

LONDON BOROUGH OF HILLINGDON  
THE HILLINGDON (WAITING & LOADING RESTRICTIONS) (AMENDMENT) ORDER 2023  
THE HILLINGDON (ON STREET PARKING PLACES) (SOUTH RUISLIP PARKING  
MANAGEMENT SCHEME) SR ZONES ORDER 2022 (AMENDMENT) ORDER 2023  
THE HILLINGDON (ON STREET PARKING PLACES) (RUISLIP GARDENS PARKING  
MANAGEMENT SCHEME) RG ZONES ORDER 2023  
THE HILLINGDON (ON STREET PARKING PLACES) (TOLLGATE DRIVE PARKING  
MANAGEMENT SCHEME) ZONE TG ORDER 2023

Hillingdon Council gives notice that it proposes to make these Orders to:

- 1. Install 'at any time' waiting restrictions in sections of roads as set out in the Schedule to this notice below.**
- 2. Replace part of the Zone SR permit holder parking place outside No. 46 Mahlon Avenue, Ruislip with 'at any time' waiting restrictions.**
- 3. Introduce waiting restrictions operational '9am to 5pm everyday'** in the section of Bedford Road, Ruislip from outside Nos. 79 and 82 Bedford Road to the junction with Stafford Road.
- 4. Establish permit holder parking places** (operational '9am to 5pm everyday') in which a vehicle may be left during the permitted hours if it has a valid Zone RG permit in the section of Bedford Road, Ruislip from outside Nos. 79 and 82 Bedford Road to the junction with Stafford Road.
- 5. Establish permit holder parking places** (operational '9am to 10pm everyday') in which a vehicle may be left during the permitted hours if it has a valid Zone TG permit in sections of Tollgate Drive, Hayes.

CURRENT RESIDENT PERMIT CHARGES PER ANNUM			
1 <sup>st</sup> Permit – £75	2 <sup>nd</sup> Permit - £110	3 <sup>rd</sup> Permit - £145	4 <sup>th</sup> Permit - £180
5 <sup>th</sup> Permit and any subsequent permits - £215			
CURRENT VISITOR VOUCHERS COSTS			
First 10 visitors per household per annum are free then £1.30 per visitor thereafter			

*All above charges could be subject to change.*

Copies of the notice of proposals, proposed Orders together with full details, plans and the Council's statement of reasons for the proposals can be sent upon request or viewed online at <https://www.hillingdon.gov.uk/improvement-schemes> until 14th June 2023. Further information can be obtained by email [parkingmanagementschemes@hillington.gov.uk](mailto:parkingmanagementschemes@hillington.gov.uk). If you wish to comment on, or object to the proposals please write or email by 14<sup>th</sup> June 2023, stating grounds for objection and your home address to Transport & Projects, 3N/04 Civic Centre, Uxbridge, Middlesex UB8 1UW quoting reference 3N/04/24/05/23.

Dated this the 24<sup>th</sup> day of May 2023

PERRY SCOTT,  
Corporate Director of Place

**SCHEDULE - PROPOSED 'AT ANY TIME' WAITING RESTRICTIONS**

TOLLGATE DRIVE, HAYES – Along the remaining parts of the adopted highway of Tollgate Drive where permit holder parking places are not proposed.

ORCHARD CLOSE, RUISLIP – Extend the existing double yellow lines on the northeast side of the road from the junction with Hill Lane adjacent to No. 19 Hill Lane.

ALMOND AVENUE, ICKENHAM – Extend the existing double yellow lines on the northeast side of the road from junction with Ivy House Road adjacent to No. 13 Ivy House Road.

COURT DRIVE, HILLINGDON

- i) At the junction with Angle Close.
- ii) At both junctions with The Close.
- iii) At the junction with Harwood Drive.
- iv) At the junction with Abingdon Close.
- v) At the junction with Montpellier Close.
- vi) At the junction with Richards Close.

ANGLE CLOSE, HILLINGDON – At the junction with Court Drive.

HARWOOD DRIVE, HILLINGDON – At the junction with Court Drive over the adopted highway only.

ABINGDON CLOSE, HILLINGDON – At the junction with Court Drive.

MONTPELLIER CLOSE, HILLINGDON – At the junction with Court Drive.

RICHARDS CLOSE, HILLINGDON – At the junction with Court Drive.

#### STATEMENT OF REASONS

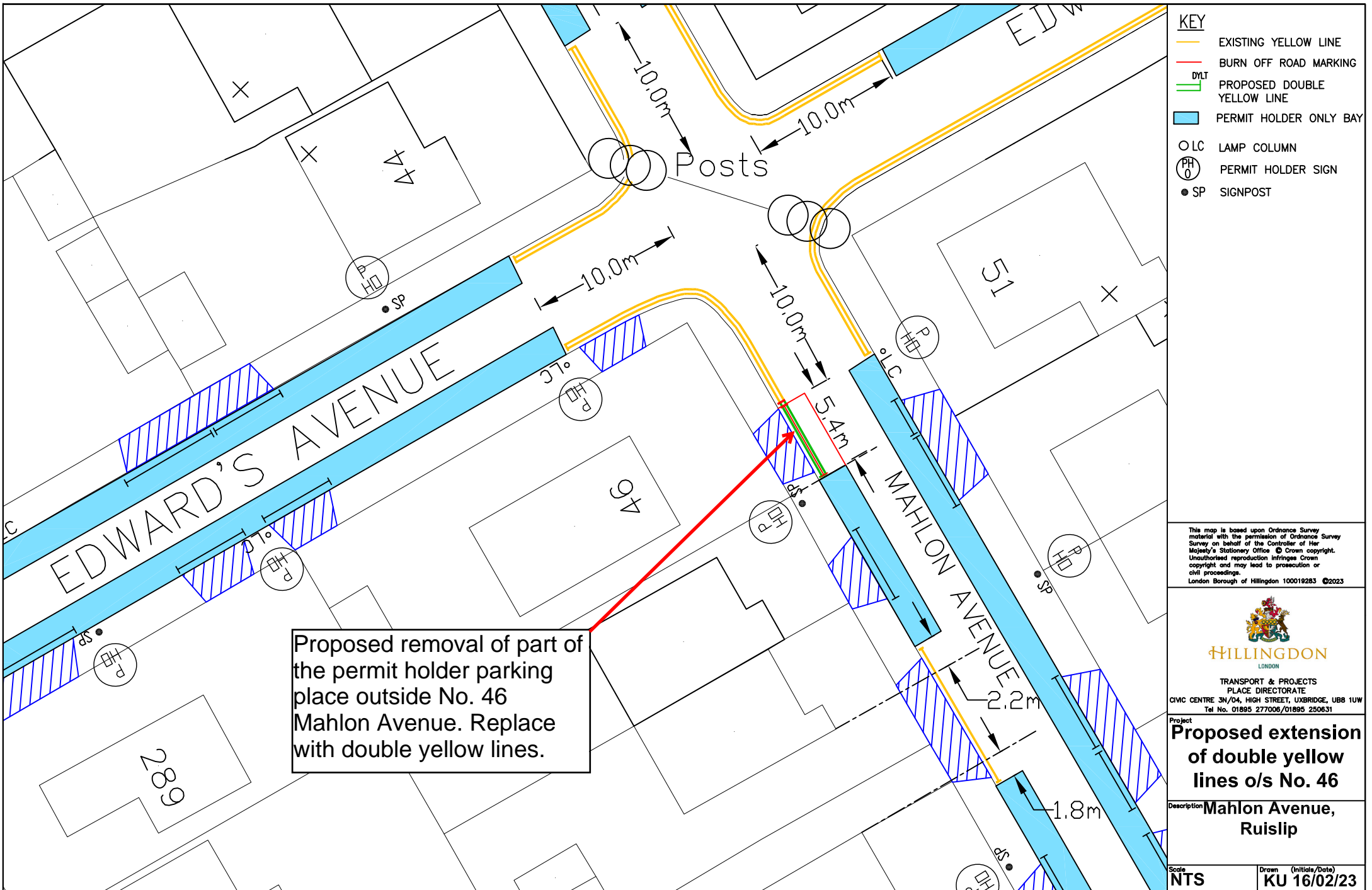
The proposed installation of a waiting restrictions in various roads is intended to remove obstructive parking to assist free flow of traffic and promote road safety. This will particularly assist emergency vehicles, refuse and recycling trucks, delivery vans and other large vehicles. The introduction of double yellow lines in the above roads would mean that residents can manoeuvre more safely particularly at the turning points, in accordance with residents' wishes. All proposals have been agreed by the Cabinet Member for Property, Highways and Transport.

The proposed extension to the Zone RG Parking Management Scheme in part of Bedford Road, Ruislip is intended to prevent all day non-residential parking.

The proposed Zone TG Parking Management Scheme throughout Tollgate Drive, Hayes is intended to prevent all day non-residential parking.

The proposed removal of part of the Zone SR parking place outside No. 46 Mahlon Avenue, Ruislip and replacement of this with double yellow lines is intended to remove obstructive parking to assist the free flow of traffic and promote road safety.

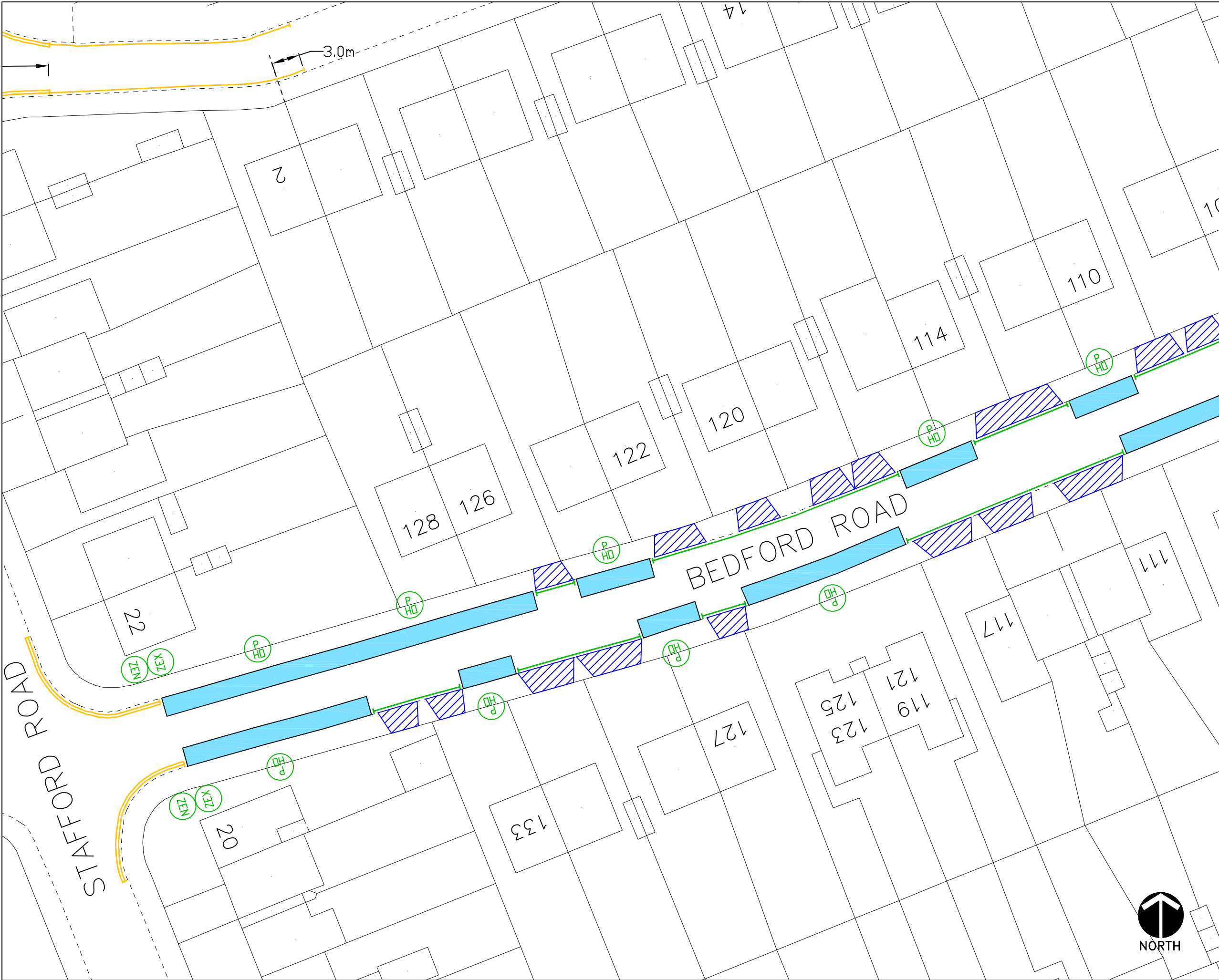
# Appendix A



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TRANSPORT & PROJECTS  
 PLACE DIRECTORATE  
 CIVIC CENTRE 3N/04, HIGH STREET, UXBRIDGE, UBB 1UW  
 Tel No. 01895 277006/01895 250631



**KEY**

- EXISTING YELLOW LINE
- NEW SINGLE YELLOW LINE & TERMINAL
- NEW DOUBLE YELLOW LINE & TERMINAL
- DISABLED BAY
- PERMIT HOLDER ONLY BAY
- CROSSOVER
- PERMIT HOLDER ONLY SIGN
- ZONE ENTRY SIGN
- ZONE EXIT SIGN
- REMOVE ZONE ENTRY SIGN
- REMOVE ZONE EXIT SIGN

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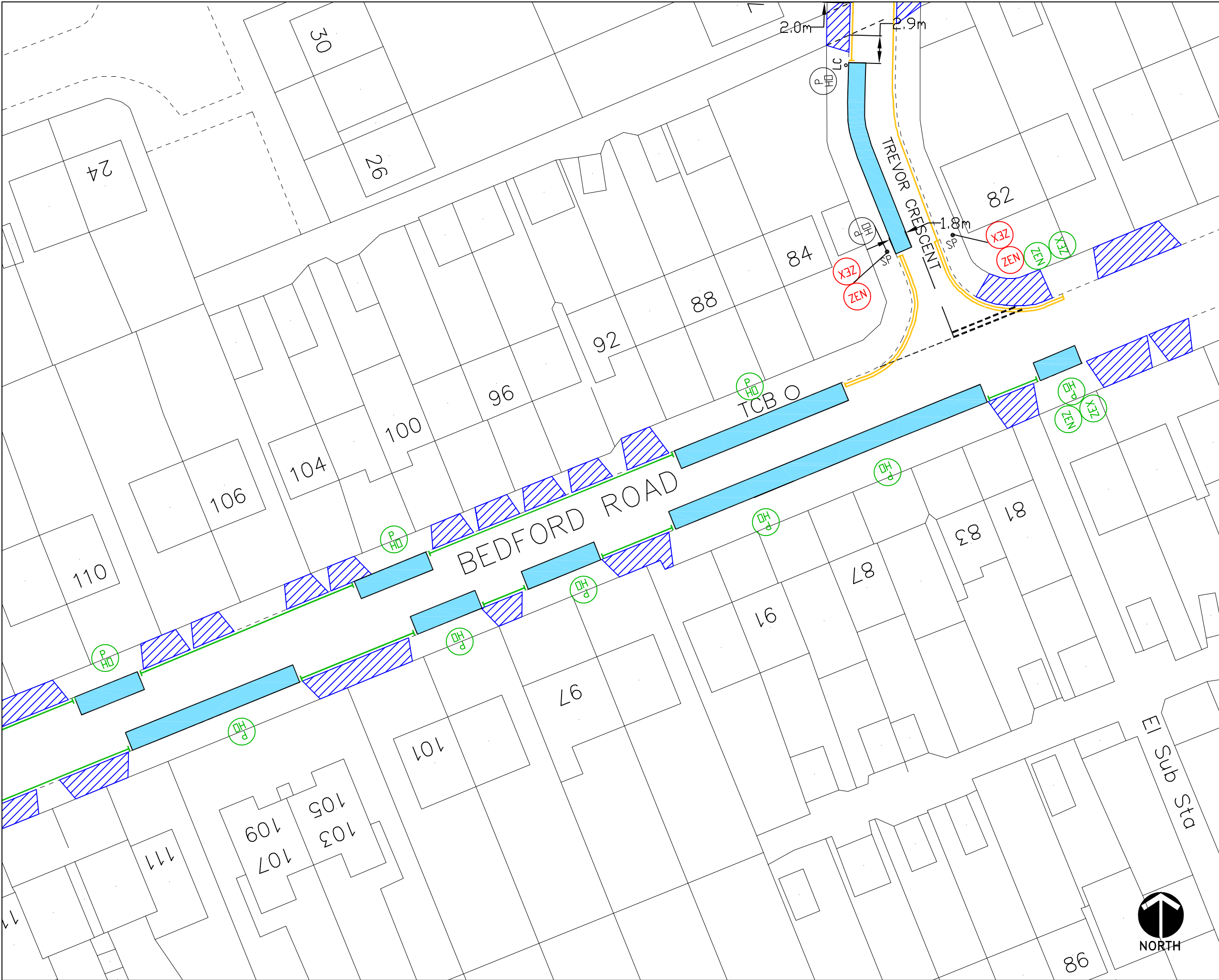
Residents Services, 3N/04, Civic Centre, High Street, UB8 1UW,  
London Borough of Hillingdon  
Tel 01895 250 631

**Project**  
Proposed Extension to the Ruislip  
Gardens Parking Management  
Scheme

**Description**

Bedford Road 1 of 2

Scale	NTS	Designed	Drawn	Date	Mar 23
		Drawing No.			



**KEY**

- EXISTING YELLOW LINE
- NEW SINGLE YELLOW LINE & TERMINAL
- NEW DOUBLE YELLOW LINE & TERMINAL
- DISABLED BAY
- PERMIT HOLDER ONLY BAY
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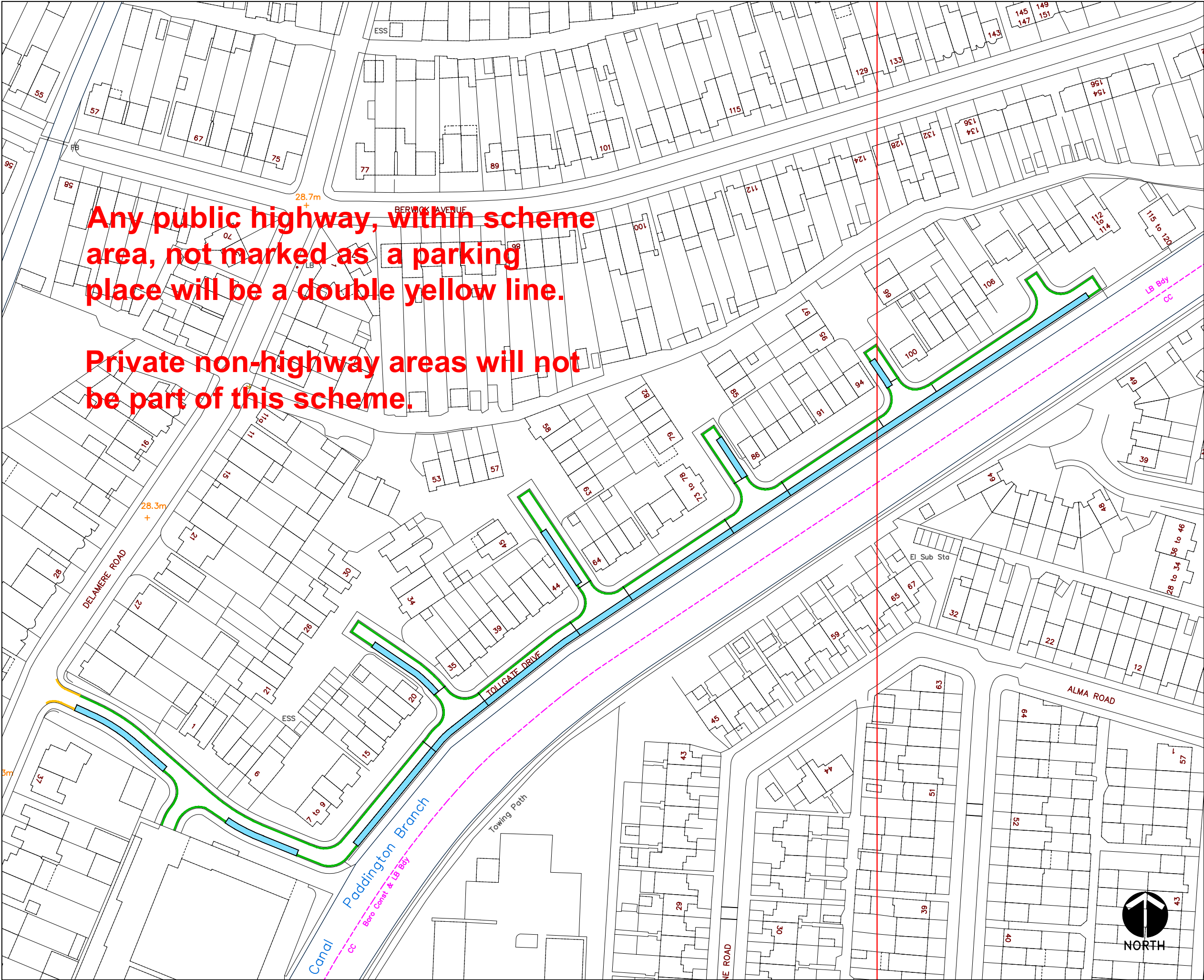
Residents Services, 3N/04, Civic Centre, High Street, UB8 1UW,  
London Borough of Hillingdon  
Tel 01895 250 631

**Project**  
Proposed Extension to the Ruislip  
Gardens Parking Management  
Scheme

**Description**  
  
Bedford Road 2 of 2

Scale	NTS	Designed	Drawn	Date	Mar 23
		Drawing No.			





Any public highway, within scheme area, not marked as a parking place will be a double yellow line.

Private non-highway areas will not be part of this scheme.

- KEY**
- EXISTING YELLOW LINE
  - NEW SINGLE YELLOW LINE & TERMINAL
  - NEW DOUBLE YELLOW LINE & TERMINAL
  - PAY AND DISPLAY AND PERMIT HOLDERS
  - PERMIT HOLDER ONLY BAY
  - PAY & DISPLAY BAY
  - BUSINESS, PERMIT HOLDER ONLY BAY
  - LOADING BAY
  - DISABLED BAY
  - MOTORCYCLE BAY
  - CROSSOVER
  - EXTENT OF PRIVATE ROADS

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Residents Services, 3N/04, Civic Centre, High Street, UB8 1UW,  
London Borough of Hillingdon  
Tel 01895 250 631

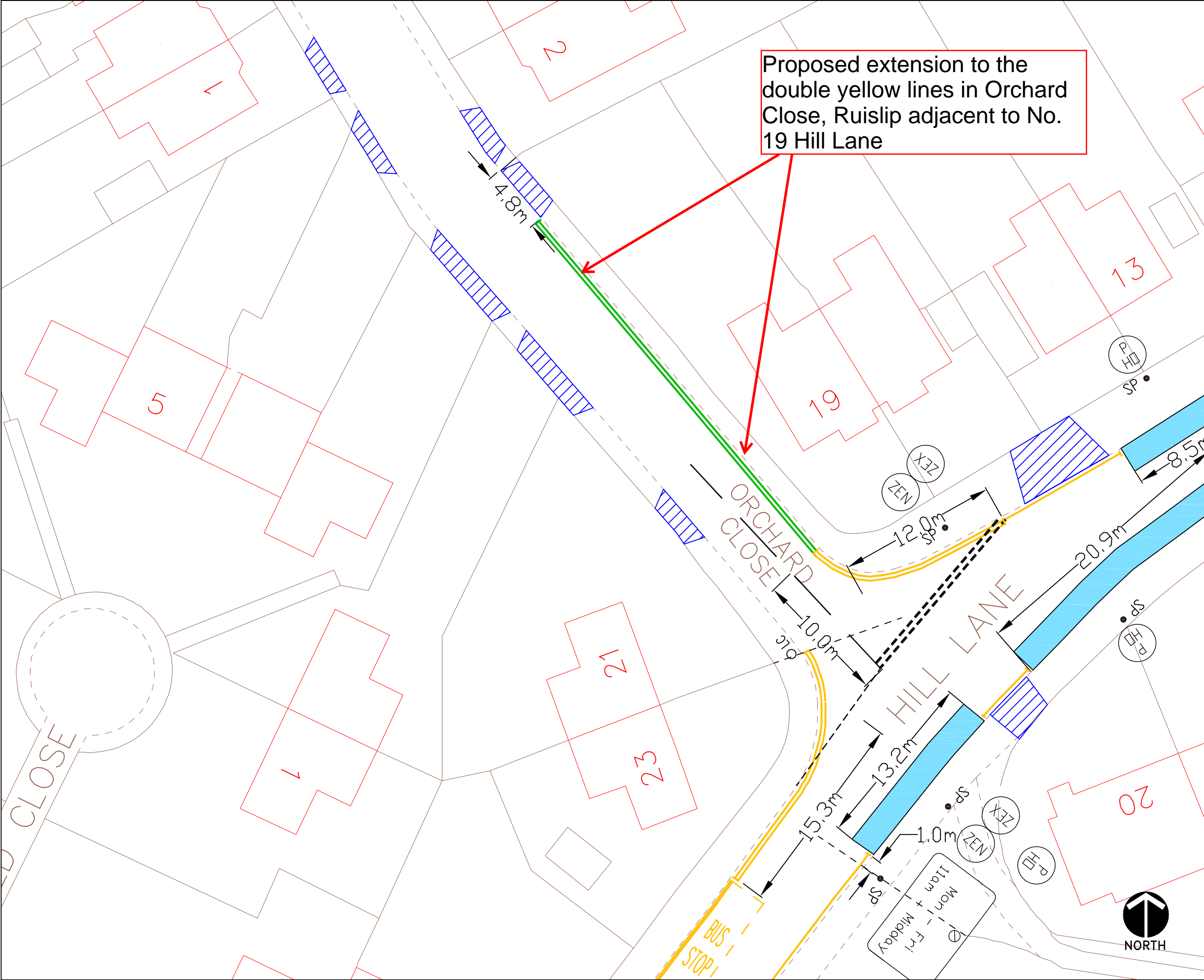
Project

**Resident Parking Scheme**

Description

**Tollgate Drive  
Everyday 9am-10pm**

Scale	Designed	Drawn	Date <b>April'23</b>
Project No.	Drawing No.		Rev.



