**FAQ’s Civil Parking Enforcement**

1. **What/where can Blaenau Gwent Civil Enforcement Officers (CEO) enforce?**

BG CEOs can enforce a Traffic Regulation Order (TRO) anywhere within Blaenau Gwent. There are various types of TROs within the Borough, these include No Waiting at Any Time (double yellow lines), Limited Waiting (Timed Bays, for example 2 hours No Return within 1 hour) and Disabled Badge Holder Only Bays (bays marked with wheelchair icon and/or with ‘disabled/anabl’ text).

There are also sites that can be enforced without a Traffic Regulation Order in place. These include:

* Bus stop clearways
* pedestrian crossing zig-zags

In addition, as a Special Enforcement Area, two additional parking contraventions can be enforced within Blaenau Gwent without a TRO in place. These are:

* to be parked more than 50cm from the kerb not within a designated parking place, (“double parking”)
* parked adjacent to a dropped footway.
1. **What types of parking can BGCBC CEOs not enforce?**

Pavement parking\*, obstruction of the highway and moving traffic contraventions cannot be enforced by BGCBC CEOs. These parking issues can only be enforced by the Police and should be reported to the Police.

*\*If a car is parked wholly or partially on a pavement that is adjacent to a carriageway with yellow lines, disabled bays, limited waiting bays or zig zags, then BGCBC CEOs can issue a PCN, which will be in relation to the TROs that the lines apply to.*

*If a car is parked wholly or partially on a pavement without any lines on the adjacent carriageway, BGCBC CEOs cannot enforce this and it should be reported to the Police.*

1. **What is a Parking Charge Notice (PCN)?**

A PCN is a notice that tells a driver that they have parked in contravention of a Traffic Regulation Order, such as parked in a disabled bay without displaying a valid blue badge.

The PCN will contain the following information:

* PCN reference number (this will have a prefix ZB, and will be needed to pay or challenge the PCN).
* The CEO’s badge number (this will have a prefix ZB)
* Contravention code and description
* Date and time of contravention
* How to pay the PCN
* How to challenge the PCN

**4. How much are the Penalty Charges?**

How much you need to pay depends on the type of contravention, each of which carry a higher level or lower level penalty. The charge will be shown on the PCN.

Higher level charges are £70

Lower level charges are £50

All penalty charges are reduced by 50% if paid within 14 days of the date the PCN was issued. Please see the list of contravention codes in Q6 for more detail.

 **5. There are parking issues in my street where I live, can I report it?**

Yes, if it is a parking issue that Blaenau Gwent can enforce (see Qs 1 and 2), you can report it to the CPE Team by emailing CPE@blaenau-gwent.gov.uk and we will add the area to our patrol list. **Please note that PCNs can only be issued by a trained CEO who is on duty and observes the**

 **contravention in real time. Therefore, we cannot enforce vehicles retrospectively.**

Whilst it is useful for the CPE Team to know where there are parking issues throughout the borough, we cannot issue Parking Charge Notices (PCNs) retrospectively.

**Please do not send images of cars parked in contravention of traffic regulation orders. Emails with photos attached can often block the mailbox and by the time an officer patrols the site it is likely the vehicle will have moved**. We will keep a note of the area where there are parking complaints and, if it is a parking contravention that BGCBC can enforce, we will add the area to the CPE patrol list.

Unless a response is specifically requested to an email, we do not respond to individual reports of parking contraventions.

 **6. What are the types of parking contraventions?**

There are 37 different parking contraventions that, if observed by an on-duty CEO, can be issued a Parking Charge Notice (PCN) within Blaenau Gwent. The most common parking contravention within Blaenau Gwent is parking on double yellow lines (No Waiting at Any Time). Some contraventions are on-street and others are off-street. An on street parking contravention is one that has occurred on a street, an off-street parking contravention has occurred within a public car park. Please see Table below showing list of parking contraventions:

