inn, No. 4 Richmond House, No. 6 Easton House, No. 13 The Cottage and The Yacht Club
3.1	Haverfordwest	Bush Row (Albany Court)	Properties in Bush Row and Albany Court
3.2	Haverfordwest	Cambrian Place	Properties in Cambrian Place
3.3	Haverfordwest	Cartlett	Properties in Cartlett
3.4	Haverfordwest	Castletown	Properties in Chapel Lane, Church Street, Castle Street, Castle Terrace, Ebenezer Row, Gloucester Terrace, Hayguard Lane, Holloway, Kiln Road, North Street and Queens Square
3.5	Haverfordwest	Crowhill	Properties in Crowhill
3.6	Haverfordwest	Merlins Hill	Properties in Merlins Hill
3.7	Haverfordwest	North Crescent	Properties in North Crescent and North Gate
3.8	Haverfordwest	Winch Crescent	Properties in Winch Crescent
4.1	Milford Haven	Lower Robert Street	Properties Lower Robert Street, 1-25 odd inclusive, Nos. 2,4, The Hall and Freemans Garage Robert Street
5.1	Neyland	Neyland Hill	Properties in Neyland Hill
6.1	Pembroke	Woodbine Terrace	Properties in Woodbine Terrace
7.1	Pembroke Dock	Apley Terrace	Properties in Apley Terrace
7.2	Pembroke Dock	Bush Street	Properties in Bush Street
7.3	Pembroke Dock	Church Street	Properties in Church Street
7.4	Pembroke Dock	Dimond Street East	Properties in length of Dimond Street east of Laws Street
7.5	Pembroke Dock	Gordon Street	Properties in Gordon Street
7.6	Pembroke Dock	Gwyther Street	Property Nos. 4-60 evens inclusive and 1-47 odds inclusive in Gwyther Street
7.7	Pembroke Dock	Laws Street	Properties in Laws Street
7.8	Pembroke Dock	Lewis Street	Properties in Lewis Street
7.9	Pembroke Dock	Pembroke Street	Properties in Pembroke Street
7.10	Pembroke Dock	Upper Laws Street	Properties in Upper Laws Street
7.11	Pembroke Dock	Upper Meyrick Street	Property Nos. 40-80 evens inclusive, Nos. 33-75 odds inclusive, the Adult Education Centre, Trinity Church and Bethel Baptist Church
8.1	Tenby	Augustus Place	Properties in Jones Terrace, Augustus Place and Hamilton Court
8.2	Tenby	Clareston Road	Properties in Clareston Road
8.3	Tenby	Culver Park	Properties in Culver Park
8.4	Tenby	Esplanade	Properties on The Esplanade
8.5	Tenby	Greenhill Avenue	Properties in Greenhill Avenue

8.6	Tenby	Harding Street	Properties in Harding Street, Harding Villas, Weston Terrace, Island Cottages and Warren House
8.7	Tenby	Harries Street	Properties in Harries Street
8.8	Tenby	Heywood Court	Properties in Heywood Court
8.9	Tenby	Lower Frog Street	Properties in Lower Frog Street
8.10	Tenby	Park Place/Park Terrace/Edward Street	Properties in Edward Street, Park Place, Park Terrace and Tyssul Court
8.11	Tenby	Penally Road	Properties in Penally Road
8.12	Tenby	Picton Road	Properties in Picton Road
8.13	Tenby	Picton Terrace	Properties in Picton Terrace
8.14	Tenby	Queens Parade	Properties in Queens Parade
8.15	Tenby	Southcliff Street	Properties in Southcliff Street and Southcliff Gardens
8.16	Tenby	St Florence Parade	Properties in St Florence Parade
8.17	Tenby	St Johns Hill	Properties in St Johns Hill, St Johns Croft, Garden Cottage and 1-10 The Green
8.18	Tenby	St Julian's Terrace	Properties in St Julian's Terrace
8.19	Tenby	Sutton Street	Properties in Sutton Street
8.20	Tenby	The Croft	Properties in The Croft excluding Croft Court
8.21	Tenby	The Norton	Properties in The Norton and Norton Cottages
8.22	Tenby	The Paragon	Properties in The Paragon and Gunfort Mansions
8.23	Tenby	Trafalgar Road	Properties in Trafalgar Road and Church Park
8.24	Tenby	Victoria Street	Properties in Victoria Street
8.25	Tenby	Warren Street	Properties in Warren Street