- KEY**
- EXISTING YELLOW LINE
  - DYLT NEW DOUBLE YELLOW LINE & TERMINAL
  - PERMIT HOLDER ONLY BAY
  - CROSSOVER

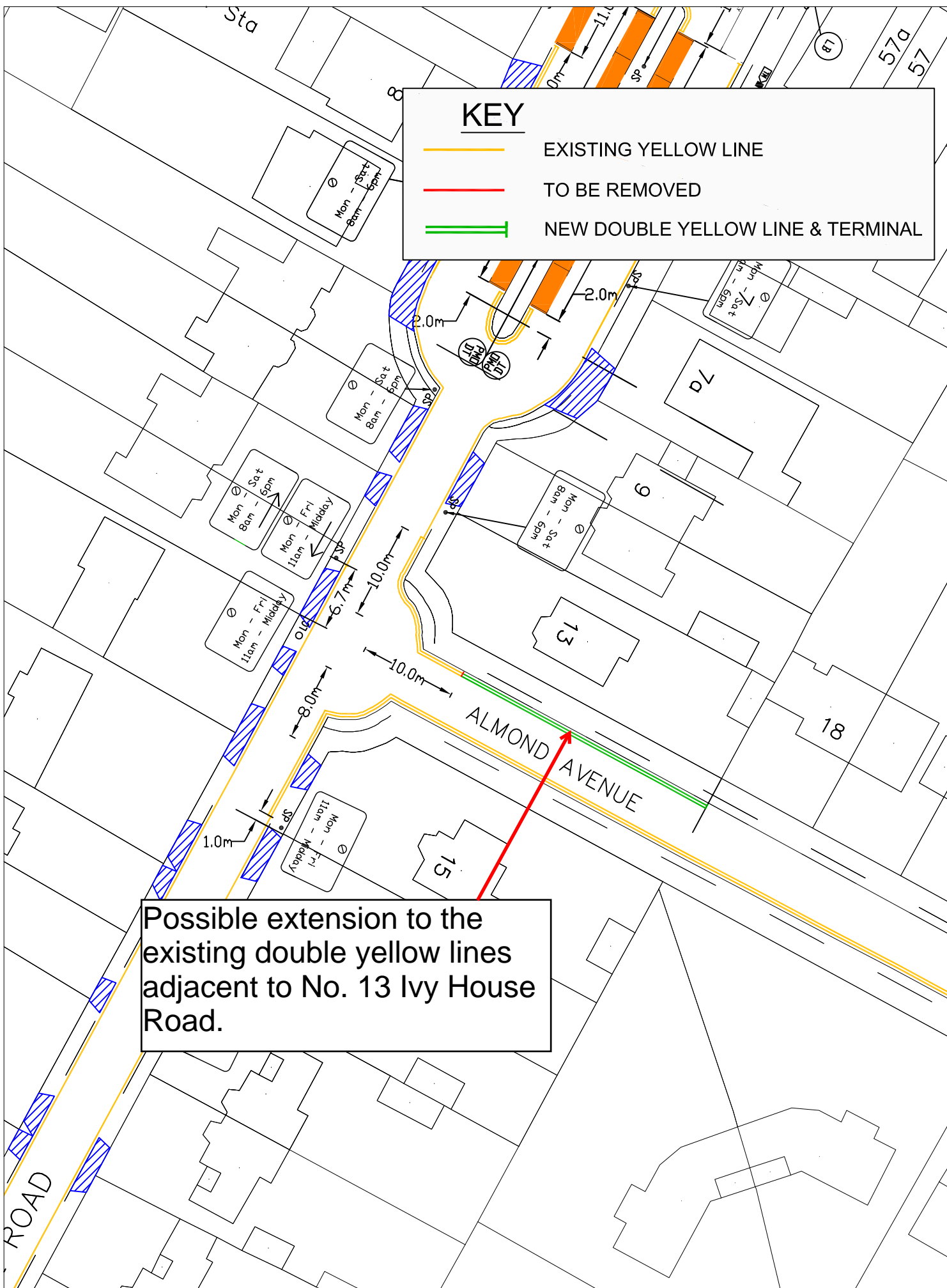
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**HILLINGDON**  
LONDON  
Residents Services, 3N/04, Civic Centre, High Street, UB8 1UW,  
London Borough of Hillingdon  
Tel: 01895 250 631

**Project**

**Orchard Close, Ruislip**

# Almond Avenue, Ickenham - Possible extension of double yellow lines adjacent to No. 13 Ivy House Road



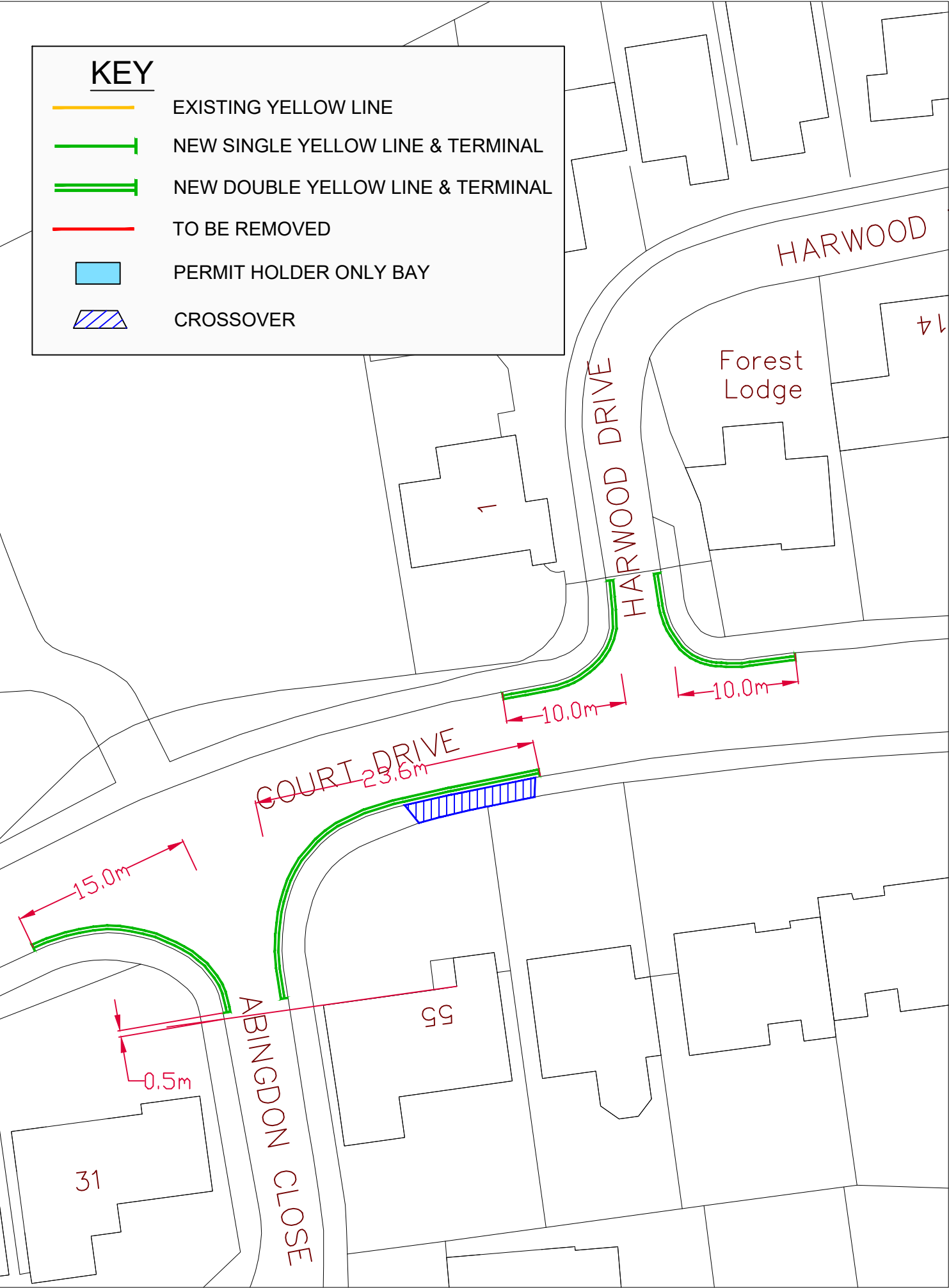


# Proposed Waiting Restrictions

## Court Drive/Abingdon Close/Harwood Drive

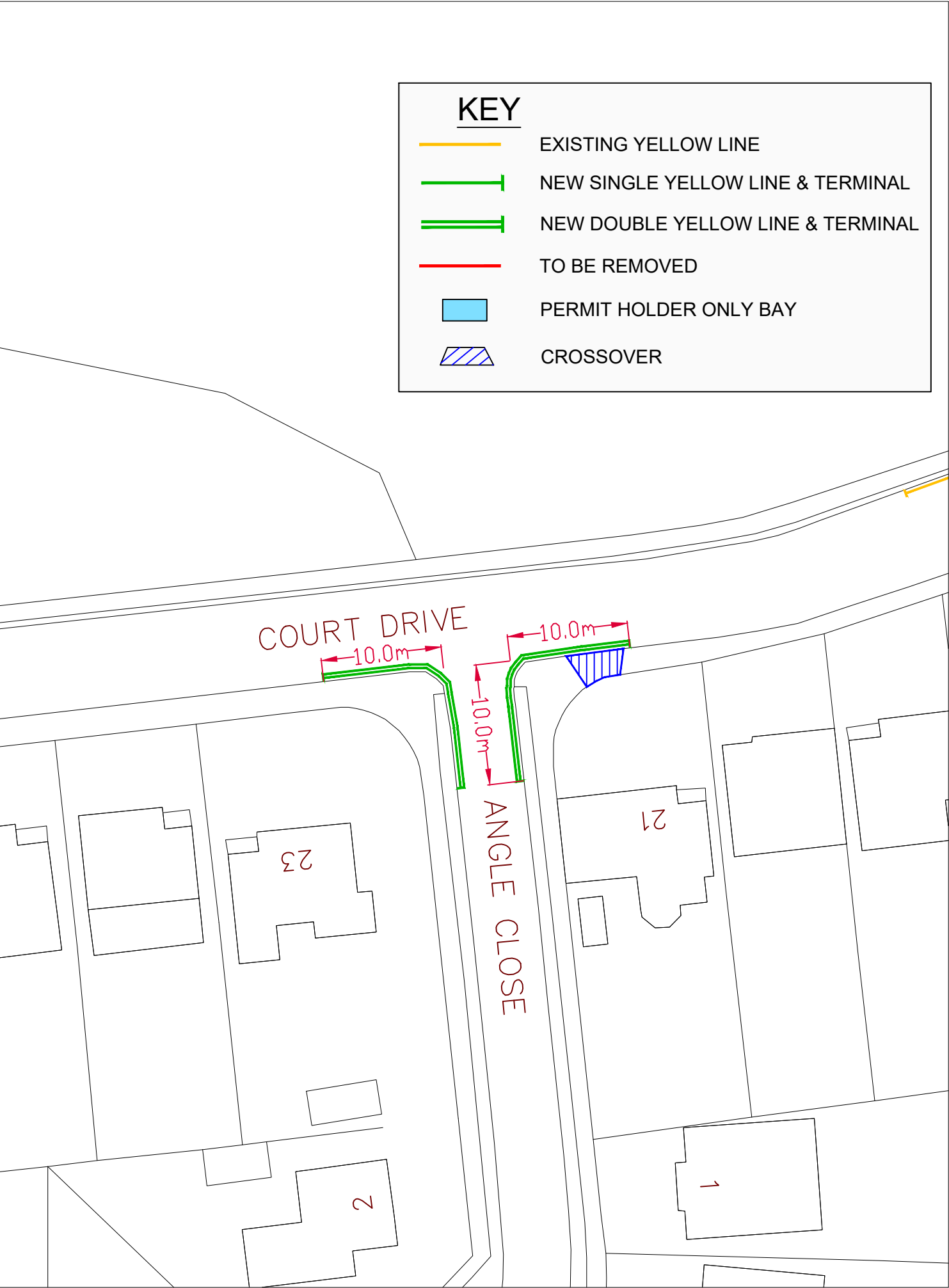
### KEY

- EXISTING YELLOW LINE
- NEW SINGLE YELLOW LINE & TERMINAL
- NEW DOUBLE YELLOW LINE & TERMINAL
- TO BE REMOVED
- PERMIT HOLDER ONLY BAY
- CROSSOVER



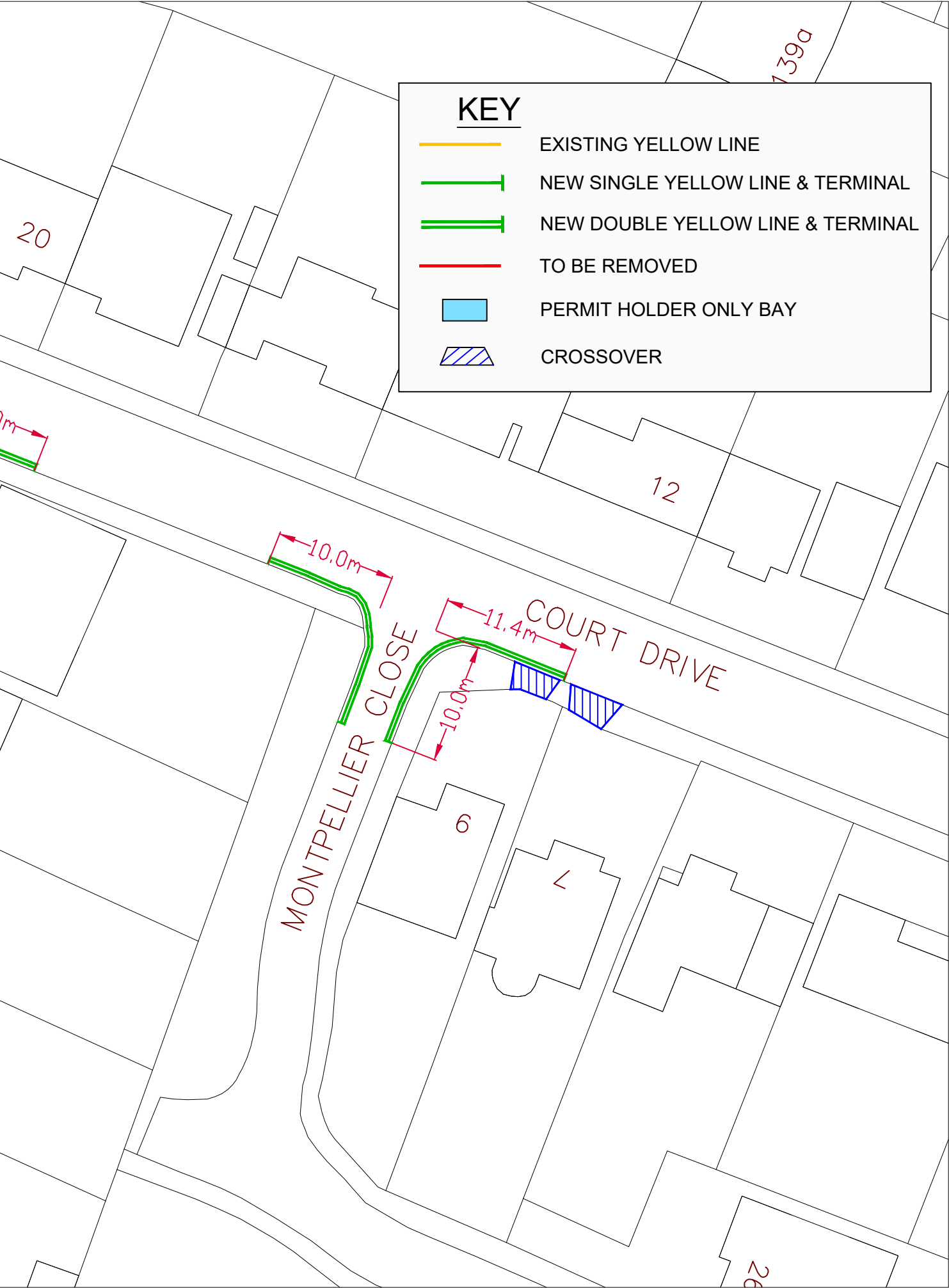
# Proposed Waiting Restrictions

## Court Drive/Angle Close



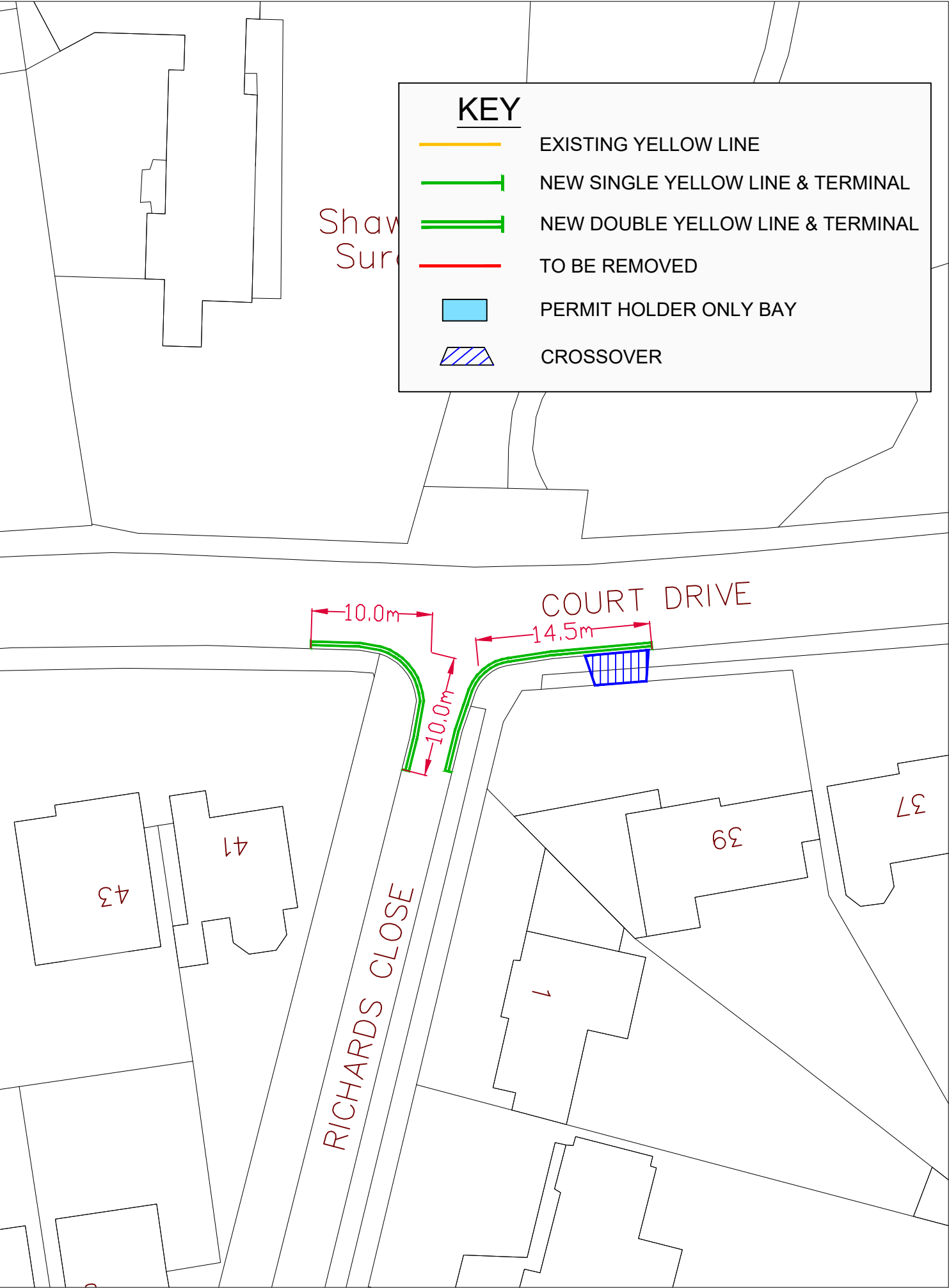
# Proposed Waiting Restrictions

## Court Drive/Montpellier Close



# Proposed Waiting Restrictions

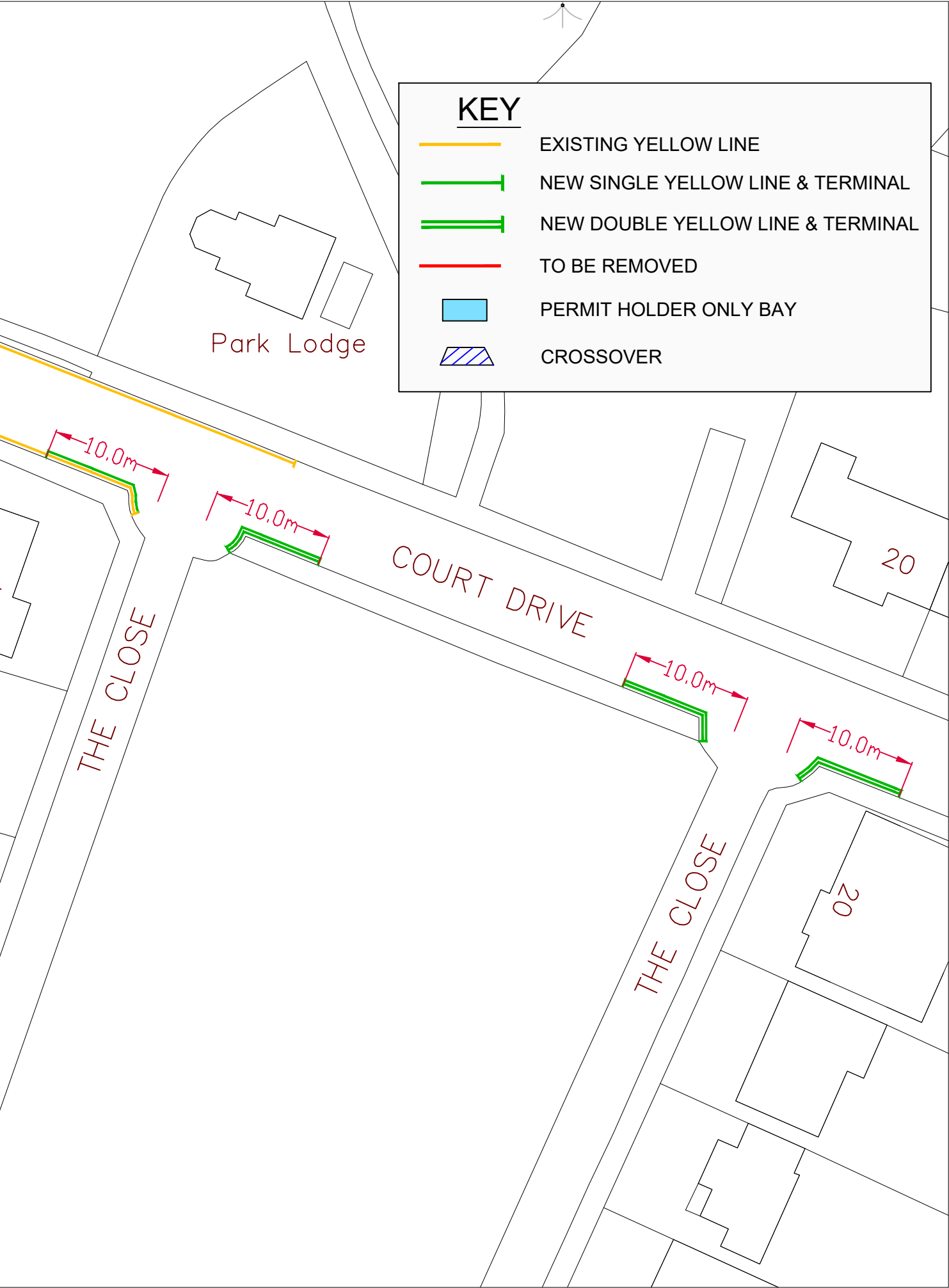
## Court Drive/Richards Close





# Proposed Waiting Restrictions

## Court Drive/The Close





HILLINGDON  
LONDON

# London Borough of Hillingdon Traffic Management Order

2023 No. XX

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The Hillingdon (Waiting & Loading Restrictions) (Amendment No. XX) Order  
2023

Made on XXXXXXXXXXXX

Coming into operation XXXXXXXXXXXX

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The Council of the London Borough of Hillingdon, after consulting the Commissioner of Police of the Metropolis in exercise of the powers conferred by Section 6 and 124 of and part IV of Schedule 9 to the Road Traffic Regulation Act 1984<sup>1</sup> as amended by Section 8 and Schedule 5 of the Local Government Act 1985<sup>2</sup>, the Road Traffic Act 1991<sup>3</sup> and of all other enabling powers hereby make the following Order:-

1. This Order shall come into operation on XXXXXXXXXXXX and may be cited as The Hillingdon (Waiting & Loading Restrictions) (Amendment No. XX) Order 2023.
2. In this Order the expression “enactment” means any enactment, whether public, general or local, and includes any order, bye-law, rule, regulation, scheme or other instrument having effect by virtue of an enactment and any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment.
3. Without prejudice to the validity of anything done or to any liability incurred in respect of any act or omission before the coming into operation of this Order, The Hillingdon (Waiting & Loading Restrictions) Order 2023<sup>4</sup> shall have effect as though:

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<sup>1</sup> 1984 c.27

<sup>2</sup> 1985 c.51

<sup>3</sup> 1991 c.40

<sup>4</sup> 2023 No. 19

- i) the items numbered 894, 228, 438, 454, 884 and 1241 in Schedule 1 of that Order were substituted by the items numbered the same as set out in columns 1, 2 and 3 of Schedule 1 of this Order.
- ii) the items numbered XXXX were added to Schedule 1 of that Order as set out in columns 1, 2 and 3 of Schedule 1 of this Order.

