

**2009/2010**

**PENALTY CHARGE NOTICE (PCN) REPORT**

		<b>Remarks</b>
Number Issued	6,733	
Outstanding	648	<b>see Note 1</b>
Paid	5,342	
Cancelled	542	<b>see Note 2</b>
Written Off	120	<b>see Note 3</b>
Part Paid	81	
Collection Rate (%)	80.54	
<b>Total Received</b>	<b><u>£187,003</u></b>	

**Note 1**

Outstanding cases indicate that the PCNs are unpaid, and are progressing through the Traffic Management Act 2004's recovery process

**Note 2**

PCNs that have been cancelled - e.g. Disabled Badge displayed the incorrect way or forgotten to display, loading evidence provided, valid Pay & Display ticket provided. Details of our Cancellation Guidance Policy can be found on the website

**Note 3**

PCNs that have been written off, include foreign vehicles with no DVLA address, vehicles with no DVLA registered keeper, Bailiff returns whereby the debtor cannot be traced

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**2009/2010**

**OVERALL EXPENDITURE**

**Initial Set Up Costs** **£74,307**

Includes:

RTA Associates Consultancy Fees - CPE support and consultancy, mapping and Traffic Regulation Orders' reviews.

CEO recruitment - advertising and travelling costs.

CEO equipment - handhelds, printers, uniforms, ticket rolls, pocket books, manual tickets, PCN carriers and cameras.

IT - download links, PC and monitor.

Administration - dispensation cards, appeal forms and stationary.

AA - information signs on entry to Borough, at start of Service.

Training - Conflict Management Course.

Debt Management System - new configuration

<b>Service Level Agreement with Wychavon District Council to operate the Service</b>	<b>£153,505</b>
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<b>RBC's costs</b>	<b>£28,507</b>
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**2009/2010**

**BALANCE**

Income received from PCNs	£187,003
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Income received from Worcestershire County Council (one off payment)	£70,000
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<b>Sub Total</b>	<b><u>£257,003</u></b>
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Initial Set Up Costs	£74,307
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Payment for SLA with Wychavon DC	£153,505
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RBC's costs	£28,507
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<b>Sub Total</b>	<b><u>£256,319</u></b>
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<b>Income</b>	<b>£257,003</b>
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<b>Less Expenditure</b>	<b>£256,319</b>
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<b>= Positive Balance</b>	<b>£684</b>
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