 APPENDIX A: CONTRAVENTION CODES / DESCRIPTIONS

|  |  |  |  |
| --- | --- | --- | --- |
| **Code** | **Observation****Time** | **Contravention** | **Charge****Level** |
|  | ***On-Street Contraventions*** |  |
| **01** | 5 mins | **Parked in a restricted street during prescribed hours** | Higher |
| **02** | 0 min | **Parked or loading / unloading in a restricted street where waiting and loading / unloading restrictions are in force** | Higher |
| **12** | 5 min | **Parked in a residents parking place or zone without either clearly displaying a valid permit or voucher or pay and display ticket issued for that place, or without payment of the parking charge** | Higher |
| **16** | 0 min | **Parked in a permit space or zone without clearly displaying a valid permit.** | Higher |
| **19** | 5 min | **Parked in**   **zone either displaying an invalid permit or voucher or pay and display ticket, or after the expiry of paid for time** | Lower |
| **20** | 5 min | **Parked in a part of a parking place marked by a yellow line where waiting is prohibited** | Higher |
| **21** | 0 min | **Parked wholly or partly in a suspended bay or space** | Higher |

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| --- | --- | --- | --- |
| **22** | 0 min | **Re-parked in the same parking place within one hour of leaving**  **time)** | Lower |
| **23** | 0 min | **Parked in a parking place or area not designated for that class of vehicle** | Higher |
| **24** | 0 min | **Not parked correctly within the markings of the bay or space** | Lower |
| **25** | 5 min | **Parked in a loading place o r b a y during restricted hours without loading.** | Higher |
| **26** | 5 min | **Parked in a special enforcement area more than 50 centimetres from the edge of the carriageway and not within a designated parking space** | Higher |
| **27** | 0 min | **Parked in a special enforcement area adjacent to a footway, cycle track or verge lowered to meet the level of the carriageway** | Higher |
| **28** | 0 min | **Parked in a special enforcement area on part of the carriageway raised to meet the level of a footway, cycle track or verge** | Higher |
| **30** | 0 min | **Parked for longer than permitted** | Lower |



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| --- | --- | --- | --- |
| **40** | 0 min | **Parked in a designated disabled parking place without displaying a valid disabled****badge in the prescribed manner.** | Higher |
| **42** | 0 min | **Parked in parking place designated for police vehicles** | Higher |
| **45** | 0 min | **Stopped on a taxi rank** | Higher |
| **46** | 0 min | **Stopped where prohibited (on a red route or clearway)** | Higher |
| **47** | 0 min | **Stopped on a restricted bus stop or stand** | Higher |
| **48** | 0 min | **Stopped in a restricted area outside a school, a hospital or a fire, police or ambulance station when prohibited** | Higher |
| **49** | 0 min | **Parked wholly or partly on a cycle track or lane** | Higher |
| **99** | 0 min | **Stopped on a pedestrian crossing and/or crossing area marked by zig-zags** | Higher |
|  | ***Off-Street Contraventions*** |  |
| **70** | 5 min | **Parked in a loading place or bay during restricted hours without loading** | Higher |
| **71** | 0 min |    **restricted hours without charging** | Higher |





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| **74** | 0 min | **Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited** | Higher |
| **80** | 10 min | **Parked for longer than permitted** | Lower |
| **81** | 0 min | **Parked in a restricted area in a car park** | Higher |
| **86** | 0 min | **Not parked correctly within the markings of a bay or space** | Lower |
| **87** | 0 min | **Parked in a designated disabled parking place without displaying a valid disabled****badge in the prescribed manner** | Higher |
| **90** | 0 min | **Re-parked in the same car park within leaving (** | Lower |
| **91** | 0 min | **Parked in a car park or area not designated for that class of vehicle** | Higher |
| **92** | 0 min | **Parked causing an obstruction** | Higher |
| **93** | 0 min | **Parked in a car park when closed** | Lower |

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| **95** | 0 min | **Parked in a parking place for a purpose other than that designated** | Lower |
| **96** | 5 min | **Parked with engine running where prohibited** | Lower |

**7. How many Civil Enforcement Officers are there?**

There are currently two part-time Officers that patrol parking within Blaenau Gwent Borough.

**8. How do I pay or challenge a Parking Charge Notice (PCN)?**

To pay a PCN, please contact the South Wales Parking Group using the following contact details which are also on the back or your PCN:

For any queries or issues with a PCN that has been issued to you, including if you wish to appeal or make a representation regarding a lost or forgotten PCN please contact the South Wales Parking Group at:

* 1. Online – <http://swpg.co.uk/LanguageChoice.aspx>
	2. Post – SWPG, PO Box 112, Pontypridd, CF37 9EL
	3. Telephone – 03333 200867