Dated this the XX day of XXXXXXXXXXXXX

PERRY SCOTT,  
Corporate Director of Place

SCHEDULE 1

1	2	3
NEW	ABINGDON CLOSE, HILLINGDON	
	Both sides, from a point in line with the southern kerbline of Court Drive, southwards to a point 0.5 metres north of the northern flank wall of No. 55 Court Drive.	A
894	ALMOND AVENUE, ICKENHAM	
	a) Southwest side	A
	b) Northeast side,	
	i) from a point in line with the northwestern kerbline of Long Lane, northwestwards for a distance of 22 metres.	C
	ii) from a point in line with the southeastern kerbline of Ivy House Road, southeastwards to a point in line with the common boundary of No. 13 Ivy House Road and No. 18 Almond Avenue.	A
NEW	ANGLE CLOSE, HILLINGDON	
	Both sides, from a point in line with the southern kerbline of Court Drive, southwards for a distance of 10 metres.	A
228	BEDFORD ROAD, RUISLIP	
	a) Both Sides,	
	i) between its junction with West End Road and a point 21.2 metres southwest of the southwestern kerbline of West End Road(measured on the south east side);	A
	ii) from the north-eastern kerb line of Stafford Road north-eastwards for a distance of 10 metres.	A
	b) The north-west side,	
	i) between a point 10 metres east of the eastern kerbline of the eastern north to south arm of Trevor Crescent and a point 10 metres west of the western kerbline of the eastern north to south arm of Trevor Crescent	A
	ii) between a point 10 metres east of the eastern kerbline of the western north to south arm of Trevor Crescent and a point 10 metres west of the western kerbline of the western north to south arm of Trevor Crescent.	A
	iii) between a point 10 metres southwest of the western north to south arm of Trevor Crescent, southwestwards to a point 10 metres northeast of the northeastern kerbline of Stafford Road.	RRR
	c) The south-east side, from a point 9.2 metres northeast of the northeastern flank wall of No. 81 Bedford Road, southwestwards to a point 10 metres northeast of the northeastern kerbline of Stafford Road.	RRR
	d)The rest of the adopted highway of Bedford Road between the southwestern kerbline of West End Road and a point in line with the common boundary of Nos. 7 and 9 Bedford Road not mentioned in a), b) and c) above.	RRR



438	COURT DRIVE, HILLINGDON	
	a) Both sides, between the western kerbline of Long Lane, Hillingdon and a point 20 metres westwards.	C
	b) The north side,	
	i) between a point opposite a point in line with the common boundary of Nos. 15 and 17 Court Drive and a point 5 metres south-east of the south-eastern kerbline of the western arm of The Close;	O
	ii) from a point 10 metres east of the eastern kerbline of Harwood Drive, westwards to a point 10 metres west of the western kerbline of Harwood Drive.	A
	c) The south side,	
	i) from a point 11.4 metres southeast of the southeastern kerbline of Montpellier Close, northwestwards to a point 10 metres northwest of the northwestern kerbline of Montpellier Close northwestwards for a distance of 10 metres.	A
	ii) from a point 10 metres southeast of the southeastern kerbline of the southeastern most northeast to southwest arm of The Close, northwestwards to a point 10 metres northwest of northwestern kerbline of the southeastern most northeast to southwest arm of The Close.	A
	iii) from a point 10 metres southeast of the southeastern kerbline of the northwestern most northeast to southwest arm of The Close, northwestwards to a point 10 metres northwest of northwestern kerbline of the northwestern most northeast to southwest arm of The Close.	A
	iv) between a point in line with the common boundary of Nos. 11 and 15 Court Drive, to a point 10 metres northwest of northwestern kerbline of the northwestern most northeast to southwest arm of The Close.	O
	v) from a point 10 metres east of the eastern kerbline of Angle Close, westwards to a point 10 metres west of the western kerbline of Angle Close.	A
	vi) from a point 14.5 metres east of the eastern kerbline of Richards Close, westwards to a point 10 metres west of the western kerbline of Richards Close.	A
	vii) from a point 23.6 metres east of the eastern kerbline of Abingdon Close, westwards to a point 15 metres west of the western kerbline of Abingdon Close.	A
NEW	HARWOOD DRIVE, HILLINGDON	
	The extent of the adopted highway of Harwood Drive.	A
454	MAHLON AVENUE, RUISLIP	
	a) The southwest side,	
	i) between a point in line with the northwestern kerbline of Masson Avenue and a point 8 metres northwestwards.	A
	ii) between a point 10 metres northwest of the northwestern kerbline of Edwards Avenue, to a point in line with the common boundary of Nos. 46 and 48 Mahlon Avenue.	A

	<p>iii) between a point 4.5 southeast of the northwestern boundary of No. 2 Mahlon Avenue and point 31.1 metres southeast of the southeastern kerbline of Station Approach.</p> <p>iv) between a point in line with the southeastern kerbline of Station Approach and a point 10.6 metres southeastwards.</p> <p>b) The northeast side,</p> <p>i) between a point in line with the northwestern kerbline of Masson Avenue, northwards for a distance of 10 metres.</p> <p>ii) between a point 10 metres southeast of the southeastern kerbline of Walnut Way and a point 10 metres northwest of the northwestern kerbline of Walnut Way.</p> <p>iii) between a point 10 metres southeast of the southeastern kerbline of Edwards Avenue and point 10 metres northwest of the northwestern kerbline of Edwards Avenue.</p> <p>iv) between a point 6 metres northwest of the common boundary of Nos. 1 and 3 Mahlon Avenue and a point 33.2 metres southeast of the southeastern kerbline of Station Approach.</p> <p>v) between a point in line with the southeastern kerbline of Station Approach and a point 13 metres southeastwards.</p> <p>c) The rest of the adopted highway of Mahlon Avenue not mentioned in a) and b) above.</p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p> <p>LL</p>
NEW	MONTPELLIER CLOSE, HILLINGDON	
	Both sides, from a point in line with the so the southwestern kerbline of Court Drive, southwestwards for a distance of 10 metres.	A
884	ORCHARD CLOSE, RUISLIP	
	<p>a) Southwest side,</p> <p>i) from a point 7 metres northwest of the common boundary of Nos. 5 and 7 Orchard Close to a point opposite a point 3 metres northwest of the common boundary of Nos. 16 and 18 Orchard Close.</p> <p>ii) from a point in line with the northwestern kerbline of Hill Lane and a point in line with the common boundary of Nos. 21 and 23 Hill Lane.</p> <p>b) The north east side,</p> <p>i) from the south-eastern kerbline of the east to west arm of Westcote Rise south-eastwards for a distance of 10 metres.</p> <p>ii) from a point in line with the northwestern kerbline of Hill Lane, northwestwards to a point 4.8 metres southeast of the northwestern boundary of No. 19 Hill Lane..</p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p>
NEW	RICHARDS CLOSE	
	Both sides, from a point in line with the southern kerbline of Court Drive, southwards for a distance of 10 metres.	A

1241	TOLLGATE DRIVE, HAYES	
	1) The southwesternmost northwest-southeast arm, a) southwest side, i) from a point 10 metres southeast of the southeastern kerbline of Delaware Road, southeastwards to a point 9.2 metres northwest of the northwestern kerbline of the access road opposite Nos. 2 and 3 Tollgate Drive. ii) from a point 11.7 metres southeast of the southeastern kerbline of the access road opposite Nos. 2 and 3 Tollgate Drive, southeastwards to a point in line with the southeastern flank wall of Nos.7-9 Tollgate Drive.	PPP
	2) The southwest-northeast arm, southeast side, from a point 4.1 metres northeast of the southwestern flank wall of Nos.7-9 Tollgate Drive, northeastwards to a point 5.0 metres south of the northeastern most kerbline of Tollgate Drive.	PPP
	3) The northwest-southeast arm, between Nos.20 & 35 Tollgate Drive, southwest side, from a point 1.8 metres southeast of the southeastern flank wall of No.20 Tollgate Drive, northwestwards to a point in line with the northwestern boundary of No.20 Tollgate Drive.	PPP
	4) The northwest-southeast arm, between Nos.44 & 64 Tollgate Drive, southwest side, from a point 0.8 metres southeast of the southeastern flank wall of No.44 Tollgate Drive, northwestwards to a point in line with the northwestern boundary of No.44 Tollgate Drive.	PPP
	5) The northwest-southeast arm, between Nos.73-78 & 86 Tollgate Drive, northeast side, from a point 0.6 metres southeast of the southeastern flank wall of No.86 Tollgate Drive, northwestwards to a point 4.9 metres northwest of the northwestern flank wall of No.86 Tollgate Drive.	PPP
	6) The northwest-southeast arm, between Nos.94 & 100 Tollgate Drive, southwest side, from a point 2.5 metres southeast of the southeastern flank wall of No.94 Tollgate Drive, northwestwards to a point 1.8 metres southeast of the northwestern boundary of No.94 Tollgate Drive.	PPP
	7) The rest of the adopted highway of Tollgate Drive not mentioned in in 1) to 6) above.	A

#### KEY

A = 'At any time' waiting restrictions.

C = 'Monday to Saturday 8am to 6.30pm' waiting restrictions.

LL = 'Monday to Friday 9am to 5pm' waiting restrictions.

O = '7am to 7pm' waiting restrictions.

PPP = '9am to 10pm' waiting restrictions.

RRR = '9am to 5pm' waiting restrictions.



# London Borough of Hillingdon Traffic Management Order

2023 No. XX

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The Hillingdon (On Street Parking Places) (South Ruislip Parking Management Scheme) SR Zones Order 2022 (Amendment No. XX) Order 2023

Made on XXXX

Coming into operation on XXXX

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The Council of the London Borough of Hillingdon (hereinafter referred to as “the Council”) in exercise of its powers under Sections 45, 46, 51 and 124 of and Part III and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984<sup>1</sup> as amended by The Local Government Act 1985<sup>2</sup>, The Road Traffic Regulation (Parking) Act 1986<sup>3</sup>, the Parking Act 1989<sup>4</sup> and The Road Traffic Act 1991<sup>5</sup> and all other powers enabling it in that behalf and after consultation with the Chief Officer of Police hereby makes the following Order.

1. This Order shall come into operation on the XXXX and may be cited as The Hillingdon (On Street Parking Places) (South Ruislip Parking Management Scheme) SR Zones Order 2022 (Amendment No. XX) Order 2023.
2. Without prejudice to the validity of anything done or to any liability incurred in respect of any act or omission before the coming into operation of this Order as The Hillingdon (On Street Parking Places) (South Ruislip Parking Management Scheme) SR Zones Order 2022<sup>6</sup> shall have effect as though the parking numbered 162 in Schedule 1 of that Order was substituted by the parking place numbered the same as set out in Schedule 1 of this order.

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<sup>1</sup> 1984 c.27

<sup>2</sup> 1985 c.51

<sup>3</sup> 1986 c.27

<sup>4</sup> 1989 c.16

<sup>5</sup> 1991 c.40

<sup>6</sup> 2022 No. 40



Dated this the XX day of XXXX 2023

PERRY SCOTT,  
Corporate Director of Place

**SCHEDULE 1**

**RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE SR**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between 'Monday to Friday 9am to 5pm' inclusive, any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone SR permit or visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
162	MAHLON AVENUE, (southwest side) from a point 2.2 metres northwest of the southeastern flank wall of No. 50 Mahlon Avenue, to a point in line with the common boundary of Nos. 46 and 48 Mahlon Avenue.



# London Borough of Hillingdon

## Traffic Management Order

2023 No. XX

The Hillingdon (On Street Parking Places) (Ruislip Gardens Parking Management Scheme) RG Zones Order 2023

Made on XXXXXXXX XXXX

Coming into operation XXXXXXXX XXXX

ARRANGEMENT OF ARTICLES	
PART I - PRELIMINARY	
	Article
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Permits/tickets to be displayed on vehicles left in parking places	6
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Payment of the initial charge in respect of parking places referred to in Schedule 3	8
Contraventions in parking places	9
Penalty Charge	10
Manner of payment of penalty charge	11
Immobilisation of vehicles in parking place	12
Alteration of position of vehicle in a parking place	13
Removal of a vehicle from a parking place	14
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Power to suspend the use of a parking place	23
Restriction on the use of a parking place	24
Restriction on waiting by a vehicle in a parking place	25
Manner of waiting in a parking place	26
Installation of, ticket machines, placing of signs, etc	27
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SUMMARY OF SCHEDULES	
Schedule 1	Designated parking places Zone RG permit holders only (9am-5pm)
Schedule 2	Designated parking places Zone RG permit holders only (Mon-Sat 8am-6.30pm)
Schedule 3	Pay and display parking bays (Mon-Sat 8am-6.30pm) (Zone RG permit holders up to 10am)
Schedule 4	Disabled persons parking bays
Schedule 5	Goods vehicles loading only bays (Mon-Sat 8am-6.30pm)
Schedule 6	Designated parking places Zone RG(B) business permit holders only (Mon-Sat 8am-6.30pm)
Schedule 7	Streets for the purpose of defining residents Zone RG
Schedule 8	Streets for the purpose of defining businesses Zone RG(B)

The Council of the London Borough of Hillingdon, having consulted the Commissioner of Police of the Metropolis, in exercise of the powers conferred by Section 45, 46, 49, 51 and 124 of and Part III and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984<sup>1</sup> as amended by Local Government Act 1985<sup>2</sup>, and the Road Traffic Act, 1991<sup>3</sup> and all other enabling powers hereby make the following order:-

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<sup>1</sup> 1984 c.27

<sup>2</sup> 1985 c.21

<sup>3</sup> 1991 c.40

## **PART I - PRELIMINARY**

### **Citation, Commencement & Revocation**

1. This Order may be cited as The Hillingdon (On Street Parking Places) (Ruislip Gardens Parking Management Scheme) RG Zones Order 2023 and shall come into operation on XXXXXXXXXXXXXXXX.

This Order revokes the provisions of The Hillingdon (On Street Parking Places) (Ruislip Gardens Parking Management Scheme) RG Zones Order 2021 and any subsequent amendments to those Orders.

### **Clarification**

2. The prohibition imposed by this Order is in addition to and not in derogation of any restriction or prohibition imposed by any other enactment and any exemption from the provision of this Order is without prejudice to the provisions of any other enactment.

### **Interpretation**

3. (1) In this Order, except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:

"Blue badge" has the same meaning as Disabled persons badge.

"Business permit" means a permit issued under the provisions of Article 45, where usual place of working is at premises, the postal address of which is in a street described in Schedule 8;

"Carers Permit" means a permit issued under the provisions of Article 41;

"Cashless payment system" means a computerised system operated by the Council or authorised agent which facilitates, records and monitors details pertaining to time-related parking charges which have been paid by the use of an electronic communications network, and which can transmit data to and receive data from hand-held devices;

"Civil Enforcement Officer" means a person appointed by or on behalf of the Council to supervise any parking place;

"Council" means the Council of the London Borough of Hillingdon;

"Disabled persons badge" and "disabled person's vehicle" have the same meaning as in the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England and Wales) Regulations 2000<sup>4</sup>;

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<sup>4</sup> S.I. 2000/683

"Enactment" means any enactment, whether public, general or local, and includes any order, by-law, rule, regulation, scheme or other instrument having effect by virtue of an enactment;

"Goods" means any goods of any kind whether animate or inanimate and includes postal packets of any description; and "delivering" and "collecting" in relation to any goods includes checking the goods for the purpose of their delivery or collection;

"Goods carrying vehicle" means a motor vehicle which is constructed or adapted for use for the carriage of goods or burden of any description, and is not drawing a trailer;

"hand-held device" for the purpose of this Order, means an electronic computer terminal which can transmit data to and receive data from the cashless payment system and the electronic permits system for the purposes of verifying if parking charges have been paid in respect of vehicles waiting in any parking place specified in the schedules;

"HillingdonFirst Cardholder Tariff" means the parking charge available to a resident of Hillingdon borough by using their HillingdonFirst Resident Card at the time of payment;

"Invalid carriage" has the same meaning as in Section 106 of the Road Traffic Regulation Act 1984;

"Immobilisation device" has the meaning given by section 104(9) of the Road Traffic Regulation Act 1984;

"initial charge" includes the acquiring of a free of charge ticket from a ticket machine;

"Joint Committee" has the meaning given by Section 73(1) of the Road Traffic Act, 1991;

"Mobile Permit" means a permit issued under the provisions of Article 36;

"Notice to Owner" or "Enforcement Notice" has the meaning given in Schedule 6 of the Road Traffic Act 1991;

"One-way street" means a highway in which the driving of vehicles otherwise than in one direction is prohibited;

"Owner" in relation to a vehicle means the person by whom such a vehicle is kept and used;

"Parking Adjudicator" has the same meaning as in Section 73 of the Road Traffic Act 1991;

"Parking space" means a space in a parking place referred to in Schedules 1 to 6 which is provided for the leaving of a vehicle;

"Parking place" means any area on a highway designated as a parking place by this Order;

"Passenger vehicle" means a motor vehicle (other than a motor cycle or invalid carriage) constructed or adapted solely for the carriage of not more than eight passengers (exclusive of the driver) and their effects and not drawing a trailer;

"Penalty charge" means the charge set by the Council under the provisions of the Road Traffic Act 1991 and following approval of the Secretary of State which is to be paid to the Council following the issue of a penalty charge notice and within 28 days of the issue of that notice;

"Penalty Charge Notice" shall be a written notice issued or served by a Civil Enforcement Officer pursuant to the provisions of section 66, 76 and 77 of the Road Traffic Act 1991;

"Permitted hours", in relation to a parking place, means the period specified at the beginning of the Schedule relating to that parking place;

"Permit Holder" means a person to whom a permit has been issued under the provisions of Article 28(3), 36(3), 41(3), 45(3), 50(3), 50(3), 57(3), 61(3) and 64(3);

"Reduced penalty charge" means the charge set by the Council under the provisions of the Road Traffic Act 1991 and following approval of the Secretary of State which is to be paid following the issue of a penalty charge notice within 14 days of the issue of that notice;

"Resident" means a person whose usual place of abode is at premises, the postal address of which is in a street or part of street described in Schedule 8 ;

"Residents' Permit" means a permit issued under the provision of Article 28(3);

"Schedule" means a schedule to this Order;

"Ticket" means a ticket issued by the ticket machine relating to the parking places referred to in Schedule 3;

"Ticket machine" means an apparatus designed to indicate the time and to issue tickets indicating payment of the initial charge referred to in Article 7 of this Order and the period in respect of which the charge has been paid;

“Virtual Business Permit” means a virtual permit issued under the provisions of Article 64, where usual place of working is at premises, the postal address of which is in a street described in Schedule 8;

“Virtual Mobile Permit” means a virtual permit issued under the provisions of Article 57;

“Virtual Permit” means a virtual permit issued under the provision of Articles 50, 57, 61 and 64;

“Virtual Residents’ Carers’ Permit” means a virtual permit issued under the provisions of Article 61;

“Virtual Residents’ Permit” means a virtual permit issued under the provision of Article 50;

“Virtual Visitors Voucher” means virtual vouchers issued under the provisions of Article 54;

“Visitors Voucher” means vouchers issued under the provisions of Article 33;

“Vehicle registration mark” means the collection of letters and numbers displayed in such manner as set out within The Road Vehicles (Display of Registration Marks) Regulations 2001<sup>5</sup>

(2) Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment.

(3) Any reference in this Order to a ticket machine relating to a parking place referred to in Schedule 3 shall be construed as a reference to any ticket machine which is situated within the length of the highway in which that parking place is situated.

(4) For the purpose of this Order a vehicle shall be regarded as displaying a disabled person's badge in the relevant position when it is so regarded for the purposes of Regulation 3 of the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England and Wales) Regulations 2000<sup>6</sup>.

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<sup>5</sup> S.I. 2001/561

<sup>6</sup> S.I. 2000/683

## **PART II - DESIGNATION OF PARKING PLACES**

### **Designation of parking places**

4. Each area on a highway comprising the length of carriageway of a street specified in column 2 of Schedules 1 to 6 unless otherwise so specified, bounded on one side of that length by the edge of carriageway and having a width throughout of 2 metres is designated as a parking place.

### **Vehicles for which parking places are designated**

5. (1) Each parking place referred to in Schedules 1, 2 and 6 may be used, subject to the provisions of this Order, for the leaving during the permitted hours of such vehicles as are passenger vehicles, goods carrying vehicles, the overall height of which does not exceed 2.30 metres, or the maximum gross weight of which does not exceed five tonnes; or motor cycles or invalid carriages.
- (2) Each parking place referred to in Schedule 3 may be used, subject to the provisions of this Order, for the leaving during the permitted hours of such vehicles as are passenger vehicles, goods carrying vehicles or invalid carriages.
- (3) Each parking place referred to in Schedule 4 may be used, subject to the provisions of this Order, for the leaving during the permitted hours of such vehicles as are disabled persons vehicles displaying in the relevant position on the vehicle the disabled person's "blue" badge.
- (4) Each parking place referred to in Schedule 5 may be used subject to the provision of this order, for the leaving during permitted hours of such vehicles as are goods vehicles.

### **Permits/tickets to be displayed on vehicles left in parking places**

6. (1) At all times during which a vehicle is left in a parking place referred to in Schedules 1 to 2 during the permitted hours, the driver thereof shall:
  - (a) Ensure that vehicle has been granted either a valid virtual residents' permit, virtual visitor voucher, virtual mobile permit or virtual residents' carers' permit referred to in Articles 53, 56, 60 and 63 respectively of this Order; or
  - (b) Cause to be displayed on the front or near side of the vehicle either a valid residents' permit, visitor voucher, mobile or carers' permit so that all the particulars referred to in Articles 32, 35, 40 and 44 respectively are readily visible from the front or near side of the vehicle.

(2) At all times during which a vehicle is left in a parking place referred to in Schedules 3 during the permitted hours, the driver thereof shall cause to be displayed on the front or near side of the vehicle either;

a) a valid ticket so that all the particulars referred to in Article 8. Or where available when on submitting the registration mark of the vehicle with a hand-held device, a response is received via the hand-held device that a record exists in the electronic payments system confirming that the parking charge has been paid with respect to the vehicle.

b) in the case of a residents' permit between the times of '8am and 10am' the particulars referred to in Article 32 are readily visible from the front or near side of the vehicle; or

c) in the case of a virtual residents' permit between the times of '8am and 10am' ensure that vehicle has been granted a valid virtual residents' permit referred to in Articles 58; or

(3) At all times during which a vehicle is left in a parking place referred to in Schedule 4 during the permitted hours the driver hereof shall cause to be displayed on the front windscreen of the vehicle a valid disabled persons badge so that all the particulars are readily visible from the front or kerbside of the vehicle.

(4) At all times during which a vehicle is left in a parking place referred to in Schedule 6 during the permitted hours the driver hereof shall;

(a) Ensure that vehicle has been granted a valid virtual business permit referred to in Article 67 of this Order; or

(b) Cause to be displayed on the front windscreen of the vehicle a valid business permit issued in respect of that vehicle so that all the particulars referred to in Article 49 are readily visible from the front or kerbside of the vehicle.

#### Amount of initial charge at parking places

7. (1) The initial charge for a vehicle left in a parking place referred to in Schedule 3 during the permitted hours, shall, subject to hereinafter provided, be determined by the following table:

8. Parking Charge		Parking Period
Standard Charge	HillingdonFirst Cardholder Tariff	
£1.00	FREE (a)	30 Minutes



£2.00	£0.80	60 Minutes
£3.20	£1.10	90 Minutes
£4.50	£1.50	120 Minutes

**(a) Free of charge on displaying a ticket.**

(2) The initial period mentioned in paragraph (1) above shall not exceed two hours.

(3) The charges applicable with the use of a HillingdonFirst Resident Card shall only be available to residents issued with a card in accordance with the Council's conditions for its use and ownership. These charges can only be accessed from the ticket machine with the use of the card by following instructions on the ticket machine. Standard charges will apply to all other persons leaving a vehicle in a parking place referred to in Schedule 3.

Payment of the initial charge in respect of parking places referred to in Schedule 3

8. Subject to the provisions of Articles 7 and 16.

(1) The initial period, for which there may be a charge, is the period when leaving the vehicle in a parking place referred to in Schedule 3 provided a ticket is obtained from a ticket machine relating to that parking place. The vehicle registration mark for the vehicle must be entered correctly into the ticket machine at the time the ticket is obtained. Should the facility to enter the vehicle registration mark not be available on that ticket machine then the ticket will continue to be valid.

(2) A charge shall be payable to leave the vehicle in a parking place referred to in Schedule 3 by either;

a) acquirement of a ticket on leaving the vehicle, by the insertion in a ticket machine relating to that parking place of any combination of coins or if the ticket machine facilitates payment by credit or debit card making up the amount of the initial charge for the initial period for which payment is being made. The vehicle registration mark for the vehicle must be entered correctly into the ticket machine at the time the ticket is obtained. Should the facility to enter the vehicle registration mark not be available on that ticket machine then the ticket will continue to be valid. A ticket may only be purchased at the time of parking.

b) the use of the cashless payment system if the availability of that facility is indicated on the ticket parking machine relating to that parking place.

(3) Upon acquirement of a ticket (which may involve payment of a charge) for a vehicle left in a parking place referred to in Schedule 3 the driver thereof

shall display or cause it to be displayed on the vehicle, in accordance with the provisions of the next following sub-paragraph, the ticket must be one issued by the ticket machine relating to that parking place in accordance with the provisions of the last foregoing sub-paragraph;

(4) The ticket referred to in the last preceding sub-paragraph shall be displayed on the vehicle in respect of which it was issued at all times during which the vehicle is left during the permitted hours in the parking place on the front or kerbside of the vehicle so that the correct vehicle registration mark along with all of the other particulars on that side of the ticket which bears the indication of any free parking period or a charge that has been paid are readily visible from the front or kerbside of the vehicle.

(5) If cashless payment is available, there appears on a hand-held device an indication that a time-related parking charge has been paid with respect to the vehicle and that the parking period for which it was paid has not expired.

#### Contraventions in parking places

9. If a vehicle is left in a parking place in Schedules 1 to 6 during the permitted hours without complying with the requirements of this Order, a contravention shall have occurred and a penalty charge shall be payable. A penalty charge notice showing the information required by the Road Traffic Act 1991 may then be issued by a Civil Enforcement Officer in accordance with the requirements of the Road Traffic Act, 1991.

#### Penalty Charge

10. (1) The penalty charge shall be in accordance with the instructions on that Penalty Charge Notice, which must state:-
  - (a) The grounds on which the Civil Enforcement Officer believes that a penalty charge is payable with respect to the vehicle;
  - (b) The amount of the penalty charge which is payable;
  - (c) That the penalty charge must be paid before the end of the period of 28 days beginning with the date of the notice;
  - (d) That if the penalty charge is paid before the end of the period of 14 days beginning with the date of the notice, the amount of the penalty charge will be reduced by the specified proportion;
  - (e) That if the penalty charge is not paid before the end of the 28 days period, a Notice to Owner or Enforcement Notice may be served by the Council on the person appearing to be the owner of the vehicle;
  - (f) The address to which payments of the penalty charge must be sent.

(2) In sub section (1)(d) above "specified proportion" shall be 50% or such other proportion, as may be determined by the Council from time to time acting through the Joint Committee.

(3) Where a Penalty Charge Notice has been attached to a vehicle, no person shall remove or interfere with the Penalty Charge Notice except by or under the authority of the owner or person in charge of the vehicle or a Civil Enforcement Officer.

