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Our Ref: GN  
Your Ref: UB52

Councillor Roger Mace, Leader of the Council  
Councillor Gilbert, Cabinet Member with Special Responsibility for Parking Policy and its Implementation

Chief Executive

**Mark Cullinan**  
**Chief Executive**

Town Hall  
Dalton Square  
LANCASTER LA1 1PJ

DX63531 Lancaster

30<sup>th</sup> January 2008

Dear Councillors Mace and Gilbert

#### **URGENT BUSINESS – TRAFFIC MANAGEMENT ACT 2004**

Members are requested to consider a change to be implemented as a result of the Traffic Management Act 2004. Part 6 of the Act relates to parking enforcement and one of the issues to be implemented on 31<sup>st</sup> March 2008 is differential penalty charge levels of PCNs issued throughout the District under the Parkwise arrangements. The attached report provides the necessary background information.

Confirmation has just been received from Legal and HR Services that these changes require the existing Off Street Parking Places Order to be revoked and a new one to be prepared and sealed.

The urgency for this decision is that the process and lead-in time required to make a new Order requires a Notice of Proposal to be advertised no later than 8<sup>th</sup> and 13<sup>th</sup> February to meet the procedure outlined in the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulation 1996 No. 2489.

The recommendations are:

- (1) To approve Option 2 – Band 2 of the Civil Enforcement of Parking Contraventions (Guidelines on Levels of Charges) (England) Order 2007 as laid down in Statutory Instruments 2007 No 3487.**
- (2) To make a new Off Street Parking Places Order to reflect the requirements of the Traffic Management Act 2004 and the amended penalty charge levels with effect from 31<sup>st</sup> March 2008.**

The approval of the Chief Executive in consultation with the Chairman of the Overview and Scrutiny Committee has been sought to this action in accordance with Overview and Scrutiny Committee Procedure Rule 17(a).

I would be grateful if you could complete the attached slip, signifying whether you are in agreement with the recommendation or not, and return it to the Town Hall as soon as possible. In the meantime, could you please telephone Sharon Marsh on 582096, or e-mail [SMarsh@lancaster.gov.uk](mailto:SMarsh@lancaster.gov.uk) , with your decision.

Yours sincerely,

**CHIEF EXECUTIVE**

**URGENT BUSINESS UB52 – TRAFFIC MANAGEMENT ACT**

Councillor Consultation

\*I am/~~am not~~ (\***please delete as appropriate**) in agreement with the recommendation:

- (1) **To approve Option 2 – Band 2 of the Civil Enforcement of Parking Contraventions (Guidelines on Levels of Charges) (England) Order 2007 as laid down in Statutory Instruments 2007 No 3487.**
- (2) **To make a new Off Street Parking Places Order to reflect the requirements of the Traffic Management Act 2004 and the amended penalty charge levels with effect from 31<sup>st</sup> March 2008.**

Signed: Councillors Mace and Gilbert-----

Name: Councillor Roger Mace and Councillor John Gilbert-----

Position Held: Leader of the Council and Cabinet Member with Special Responsibility for Parking Policy and its Implementation -----

Dated: 31<sup>st</sup> January 2008-----

Chief Executive Decision

\*I agree/~~do not agree~~ (\***please delete as appropriate**) to exercise my delegated authority and give approval:

- (1) **To approve Option 2 – Band 2 of the Civil Enforcement of Parking Contraventions (Guidelines on Levels of Charges) (England) Order 2007 as laid down in Statutory Instruments 2007 No 3487.**
- (2) **To make a new Off Street Parking Places Order to reflect the requirements of the Traffic Management Act 2004 and the amended penalty charge levels with effect from 31<sup>st</sup> March 2008.**

Signed: Mark Cullinan-----

Chief Executive

Dated : 5<sup>th</sup> February 2008-----

Please return to: Sharon Marsh,  
Democratic Services,  
Town Hall,  
Dalton Square,  
LANCASTER. LA1 1PJ