Appendix 4 - List of appeals

PCN	Case Type	Comments	Case	Decision
PK00059790	Telephone	Permit space - no permit	Church Street	Allowed (1)
PK00055461	Postal	Permit space - no permit	Park Street	No Contest (1)
PK00061340	Postal	Loading Bay	White Lion Street	Allowed (2)
PK00077726	Telephone	Single Yellow	Robert Street	Dismissed(1))
PK00076660	Telephone	Limited Waiting Bay	Bush Street	Dismissed(2)
PK00068237	Telephone	Loading Bay	High Street (Narberth)	Allowed (3)
PK00077282	Postal	Loading Bay-Goods	High Street (Narberth)	No Contest (2)
PK00075243	Telephone	Resident Bay	Pembroke Street	Dismissed(3)
PK00053783	Telephone	No P&D	The Harbour - CP	Dismissed(4)
PK00068322	Postal	Loading Bay-Goods	Lower Meyrick Street	Dismissed (5)
PK00054403	Postal	Single Yellow	Spring Gardens	Allowed (4)
PK00091997	Postal	Resident Bay	The Esplanade	Allowed (5)
PK0005439A	Postal	Double Yellow	High Street (Saundersfoot)	Allowed (6)
PK0012664A	Postal	Resident Bay	The Esplanade	No Contest (3)
PK00108375	Postal	Double Yellow	Queen Street	Withdrawn (6)
PK00075683	Postal	Double Yellow	High Street (St Dogmaels)	No Contest (4)
PK00118925	Personal	Resident Bay	The Esplanade	Dismissed (7)
PK00085145	Postal	No P&D	Lower Meyrick St - CP	Withdrawn (8)
PK00098646	Postal	Loading Bay	White Lion Street	Dismissed (9)
PK0010394A	Personal	Double Yellow	Dew Street(Haverford West)	Dismissed (10)
PK00110570	Postal	Single Yellow	North Street(Haverford West)	Withdrawn (11)
PK00106846	Postal	Single Yellow	Water Street	Allowed (7)
PK0009191A	Postal	Loading Bay	St Florence Parade	No Contest (5)
PK00145236	Postal	Disabled Bay	St Florence Parade	No Contest (6)
PK00115665	Postal	Bus Bay	Upper Park Road	Dismissed (12)
PK00127620	Postal	Loading Bay	St Florence Parade	No Contest (7)
PK00154430	Postal	Bus Bay	Upper Park Road	Dismissed (13)
PK00111325	Postal	No P&D	Gordon St - CP	Dismissed (14)
PK00135753	Postal	Loading Bay-Goods	High Street (Haverfordwest)	Allowed (8)
PK00171043	Postal	No P&D	Multi Storey- CP (Tenby)	No Contest (8)
PK00143128	Telephone	Resident Bay	Upper Meyrick Street	Allowed (9)
PK00135731	Postal	Out Of Bay	Castle Lake - CP	No Contest (9)
PK00066402	Postal	Single Yellow	Common Road	No Contest (10)
PK00155091	Postal	Loading Bay-Goods	High Street (Haverfordwest)	No Contest (11)
PK0018034A	Telephone	Resident Bay	Holloway	Dismissed (15)
PK00143026	Personal	No P&D	Gordon St - CP	Allowed (10)
PK00146250	Postal	Resident Bay	Trafalgar Road (Tenby)	No Contest (12)
PK00143106	Telephone	No P&D	Gordon St - CP	Dismissed (16)
PK00185681	Postal	Limited Waiting Bay	Dew Street(Haverford West)	Contested (1)
PK00133361	Personal	Kerb Markings	Main Street (Pembroke)	Dismissed (17)
PK00135549	Personal	Double Yellow	Barn Street	Allowed (11)
PK00185694	Telephone	Loading Bay-Goods	Victoria Place	Dismissed (18)
PK00185682	Postal	Loading Bay-Goods	High Street (Haverfordwest)	Dismissed (19)
PK00153529	Postal	Limited Waiting Bay	Market Square	Contested (2)
PK00167931	Postal	Single Yellow	St James Street	Withdrawn (20)
PK00128714	Postal	Permit space - no permit	Long Entry - CP	Withdrawn (21)
PK00122693	Postal	Single Yellow	Vergam Terrace	Withdrawn (22)
PK00187939	Postal	No P&D	Perrots Road (Leos) - CP	No Contest (13)
PK00173967	Postal	Double Yellow	Barlow Street	No Contest (14)
PK00186914	Postal	Loading Bay-Goods	High Street (Haverfordwest)	Withdrawn (23)
PK00204594	Postal	Yellow Lines	Dew Street(Haverfordwest)	Allowed (12)
PK00180419	Telephone	Resident Bay	Holloway	Dismissed (24)
PK00125556	Telephone	Single Yellow	Back Lane	Dismissed (25)
PK00160375	Postal	Resident Bay	Heywood Court	Dismissed (26)
PK000226021	Telephone	Resident Bay	Robert Street	Dismissed (27)
PK00206716	Telephone	Resident Bay	The Esplanade	Allowed (13)
PK00143955	Postal	No P&D	Lower Meyrick St - CP	Dismissed (28)