Provided that nothing herein shall apply to a Civil Enforcement Officer, or a police constable in uniform or a person removing the vehicle in pursuance of an arrangement made by a police constable in uniform by or under regulations made in pursuance of powers contained in Section 99, 100, 101, 102, 104, 105 and 106 of the Road Traffic Regulation Act 1984.

#### Manner of payment of the penalty charge

11. (1) The penalty charge shall be paid to the Council in accordance with the instructions on that Notice not later than 4.00pm on the twenty eighth day following the day on which the penalty charge was incurred.

(2) Provided that,

(a) If the said twenty-eighth day falls upon a day on which the said Department is closed, the period within which payment of the said charge shall be made to the Council shall be extended until 4.00pm on the next full working day on which the said Department is open;

(b) In the case of a reduced Penalty Charge, the fourteenth day from the date of the Notice. If the fourteenth day falls upon a day on which the said Department is closed, the period within which payment of the discounted penalty charge may be made to the Council shall be extended until 4.00pm on the next full working day on which the said Department is open.

(3) If the penalty charge is not paid to the Council on or before the twenty eighth day in accordance with the provisions of Article 10(1) the Council shall be entitled to serve a Notice to Owner or Enforcement Notice in accordance with the provisions of Schedule 6 of the Road Traffic Act 1991.

(4) Subject to paragraph (5) of this Article if the penalty charge is not paid within 28 days of the date upon which the Notice to Owner or Enforcement Notice is served the Council shall be entitled to issue a charge certificate and to charge a further sum of 50% of the penalty charge or such other sum as may be prescribed from time to time and shall be stated on the Notice to Owner or Enforcement Notice in addition to the penalty charge and may serve a charge certificate upon that person.

(5) The person upon whom the Notice to Owner or Enforcement Notice is served shall be entitled to make representation to the Council and to a Parking Adjudicator appointed by the Joint Council in accordance with the provisions of section 72 and Schedule 6 of the Road Traffic Act 1991.

#### Immobilisation of vehicles in parking place

12. (1) Where a Civil Enforcement Officer is of the opinion that any of the provisions contained in Articles 8, 22, 24, 25(3) and 26 of this Order have been contravened or not complied with in respect of a vehicle left in a parking place that Civil Enforcement Officer or another person acting under his direction may fix an immobilisation device to the vehicle in accordance with the provisions of section 69 of the Road Traffic Act 1991.

(2) Where an immobilisation device has been fixed to a vehicle in accordance with Article 12(1) the person fixing the device shall also fix to the vehicle a notice:

(a) Indicating that such a device has been fixed to the vehicle and warning that no attempt should be made to drive it or otherwise put it in motion until it has been released from that device;

(b) Specifying the steps to be taken in order to secure its release and;

(c) Giving such other information as may be prescribed from time to time.

(3) The owner or person in charge of a vehicle to which an immobilisation device has been fixed in accordance with Article 12(1) may apply to be released from that device by or under the direction of a Civil Enforcement Officer.

(4) Subject to Article 12(3) a vehicle to which an immobilisation device has been fixed in accordance with Article 12(1) shall be released from that device on payment in any manner specified on the notice fixed to the vehicle pursuant to Article 12(2) of:-

(a) The penalty charge and;

(b) Such charge in respect of the release as may be specified by the Council.

(5) Any person removing or interfering with a notice fixed to a vehicle pursuant to Article 12(2) shall be guilty of an offence and liable on summary conviction to a fine, save where such removal or interference was carried out by or under the authority of the owner or person in charge of the vehicle or Civil Enforcement Officer.

(6) Any person who removes or attempts to remove an immobilisation device fixed to a vehicle pursuant to Article 12(1) shall be guilty of an offence and

shall be liable on summary conviction to a fine not exceeding level 3 on the standard scale save where such removal is carried out by or under the direction of a Civil Enforcement Officer.

(7) The foregoing provisions of this Article shall not apply in relation to a vehicle if a current disabled person's badge is displayed on the vehicle.

(8) If a vehicle would have been exempted from the provisions of this Article by virtue of Article 12(7) but at the time it was parked it was not being used in accordance with the regulations under Section 21 Chronically Sick and Disabled Persons Act 1970 and in circumstances falling within Section 117(1)(2) Road Traffic Regulation Act 1984 the person in charge of the vehicle at that time shall be guilty of an offence and liable on summary conviction to a fine.

(9) The owner or person in charge of a vehicle who secures the release of an immobilisation device pursuant to Article 12(4) be entitled to make representations to the Council and have a right to appeal to a parking adjudicator appointed by the Joint Committee in accordance with and in the circumstances specified in Sections 71 and 72 of the Road Traffic Act 1991.

#### Alteration of position of a vehicle in a parking place

13. Where any vehicle is standing in a parking place in contravention of the provisions of Article 22 of this Order, a Civil Enforcement Officer may alter or cause to be altered the position of the vehicle in order that its position shall comply with those provisions.

#### Removal of a vehicle from a parking place

14. (1) Where a Civil Enforcement Officer is of the opinion that any of the provisions contained in Article 8, 22, 24, 25(3) and 26 of this Order have been contravened or not complied with in respect of a vehicle left in a parking place that Civil Enforcement Officer or person acting under his/her direction may remove or cause to be removed the vehicle from the parking place and, where it is so removed shall provide for the safe custody of the vehicle.

(2) The Council shall be entitled to recover from the person responsible such charges in respect of the removal, storage and disposal of the vehicle, as it may prescribe from time to time.

(3) The provisions of the Road Traffic Regulation Act 1984 as amended shall apply to the disposal of any vehicles removed by the Council pursuant to this Article.

(4) The owner or person in charge of a vehicle who recovers a vehicle removed pursuant to this Article by payment of the Penalty Charge and such

other charges as may be prescribed or receives payment of the proceeds of sale of the vehicle by the Council shall be entitled to make representations to the Council and have a right of appeal to a parking adjudicator appointed by the Joint Committee in accordance with the provisions of sections 71 and 72 of the Road Traffic Act 1991.

#### Movement of a vehicle in a parking place in an emergency

15. A police constable in uniform or a Civil Enforcement Officer may move or cause to be moved, in case of an emergency, to any place considered fit any vehicle left in a parking place.

#### Exemptions from charges

16. (1) In the case of a parking place referred to in Schedule 3 if on the leaving of a vehicle during the permitted hours in a parking bay there is on every ticket machine relating to that parking place a notice placed by any person duly authorised by the Council or by the Commissioner of Police of the Metropolis indicating that the ticket machine is out of order that vehicle shall be exempt from any initial charge provided that, if at least one of the said ticket machines is rectified or replaced not later than two hours before the expiration of the permitted hours, the vehicle is removed within two hours of such rectification or replacement. If the vehicle is not so removed the initial charge for an initial period of two hours shall be deemed to have been incurred and paid at the time when the vehicle was left in the parking bay by payment of that initial charge and all the provisions of this Order shall apply accordingly.
- (2) Notwithstanding the foregoing provisions of this Order a disabled persons vehicle which displays in the relevant position a disabled persons badge issued by any local authority may be left in a parking bay or in a parking space provided that the use of that parking bay or the use of that part of the parking space in which the vehicle is left has not been suspended.
- (3) No initial charge or penalty charge shall be incurred or payable in respect of any vehicle left in a parking bay or in a parking space in accordance with the foregoing provisions of this paragraph and the foregoing provisions of this Order shall apply accordingly.
- (4) Notwithstanding the foregoing provisions of this Order, a motorcycle may be left in a parking place referred to in Schedules 1 to 3 and 6 free of charge provided that the use of that part of the parking place in which the motorcycle has been left has not been suspended.

### **PART III - SUPPLEMENTARY PROVISIONS**

#### **Restriction on the removal of tickets and notices**

17. (1) Where a ticket has been displayed on a vehicle in accordance with the provisions of Article 8(3) of this Order, no person, not being the driver of this vehicle, shall remove the ticket from the vehicle unless authorised to do so by the driver.
- (2) Where a notice has been attached to a vehicle in accordance with the provisions of Article 9 of this Order, no person, not being the driver of the vehicle, a police constable in uniform, a Civil Enforcement Officer shall remove the notice from the vehicle unless authorised to do so by the driver.
- (3) Provided that nothing herein shall apply to a Civil Enforcement Officer, police constable in uniform or person removing the vehicle in pursuance of an arrangement made by a police constable by or under the regulations in pursuance of powers contained in sections 99, 100, 101, 102, 104, 105 and 106 of the Road Traffic Regulation Act 1984.

#### **Indications by ticket machine ticket**

18. (1) Payment of the initial charge for a vehicle left in a parking place referred to in Schedule 3 shall be indicated by the issue by a ticket machine relating to that parking place of a ticket indicating the amount of the parking charge paid in respect of the parking period in accordance with the table in Article 7(1), the day and date of issue, the expiry time and by the display of that ticket in the manner specified in Article 8 of this Order.
- (2) The expiry of the initial period for which the initial charge has been paid in respect of a vehicle left in a parking place referred to in Schedule 3 shall be indicated when there is displayed on the vehicle a ticket issued by a ticket machine relating to that parking place showing the day and time by which the initial period for which payment was made by the initial charge will expire, and the day so shown is not the day on which the vehicle is so left or the time shown on the display of the said ticket machine is later than the time shown on the ticket.
- (3) If cashless payment is available, there appears on a hand-held device an indication that a time-related parking charge has been paid with respect to the vehicle and that the parking period for which it was paid has not expired.

#### **Ticket machine indications as evidence**

19. (1) If at any time while a vehicle is left in a parking place referred to in Schedule 3 during the permitted hours no ticket issued by a ticket machine relating to that parking place is displayed on the vehicle or it does not appear

on the hand-held device that indication of a time-related parking charge has been paid, in accordance with the provisions of Article 8(2) it shall be presumed unless the contrary is proved that the initial charge has not been paid.

(2) If at any time while a vehicle is left in a parking place referred to in Schedule 3 during the permitted hours the ticket issued by a ticket machine relating to that parking place and displayed on the vehicle in accordance with the provisions of Article 8(2) and the clock on the ticket machine by which such ticket was issued gives the indication mentioned in Article 18(2), it shall be presumed unless the contrary is proved that the initial period for which payment was made by the initial charge has already expired.

(3) Any ticket issued by a ticket machine relating to a parking place referred to in Schedule 3 shall be presumed unless the contrary is proved to have been issued on the day shown thereon when the display on the ticket machine by which such ticket was issued indicates.

No ticket to be displayed other than that obtained on payment of the initial charge.

20. (1) No person shall display on a vehicle left in a parking place referred to in Schedule 3 during the permitted hours any ticket issued by a ticket machine relating to that parking place other than the ticket obtained from such a ticket machine either free of charge or upon payment of the initial charge in respect of that vehicle.

(2) No person shall obtain an additional ticket, which will be for or will include the initial free of charge period, from a ticket machine, before an hour has elapsed since the end of the previous parking stay.

(3) No person shall use the cashless payment system for a vehicle left in a parking place referred to in Schedule 3 before an hour has elapsed since the end of the previous parking stay.

Interval before a vehicle may again be left in a parking place

21. Without prejudice to the provisions of Article 25, no vehicle which has been taken away from a parking bay in a parking place where a parking charge applies during the permitted hours, after the initial charge has been incurred, shall until the expiration of one hour from the time it was taken away again be left in that parking place during the permitted hours.

Manner of standing in a parking place

22. Every vehicle left in a parking place in accordance with the foregoing provisions of this Order shall so stand:



(1) In the case of a parking place to which special provisions as to the manner of standing of a vehicle in that parking place are specified in column 2 of Schedules 1 to 6 as to be in accordance with those provisions;

(2) In the case of any other parking place -

(a) If the parking place is not in a one-way street, that the left or near-side of the vehicle is adjacent to the left-hand edge of the carriageway;

(b) That the distance between the edge of the carriageway and the nearest wheel is not more than 300 millimetres;

(3) In the case of a vehicle left in a parking place referred to in Schedules 1 to 6 that every part of the vehicle is within the limits of a parking bay.

#### Power to suspend the use of a parking place

23. (1) Any person duly authorised by the Council or the Commissioner of Police of the Metropolis may suspend the use of a parking place or any part thereof whenever he considers such suspension reasonably necessary;

(a) For the purpose of facilitating the movement of traffic or promoting its safety;

(b) For the purpose of any building operation, demolition or excavation adjacent to the parking place, the maintenance, improvement or reconstruction of the highway or the cleansing of gullies in or adjacent to the parking place, the laying, erection, alteration or repair in or adjacent to the parking place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any telecommunication system or the placing, maintenance or removal of any traffic sign;

(c) For the convenience of occupiers of premises adjacent to the parking place on any occasion of the removal of furniture to or from one office or dwelling-house adjacent to the parking place from or to a depository, another office or dwelling-house;

(d) On any occasion on which it is likely by reason of some special attraction that any street will be thronged or obstructed; or

(e) For the convenience of occupiers of premises adjacent to the parking place at times of weddings or funerals, or on other special occasions.

(2) A police constable in uniform may suspend for not longer than twenty-four hours the use of a parking place or any part thereof whenever he considers such suspension reasonably necessary for the purpose of facilitating the movement of traffic or promoting its safety.

(3) Any person or police constable suspending the use of a parking place or any part thereof in accordance with the provisions of paragraph (1) or, as the case may be, paragraph (2) of this Article shall thereupon:

(a) In the case of a parking place referred to in Schedule 3

(i) If the use of any such parking place is suspended, place or cause to be placed over or on all the ticket parking machines relating to that parking place a hood or other cover indicating that the use of the parking place is suspended and that waiting by vehicles is prohibited; and

(ii) Place or cause to be placed in or adjacent to any part of that parking space which is not a parking bay and the use of which is suspended a traffic sign indicating that waiting by vehicles is prohibited.

(4) On any suspension of the use of a parking place or any part thereof in accordance with the provisions of paragraph (1) of this Article any person duly authorised by the Council may:

(a) In the case of a parking place referred to in Schedule 3 if the use of all the parking bays which are within the parking place is suspended, temporarily remove all the ticket machines relating to that parking place and any post, bracket or other support on which such ticket machines are fitted, and shall thereupon place or cause to be placed in or adjacent to that parking place a traffic sign of the description referred to in paragraph (3)(a)(ii) of this Article.

(5) No person shall cause or permit a vehicle to wait:

(a) In a parking place referred to in Schedule 3 during such period as there is over or on all the ticket machines relating to that parking place a hood or other cover indicating that the use of the parking place is suspended or in a parking bay in that parking place during such period as there is in or adjacent to that parking bay a traffic sign placed in pursuance of paragraph (3)(b)(ii) or paragraph (4)(b) of this Article;

(b) In any part of a parking place not being a parking bay during such period as there is in or adjacent to that part of the parking place a traffic sign placed in pursuance of paragraph (3)(a)(ii) of this Article:

Provided that nothing in this paragraph shall apply:

(i) In respect of any vehicle being used for fire brigade, ambulance or police purposes or any vehicle which is waiting for any reason specified in Article 25(1)(b), (d) or (e); or

(ii) To anything done with the permission of the person suspending the use of the parking place or part thereof in pursuance of paragraph (1) of this Article or a police constable in uniform.

#### Restriction on the use of a parking place

24. (1) During the permitted hours no person shall use any parking place or any vehicle while it is in a parking place in connection with the sale or offering or exposing for sale of any goods to any person in or near the parking place or in connection with the selling or offering for sale of his skill in handicraft or his service in any other capacity:

Provided that nothing in this Article shall prevent the sale of goods from a vehicle -

- (a) If the vehicle is a passenger vehicle, a goods carrying vehicle, a motor cycle or an invalid carriage and the goods are immediately delivered at or taken into premises adjacent to the vehicle from which the sale is effected; or
- (b) If the vehicle is one to which the provisions of Article 25(1)(h) or (i) apply.

#### Restriction on waiting by a vehicle in a parking place

25. (1) Notwithstanding the foregoing provisions of this Order any vehicle may wait during the permitted hours in any part of a parking place if the use of that part has not been suspended and if:

- (a) The vehicle is waiting for a period not exceeding two minutes, or such longer period a Civil Enforcement Officer may approve, to enable a person to board or alight from the vehicle or load or unload therefore his personal luggage;

Provided that if the said person is a person suffering from any disability or injury which seriously impairs their ability to walk, or who is blind, the vehicle may wait for as long as may be necessary to enable that person to board or alight from the vehicle or load or unload therefore their personal luggage;

- (b) The vehicle is waiting owing to the driver being prevented from proceeding by circumstances beyond his/her control or to such waiting being necessary in order to avoid an accident;
- (c) The vehicle is being used for fire brigade, ambulance or police purposes or, not being a passenger vehicle, is being used in the service of a local authority in pursuance of statutory powers or duties provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait in the place in which it is waiting;
- (d) The vehicle is waiting only for so long as may be necessary to enable it to be used in connected with the removal of any obstruction to traffic;
- (e) The vehicle is waiting:

- (i) While postal packets addressed to premises adjacent to the parking place in which the vehicle is waiting are being unloaded from the vehicle or, having been unloaded therefore, are being delivered; or
  - (ii) While postal packets are being collected for loading on the vehicle from premises or posting boxes adjacent to the parking place in which the vehicle is waiting or, having been so collected, are being loaded thereon;
- (f) The vehicle not being a passenger vehicle is waiting only for so long as may be reasonably necessary to enable it to be used for any purpose specified in Article 25(1)(b);
- (g) The vehicle is in actual use in connection with the removal of furniture to or from one office or dwelling house adjacent to the parking place from or to a depository, another office or dwelling house;
- (h) In any other case the commercial vehicle is waiting for the purpose of delivering or collecting goods or loading or unloading the vehicle at premises adjacent to the parking place in which the vehicle is waiting and the vehicle does not wait for a period exceeding twenty minutes or the period during which the vehicle is exempt from payment of the initial charge by virtue of Article 16(1) whichever is the longer or for such longer period as a police constable in uniform, or a Civil Enforcement Officer may approve; or
- (i) The vehicle is waiting otherwise than in a parking bay or a parking space if goods are being sold or offered or exposed for sale from the vehicle by a person who is licensed by the Council to sell goods from a stationary vehicle on a pitch situated in a parking place.
- (2) No initial charge or charge specified in the foregoing provisions of this Order shall be payable in respect of any vehicle waiting in a parking place in accordance with the foregoing provisions of this Article.
- (3) Except as provided by this Order, the driver or person in charge of a vehicle shall not cause or permit a vehicle to wait in a parking place during the permitted hours.
- (4) Nothing in the foregoing provisions of this Order shall be taken as authorising anything which would be a contravention of any Regulations made or having effect as if made under section 25 of the Road Traffic Regulation Act 1984.

#### Manner of waiting in a parking place

26. No person shall cause or permit a vehicle to wait in a parking place by virtue of the provisions of paragraph (1)(e),(f), (g),(h), or (i) of the last preceding Article otherwise than:

(a) In the case of a parking place in relation to which special provisions as to the manner of standing of a vehicle in that parking place are specified in column 5 of Schedules 1 to 6 so that the vehicle shall stand:

(i) Unless the length of the vehicle precludes compliance with this sub-paragraph, in accordance with those provisions and so that every part of the vehicle is within the limits of the parking place; or

(ii) If the length of the vehicle does preclude compliance with the last preceding sub-paragraph so that the longitudinal axis of the vehicle is parallel to the edge of the carriageway nearest to the vehicle and the distance between the said edge and the nearest wheel of the vehicle is not more than 300 millimetres; and

(b) In the case of any other parking place, so that the longitudinal axis of the vehicle is parallel to the edge of the carriageway nearest to the vehicle and the distance between the said edge and the nearest wheel is not more than 300 millimetres; and

(c) So that no part of the vehicle obstructs any vehicular means of ingress to or egress from any premises adjacent to the side of the road on which the vehicle is waiting.

For the purpose of the last foregoing sub-paragraph, the expression "premises" shall not include any premises to or from which any furniture is being removed by virtue of the provisions of paragraph (1)(g) of the last preceding Article or to or from which goods are being delivered or collected by virtue of paragraph (1)(h) of that Article.

#### Installation of ticket machines and traffic signs, etc.

27. The Council shall:

(a) Cause the limits of each parking place, of each parking bay and of each parking space to be indicated on the carriageway by placing and maintaining thereon traffic signs of any size, colour and type prescribed or authorised under section 64 of the Road Traffic Regulation Act 1984; and

(b) Place and maintain in or in the vicinity of each parking place referred to in Schedule 3 traffic signs of any size, colour and type authorised by the Secretary of State for Transport indicating that such parking place may be used during the permitted hours for the leaving only of vehicles specified in Article 5 of this Order; and

(c) Carry out such other work as is reasonably required for the purposes of the satisfactory operation of the parking place.

## **PART IV - PERMITS**

### **RESIDENTS PERMITS**

#### **Application for and issue of permits for the use of parking places referred to in Schedules 1 to 2**

28. (1) Any resident living within a street or part of street set out in Schedule 7 who is the owner of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, the length of which does not exceed 5.3 metres, or an invalid carriage, may apply to the Council for the issue of a permit in respect of that vehicle and any such application shall be made on a form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.

(2) The Council may at any time require an applicant for a permit or a permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular or information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the charges specified in paragraph (4) of this Article, the Council, upon being satisfied that the applicant is a resident and is the owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore -

(a) One permit for the leaving during the permitted hours In the case of a parking place referred to in Schedules 1 to 2 of the vehicle to which such permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward;

(4) The charges referred to in paragraph (3) of this Article shall be:

<b>RESIDENT PERMIT CHARGES PER ANNUM</b>			
1 <sup>st</sup> Permit – £75	2 <sup>nd</sup> Permit - £110	3 <sup>rd</sup> Permit - £145	4 <sup>th</sup> Permit - £180
5 <sup>th</sup> Permit and any subsequent permits - £215			

(5) Subject to the provisions of Article 30 a permit shall be valid for a period of twelve months running from the date application is received.

#### **Refund of charge paid in respect of a permit**

29. A permit holder who surrenders a permit to the Council before it becomes valid shall be entitled to a refund of the charge paid in respect thereof. No

refund shall be made after the permit becomes valid, unless the Council decides to remove the scheme.

#### Surrender, withdrawal and validity of permits

30. (1) A permit holder may surrender a permit to the Council at any time and shall surrender a permit to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.

(2) The Council may, by notice in writing served on the permit holder by sending the same by recorded delivery service to the permit holder at the address shown by that person on the application for the permit or at any other address believed to be that person's place of abode, withdraw a permit if it appears to the Council that any of the events set out in paragraph (3)(a), (b) or (d) of this Article has occurred and the permit receipt of the aforementioned notice.

(3) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be a resident;

(b) The permit holder ceasing to be the owner of the vehicle in respect of which the permit is issued;

(c) The withdrawal of such permit by the Council under the provisions of paragraph (2) of this Article;

(d) The vehicle in respect of which such permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 28(1);

(e) The issue of a duplicate permit by the Council under the provisions of Article 31;

(f) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (3) (a), (b), (c), (d) or (e) of this Article, whichever is the earlier.

(5) Where a permit is issued to any person and the payment is subsequently dishonoured, the permit shall cease to be of any effect and the Council shall by notice in writing served on the person to whom such permit was issued by sending the same by recorded delivery service to him at the address shown by that person on the application for the permit or at any other address

believed to be that person's place of abode, require that person to surrender the permit to the Council within 48 hours of the receipt of the afore-mentioned notice.

#### Application for and issue of duplicate permits

31. (1) If a permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the permit has become altered by fading or otherwise, the permit holder shall either surrender it to the Council or apply to the Council for the issue to him of a duplicate permit and the Council, upon the receipt of the permit, shall issue a duplicate permit so marked and upon such issue the permit shall become valid.

(2) If a permit is lost or destroyed, the permit holder may apply to the Council for the issue to him of a duplicate permit and the Council, upon being satisfied as to such loss or destruction, shall issue a replacement permit so marked and upon such issue the original permit shall become invalid.

(3) When a permit is lost or destroyed as in paragraph (2) above, a fee of five pounds shall be liable.

(4) The provisions of this Order shall apply to a duplicate permit and an application therefore as if it were a permit or, as the case may be, an application therefore.

#### Form of residents permits

32. (1) A residents' permit shall be in writing and shall include the following particulars:

(a) The registration mark of the vehicle in respect of which the permit has been issued or, the resident number of the applicant to whom the permit has been issued;

(b) The period during which, subject to the provisions of Article 28, the permit shall remain valid;

(c) The parking zone to which it relates.

(2) Any permit or duplicate permit issued by the Council shall remain the property of the Council.

### **VISITOR VOUCHERS**

#### Application for and issue of visitors vouchers for the use of parking places referred to in Schedules 1 to 2



33. (1) Any resident of any household within a street or part of street set out in Schedule 7 may, on payment of the charge specified in paragraph (7) of this Article, apply to the Council for the issue of a book or additional books of visitor vouchers for the following classes of vehicle, that is to say, a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.3 metres, or an invalid carriage.

(2) Applications for visitor vouchers referred to paragraph (1) of this Article shall be made on a form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.

(3) The Council may at any time require an applicant for a book of visitor vouchers to produce to an officer of the Council such evidence in respect of an application for a book of visitors vouchers made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any book of visitors vouchers issued by them as they may reasonably call for to verify that the book of visitors vouchers is valid.

(4) Upon receipt of an application duly made under the foregoing provisions of this Article and upon the receipt of the appropriate charge specified in paragraph (7) of this Article, the Council on being satisfied that the applicant is a resident shall issue to the applicant one or more books of visitors vouchers for the leaving in a parking bay in any parking place referred to in Schedules 1 to 2 of vehicles belonging to or being used by a person or persons visiting that resident; provided that the Council may at its absolute discretion limit the number of visitors vouchers that are issued in respect of a particular household.

(5) A visitors voucher shall be valid for the zone indicated on the voucher on a particular day if and only if on the face of the visitors vouchers there is indicated as required, the time (a.m. or p.m.), the day, date and month in question and that face contains no other writing or remark except for the vehicle registration mark.

(6) The visitors vouchers must be displayed in the vehicle in accordance with the instructions printed on the back of the visitors vouchers.

(7) The charge for a book of visitors vouchers referred to in paragraph (1) of this Article shall be £1.30 per voucher.

(8) The provisions of paragraphs (1), (2), (3), (4) and (5) of Article 34 and all provisions of Article 35 shall apply to visitors vouchers.

#### Surrender, withdrawal and validity of visitors' vouchers.

34. (1) A resident may surrender unused visitors vouchers to the Council at any time and shall surrender unused visitors vouchers to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in

accordance with the provisions of paragraph (5) of this Article. No refund shall be made unless the Council decides to remove the scheme.

(2) The Council may, by notice in writing served on the visitors vouchers holder by sending the same by the recorded delivery service to the visitors vouchers holder at the address shown by that person on the application for the permit or at any other address believed to be that persons place of abode, withdraw unused visitors vouchers if it appears to the Council that the visitors vouchers holder has ceased to be a resident in a house within a street or part of street set out in Schedule 7 the visitor permit holder shall surrender the unused visitors permits to the Council within 48 hours of the receipt of the aforementioned notice.

(3) The Council may, by notice in writing served on the visitors vouchers holder at the address shown by that person on the application for the visitors vouchers or at any address believed to be that person's place of abode, withdraw a visitors vouchers if it so wishes to do so and the visitors vouchers holder shall surrender the visitors vouchers to the Council within 7 days of the receipt of the aforementioned notice.

(4) Without prejudice to the foregoing provisions of this Article and the provisions of the next following paragraph, a visitors vouchers shall cease to be valid on the occurrence of any one of the events set out in paragraphs (2) and (3) of this Article.

(5) Where a visitors vouchers is issued to any person upon receipt of a cheque and the cheque is subsequently dishonoured, the visitors vouchers shall cease to be of any effect and the Council shall, by notice in writing served on the person to whom such visitors vouchers was issued by sending the same by recorded delivery service to the visitors vouchers holder at the address shown by that person on the application for the visitors vouchers or at any other address believed to be that person's place of abode, require that person to surrender the permit to the Council within 48 hours of the receipt of the aforementioned notice.

(6) When a vehicle is parked in a parking place defined in Schedules 1 to 2 and a visitors vouchers is displayed, if any of the details exposed by scratching off the silver coating and those required to be written in by the visitors vouchers holder are not visible then the voucher shall be deemed to be invalid.

#### Form of Visitors' Vouchers

35. (1) A visitors voucher shall include the following particulars:-

- (a) an indication that the visitors vouchers was issued by the Council;
- (b) the zone to which the visitors vouchers applies;

- (c) the day of the week;
- (d) the date of the month
- (e) the month
- (f) the vehicle registration number.

(2) The details required by paragraph 1(c), 1(d) and 1(e) shall be exposed by scratching off the silver coating.

(3) The details required by paragraph (1)(f) shall be written in by the visitors vouchers holder in ink in the space provided.

### **MOBILE PERMITS**

#### **Application for and issue of mobile permits for the use of parking places referred to in Schedules 1 to 2**

36. (1) Any organisation/person who can produce to an officer of the Council such evidence in respect of any application for a mobile permit as they may call for, may apply to the Council for the issue of a mobile permit in respect of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.3 metres, the length of which does not exceed 5.3 metres, or an invalid carriage, and any of such application shall be made on a form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.

(2) The Council may at any time required an applicant for a permit or a permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular of information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.

(3) On receipt of any application duly made under the foregoing provisions of this Article and upon receipt of the charges specified in paragraph (4) of this Article, the Council, upon being satisfied with the application shall issue to the applicant thereof.

(a) One permit for the leaving during the permitted hours in a parking place of the vehicle to which such permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward;

Provided that, subject to the provisions of Article 38, the Council shall not issue a permit which would be valid during any period during which any other permit issued to that applicant is or would be valid; and

(4) The charges referred to in paragraph (3) of this Article shall be:

£20 per year for non-profit making organisations and £480 per year for commercial organisations.

(5) Subject to the provisions of Article 38 a permit shall be valid for a period of twelve months running from the month in which the permit first becomes valid.

#### Refund of charge paid in respect of a permit

37. A permit holder who surrenders a permit to the Council before it becomes valid shall be entitled to a refund of the charge paid in respect thereof. No refund shall be made after the permit becomes valid, unless the Council decides to remove the scheme.

#### Surrender, withdrawal and validity of permit

38. (1) A permit holder may surrender a permit to the Council at any time and shall surrender a permit to the Council on occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.

(2) The Council may, by notice in writing served on the permit holder by sending the same by recorded delivery service to the permit holder at the address shown by that person on the application for the permit withdraw a permit if it appears to the Council that any of the events set out in paragraph (3)(a) or (c) of this Article has occurred and the permit receipt of the aforementioned notice.

(3) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be the owner of the vehicle in respect of which the permit is issued;

(b) The withdrawal of such permit by the Council under the provisions of paragraph (2) of this Article;

(c) The vehicle in respect of which such permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 36(1);

(d) The issue of a duplicate permit by the Council under the provisions of Article 39;

(e) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (3)(a), (b), (c), or (d) of this Article, whichever is the earlier.

(5) Where a permit is issued to any person upon receipt of a cheque and the cheque is subsequently dishonoured, the permit shall cease to be of any effect and the Council shall by notice in writing served on the person to whom such permit was issued by sending the same by recorded delivery service to him at the address shown by that person on the application for the permit require that person to surrender the permit to the Council within 48 hours of the receipt of the aforementioned notice.

#### Application for and issue of duplicate permits

39. (1) If a permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the permit has become altered by fading or otherwise, the permit holder shall either surrender it to the Council or apply to the Council for the issue to him of a duplicate permit and the Council, upon the receipt of the permit, shall issue a duplicate permit so marked and upon such issue the permit shall become valid.

(2) If a permit is lost or destroyed, the permit holder may apply to the Council for the issue to him of a duplicate permit and the Council, upon being satisfied as to such loss or destruction, shall issue a duplicate permit so marked and upon such issue the permit shall become invalid.

(3) When a permit is Lost or destroyed as in paragraph (2) above, a fee of £5 shall be liable.

(4) The provisions of this order shall apply to a duplicate permit and an application therefore as if it were a permit or, as the case may be, an application therefore.

#### Form of mobile permits

40. (1) A mobile permit shall be in writing and shall include the following particulars:

(a) The registration mark of the vehicle in respect of which the permit has been issued

(b) The period during which, subject to the provisions of Article 39, the permit shall remain valid;.

(2) Any permit or duplicate permit issued by the Council shall remain the property of the Council.

### **RESIDENTS' CARERS' PERMITS**

#### **Application for and issue of residents' carers' permits for the use of parking places referred to in Schedules 1 to 2**

41. (1) Any organisation/person who can produce to an officer of the Council such evidence in respect of any application for a residents' carers' permit as they may call for, may apply to the Council for the issue of a residents' carers' permit. The permit will be valid for a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, the length of which does not exceed 5.30 metres, or an invalid carriage. The application shall be made in writing and must include supporting documents from the Council's Social Services, a 'care organisation' approved by the Council, or a supporting letter from the residents' General Practitioner.

(2) The Council may at any time require an applicant for a permit or a permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular or information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article, the Council, upon being satisfied with the application shall issue to the applicant thereof one permit for the leaving during the permitted hours in a parking place referred to in Schedules 1 to 2 to this order, a vehicle by any person deemed to be the permit holders carer.

(4) No charge shall be payable for a residents' carers' permit.

(5) Subject to the provisions of Article 42 a permit shall be valid for a period of twelve months running from the beginning of the month in which the permit first becomes valid.

#### **Surrender, withdrawal and validity of permits**

42. (1) A permit holder may surrender a permit to the Council at any time and shall surrender a permit to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (4) of this Article.

(2) The Council may, by notice in writing served on the permit holder by sending the same by recorded delivery service to the permit holder at the

address shown by that person on the application for the permit withdraw a permit if it appears to the Council that any of the events set out in paragraph (3)(a) or (d) of this Article has occurred and the permit receipt of the aforementioned notice.

(3) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be a resident of the Zone for which the permit was issued;

(b) The withdrawal of such permit by the Council under the provisions of paragraph (2) of this Article;

(c) The issue of duplicate permit by the Council under the provisions of Article 43;

(d) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (3)(a), (b), (c), or (d) of this Article, whichever is the earlier.

#### Application for and issue of duplicate residents' carers' permit

43. (1) If a permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the permit has become altered by fading or otherwise, the permit holder shall either surrender it to the Council or apply to the Council for the issue to him of a duplicate permit and the Council, upon the receipt of the permit, shall issue a duplicate permit so marked and upon such issue the permit shall become valid.

(2) If a permit is lost or destroyed, the permit holder may apply to the Council for the issue to him of a duplicate permit and the Council, upon being satisfied as to such loss or destruction, shall issue a duplicate permit so marked and upon such issue the permit shall become invalid.

(3) When a permit is lost or destroyed as in paragraph (2) above, a fee of £20 shall be liable.

(4) The provisions of this Order shall apply to a duplicate permit and an application therefore as if it were a permit or, as the case may be, an application therefore.

#### Form of residents' carers' permits

44. (1) A residents' carers' permit shall be in writing and shall include the following particulars:

- (a) Carer printed against VRM;
- (b) The parking Zone to which it relates;
- (c) The permit expiry date;
- (d) The permit number.

(2) Any permit or duplicate permit issued by the Council shall remain the property of the Council.

### **BUSINESS PERMITS**

#### **Application for and issue of business permits for the use of parking places referred to in Schedule 6**

45. (1) Any person whose workplace is within a street or part of street set out in Schedule 8 and who is the owner of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, a motor cycle or an invalid carriage, may apply to the Council for the issue of a permit for the leaving of that vehicle in a parking bay in a parking place which is specified in Schedule 6 to this Order and any such application shall be made on a form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.

(2) The Council may at any time require an applicant for a business permit or a business permit holder to produce to an officer of the Council such evidence as they may reasonably call for to verify any particulars or information given to them or in respect of any business permit issued or to be issued by them as they may reasonably call for to verify that the permit is or will be valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the appropriate charge specified in paragraph (4) of this Article, the Council, upon being satisfied that the applicant is employed at a work place within the Zone and is the owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant thereof one business permit for the leaving of the vehicle to which such business permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward during the permitted hours in a parking space in any parking place referred to in Schedule 6.

(4) The charge referred to in paragraph (3) of this Article are as follows:



<b>BUSINESS PERMIT CHARGES</b>		
3 Months - £144.50	6 Months - £289	12 Months - £578

#### Refund of charge paid in respect of a business permit

46. (1) A business permit holder who surrenders a business permit to the Council before it becomes valid shall be entitled to a refund of the charge paid in respect thereof.

(2) A business permit holder who surrenders a business permit to the Council after it has become valid shall be entitled to a refund of part of the charge paid in respect thereof calculated in accordance with the provisions of the next following paragraph.

(3) The part of the charge which is refundable under the provisions of the last foregoing paragraph shall be calculated (along with any administration costs) in respect to each 3 month period that remains unexpired at the time when the business permit is surrendered to the Council.

#### Surrender withdrawal and validity of business permits

47. (1) A business permit holder may surrender a business permit to the Council at any time and shall surrender a business permit to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.

(2) The Council may, by notice in writing served on the business permit holder by sending the same by the recorded delivery service or personal delivery to the business permit holder at the address shown by that person on the application for the business permit or at any other address believed to be that person's place of abode, withdraw a business permit if it appears to the Council that any of the events set out in paragraph (3)(a),(b) or (d) of this Article has occurred and the business permit holder shall surrender the permit to the Council within 48 hours of the receipt of the aforementioned notice.

(3) The events referred to in the foregoing provisions of this Article are:-

(a) The business permit holder vacating the retail premises or ceasing to work at a business address within the zone;

(b) The business permit holder ceasing to be the owner of the vehicle in respect of which the business permit was issued;

(c) The withdrawal of such business permit by the Council under the provisions of paragraph (2) of this Article;

(d) The vehicle in respect of which such business permit was issued being adapted or used in such a manner that is not a vehicle of the class specified in Article 45(1);

(e) The issue of a duplicate business permit by the Council under the provisions of Article 48;

(f) The business permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.

(4) Without prejudice to the foregoing provisions of this Article and the provisions of the next following paragraph, a business permit shall cease to be valid at the expiration of the period specified thereon, or on the occurrence of any one of the Events set out in paragraph (3) (a), (b), (c), (d), or (e) of this Article, whichever is the earlier.

(5) Where a business permit is issued to any person and the payment is subsequently dishonoured the business permit shall cease to be of any effect and the Council shall by notice in writing serve on the person to which such business permit was issued by sending the same by the recorded delivery service to the business permit holder at the address shown by that person on the application for the business permit or at any other address believed to be that person's place of abode, require that person to surrender the business permit to the Council within 48 hours of the receipt of the aforementioned notice.

#### Application for the issue of duplicate business permits

48. (1) If the figures or particulars on the business permit have become illegible or the colour of the business permit has become altered by fading or otherwise, the business permit holder shall surrender it to the Council, who upon receipt of the business permit shall issue a duplicate business permit, so marked, and upon such issue the original permit shall become invalid.

(2) If a business permit is mutilated, accidentally defaced, lost or destroyed, the business permit holder may apply to the Council for the issue of a duplicate business permit and the Council, upon being satisfied as to such loss or destruction, shall issue a duplicate business permit, so marked, and upon such issue the original business permit shall become invalid.

(3) The provisions of this Order shall apply to a duplicate business permit and an application thereof as if it were a business permit or, as the case may be, an application thereof.

(4) The cost of a duplicate business permit issued in accordance with paragraph 2 of this Article will be ten pounds.

### Form of business permits

49. A business permit will be in writing and shall include inter alia the following particulars: The registration mark of the vehicle in respect of which the business permit has been issued; An indication that the business permit has been issued by the Council; An indication that the charge for the issue thereof has been paid to the Council; The parking zone to which it relates; Serial Number of Permit; Permit Number.

## **PART V – VIRTUAL PERMITS**

### **VIRTUAL RESIDENTS' PERMITS**

#### Application for and issue of virtual residents' permits for the use of parking places referred to in Schedules 1 to 2

50. (1) Any resident living within a street or part of street set out in Schedule 7 who is the owner of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, the length of which does not exceed 5.3 metres, or an invalid carriage, may apply to the Council for the issue of a virtual residents' permit in respect of that vehicle.
- (2) The Council may at any time require an applicant for a virtual residents' permit or a virtual permit holder to produce to an officer of the Council such evidence in respect of any application for a virtual permit made to them as they may reasonably call for to verify any particular or information given to them or in respect of any virtual permit issued by them as they may reasonably call for to verify that the virtual permit is valid.
- (3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the charges specified in paragraph (4) of this Article, being satisfied that the applicant is a resident and is the owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore -
- (a) One virtual residents' permit for the leaving during the permitted hours in a street or parking place referred to in Schedules 1 to 2 of the vehicle to which such virtual permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward;

(4) The charges referred to in paragraph (3) of this Article shall be:

VIRTUAL RESIDENT PERMIT CHARGES PER ANNUM			
1 <sup>st</sup> Permit – £75	2 <sup>nd</sup> Permit - £110	3 <sup>rd</sup> Permit - £145	4 <sup>th</sup> Permit - £180
5 <sup>th</sup> Permit and any subsequent permits - £215			

(5) Subject to the provisions of Article 52 a virtual residents' permit shall be valid for a period of twelve months running from the date application is received.

#### Refund of charge paid in respect of a virtual residents' permit

51. A permit holder who requests their virtual residents' permit to be withdrawn before it becomes valid shall be entitled to a refund of the charge paid in respect thereof. No refund shall be made after the permit becomes valid, unless the Council decides to remove the scheme.

#### Withdrawal and validity of virtual residents' permits

52. (1) The Council may, by notice to the account holder of a virtual permit holder, withdraw a permit if it appears to the Council that any of the events set out in paragraph (2)(a), (b) or (c) of this Article has occurred and the virtual permit receipt of the afore-mentioned notice.

(2) The events referred to in the foregoing provisions of this Article are:

(a) The virtual permit holder ceasing to be a resident;

(b) The virtual permit holder ceasing to be the owner of the vehicle in respect of which the virtual permit is issued;

(c) The vehicle in respect of which such virtual permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 50(1);

(3) The virtual permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a virtual permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (2) (a), (b) or (c) of this Article, whichever is the earlier.

#### Form of virtual residents' permits

53. A virtual residents' permit shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets

specified in Schedules 1 to 2 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

### **VIRTUAL VISITOR VOUCHERS**

#### **Application for and issue of virtual visitor vouchers for the use of parking places referred to in Schedules 1 to 2**

54.(1) Any resident of any household within a street or part of street set out in Schedule 7 may, on payment of the charge specified in paragraph (4) of this Article, may apply to the Council for the issue of a virtual visitor voucher in respect of that vehicle, that is to say, a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.3 metres, or an invalid carriage.

(2) Upon receipt of an application duly made under the foregoing provisions of this Article and the Council on being satisfied that the applicant is a resident shall issue to a virtual visitor voucher to the vehicle or vehicles belonging to or being used by a person or persons visiting that resident; provided that the Council may at its absolute discretion limit the number of virtual visitor vouchers that are issued in respect of a particular household.

(3) A virtual visitor voucher shall be valid for the specified Zone on the day or days specified at the time the virtual visitor voucher is activated by the account holder.

(4) The charge for a virtual visitor voucher referred to in paragraph (1) of this Article shall be £1.30 per virtual visitor voucher.

#### **Withdrawal and validity of virtual visitor vouchers.**

55.(1) The Council may withdraw virtual visitor vouchers if it appears to the Council that the resident has ceased to be a resident in a house within a street or part of street set out in Schedule 7.

(2) The Council may, by notice to the account holder of a virtual visitor voucher, withdraw a virtual visitor voucher if it so wishes to do so.

#### **Form of virtual visitor vouchers**

56. A virtual visitor voucher shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets specified in Schedules 1 to 2 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

## **VIRTUAL MOBILE PERMITS**

### **Application for and issue of virtual mobile permits for the use of parking places referred to in Schedules 1 to 2**

57.(1) Any organisation/person who can produce to an officer of the Council such evidence in respect of any application for a virtual mobile permit as they may call for, may apply to the Council for the issue of a virtual mobile permit in respect of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.3 metres, the length of which does not exceed 5.3 metres, or an invalid carriage, and any of such application shall be made to the Council.

(2) The Council may at any time required an applicant for a virtual mobile permit or an existing permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular of information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.

(3) On receipt of any application duly made under the foregoing provisions of this Article and upon receipt of the charges specified in paragraph (4) of this Article, the Council, upon being satisfied with the application shall issue to the applicant thereof.

(a) One virtual mobile permit for the leaving during the permitted hours in a parking place of the vehicle to which such permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward;

Provided that, subject to the provisions of Article 59, the Council shall not issue a virtual mobile permit which would be valid during any period during which any other permit issued to that applicant is or would be valid; and

(4) The charges referred to in paragraph (3) of this Article shall be:

£20 per year for non-profit making organisations and £480 per year for commercial organisations.

(5) Subject to the provisions of Article 59 a virtual mobile permit shall be valid for a period of twelve months running from the month in which the permit first becomes valid.

### **Refund of charge paid in respect of a virtual mobile permit**

58. A permit holder who requests to withdraw a virtual mobile permit before it becomes valid shall be entitled to a refund of the charge paid in respect

thereof. No refund shall be made after the virtual mobile permit becomes valid, unless the Council decides to remove the scheme.

#### Withdrawal and validity of a virtual mobile permit

59.(1) The Council may, by notice to the account holder of the virtual mobile permit holder, withdraw a permit if it appears to the Council that any of the events set out in paragraph (2)(a), (b) or (c) of this Article has occurred and the permit receipt of the aforementioned notice.

(2) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be the owner of the vehicle in respect of which the permit is issued;

(b) The vehicle in respect of which such permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 57(1);

(c) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a virtual mobile permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (2)(a), (b) or (c) of this Article, whichever is the earlier.

#### Form of virtual mobile permits

60. A virtual mobile permit shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets specified in Schedules 1 to 2 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

### **VIRTUAL RESIDENTS' CARERS' PERMITS**

#### Application for and issue of virtual residents' carers' permits for the use of parking places referred to in Schedules 1 to 2

61.(1) Any organisation/person who can produce to an officer of the Council such evidence in respect of any application for a virtual residents' carers' permit as they may call for, may apply to the Council for the issue of a virtual residents' carers' permit. The permit will be valid for a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, the length of which does not exceed 5.30 metres, or an invalid carriage. The application shall be made in writing and

must include supporting documents from the Council's Social Services, a 'care organisation' approved by the Council, or a supporting letter from the residents' General Practitioner.

(2) The Council may at any time require an applicant for a virtual residents' carers permit or an existing permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular or information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article, the Council, upon being satisfied with the application shall issue to the applicant thereof one permit for the leaving during the permitted hours in a parking place referred to in Schedules 1 to 2 to this order, a vehicle by any person deemed to be the permit holder's carer.

(4) No charge shall be payable for a residents' carers' permit.

(5) Subject to the provisions of Article 62 a permit shall be valid for a period of twelve months running from the beginning of the month in which the permit first becomes valid.

#### Withdrawal and validity of virtual residents' carers' permits

62. (1) The Council may, by notice to the account holder of the virtual residents' carers' permit holder, withdraw a permit if it appears to the Council that any of the events set out in paragraph (2)(a), (b) or (c) of this Article has occurred and the permit receipt of the aforementioned notice.

(2) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be the owner of the vehicle in respect of which the permit is issued;

(b) The vehicle in respect of which such permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 61(1);

(c) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a virtual residents' carers' permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (2)(a), (b) or (c) of this Article, whichever is the earlier.

#### Form of virtual residents' carers' permits



63. A virtual residents' carers' permit shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets specified in Schedules 1 to 2 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

### **VIRTUAL BUSINESS PERMITS**

#### **Application for and issue of virtual business permits for the use of parking places referred to in Schedule 6**

64. (1) Any person whose workplace is within a street or part of street set out in Schedule 8 and who is the owner of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, a motor cycle or an invalid carriage, may apply to the Council for the issue of a virtual business permit for the leaving of that vehicle in a parking bay in a parking place which is specified in Schedule 6 to this Order.

(2) The Council may at any time require an applicant for a virtual business permit or an existing virtual business permit holder to produce to an officer of the Council such evidence as they may reasonably call for to verify any particulars or information given to them or in respect of any virtual business permit issued or to be issued by them as they may reasonably call for to verify that the permit is or will be valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the appropriate charge specified in paragraph (4) of this Article, the Council, upon being satisfied that the applicant is employed at a work place within the Zone and is the owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant thereof one virtual business permit for the leaving of the vehicle to which such virtual business permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward during the permitted hours in a parking space in any parking place referred to in Schedule 6.

(4) The charge referred to in paragraph (3) of this Article are as follows:

<b>BUSINESS PERMIT CHARGES</b>		
3 Months - £144.50	6 Months - £289	12 Months - £578

#### **Refund of charge paid in respect of a virtual business permit**

65. (1) A virtual business permit holder who requests to withdraw a virtual business permit to the Council before it becomes valid shall be entitled to a refund of the charge paid in respect thereof.
- (2) A virtual business permit holder who requests to withdraw a virtual business permit to the Council after it has become valid shall be entitled to a refund of part of the charge paid in respect thereof calculated in accordance with the provisions of the next following paragraph.
- (3) The part of the charge which is refundable under the provisions of the last foregoing paragraph shall be calculated (along with any administration costs) in respect to each 3 month period that remains unexpired at the time when the virtual business permit is surrendered to the Council.

#### Withdrawal and validity of virtual business permits

66. (1) The Council may, by notice to the account holder of the virtual business permit holder, withdraw a permit if it appears to the Council that any of the events set out in paragraph (2)(a), (b), (c) or (d) of this Article has occurred and the permit receipt of the aforementioned notice.
- (2) The events referred to in the foregoing provisions of this Article are:
- (a) The virtual business permit holder vacating the retail premises or ceasing to work at a business address within the zone;
- (b) The virtual business permit holder ceasing to be the owner of the vehicle in respect of which the business permit was issued;
- (c) The vehicle in respect of which such virtual business permit was issued being adapted or used in such a manner that is not a vehicle of the class specified in Article 64(1);
- (d) The virtual business permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
- (4) Without prejudice to the foregoing provisions of this Article and the provisions of the next following paragraph, a virtual business permit shall cease to be valid at the expiration of the period specified thereon, or on the occurrence of any one of the Events set out in paragraph (2) (a), (b), (c) or (d) of this Article, whichever is the earlier.
- (5) Where a virtual business permit is issued to any person and the payment is subsequently dishonoured the virtual business permit shall cease to be of any effect and the Council shall by notice by notice to the account holder of a virtual business permit of the intention to withdraw that virtual business permit.

#### Form of a virtual business permit

67. A virtual business permit shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets specified in Schedule 6 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

Dated this the XX day of XXXXXXXXXXXX XXXX

PERRY SCOTT,  
Corporate Director of Place

## **SCHEDULE 1**

### **RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE RG**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between '9am to 5pm', any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone RG permit, visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
1	BEDFORD ROAD, The north side, from a point 10 metres east of the eastern kerbline of Stafford Road, to a point 5.3 metres east of the common boundary of Nos. 126 and 128 Bedford Road.
2	BEDFORD ROAD, The north side, from a point 1 metre east of the common boundary of Nos. 122 and 124 Bedford Road, westwards for a distance of 7.9 metres.
3	BEDFORD ROAD, The north side, from a point 5.1 metres west of the common boundary of Nos. 114 and 116 Bedford Road, eastwards for a distance of 8.1 metres.
4	BEDFORD ROAD, The north side, from a point 2.9 metres west of the common boundary of Nos. 110 and 112 Bedford Road, eastwards for a distance of 7.1 metres.
5	BEDFORD ROAD, The north side, from a point 0.2 metres east of the common boundary of Nos. 100 and 102 Bedford Road, westwards for a distance of 8.1 metres.
6	BEDFORD ROAD, The north side, from a point 0.5 metres west of the common boundary of Nos. 90 and 92, to a point 10 metres west of the western kerbline of the western most north to south arm of Trevor Crescent.
7	BEDFORD ROAD, The north side, from a point 2.3 metres east of the southeastern flank wall of No. 1 Bedford Road to a point 3.7 metres west of the common boundary of Nos. 18 and 20 Bedford Road.
8	BEDFORD ROAD, The north side, from a point 10 metres east of the northeastern kerbline of the northwest to southeast arm of Trevor Crescent, eastwards for a distance of 11.7 metres.

## **SCHEDULE 1**

### **RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE RG**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between '9am to 5pm', any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone RG permit, visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
9	BEDFORD ROAD, The south side, from a point a point 10 metres east of the eastern kerbline of Stafford Road, eastwards for a distance of 20.6 metres.
10	BEDFORD ROAD, The south side, from a point 2 metres west of the common boundary of Nos. 131 and 133 Bedford Road, westwards for a distance of 5.8 metres.
11	BEDFORD ROAD, The south side, from a point 3.9 metres west of the common boundary of Nos. 119-125 and 127 Bedford Road, westwards for a distance of 6.2 metres.
12	BEDFORD ROAD, The south side, from a point 1.4 metres east of the common boundary of No. 119-125 and 127 Bedford Road, to a point 2.9 metres west of the western flank wall of No. 117 Bedford Road.
13	BEDFORD ROAD, The south side, from a point 4.2 metres east of the common boundary of Nos. 111 and 113, eastwards for a distance of 18.9 metres.
14	BEDFORD ROAD, The south side, from a point 0.3 metres east of the common boundary of Nos. 99 and 101 Bedford Road, eastwards for a distance of 7.3 metres.
15	BEDFORD ROAD, The south side, from a point 4.3 metres east of the common boundary of Nos. 97 and 99 Bedford Road, eastwards for a distance of 8.2 metres.
16	BEDFORD ROAD, The south side, from a point 4.3 metres east of the common boundary of Nos. 93 and 95 Bedford Road, to a point 4 metres east of the common boundary of Nos. 81 and 83 Bedford Road.

## **SCHEDULE 1**

### **RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE RG**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between '9am to 5pm', any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone RG permit, visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
17	BEDFORD ROAD, The south side, from a point 4.5 metres east of the eastern flank of No. 81 Bedford Road, eastwards for a distance of 4.7 metres.
18	CLYFFORD ROAD, The southeast side, from a point in line with the common boundary of Nos. 1 and 3 Clyfford Road to a point 0.9 metres northeast of the common boundary of Nos. 29 and 31 Clyfford Road.
19	CLYFFORD ROAD, The northwest side, from a point 4.9 metres northeast of the southwestern boundary of No. 1 Trevor Gardens to a point 18 metres south of the southern kerbline of Bedford Road.
20	STAFFORD ROAD Northeast side, from a point in line with the northwestern flank wall of No. 127 and 129 Stafford Road to a point 1.3 metres northwest of the northwestern flank wall of No. 143 Stafford Road
21	STAFFORD ROAD Northeast side, from a point 3.3 metres southeast of the common boundary of Nos. 143 and 145 Stafford Road, northwestwards for a distance of 4.8 metres
22	STAFFORD ROAD Northeast side, from a point 1.8 metres northwest of the common boundary of Nos. 149 and 151 Stafford Road, northwestwards for a distance of 13.2 metres.
23	STAFFORD ROAD Northeast side, from a point 4 metres northwest of the southeastern flank wall of No. 153 Stafford Road, northwestwards for a distance of 7 metres.

## **SCHEDULE 1**

### **RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE RG**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between '9am to 5pm', any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone RG permit, visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
24	STAFFORD ROAD Northeast side, from a point 0.7 metres northwest of the common boundary of Nos. 159 and 161 Stafford Road, northwestwards for a distance of 9.2 metres.
25	STAFFORD ROAD Southwest side, from a point 10 metres southeast of the southeastern kerbline of Bromley Crescent, southeastwards for a distance of 25.9 metres.
26	STAFFORD ROAD Southwest side, from a point 0.8 metres northwest of the common boundary of Nos. 86 and 88 Stafford Road, northwestwards for a distance of 13.3 metres.
27	STAFFORD ROAD Southwest side, from a point 0.9 metres northwest of the common boundary of Nos. 90 and 92 Stafford Road, southeastwards to a point 5.1 metres northwest of the eastern boundary of No. 92 Stafford Road.
28	STAFFORD ROAD Southwest side, from a point 1.5 metres southeast of the eastern boundary of No. 92 Stafford Road, southeastwards for a distance of 7.1 metres.
29	TREVOR CRESCENT, The northwest to southeast arm, northeast side, from a point 10 metres northwest of the northwestern kerbline of Bedford Road to a point 5 metres northwest of the common boundary of Nos. 16 and 18 Trevor Crescent.
30	TREVOR CRESCENT, The northwest to southeast arm, southwest side, from a point 10 metres northwest of the northwestern kerbline of Bedford Road to a point opposite a point 5 metres northwest of the common boundary of Nos. 16 and 18 Trevor Crescent.

## **SCHEDULE 1**

### **RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE RG**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between '9am to 5pm', any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone RG permit, visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
31	TREVOR CRESCENT, The northeast to southwest arm, southeast side, from a point 15 metres southwest of the southwestern kerbline of northwest to southeast arm of Trevor Crescent, southwestwards for a distance of 9.7 metres.
32	TREVOR CRESCENT, The northeast to southwest arm, southeast side, from a point 3 metres southwest of the common boundary of Nos. 21 and 23 Trevor Crescent, northeastwards for a distance of 9.5 metres.
33	TREVOR CRESCENT, The northeast to southwest arm, southeast side, from a point 3.5 metres southwest of the common boundary of No. 25 and 27 Trevor Crescent, northeastwards for a distance of 7.2 metres.
34	TREVOR CRESCENT, The northeast to southwest arm, northwest side, from a point 4 metres northeast of the eastern boundary of No. 96 Stafford Road, southwestwards for a distance of 8.9 metres.
35	TREVOR CRESCENT, The northeast to southwest arm, northwest side, from the northeastern boundary of No. 26 Trevor Crescent for a distance of 6.6 metres northeastwards.
36	TREVOR CRESCENT, The northeast to southwest arm, northwest side, from a point 7 metres northeast of the common boundary of Nos. 28 and 30 & 32 northeastwards for a distance of 5 metres.
37	TREVOR CRESCENT, The northeast to southwest arm, northwest side, from a point 0.9 metres northeast of the common boundary of Nos. 28 and 30 & 32 to a point 6.2 metres northeast of the common boundary of Nos. 40 & 42 and 44 & 46.



## **SCHEDULE 1**

### **RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE RG**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between '9am to 5pm', any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone RG permit, visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
38	TREVOR CRESCENT, The northeast to southwest arm, northwest side, from a point 1.2 metres northeast of the common boundary Nos. 40 & 42 and 44 & 46 to a point in line with the southwestern flank wall of Nos. 58 & 60 Trevor Crescent.
39	TREVOR CRESCENT, The northeast to southwest arm, northwest side, from a point in line with the common boundary of Nos. 62 and 64 Trevor Crescent, northeastwards for a distance of 4.9 metres.
40	TREVOR CRESCENT, The north to south arm, west side, from a point 7.6 metres north of the northeastern boundary of No. 66 Trevor Crescent, northwards for a distance of 5 metres.
41	TREVOR CRESCENT, The north to south arm, west side, from a point in line with the northeastern boundary of No. 66 Trevor Crescent, to a point 2 metres north of the southeastern boundary of No. 70 Trevor Crescent.
42	TREVOR CRESCENT, The north to south arm, west and southwest sides, from a point 2.9 metres south of the northwestern boundary of No. 84 Trevor Crescent to a point 10 metres northwest of the northwestern kerbline of Bedford Road.

## **SCHEDULE 2**

### **RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE RG**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between 'Monday to Saturday 8am to 6.30pm' inclusive, any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone RG permit, visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
1	WEST END ROAD, The southern service road of New Pond Parade, the southeast side, from the northeast kerbline of West End Road to the southwestern boundary of the Scout Hall. SPECIAL MANNER OF STANDING - At an angle of 90° to the southeastern boundary fence.

### **SCHEDULE 3**

#### **PAY AND DISPLAY PARKING BAYS**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between 'Monday to Saturday 8am to 6.30pm' inclusive, any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid ticket or by use of the cashless payment system. A vehicle displaying a valid Zone RG residents parking permit may also be left between the hours of '8am to 10am'. All parking places are 2 metres wide unless otherwise stated. The maximum initial period for which a vehicle may be left during the permitted hours is two hours if it displays a valid ticket or by use of the cashless payment system.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
1	WEST END ROAD, The southwest side, from a point 24.0 metres southeast of the party wall of Nos. 296 and 298 West End Road, southeastwards for a distance of 15.5 metres.
2	WEST END ROAD, The southwest side, from a point 55.1 metres southeast of the party wall of Nos. 296 and 298 West End Road, southeastwards for a distance of 16.0 metres
3	WEST END ROAD, The northeast side, from a point 4.4 metres northwest of the southeastern flank wall of No. 14 New Pond Parade, northwestwards for a distance of 43.0 metres.
4	WEST END ROAD, The service road fronting New Pond Parade, the northeast side, from the northwestern kerbline of the service road fronting New Pond Parade, southeastwards for a distance of 22.0 metres.
5	WEST END ROAD, The service road fronting New Pond Parade, the northeast side, from a point 35.3 metres southeast of the northwestern kerbline of the service road fronting New Pond Parade, southeastwards for a distance of 16.5 metres.
6	WEST END ROAD, The service road fronting New Pond Parade, the northeast side, from a point 4 metres northwest of the southeastern most flank wall of No.14 New Pond Parade, northwestwards for a distance of 38.5 metres.

**SCHEDULE 4**

**DISABLED PERSONS PARKING BAYS**

In relation to a parking place specified in this schedule, the expression “permitted hours” means 'at any time'. Parking places in respect of which only a disabled person’s vehicle displaying a valid disabled persons badge may be left during the permitted hours.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
1	WEST END ROAD, The southwest side, from a point 5.5 metres southeast of the party wall of Nos. 296 and 298 West End Road, southeastwards for a distance of 5.5 metres.
2	WEST END ROAD, The service road fronting New Pond Parade,, northeast side, from a point 22 metres southeast of the northwestern kerbline of the service road fronting New Pond Parade, southeastwards for a distance of 8 metres.

**SCHEDULE 5**

**GOODS VEHICLES LOADING BAYS**

In relation to a parking place specified in this schedule, the expression “permitted hours” means the period between 'Monday to Saturday 8am to 6.30pm' inclusive, any such day not being Christmas Day, or a Bank Holiday. Parking Places in which a goods vehicle may be left during the permitted hours (for the purpose of loading and unloading only) for a maximum period of 20 minutes. All loading bays within this Schedule are 2.7 metres wide.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
1	WEST END ROAD, The service road fronting New Pond Parade, northeast side, from a point 51.8 metres southeast of the northwestern kerbline of the service road fronting New Pond Parade, southeastwards for a distance of 8 metres.

**SCHEDULE 6**

**BUSINESS PERMIT PARKING PLACES - ZONE RG(B)**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between '8am to 6.30pm Monday to Saturday' inclusive, any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone RG(B) business permit. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
	None

## **SCHEDULE 7**

### **Streets or part of streets for the purpose of the definition of Residents in Zone RG:**

Bedford Road, Ruislip - Nos. 2 to 20 and 82 to 128 (even) and Nos. 1 to 9 and 79 to 133 (odd)

Bromley Crescent, Ruislip - Nos. 44 and 46

Clyfford Road, Ruislip - Nos. 1 to 33 (odd) and No. 2 (even)

Stafford Road, Ruislip - Nos. 20 and 22, Nos. 123 to 167 (odd) and Nos. 84 to 96 (even)

The Point, Ruislip

Trevor Crescent, Ruislip

Trevor Gardens, Ruislip

West End Road, Ruislip - 278a, 280a, 282a, 284a, 286a, 288a, 290a, 292a, 294a, 296a, 298 and New Pond Parade - 1a, 1b, 2a, 2b, 3a, 3b, 4a, 4b, 5a, 5b, 6a, 6b, 7a, 7b, 8a, 8b, 9a, 9b, 10a, 10b, 11a, 11b, 12a, 12b, 13a, 13b, 14a and 14b

## **SCHEDULE 8**

### **Streets or part of streets for the purpose of the definition of Businesses in Zone RG(B):**

West End Road, Ruislip - 278a, 280a, 282a, 284a, 286a, 288a, 290a, 292a, 294a,  
296a, 298 and New Pond Parade - 1a, 1b, 2a, 2b, 3a, 3b, 4a, 4b, 5a, 5b, 6a, 6b, 7a,  
7b, 8a, 8b, 9a, 9b, 10a, 10b, 11a, 11b, 12a, 12b, 13a, 13b, 14a and 14b





HILLINGDON  
LONDON

# London Borough of Hillingdon Traffic Management Order

2023 No. XX

The Hillingdon (On Street Parking Places) (Tollgate Drive Parking Management Scheme) Zone TG Order 2023

Made on XXXXXXXX XXXX

Coming into operation XXXXXXXX XXXX

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SUMMARY OF SCHEDULES	
Schedule 1	Zone TG permit holder parking places operational '9am to 10pm'
Schedule 2	Pay and display parking places '9am to 10pm'
Schedule 3	Zone TG(B) business permit holders operational '9am to 10pm'
Schedule 4	Streets for the purpose of defining residents Zone TG
Schedule 5	Streets for the purpose of defining businesses Zone TG(B)

The Council of the London Borough of Hillingdon, having consulted the Commissioner of Police of the Metropolis, in exercise of the powers conferred by Section 45, 46, 49, 51 and 124 of and Part III and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984<sup>1</sup> as amended by Local Government Act 1985<sup>2</sup>, and the Road Traffic Act, 1991<sup>3</sup> and all other enabling powers hereby make the following order:-

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<sup>1</sup> 1984 c.27

<sup>2</sup> 1985 c.21

<sup>3</sup> 1991 c.40

## **PART I - PRELIMINARY**

### **Citation, Commencement & Revocation**

1. This Order may be cited as The Hillingdon (On Street Parking Places) (Tollgate Drive Parking Management Scheme) Zone TG Order 2023 and shall come into operation on XXXXXXXXXXXXXXXX.

### **Clarification**

2. The prohibition imposed by this Order is in addition to and not in derogation of any restriction or prohibition imposed by any other enactment and any exemption from the provision of this Order is without prejudice to the provisions of any other enactment.

### **Interpretation**

3. (1) In this Order, except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:

"Blue badge" has the same meaning as Disabled persons badge.

"Business permit" means a permit issued under the provisions of Article 45, where usual place of working is at premises, the postal address of which is in a street described in Schedule 5;

"Carers Permit" means a permit issued under the provisions of Article 41;

"Cashless payment system" means a computerised system operated by the Council or authorised agent which facilitates, records and monitors details pertaining to time-related parking charges which have been paid by the use of an electronic communications network, and which can transmit data to and receive data from hand-held devices;

"Civil Enforcement Officer" means a person appointed by or on behalf of the Council to supervise any parking place;

"Council" means the Council of the London Borough of Hillingdon;

"Disabled persons badge" and "disabled person's vehicle" have the same meaning as in the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England and Wales) Regulations 2000<sup>4</sup>;

"Enactment" means any enactment, whether public, general or local, and includes any order, by-law, rule, regulation, scheme or other instrument having effect by virtue of an enactment;

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<sup>4</sup> S.I. 2000/683

"Goods" means any goods of any kind whether animate or inanimate and includes postal packets of any description; and "delivering" and "collecting" in relation to any goods includes checking the goods for the purpose of their delivery or collection;

"Goods carrying vehicle" means a motor vehicle which is constructed or adapted for use for the carriage of goods or burden of any description, and is not drawing a trailer;

"hand-held device" for the purpose of this Order, means an electronic computer terminal which can transmit data to and receive data from the cashless payment system and the electronic permits system for the purposes of verifying if parking charges have been paid in respect of vehicles waiting in any parking place specified in the schedules;

"HillingdonFirst Cardholder Tariff" means the parking charge available to a resident of Hillingdon borough by using their HillingdonFirst Resident Card at the time of payment;

"Invalid carriage" has the same meaning as in Section 106 of the Road Traffic Regulation Act 1984;

"Immobilisation device" has the meaning given by section 104(9) of the Road Traffic Regulation Act 1984;

"initial charge" includes the acquiring of a free of charge ticket from a ticket machine;

"Joint Committee" has the meaning given by Section 73(1) of the Road Traffic Act, 1991;

"Mobile Permit" means a permit issued under the provisions of Article 36;

"Notice to Owner" or "Enforcement Notice" has the meaning given in Schedule 6 of the Road Traffic Act 1991;

"One-way street" means a highway in which the driving of vehicles otherwise than in one direction is prohibited;

"Owner" in relation to a vehicle means the person by whom such a vehicle is kept and used;

"Parking Adjudicator" has the same meaning as in Section 73 of the Road Traffic Act 1991;

"Parking space" means a space in a parking place referred to in Schedules 1 to 3 which is provided for the leaving of a vehicle;

"Parking place" means any area on a highway designated as a parking place by this Order;

"Passenger vehicle" means a motor vehicle (other than a motor cycle or invalid carriage) constructed or adapted solely for the carriage of not more than eight passengers (exclusive of the driver) and their effects and not drawing a trailer;

"Penalty charge" means the charge set by the Council under the provisions of the Road Traffic Act 1991 and following approval of the Secretary of State which is to be paid to the Council following the issue of a penalty charge notice and within 28 days of the issue of that notice;

"Penalty Charge Notice" shall be a written notice issued or served by a Civil Enforcement Officer pursuant to the provisions of section 66, 76 and 77 of the Road Traffic Act 1991;

"Permitted hours", in relation to a parking place, means the period specified at the beginning of the Schedule relating to that parking place;

"Permit Holder" means a person to whom a permit has been issued under the provisions of Article 28(3), 36(3), 41(3), 45(3), 50(3), 50(3), 57(3), 61(3) and 64(3);

"Reduced penalty charge" means the charge set by the Council under the provisions of the Road Traffic Act 1991 and following approval of the Secretary of State which is to be paid following the issue of a penalty charge notice within 14 days of the issue of that notice;

"Resident" means a person whose usual place of abode is at premises, the postal address of which is in a street or part of street described in Schedule 4 ;

"Residents' Permit" means a permit issued under the provision of Article 28(3);

"Schedule" means a schedule to this Order;

"Ticket" means a ticket issued by the ticket machine relating to the parking places referred to in Schedule 2;

"Ticket machine" means an apparatus designed to indicate the time and to issue tickets indicating payment of the initial charge referred to in Article 7 of this Order and the period in respect of which the charge has been paid;

"Virtual Business Permit" means a virtual permit issued under the provisions of Article 64, where usual place of working is at premises, the postal address of which is in a street described in Schedule 5;

“Virtual Mobile Permit” means a virtual permit issued under the provisions of Article 57;

“Virtual Permit” means a virtual permit issued under the provision of Articles 50, 57, 61 and 64;

“Virtual Residents’ Carers’ Permit” means a virtual permit issued under the provisions of Article 61;

“Virtual Residents’ Permit” means a virtual permit issued under the provision of Article 50;

“Virtual Visitors Voucher” means virtual vouchers issued under the provisions of Article 54;

“Visitors Voucher” means vouchers issued under the provisions of Article 33;

“Vehicle registration mark” means the collection of letters and numbers displayed in such manner as set out within The Road Vehicles (Display of Registration Marks) Regulations 2001<sup>5</sup>

(2) Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment.

(3) Any reference in this Order to a ticket machine relating to a parking place referred to in Schedule 2 shall be construed as a reference to any ticket machine which is situated within the length of the highway in which that parking place is situated.

(4) For the purpose of this Order a vehicle shall be regarded as displaying a disabled person's badge in the relevant position when it is so regarded for the purposes of Regulation 3 of the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England and Wales) Regulations 2000<sup>6</sup>.

## **PART II - DESIGNATION OF PARKING PLACES**

### **Designation of parking places**

4. Each area on a highway comprising the length of carriageway of a street specified in column 2 of Schedules 1 to 3 unless otherwise so specified, bounded on one side of that length by the edge of carriageway and having a width throughout of 2 metres is designated as a parking place.

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<sup>5</sup> S.I. 2001/561

<sup>6</sup> S.I. 2000/683



### Vehicles for which parking places are designated

5. (1) Each parking place referred to in Schedules 1 & 3 may be used, subject to the provisions of this Order, for the leaving during the permitted hours of such vehicles as are passenger vehicles, goods carrying vehicles, the overall height of which does not exceed 2.30 metres, or the maximum gross weight of which does not exceed five tonnes; or motor cycles or invalid carriages.
- (2) Each parking place referred to in Schedule 2 may be used, subject to the provisions of this Order, for the leaving during the permitted hours of such vehicles as are passenger vehicles, goods carrying vehicles or invalid carriages.

### Permits/tickets to be displayed on vehicles left in parking places

6. (1) At all times during which a vehicle is left in a parking place referred to in Schedule 1 during the permitted hours, the driver thereof shall:
  - (a) Ensure that vehicle has been granted either a valid virtual residents' permit, virtual visitor voucher, virtual mobile permit or virtual residents' carers' permit referred to in Articles 53, 56, 60 and 63 respectively of this Order; or
  - (b) Cause to be displayed on the front or near side of the vehicle either a valid residents' permit, visitor voucher, mobile or carers' permit so that all the particulars referred to in Articles 32, 35, 40 and 44 respectively are readily visible from the front or near side of the vehicle.
- (2) At all times during which a vehicle is left in a parking place referred to in Schedule 2 during the permitted hours, the driver thereof shall cause to be displayed on the front or near side of the vehicle a valid ticket so that all the particulars referred to in Article 8. Or where available when on submitting the registration mark of the vehicle with a hand-held device, a response is received via the hand-held device that a record exists in the electronic payments system confirming that the parking charge has been paid with respect to the vehicle.
- (4) At all times during which a vehicle is left in a parking place referred to in Schedule 3 during the permitted hours the driver hereof shall;
  - (a) Ensure that vehicle has been granted a valid virtual business permit referred to in Article 67 of this Order; or
  - (b) Cause to be displayed on the front windscreen of the vehicle a valid business permit issued in respect of that vehicle so that all the particulars referred to in Article 49 are readily visible from the front or kerbside of the vehicle.

### Amount of initial charge at parking places

7. (1) The initial charge for a vehicle left in a parking place referred to in Schedule 2 during the permitted hours, shall, subject to hereinafter provided, be determined by the following table:

Parking Charge		Parking Period
Standard Charge	HillingdonFirst Cardholder Tariff	
£1.00	FREE (a)	30 Minutes
£2.00	£0.80	60 Minutes
£3.20	£1.10	90 Minutes
£4.50	£1.50	120 Minutes

**(a) Free of charge on displaying a ticket.**

(2) The initial period mentioned in paragraph (1) above shall not exceed two hours.

(3) The charges applicable with the use of a HillingdonFirst Resident Card shall only be available to residents issued with a card in accordance with the Council's conditions for its use and ownership. These charges can only be accessed from the ticket machine with the use of the card by following instructions on the ticket machine. Standard charges will apply to all other persons leaving a vehicle in a parking place referred to in Schedule 2.

### Payment of the initial charge in respect of parking places referred to in Schedule 2

8. Subject to the provisions of Articles 7 and 16.

(1) The initial period, for which there may be a charge, is the period when leaving the vehicle in a parking place referred to in Schedule 2 provided a ticket is obtained from a ticket machine relating to that parking place. The vehicle registration mark for the vehicle must be entered correctly into the ticket machine at the time the ticket is obtained. Should the facility to enter the vehicle registration mark not be available on that ticket machine then the ticket will continue to be valid.

(2) A charge shall be payable to leave the vehicle in a parking place referred to in Schedule 2 by either;

- a) acquirement of a ticket on leaving the vehicle, by the insertion in a ticket machine relating to that parking place of any combination of coins or if the ticket machine facilitates payment by credit or debit card making up

the amount of the initial charge for the initial period for which payment is being made. The vehicle registration mark for the vehicle must be entered correctly into the ticket machine at the time the ticket is obtained. Should the facility to enter the vehicle registration mark not be available on that ticket machine then the ticket will continue to be valid. A ticket may only be purchased at the time of parking.

b) the use of the cashless payment system if the availability of that facility is indicated on the ticket parking machine relating to that parking place.

(3) Upon acquirement of a ticket (which may involve payment of a charge) for a vehicle left in a parking place referred to in Schedule 2 the driver thereof shall display or cause it to be displayed on the vehicle, in accordance with the provisions of the next following sub-paragraph, the ticket must be one issued by the ticket machine relating to that parking place in accordance with the provisions of the last foregoing sub-paragraph;

(4) The ticket referred to in the last preceding sub-paragraph shall be displayed on the vehicle in respect of which it was issued at all times during which the vehicle is left during the permitted hours in the parking place on the front or kerbside of the vehicle so that the correct vehicle registration mark along with all of the other particulars on that side of the ticket which bears the indication of any free parking period or a charge that has been paid are readily visible from the front or kerbside of the vehicle.

(5) If cashless payment is available, there appears on a hand-held device an indication that a time-related parking charge has been paid with respect to the vehicle and that the parking period for which it was paid has not expired.

#### Contraventions in parking places

9. If a vehicle is left in a parking place in Schedules 1 to 3 during the permitted hours without complying with the requirements of this Order, a contravention shall have occurred and a penalty charge shall be payable. A penalty charge notice showing the information required by the Road Traffic Act 1991 may then be issued by a Civil Enforcement Officer in accordance with the requirements of the Road Traffic Act, 1991.

#### Penalty Charge

10. (1) The penalty charge shall be in accordance with the instructions on that Penalty Charge Notice, which must state:-
  - (a) The grounds on which the Civil Enforcement Officer believes that a penalty charge is payable with respect to the vehicle;
  - (b) The amount of the penalty charge which is payable;

(c) That the penalty charge must be paid before the end of the period of 28 days beginning with the date of the notice;

(d) That if the penalty charge is paid before the end of the period of 14 days beginning with the date of the notice, the amount of the penalty charge will be reduced by the specified proportion;

(e) That if the penalty charge is not paid before the end of the 28 days period, a Notice to Owner or Enforcement Notice may be served by the Council on the person appearing to be the owner of the vehicle;

(f) The address to which payments of the penalty charge must be sent.

(2) In sub section (1)(d) above "specified proportion" shall be 50% or such other proportion, as may be determined by the Council from time to time acting through the Joint Committee.

(3) Where a Penalty Charge Notice has been attached to a vehicle, no person shall remove or interfere with the Penalty Charge Notice except by or under the authority of the owner or person in charge of the vehicle or a Civil Enforcement Officer.

Provided that nothing herein shall apply to a Civil Enforcement Officer, or a police constable in uniform or a person removing the vehicle in pursuance of an arrangement made by a police constable in uniform by or under regulations made in pursuance of powers contained in Section 99, 100, 101, 102, 104, 105 and 106 of the Road Traffic Regulation Act 1984.

#### Manner of payment of the penalty charge

11.(1) The penalty charge shall be paid to the Council in accordance with the instructions on that Notice not later than 4.00pm on the twenty eighth day following the day on which the penalty charge was incurred.

(2) Provided that,

(a) If the said twenty-eighth day falls upon a day on which the said Department is closed, the period within which payment of the said charge shall be made to the Council shall be extended until 4.00pm on the next full working day on which the said Department is open;

(b) In the case of a reduced Penalty Charge, the fourteenth day from the date of the Notice. If the fourteenth day falls upon a day on which the said Department is closed, the period within which payment of the discounted penalty charge may be made to the Council shall be extended until 4.00pm on the next full working day on which the said Department is open.

(3) If the penalty charge is not paid to the Council on or before the twenty eighth day in accordance with the provisions of Article 10(1) the Council shall be entitled to serve a Notice to Owner or Enforcement Notice in accordance with the provisions of Schedule 6 of the Road Traffic Act 1991.

(4) Subject to paragraph (5) of this Article if the penalty charge is not paid within 28 days of the date upon which the Notice to Owner or Enforcement Notice is served the Council shall be entitled to issue a charge certificate and to charge a further sum of 50% of the penalty charge or such other sum as may be prescribed from time to time and shall be stated on the Notice to Owner or Enforcement Notice in addition to the penalty charge and may serve a charge certificate upon that person.

(5) The person upon whom the Notice to Owner or Enforcement Notice is served shall be entitled to make representation to the Council and to a Parking Adjudicator appointed by the Joint Council in accordance with the provisions of section 72 and Schedule 6 of the Road Traffic Act 1991.

#### Immobilisation of vehicles in parking place

12. (1) Where a Civil Enforcement Officer is of the opinion that any of the provisions contained in Articles 8, 22, 24, 25(3) and 26 of this Order have been contravened or not complied with in respect of a vehicle left in a parking place that Civil Enforcement Officer or another person acting under his direction may fix an immobilisation device to the vehicle in accordance with the provisions of section 69 of the Road Traffic Act 1991.

(2) Where an immobilisation device has been fixed to a vehicle in accordance with Article 12(1) the person fixing the device shall also fix to the vehicle a notice:

(a) Indicating that such a device has been fixed to the vehicle and warning that no attempt should be made to drive it or otherwise put it in motion until it has been released from that device;

(b) Specifying the steps to be taken in order to secure its release and;

(c) Giving such other information as may be prescribed from time to time.

(3) The owner or person in charge of a vehicle to which an immobilisation device has been fixed in accordance with Article 12(1) may apply to be released from that device by or under the direction of a Civil Enforcement Officer.

(4) Subject to Article 12(3) a vehicle to which an immobilisation device has been fixed in accordance with Article 12(1) shall be released from that device

on payment in any manner specified on the notice fixed to the vehicle pursuant to Article 12(2) of:-

(a) The penalty charge and;

(b) Such charge in respect of the release as may be specified by the Council.

(5) Any person removing or interfering with a notice fixed to a vehicle pursuant to Article 12(2) shall be guilty of an offence and liable on summary conviction to a fine, save where such removal or interference was carried out by or under the authority of the owner or person in charge of the vehicle or Civil Enforcement Officer.

(6) Any person who removes or attempts to remove an immobilisation device fixed to a vehicle pursuant to Article 12(1) shall be guilty of an offence and shall be liable on summary conviction to a fine not exceeding level 3 on the standard scale save where such removal is carried out by or under the direction of a Civil Enforcement Officer.

(7) The foregoing provisions of this Article shall not apply in relation to a vehicle if a current disabled person's badge is displayed on the vehicle.

(8) If a vehicle would have been exempted from the provisions of this Article by virtue of Article 12(7) but at the time it was parked it was not being used in accordance with the regulations under Section 21 Chronically Sick and Disabled Persons Act 1970 and in circumstances falling within Section 117(1)(2) Road Traffic Regulation Act 1984 the person in charge of the vehicle at that time shall be guilty of an offence and liable on summary conviction to a fine.

(9) The owner or person in charge of a vehicle who secures the release of an immobilisation device pursuant to Article 12(4) be entitled to make representations to the Council and have a right to appeal to a parking adjudicator appointed by the Joint Committee in accordance with and in the circumstances specified in Sections 71 and 72 of the Road Traffic Act 1991.

#### Alteration of position of a vehicle in a parking place

13. Where any vehicle is standing in a parking place in contravention of the provisions of Article 22 of this Order, a Civil Enforcement Officer may alter or cause to be altered the position of the vehicle in order that its position shall comply with those provisions.

#### Removal of a vehicle from a parking place

14. (1) Where a Civil Enforcement Officer is of the opinion that any of the provisions contained in Article 8, 22, 24, 25(3) and 26 of this Order have been contravened or not complied with in respect of a vehicle left in a parking place

that Civil Enforcement Officer or person acting under his/her direction may remove or cause to be removed the vehicle from the parking place and, where it is so removed shall provide for the safe custody of the vehicle.

(2) The Council shall be entitled to recover from the person responsible such charges in respect of the removal, storage and disposal of the vehicle, as it may prescribe from time to time.

(3) The provisions of the Road Traffic Regulation Act 1984 as amended shall apply to the disposal of any vehicles removed by the Council pursuant to this Article.

(4) The owner or person in charge of a vehicle who recovers a vehicle removed pursuant to this Article by payment of the Penalty Charge and such other charges as may be prescribed or receives payment of the proceeds of sale of the vehicle by the Council shall be entitled to make representations to the Council and have a right of appeal to a parking adjudicator appointed by the Joint Committee in accordance with the provisions of sections 71 and 72 of the Road Traffic Act 1991.

#### Movement of a vehicle in a parking place in an emergency

15. A police constable in uniform or a Civil Enforcement Officer may move or cause to be moved, in case of an emergency, to any place considered fit any vehicle left in a parking place.

#### Exemptions from charges

16. (1) In the case of a parking place referred to in Schedule 2 if on the leaving of a vehicle during the permitted hours in a parking bay there is on every ticket machine relating to that parking place a notice placed by any person duly authorised by the Council or by the Commissioner of Police of the Metropolis indicating that the ticket machine is out of order that vehicle shall be exempt from any initial charge provided that, if at least one of the said ticket machines is rectified or replaced not later than two hours before the expiration of the permitted hours, the vehicle is removed within two hours of such rectification or replacement. If the vehicle is not so removed the initial charge for an initial period of two hours shall be deemed to have been incurred and paid at the time when the vehicle was left in the parking bay by payment of that initial charge and all the provisions of this Order shall apply accordingly.

(2) Notwithstanding the foregoing provisions of this Order a disabled persons vehicle which displays in the relevant position a disabled persons badge issued by any local authority may be left in a parking bay or in a parking space provided that the use of that parking bay or the use of that part of the parking space in which the vehicle is left has not been suspended.

(3) No initial charge or penalty charge shall be incurred or payable in respect of any vehicle left in a parking bay or in a parking space in accordance with the foregoing provisions of this paragraph and the foregoing provisions of this Order shall apply accordingly.

(4) Notwithstanding the foregoing provisions of this Order, a motorcycle may be left in a parking place referred to in Schedules 1 to 3 free of charge provided that the use of that part of the parking place in which the motorcycle has been left has not been suspended.

### **PART III - SUPPLEMENTARY PROVISIONS**

#### **Restriction on the removal of tickets and notices**

17. (1) Where a ticket has been displayed on a vehicle in accordance with the provisions of Article 8(3) of this Order, no person, not being the driver of this vehicle, shall remove the ticket from the vehicle unless authorised to do so by the driver.

(2) Where a notice has been attached to a vehicle in accordance with the provisions of Article 9 of this Order, no person, not being the driver of the vehicle, a police constable in uniform, a Civil Enforcement Officer shall remove the notice from the vehicle unless authorised to do so by the driver.

(3) Provided that nothing herein shall apply to a Civil Enforcement Officer, police constable in uniform or person removing the vehicle in pursuance of an arrangement made by a police constable by or under the regulations in pursuance of powers contained in sections 99, 100, 101, 102, 104, 105 and 106 of the Road Traffic Regulation Act 1984.

#### **Indications by ticket machine ticket**

18. (1) Payment of the initial charge for a vehicle left in a parking place referred to in Schedule 2 shall be indicated by the issue by a ticket machine relating to that parking place of a ticket indicating the amount of the parking charge paid in respect of the parking period in accordance with the table in Article 7(1), the day and date of issue, the expiry time and by the display of that ticket in the manner specified in Article 8 of this Order.

(2) The expiry of the initial period for which the initial charge has been paid in respect of a vehicle left in a parking place referred to in Schedule 2 shall be indicated when there is displayed on the vehicle a ticket issued by a ticket machine relating to that parking place showing the day and time by which the initial period for which payment was made by the initial charge will expire, and



the day so shown is not the day on which the vehicle is so left or the time shown on the display of the said ticket machine is later than the time shown on the ticket.

(3) If cashless payment is available, there appears on a hand-held device an indication that a time-related parking charge has been paid with respect to the vehicle and that the parking period for which it was paid has not expired.

#### Ticket machine indications as evidence

19. (1) If at any time while a vehicle is left in a parking place referred to in Schedule 2 during the permitted hours no ticket issued by a ticket machine relating to that parking place is displayed on the vehicle or it does not appear on the hand-held device that indication of a time-related parking charge has been paid, in accordance with the provisions of Article 8(2) it shall be presumed unless the contrary is proved that the initial charge has not been paid.

(2) If at any time while a vehicle is left in a parking place referred to in Schedule 2 during the permitted hours the ticket issued by a ticket machine relating to that parking place and displayed on the vehicle in accordance with the provisions of Article 8(2) and the clock on the ticket machine by which such ticket was issued gives the indication mentioned in Article 18(2), it shall be presumed unless the contrary is proved that the initial period for which payment was made by the initial charge has already expired.

(3) Any ticket issued by a ticket machine relating to a parking place referred to in Schedule 2 shall be presumed unless the contrary is proved to have been issued on the day shown thereon when the display on the ticket machine by which such ticket was issued indicates.

#### No ticket to be displayed other than that obtained on payment of the initial charge.

20. (1) No person shall display on a vehicle left in a parking place referred to in Schedule 2 during the permitted hours any ticket issued by a ticket machine relating to that parking place other than the ticket obtained from such a ticket machine either free of charge or upon payment of the initial charge in respect of that vehicle.

(2) No person shall obtain an additional ticket, which will be for or will include the initial free of charge period, from a ticket machine, before an hour has elapsed since the end of the previous parking stay.

(3) No person shall use the cashless payment system for a vehicle left in a parking place referred to in Schedule 2 before an hour has elapsed since the end of the previous parking stay.

#### Interval before a vehicle may again be left in a parking place

21. Without prejudice to the provisions of Article 25, no vehicle which has been taken away from a parking bay in a parking place where a parking charge applies during the permitted hours, after the initial charge has been incurred, shall until the expiration of one hour from the time it was taken away again be left in that parking place during the permitted hours.

#### Manner of standing in a parking place

22. Every vehicle left in a parking place in accordance with the foregoing provisions of this Order shall so stand:
- (1) In the case of a parking place to which special provisions as to the manner of standing of a vehicle in that parking place are specified in column 2 of Schedules 1 to 3 as to be in accordance with those provisions;
  - (2) In the case of any other parking place -
    - (a) If the parking place is not in a one-way street, that the left or near-side of the vehicle is adjacent to the left-hand edge of the carriageway;
    - (b) That the distance between the edge of the carriageway and the nearest wheel is not more than 300 millimetres;
  - (3) In the case of a vehicle left in a parking place referred to in Schedules 1 to 3 that every part of the vehicle is within the limits of a parking bay.

#### Power to suspend the use of a parking place

23. (1) Any person duly authorised by the Council or the Commissioner of Police of the Metropolis may suspend the use of a parking place or any part thereof whenever he considers such suspension reasonably necessary;
- (a) For the purpose of facilitating the movement of traffic or promoting its safety;
  - (b) For the purpose of any building operation, demolition or excavation adjacent to the parking place, the maintenance, improvement or reconstruction of the highway or the cleansing of gullies in or adjacent to the parking place, the laying, erection, alteration or repair in or adjacent to the parking place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any telecommunication system or the placing, maintenance or removal of any traffic sign;
  - (c) For the convenience of occupiers of premises adjacent to the parking place on any occasion of the removal of furniture to or from one office or

dwelling-house adjacent to the parking place from or to a depository, another office or dwelling-house;

(d) On any occasion on which it is likely by reason of some special attraction that any street will be thronged or obstructed; or

(e) For the convenience of occupiers of premises adjacent to the parking place at times of weddings or funerals, or on other special occasions.

(2) A police constable in uniform may suspend for not longer than twenty-four hours the use of a parking place or any part thereof whenever he considers such suspension reasonably necessary for the purpose of facilitating the movement of traffic or promoting its safety.

(3) Any person or police constable suspending the use of a parking place or any part thereof in accordance with the provisions of paragraph (1) or, as the case may be, paragraph (2) of this Article shall thereupon:

(a) In the case of a parking place referred to in Schedule 2

(i) If the use of any such parking place is suspended, place or cause to be placed over or on all the ticket parking machines relating to that parking place a hood or other cover indicating that the use of the parking place is suspended and that waiting by vehicles is prohibited; and

(ii) Place or cause to be placed in or adjacent to any part of that parking space which is not a parking bay and the use of which is suspended a traffic sign indicating that waiting by vehicles is prohibited.

(4) On any suspension of the use of a parking place or any part thereof in accordance with the provisions of paragraph (1) of this Article any person duly authorised by the Council may:

(a) In the case of a parking place referred to in Schedule 2 if the use of all the parking bays which are within the parking place is suspended, temporarily remove all the ticket machines relating to that parking place and any post, bracket or other support on which such ticket machines are fitted, and shall thereupon place or cause to be placed in or adjacent to that parking place a traffic sign of the description referred to in paragraph (3)(a)(ii) of this Article.

(5) No person shall cause or permit a vehicle to wait:

(a) In a parking place referred to in Schedule 2 during such period as there is over or on all the ticket machines relating to that parking place a hood or other cover indicating that the use of the parking place is suspended or in a parking bay in that parking place during such period as there is in or adjacent to that parking bay a traffic sign placed in pursuance of paragraph (3)(b)(ii) or paragraph (4)(b) of this Article;

(b) In any part of a parking place not being a parking bay during such period as there is in or adjacent to that part of the parking place a traffic sign placed in pursuance of paragraph (3)(a)(ii) of this Article:

Provided that nothing in this paragraph shall apply:

(i) In respect of any vehicle being used for fire brigade, ambulance or police purposes or any vehicle which is waiting for any reason specified in Article 25(1)(b), (d) or (e); or

(ii) To anything done with the permission of the person suspending the use of the parking place or part thereof in pursuance of paragraph (1) of this Article or a police constable in uniform.

#### Restriction on the use of a parking place

24. (1) During the permitted hours no person shall use any parking place or any vehicle while it is in a parking place in connection with the sale or offering or exposing for sale of any goods to any person in or near the parking place or in connection with the selling or offering for sale of his skill in handicraft or his service in any other capacity:

Provided that nothing in this Article shall prevent the sale of goods from a vehicle -

(a) If the vehicle is a passenger vehicle, a goods carrying vehicle, a motor cycle or an invalid carriage and the goods are immediately delivered at or taken into premises adjacent to the vehicle from which the sale is effected; or

(b) If the vehicle is one to which the provisions of Article 25(1)(h) or (i) apply.

#### Restriction on waiting by a vehicle in a parking place

25. (1) Notwithstanding the foregoing provisions of this Order any vehicle may wait during the permitted hours in any part of a parking place if the use of that part has not been suspended and if:

(a) The vehicle is waiting for a period not exceeding two minutes, or such longer period a Civil Enforcement Officer may approve, to enable a person to board or alight from the vehicle or load or unload therefore his personal luggage;

Provided that if the said person is a person suffering from any disability or injury which seriously impairs their ability to walk, or who is blind, the vehicle may wait for as long as may be necessary to enable that person to board or alight from the vehicle or load or unload therefore their personal luggage;

(b) The vehicle is waiting owing to the driver being prevented from proceeding by circumstances beyond his/her control or to such waiting being necessary in order to avoid an accident;

(c) The vehicle is being used for fire brigade, ambulance or police purposes or, not being a passenger vehicle, is being used in the service of a local authority in pursuance of statutory powers or duties provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait in the place in which it is waiting;

(d) The vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic;

(e) The vehicle is waiting:

(i) While postal packets addressed to premises adjacent to the parking place in which the vehicle is waiting are being unloaded from the vehicle or, having been unloaded therefore, are being delivered; or

(ii) While postal packets are being collected for loading on the vehicle from premises or posting boxes adjacent to the parking place in which the vehicle is waiting or, having been so collected, are being loaded thereon;

(f) The vehicle not being a passenger vehicle is waiting only for so long as may be reasonably necessary to enable it to be used for any purpose specified in Article 25(1)(b);

(g) The vehicle is in actual use in connection with the removal of furniture to or from one office or dwelling house adjacent to the parking place from or to a depository, another office or dwelling house;

(h) In any other case the commercial vehicle is waiting for the purpose of delivering or collecting goods or loading or unloading the vehicle at premises adjacent to the parking place in which the vehicle is waiting and the vehicle does not wait for a period exceeding twenty minutes or the period during which the vehicle is exempt from payment of the initial charge by virtue of Article 16(1) whichever is the longer or for such longer period as a police constable in uniform, or a Civil Enforcement Officer may approve; or

(i) The vehicle is waiting otherwise than in a parking bay or a parking space if goods are being sold or offered or exposed for sale from the vehicle by a person who is licensed by the Council to sell goods from a stationary vehicle on a pitch situated in a parking place.

(2) No initial charge or charge specified in the foregoing provisions of this Order shall be payable in respect of any vehicle waiting in a parking place in accordance with the foregoing provisions of this Article.

(3) Except as provided by this Order, the driver or person in charge of a vehicle shall not cause or permit a vehicle to wait in a parking place during the permitted hours.

(4) Nothing in the foregoing provisions of this Order shall be taken as authorising anything which would be a contravention of any Regulations made or having effect as if made under section 25 of the Road Traffic Regulation Act 1984.

#### Manner of waiting in a parking place

26. No person shall cause or permit a vehicle to wait in a parking place by virtue of the provisions of paragraph (1)(e),(f), (g),(h), or (i) of the last preceding Article otherwise than:

(a) In the case of a parking place in relation to which special provisions as to the manner of standing of a vehicle in that parking place are specified in column 5 of Schedules 1 to 3 so that the vehicle shall stand:

(i) Unless the length of the vehicle precludes compliance with this sub-paragraph, in accordance with those provisions and so that every part of the vehicle is within the limits of the parking place; or

(ii) If the length of the vehicle does preclude compliance with the last preceding sub-paragraph so that the longitudinal axis of the vehicle is parallel to the edge of the carriageway nearest to the vehicle and the distance between the said edge and the nearest wheel of the vehicle is not more than 300 millimetres; and

(b) In the case of any other parking place, so that the longitudinal axis of the vehicle is parallel to the edge of the carriageway nearest to the vehicle and the distance between the said edge and the nearest wheel is not more than 300 millimetres; and

(c) So that no part of the vehicle obstructs any vehicular means of ingress to or egress from any premises adjacent to the side of the road on which the vehicle is waiting.

For the purpose of the last foregoing sub-paragraph, the expression "premises" shall not include any premises to or from which any furniture is being removed by virtue of the provisions of paragraph (1)(g) of the last preceding Article or to or from which goods are being delivered or collected by virtue of paragraph (1)(h) of that Article.

Installation of ticket machines and traffic signs, etc.

27. The Council shall:

- (a) Cause the limits of each parking place, of each parking bay and of each parking space to be indicated on the carriageway by placing and maintaining thereon traffic signs of any size, colour and type prescribed or authorised under section 64 of the Road Traffic Regulation Act 1984; and
- (b) Place and maintain in or in the vicinity of each parking place referred to in Schedule 2 traffic signs of any size, colour and type authorised by the Secretary of State for Transport indicating that such parking place may be used during the permitted hours for the leaving only of vehicles specified in Article 5 of this Order; and
- (c) Carry out such other work as is reasonably required for the purposes of the satisfactory operation of the parking place.

**PART IV - PERMITS**

**RESIDENTS PERMITS**

Application for and issue of permits for the use of parking places referred to in Schedule 1

28. (1) Any resident living within a street or part of street set out in Schedule 4 who is the owner of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, the length of which does not exceed 5.3 metres, or an invalid carriage, may apply to the Council for the issue of a permit in respect of that vehicle and any such application shall be made on a form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.
- (2) The Council may at any time require an applicant for a permit or a permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular or information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.
- (3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the charges specified in paragraph (4) of this Article, the Council, upon being satisfied that the applicant is a resident and is the owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore -

(a) One permit for the leaving during the permitted hours In the case of a parking place referred to in Schedule 1 of the vehicle to which such permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward;

(4) The charges referred to in paragraph (3) of this Article shall be:

<b>RESIDENT PERMIT CHARGES PER ANNUM</b>			
1 <sup>st</sup> Permit – £75	2 <sup>nd</sup> Permit - £110	3 <sup>rd</sup> Permit - £145	4 <sup>th</sup> Permit - £180
5 <sup>th</sup> Permit and any subsequent permits - £215			

(5) Subject to the provisions of Article 30 a permit shall be valid for a period of twelve months running from the date application is received.

#### Refund of charge paid in respect of a permit

29. A permit holder who surrenders a permit to the Council before it becomes valid shall be entitled to a refund of the charge paid in respect thereof. No refund shall be made after the permit becomes valid, unless the Council decides to remove the scheme.

#### Surrender, withdrawal and validity of permits

30. (1) A permit holder may surrender a permit to the Council at any time and shall surrender a permit to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.

(2) The Council may, by notice in writing served on the permit holder by sending the same by recorded delivery service to the permit holder at the address shown by that person on the application for the permit or at any other address believed to be that person's place of abode, withdraw a permit if it appears to the Council that any of the events set out in paragraph (3)(a), (b) or (d) of this Article has occurred and the permit receipt of the aforementioned notice.

(3) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be a resident;

(b) The permit holder ceasing to be the owner of the vehicle in respect of which the permit is issued;

(c) The withdrawal of such permit by the Council under the provisions of paragraph (2) of this Article;



(d) The vehicle in respect of which such permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 28(1);

(e) The issue of a duplicate permit by the Council under the provisions of Article 31;

(f) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (3) (a), (b), (c), (d) or (e) of this Article, whichever is the earlier.

(5) Where a permit is issued to any person and the payment is subsequently dishonoured, the permit shall cease to be of any effect and the Council shall by notice in writing served on the person to whom such permit was issued by sending the same by recorded delivery service to him at the address shown by that person on the application for the permit or at any other address believed to be that person's place of abode, require that person to surrender the permit to the Council within 48 hours of the receipt of the afore-mentioned notice.

#### Application for and issue of duplicate permits

31. (1) If a permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the permit has become altered by fading or otherwise, the permit holder shall either surrender it to the Council or apply to the Council for the issue to him of a duplicate permit and the Council, upon the receipt of the permit, shall issue a duplicate permit so marked and upon such issue the permit shall become valid.

(2) If a permit is lost or destroyed, the permit holder may apply to the Council for the issue to him of a duplicate permit and the Council, upon being satisfied as to such loss or destruction, shall issue a replacement permit so marked and upon such issue the original permit shall become invalid.

(3) When a permit is lost or destroyed as in paragraph (2) above, a fee of five pounds shall be liable.

(4) The provisions of this Order shall apply to a duplicate permit and an application therefore as if it were a permit or, as the case may be, an application therefore.

#### Form of residents permits

32. (1) A residents' permit shall be in writing and shall include the following particulars:

(a) The registration mark of the vehicle in respect of which the permit has been issued or, the resident number of the applicant to whom the permit has been issued;

(b) The period during which, subject to the provisions of Article 28, the permit shall remain valid;

(c) The parking zone to which it relates.

(2) Any permit or duplicate permit issued by the Council shall remain the property of the Council.

### **VISITOR VOUCHERS**

#### **Application for and issue of visitors vouchers for the use of parking places referred to in Schedule 1**

33. (1) Any resident of any household within a street or part of street set out in Schedule 4 may, on payment of the charge specified in paragraph (7) of this Article, apply to the Council for the issue of a book or additional books of visitor vouchers for the following classes of vehicle, that is to say, a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.3 metres, or an invalid carriage.

(2) Applications for visitor vouchers referred to paragraph (1) of this Article shall be made on a form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.

(3) The Council may at any time require an applicant for a book of visitor vouchers to produce to an officer of the Council such evidence in respect of an application for a book of visitors vouchers made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any book of visitors vouchers issued by them as they may reasonably call for to verify that the book of visitors vouchers is valid.

(4) Upon receipt of an application duly made under the foregoing provisions of this Article and upon the receipt of the appropriate charge specified in paragraph (7) of this Article, the Council on being satisfied that the applicant is a resident shall issue to the applicant one or more books of visitors vouchers for the leaving in a parking bay in any parking place referred to in Schedule 1 of vehicles belonging to or being used by a person or persons visiting that resident; provided that the Council may at its absolute discretion limit the number of visitors vouchers that are issued in respect of a particular household.

(5) A visitors voucher shall be valid for the zone indicated on the voucher on a particular day if and only if on the face of the visitors vouchers there is indicated as required, the time (a.m. or p.m.), the day, date and month in question and that face contains no other writing or remark except for the vehicle registration mark.

(6) The visitors vouchers must be displayed in the vehicle in accordance with the instructions printed on the back of the visitors vouchers.

(7) The charge for a book of visitors vouchers referred to in paragraph (1) of this Article shall be £1.30 per voucher.

(8) The provisions of paragraphs (1), (2), (3), (4) and (5) of Article 34 and all provisions of Article 35 shall apply to visitors vouchers.

#### Surrender, withdrawal and validity of visitors' vouchers.

34. (1) A resident may surrender unused visitors vouchers to the Council at any time and shall surrender unused visitors vouchers to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article. No refund shall be made unless the Council decides to remove the scheme.

(2) The Council may, by notice in writing served on the visitors vouchers holder by sending the same by the recorded delivery service to the visitors vouchers holder at the address shown by that person on the application for the permit or at any other address believed to be that persons place of abode, withdraw unused visitors vouchers if it appears to the Council that the visitors vouchers holder has ceased to be a resident in a house within a street or part of street set out in Schedule 4 the visitor permit holder shall surrender the unused visitors permits to the Council within 48 hours of the receipt of the aforementioned notice.

(3) The Council may, by notice in writing served on the visitors vouchers holder at the address shown by that person on the application for the visitors vouchers or at any address believed to be that person's place of abode, withdraw a visitors vouchers if it so wishes to do so and the visitors vouchers holder shall surrender the visitors vouchers to the Council within 7 days of the receipt of the aforementioned notice.

(4) Without prejudice to the foregoing provisions of this Article and the provisions of the next following paragraph, a visitors vouchers shall cease to be valid on the occurrence of any one of the events set out in paragraphs (2) and (3) of this Article.

(5) Where a visitors vouchers is issued to any person upon receipt of a cheque and the cheque is subsequently dishonoured, the visitors vouchers shall cease

to be of any effect and the Council shall, by notice in writing served on the person to whom such visitors vouchers was issued by sending the same by recorded delivery service to the visitors vouchers holder at the address shown by that person on the application for the visitors vouchers or at any other address believed to be that person's place of abode, require that person to surrender the permit to the Council within 48 hours of the receipt of the aforementioned notice.

(6) When a vehicle is parked in a parking place defined in Schedule 1 and a visitors vouchers is displayed, if any of the details exposed by scratching off the silver coating and those required to be written in by the visitors vouchers holder are not visible then the voucher shall be deemed to be invalid.

#### Form of Visitors' Vouchers

35. (1) A visitors voucher shall include the following particulars:-

- (a) an indication that the visitors vouchers was issued by the Council;
- (b) the zone to which the visitors vouchers applies;
- (c) the day of the week;
- (d) the date of the month
- (e) the month
- (f) the vehicle registration number.

(2) The details required by paragraph 1(c), 1(d) and 1(e) shall be exposed by scratching off the silver coating.

(3) The details required by paragraph (1)(f) shall be written in by the visitors vouchers holder in ink in the space provided.

### **MOBILE PERMITS**

#### Application for and issue of mobile permits for the use of parking places referred to in Schedule 1

36. (1) Any organisation/person who can produce to an officer of the Council such evidence in respect of any application for a mobile permit as they may call for, may apply to the Council for the issue of a mobile permit in respect of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.3 metres, the length of which does not exceed 5.3 metres, or an invalid carriage, and any of such application shall be made on a form issued by and obtainable from the

Council and shall include the particulars and information required by such form to be supplied.

(2) The Council may at any time required an applicant for a permit or a permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular of information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.

(3) On receipt of any application duly made under the foregoing provisions of this Article and upon receipt of the charges specified in paragraph (4) of this Article, the Council, upon being satisfied with the application shall issue to the applicant thereof.

(a) One permit for the leaving during the permitted hours in a parking place of the vehicle to which such permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward;

Provided that, subject to the provisions of Article 38, the Council shall not issue a permit which would be valid during any period during which any other permit issued to that applicant is or would be valid; and

(4) The charges referred to in paragraph (3) of this Article shall be:

£20 per year for non-profit making organisations and £480 per year for commercial organisations.

(5) Subject to the provisions of Article 38 a permit shall be valid for a period of twelve months running from the month in which the permit first becomes valid.

#### Refund of charge paid in respect of a permit

37. A permit holder who surrenders a permit to the Council before it becomes valid shall be entitled to a refund of the charge paid in respect thereof. No refund shall be made after the permit becomes valid, unless the Council decides to remove the scheme.

#### Surrender, withdrawal and validity of permit

38. (1) A permit holder may surrender a permit to the Council at any time and shall surrender a permit to the Council on occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.

(2) The Council may, by notice in writing served on the permit holder by sending the same by recorded delivery service to the permit holder at the address shown by that person on the application for the permit withdraw a

permit if it appears to the Council that any of the events set out in paragraph (3)(a) or (c) of this Article has occurred and the permit receipt of the aforementioned notice.

(3) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be the owner of the vehicle in respect of which the permit is issued;

(b) The withdrawal of such permit by the Council under the provisions of paragraph (2) of this Article;

(c) The vehicle in respect of which such permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 36(1);

(d) The issue of a duplicate permit by the Council under the provisions of Article 39;

(e) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (3)(a), (b), (c), or (d) of this Article, whichever is the earlier.

(5) Where a permit is issued to any person upon receipt of a cheque and the cheque is subsequently dishonoured, the permit shall cease to be of any effect and the Council shall by notice in writing served on the person to whom such permit was issued by sending the same by recorded delivery service to him at the address shown by that person on the application for the permit require that person to surrender the permit to the Council within 48 hours of the receipt of the aforementioned notice.

#### Application for and issue of duplicate permits

39. (1) If a permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the permit has become altered by fading or otherwise, the permit holder shall either surrender it to the Council or apply to the Council for the issue to him of a duplicate permit and the Council, upon the receipt of the permit, shall issue a duplicate permit so marked and upon such issue the permit shall become valid.

(2) If a permit is lost or destroyed, the permit holder may apply to the Council for the issue to him of a duplicate permit and the Council, upon being satisfied as to such loss or destruction, shall issue a duplicate permit so marked and upon such issue the permit shall become invalid.

(3) When a permit is Lost or destroyed as in paragraph (2) above, a fee of £5 shall be liable.

(4) The provisions of this order shall apply to a duplicate permit and an application therefore as if it were a permit or, as the case may be, an application therefore.

#### Form of mobile permits

40. (1) A mobile permit shall be in writing and shall include the following particulars:

(a) The registration mark of the vehicle in respect of which the permit has been issued

(b) The period during which, subject to the provisions of Article 39, the permit shall remain valid;

(2) Any permit or duplicate permit issued by the Council shall remain the property of the Council.

### **RESIDENTS' CARERS' PERMITS**

#### Application for and issue of residents' carers' permits for the use of parking places referred to in Schedule 1

41. (1) Any organisation/person who can produce to an officer of the Council such evidence in respect of any application for a residents' carers' permit as they may call for, may apply to the Council for the issue of a residents' carers' permit. The permit will be valid for a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, the length of which does not exceed 5.30 metres, or an invalid carriage. The application shall be made in writing and must include supporting documents from the Council's Social Services, a 'care organisation' approved by the Council, or a supporting letter from the residents' General Practitioner.

(2) The Council may at any time require an applicant for a permit or a permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular or information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article, the Council, upon being satisfied with the application shall issue to the applicant thereof one permit for the leaving during the permitted hours in a

parking place referred to in Schedule 1 to this order, a vehicle by any person deemed to be the permit holders carer.

(4) No charge shall be payable for a residents' carers' permit.

(5) Subject to the provisions of Article 42 a permit shall be valid for a period of twelve months running from the beginning of the month in which the permit first becomes valid.

#### Surrender, withdrawal and validity of permits

42. (1) A permit holder may surrender a permit to the Council at any time and shall surrender a permit to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (4) of this Article.

(2) The Council may, by notice in writing served on the permit holder by sending the same by recorded delivery service to the permit holder at the address shown by that person on the application for the permit withdraw a permit if it appears to the Council that any of the events set out in paragraph (3)(a) or (d) of this Article has occurred and the permit receipt of the aforementioned notice.

(3) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be a resident of the Zone for which the permit was issued;

(b) The withdrawal of such permit by the Council under the provisions of paragraph (2) of this Article;

(c) The issue of duplicate permit by the Council under the provisions of Article 43;

(d) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (3)(a), (b), (c), or (d) of this Article, whichever is the earlier.

#### Application for and issue of duplicate residents' carers' permit

43. (1) If a permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the permit has become altered by fading or otherwise, the permit holder shall either surrender it to the Council or apply to the Council for the issue to him of a duplicate permit and



the Council, upon the receipt of the permit, shall issue a duplicate permit so marked and upon such issue the permit shall become valid.

(2) If a permit is lost or destroyed, the permit holder may apply to the Council for the issue to him of a duplicate permit and the Council, upon being satisfied as to such loss or destruction, shall issue a duplicate permit so marked and upon such issue the permit shall become invalid.

(3) When a permit is lost or destroyed as in paragraph (2) above, a fee of £20 shall be liable.

(4) The provisions of this Order shall apply to a duplicate permit and an application therefore as if it were a permit or, as the case may be, an application therefore.

#### Form of residents' carers' permits

44. (1) A residents' carers' permit shall be in writing and shall include the following particulars:

- (a) Carer printed against VRM;
- (b) The parking Zone to which it relates;
- (c) The permit expiry date;
- (d) The permit number.

(2) Any permit or duplicate permit issued by the Council shall remain the property of the Council.

### **BUSINESS PERMITS**

#### Application for and issue of business permits for the use of parking places referred to in Schedule 3

45. (1) Any person whose workplace is within a street or part of street set out in Schedule 5 and who is the owner of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, a motor cycle or an invalid carriage, may apply to the Council for the issue of a permit for the leaving of that vehicle in a

parking bay in a parking place which is specified in Schedule 3 to this Order and any such application shall be made on a form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied.

(2) The Council may at any time require an applicant for a business permit or a business permit holder to produce to an officer of the Council such evidence as they may reasonably call for to verify any particulars or information given to them or in respect of any business permit issued or to be issued by them as they may reasonably call for to verify that the permit is or will be valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the appropriate charge specified in paragraph (4) of this Article, the Council, upon being satisfied that the applicant is employed at a work place within the Zone and is the owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant thereof one business permit for the leaving of the vehicle to which such business permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward during the permitted hours in a parking space in any parking place referred to in Schedule 3.

(4) The charge referred to in paragraph (3) of this Article are as follows:

<b>BUSINESS PERMIT CHARGES</b>		
3 Months - £144.50	6 Months - £289	12 Months - £578

#### Refund of charge paid in respect of a business permit

46. (1) A business permit holder who surrenders a business permit to the Council before it becomes valid shall be entitled to a refund of the charge paid in respect thereof.

(2) A business permit holder who surrenders a business permit to the Council after it has become valid shall be entitled to a refund of part of the charge paid in respect thereof calculated in accordance with the provisions of the next following paragraph.

(3) The part of the charge which is refundable under the provisions of the last foregoing paragraph shall be calculated (along with any administration costs) in respect to each 3 month period that remains unexpired at the time when the business permit is surrendered to the Council.

#### Surrender withdrawal and validity of business permits

47. (1) A business permit holder may surrender a business permit to the Council at any time and shall surrender a business permit to the Council on the

occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.

(2) The Council may, by notice in writing served on the business permit holder by sending the same by the recorded delivery service or personal delivery to the business permit holder at the address shown by that person on the application for the business permit or at any other address believed to be that person's place of abode, withdraw a business permit if it appears to the Council that any of the events set out in paragraph (3)(a),(b) or (d) of this Article has occurred and the business permit holder shall surrender the permit to the Council within 48 hours of the receipt of the aforementioned notice.

(3) The events referred to in the foregoing provisions of this Article are:-

(a) The business permit holder vacating the retail premises or ceasing to work at a business address within the zone;

(b) The business permit holder ceasing to be the owner of the vehicle in respect of which the business permit was issued;

(c) The withdrawal of such business permit by the Council under the provisions of paragraph (2) of this Article;

(d) The vehicle in respect of which such business permit was issued being adapted or used in such a manner that is not a vehicle of the class specified in Article 45(1);

(e) The issue of a duplicate business permit by the Council under the provisions of Article 48;

(f) The business permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.

(4) Without prejudice to the foregoing provisions of this Article and the provisions of the next following paragraph, a business permit shall cease to be valid at the expiration of the period specified thereon, or on the occurrence of any one of the Events set out in paragraph (3) (a), (b), (c), (d), or (e) of this Article, whichever is the earlier.

(5) Where a business permit is issued to any person and the payment is subsequently dishonoured the business permit shall cease to be of any effect and the Council shall by notice in writing serve on the person to which such business permit was issued by sending the same by the recorded delivery service to the business permit holder at the address shown by that person on the application for the business permit or at any other address believed to be that person's place of abode, require that person to surrender the business

permit to the Council within 48 hours of the receipt of the aforementioned notice.

#### Application for the issue of duplicate business permits

48. (1) If the figures or particulars on the business permit have become illegible or the colour of the business permit has become altered by fading or otherwise, the business permit holder shall surrender it to the Council, who upon receipt of the business permit shall issue a duplicate business permit, so marked, and upon such issue the original permit shall become invalid.

(2) If a business permit is mutilated, accidentally defaced, lost or destroyed, the business permit holder may apply to the Council for the issue of a duplicate business permit and the Council, upon being satisfied as to such loss or destruction, shall issue a duplicate business permit, so marked, and upon such issue the original business permit shall become invalid.

(3) The provisions of this Order shall apply to a duplicate business permit and an application thereof as if it were a business permit or, as the case may be, an application thereof.

(4) The cost of a duplicate business permit issued in accordance with paragraph 2 of this Article will be ten pounds.

#### Form of business permits

49. A business permit will be in writing and shall include inter alia the following particulars: The registration mark of the vehicle in respect of which the business permit has been issued; An indication that the business permit has been issued by the Council; An indication that the charge for the issue thereof has been paid to the Council; The parking zone to which it relates; Serial Number of Permit; Permit Number.

### **PART V – VIRTUAL PERMITS**

#### **VIRTUAL RESIDENTS' PERMITS**

#### Application for and issue of virtual residents' permits for the use of parking places referred to in Schedule 1

50. (1) Any resident living within a street or part of street set out in Schedule 4 who is the owner of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed

2.30 metres, the length of which does not exceed 5.3 metres, or an invalid carriage, may apply to the Council for the issue of a virtual residents' permit in respect of that vehicle.

(2) The Council may at any time require an applicant for a virtual residents' permit or a virtual permit holder to produce to an officer of the Council such evidence in respect of any application for a virtual permit made to them as they may reasonably call for to verify any particular or information given to them or in respect of any virtual permit issued by them as they may reasonably call for to verify that the virtual permit is valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the charges specified in paragraph (4) of this Article, being satisfied that the applicant is a resident and is the owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefore -

(a) One virtual residents' permit for the leaving during the permitted hours in a street or parking place referred to in Schedule 1 of the vehicle to which such virtual permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward;

(4) The charges referred to in paragraph (3) of this Article shall be:

<b>VIRTUAL RESIDENT PERMIT CHARGES PER ANNUM</b>			
1 <sup>st</sup> Permit – £75	2 <sup>nd</sup> Permit - £110	3 <sup>rd</sup> Permit - £145	4 <sup>th</sup> Permit - £180
5 <sup>th</sup> Permit and any subsequent permits - £215			

(5) Subject to the provisions of Article 52 a virtual residents' permit shall be valid for a period of twelve months running from the date application is received.

#### Refund of charge paid in respect of a virtual residents' permit

51. A permit holder who requests their virtual residents' permit to be withdrawn before it becomes valid shall be entitled to a refund of the charge paid in respect thereof. No refund shall be made after the permit becomes valid, unless the Council decides to remove the scheme.

#### Withdrawal and validity of virtual residents' permits

52. (1) The Council may, by notice to the account holder of a virtual permit holder, withdraw a permit if it appears to the Council that any of the events set out in paragraph (2)(a), (b) or (c) of this Article has occurred and the virtual permit receipt of the afore-mentioned notice.

(2) The events referred to in the foregoing provisions of this Article are:

(a) The virtual permit holder ceasing to be a resident;

(b) The virtual permit holder ceasing to be the owner of the vehicle in respect of which the virtual permit is issued;

(c) The vehicle in respect of which such virtual permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 50(1);

(3) The virtual permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a virtual permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (2) (a), (b) or (c) of this Article, whichever is the earlier.

#### Form of virtual residents' permits

53. A virtual residents' permit shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets specified in Schedule 1 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

### **VIRTUAL VISITOR VOUCHERS**

#### Application for and issue of virtual visitor vouchers for the use of parking places referred to in Schedule 1

54. (1) Any resident of any household within a street or part of street set out in Schedules 4 may, on payment of the charge specified in paragraph (4) of this Article, may apply to the Council for the issue of a virtual visitor voucher in respect of that vehicle, that is to say, a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.3 metres, or an invalid carriage.

(2) Upon receipt of an application duly made under the foregoing provisions of this Article and the Council on being satisfied that the applicant is a resident shall issue to a virtual visitor voucher to the vehicle or vehicles belonging to or being used by a person or persons visiting that resident; provided that the Council may at its absolute discretion limit the number of virtual visitor vouchers that are issued in respect of a particular household.

(3) A virtual visitor voucher shall be valid for the specified Zone on the day or days specified at the time the virtual visitor voucher is activated by the account holder.

(4) The charge for a virtual visitor voucher referred to in paragraph (1) of this Article shall be £1.30 per virtual visitor voucher.

#### Withdrawal and validity of virtual visitor vouchers.

55. (1) The Council may withdraw virtual visitor vouchers if it appears to the Council that the resident has ceased to be a resident in a house within a street or part of street set out in Schedule 4.

(2) The Council may, by notice to the account holder of a virtual visitor voucher, withdraw a virtual visitor voucher if it so wishes to do so.

#### Form of virtual visitor vouchers

56. A virtual visitor voucher shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets specified in Schedule 1 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

### **VIRTUAL MOBILE PERMITS**

#### Application for and issue of virtual mobile permits for the use of parking places referred to in Schedule 1

57. (1) Any organisation/person who can produce to an officer of the Council such evidence in respect of any application for a virtual mobile permit as they may call for, may apply to the Council for the issue of a virtual mobile permit in respect of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.3 metres, the length of which does not exceed 5.3 metres, or an invalid carriage, and any of such application shall be made to the Council.

(2) The Council may at any time required an applicant for a virtual mobile permit or an existing permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular of information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.

(3) On receipt of any application duly made under the foregoing provisions of this Article and upon receipt of the charges specified in paragraph (4) of this

Article, the Council, upon being satisfied with the application shall issue to the applicant thereof.

(a) One virtual mobile permit for the leaving during the permitted hours in a parking place of the vehicle to which such permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward;

Provided that, subject to the provisions of Article 59, the Council shall not issue a virtual mobile permit which would be valid during any period during which any other permit issued to that applicant is or would be valid; and

(4) The charges referred to in paragraph (3) of this Article shall be:

£20 per year for non-profit making organisations and £480 per year for commercial organisations.

(5) Subject to the provisions of Article 59 a virtual mobile permit shall be valid for a period of twelve months running from the month in which the permit first becomes valid.

#### Refund of charge paid in respect of a virtual mobile permit

58. A permit holder who requests to withdraw a virtual mobile permit before it becomes valid shall be entitled to a refund of the charge paid in respect thereof. No refund shall be made after the virtual mobile permit becomes valid, unless the Council decides to remove the scheme.

#### Withdrawal and validity of a virtual mobile permit

59. (1) The Council may, by notice to the account holder of the virtual mobile permit holder, withdraw a permit if it appears to the Council that any of the events set out in paragraph (2)(a), (b) or (c) of this Article has occurred and the permit receipt of the aforementioned notice.

(2) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be the owner of the vehicle in respect of which the permit is issued;

(b) The vehicle in respect of which such permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 57(1);

(c) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a virtual mobile permit shall cease to be valid at the expiration of the period specified thereon



or the occurrence of any one of the events set out in paragraph (2)(a), (b) or (c) of this Article, whichever is the earlier.

#### Form of virtual mobile permits

60. A virtual mobile permit shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets specified in Schedule 1 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

### **VIRTUAL RESIDENTS' CARERS' PERMITS**

#### Application for and issue of virtual residents' carers' permits for the use of parking places referred to in Schedule 1

61. (1) Any organisation/person who can produce to an officer of the Council such evidence in respect of any application for a virtual residents' carers' permit as they may call for, may apply to the Council for the issue of a virtual residents' carers' permit. The permit will be valid for a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, the length of which does not exceed 5.30 metres, or an invalid carriage. The application shall be made in writing and must include supporting documents from the Council's Social Services, a 'care organisation' approved by the Council, or a supporting letter from the residents' General Practitioner.

(2) The Council may at any time require an applicant for a virtual residents' carers' permit or an existing permit holder to produce to an officer of the Council such evidence in respect of any application for a permit made to them as they may reasonably call for to verify any particular or information given to them or in respect of any permit issued by them as they may reasonably call for to verify that the permit is valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article, the Council, upon being satisfied with the application shall issue to the applicant thereof one permit for the leaving during the permitted hours in a parking place referred to in Schedule 1 to this order, a vehicle by any person deemed to be the permit holder's carer.

(4) No charge shall be payable for a residents' carers' permit.

(5) Subject to the provisions of Article 62 a permit shall be valid for a period of twelve months running from the beginning of the month in which the permit first becomes valid.

#### Withdrawal and validity of virtual residents' carers' permits

62. (1) The Council may, by notice to the account holder of the virtual residents' carers' permit holder, withdraw a permit if it appears to the Council that any of the events set out in paragraph (2)(a), (b) or (c) of this Article has occurred and the permit receipt of the aforementioned notice.

(2) The events referred to in the foregoing provisions of this Article are:

(a) The permit holder ceasing to be the owner of the vehicle in respect of which the permit is issued;

(b) The vehicle in respect of which such permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 61(1);

(c) The permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;

(4) Without prejudice to the foregoing provisions of this Article, a virtual residents' carers' permit shall cease to be valid at the expiration of the period specified thereon or the occurrence of any one of the events set out in paragraph (2)(a), (b) or (c) of this Article, whichever is the earlier.

#### Form of virtual residents' carers' permits

63. A virtual residents' carers' permit shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets specified in Schedule 1 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

### **VIRTUAL BUSINESS PERMITS**

#### Application for and issue of virtual business permits for the use of parking places referred to in Schedule 3

64. (1) Any person whose workplace is within a street or part of street set out in Schedule 5 and who is the owner of a vehicle of the following class, that is to say a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres, a motor cycle or an invalid carriage, may apply to the Council for the issue of a virtual business permit for the leaving of that vehicle in a parking bay in a parking place which is specified in Schedule 5 to this Order.

(2) The Council may at any time require an applicant for a virtual business permit or an existing virtual business permit holder to produce to an officer of the Council such evidence as they may reasonably call for to verify any particulars or information given to them or in respect of any virtual business

permit issued or to be issued by them as they may reasonably call for to verify that the permit is or will be valid.

(3) On receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the appropriate charge specified in paragraph (4) of this Article, the Council, upon being satisfied that the applicant is employed at a work place within the Zone and is the owner of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant thereof one virtual business permit for the leaving of the vehicle to which such virtual business permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward during the permitted hours in a parking space in any parking place referred to in Schedule 3.

(4) The charge referred to in paragraph (3) of this Article are as follows:

<b>BUSINESS PERMIT CHARGES</b>		
3 Months - £144.50	6 Months - £289	12 Months - £578

#### Refund of charge paid in respect of a virtual business permit

65. (1) A virtual business permit holder who requests to withdraw a virtual business permit to the Council before it becomes valid shall be entitled to a refund of the charge paid in respect thereof.

(2) A virtual business permit holder who requests to withdraw a virtual business permit to the Council after it has become valid shall be entitled to a refund of part of the charge paid in respect thereof calculated in accordance with the provisions of the next following paragraph.

(3) The part of the charge which is refundable under the provisions of the last foregoing paragraph shall be calculated (along with any administration costs) in respect to each 3 month period that remains unexpired at the time when the virtual business permit is surrendered to the Council.

#### Withdrawal and validity of virtual business permits

66. (1) The Council may, by notice to the account holder of the virtual business permit holder, withdraw a permit if it appears to the Council that any of the events set out in paragraph (2)(a), (b), (c) or (d) of this Article has occurred and the permit receipt of the aforementioned notice.

(2) The events referred to in the foregoing provisions of this Article are:

(a) The virtual business permit holder vacating the retail premises or ceasing to work at a business address within the zone;

(b) The virtual business permit holder ceasing to be the owner of the vehicle in respect of which the business permit was issued;

(c) The vehicle in respect of which such virtual business permit was issued being adapted or used in such a manner that is not a vehicle of the class specified in Article 64(1);

(d) The virtual business permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.

(4) Without prejudice to the foregoing provisions of this Article and the provisions of the next following paragraph, a virtual business permit shall cease to be valid at the expiration of the period specified thereon, or on the occurrence of any one of the Events set out in paragraph (2) (a), (b), (c) or (d) of this Article, whichever is the earlier.

(5) Where a virtual business permit is issued to any person and the payment is subsequently dishonoured the virtual business permit shall cease to be of any effect and the Council shall by notice by notice to the account holder of a virtual business permit of the intention to withdraw that virtual business permit.

#### Form of a virtual business permit

67. A virtual business permit shall be held electronically by the Council so that the particulars of a vehicle waiting within the parking places or streets specified in Schedule 3 of this Order can be verified by a Civil Enforcement Officer with a hand-held device.

Dated this the XX day of XXXXXXXXXXXX XXXX

PERRY SCOTT,  
Corporate Director of Place

## **SCHEDULE 1**

### **RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE TG**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between '9am to 10pm', any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone TG permit, visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
1	TOLLGATE DRIVE, southwesternmost northwest-southeast arm, southwest side, from a point 10 metres southeast of the southeastern kerbline of Delaware Road, southeastwards to a point 9.2 metres northwest of the northwestern kerbline of the access road opposite Nos. 2 and 3 Tollgate Drive.
2	TOLLGATE DRIVE, southwesternmost northwest-southeast arm, southwest side, from a point 11.7 metres southeast of the southeastern kerbline of the access road opposite Nos. 2 and 3 Tollgate Drive, southeastwards to a point in line with the southeastern flank wall of Nos.7-9 Tollgate Drive.
3	TOLLGATE DRIVE, southwest-northeast arm, southeast side, from a point 4.1 metres northeast of the southwestern flank wall of Nos.7-9 Tollgate Drive, northeastwards to a point 5.0 metres south of the northeastern most kerbline of Tollgate Drive.
4	TOLLGATE DRIVE, northwest-southeast arm, between Nos.20 & 35 Tollgate Drive, southwest side, from a point 1.8 metres southeast of the southeastern flank wall of No.20 Tollgate Drive, northwestwards to a point in line with the northwestern boundary of No.20 Tollgate Drive.
5	TOLLGATE DRIVE, northwest-southeast arm, between Nos.44 & 64 Tollgate Drive, southwest side, from a point 0.8 metres southeast of the southeastern flank wall of No.44 Tollgate Drive, northwestwards to a point in line with the northwestern boundary of No.44 Tollgate Drive.
6	TOLLGATE DRIVE, northwest-southeast arm, between Nos.73-78 & 86 Tollgate Drive, northeast side, from a point 0.6 metres southeast of the southeastern flank wall of No.86 Tollgate Drive, northwestwards to a point 4.9 metres northwest of the northwestern flank wall of No.86 Tollgate Drive.

## **SCHEDULE 1**

### **RESIDENT PERMIT HOLDERS PARKING PLACES - ZONE TG**

In relation to the parking place referred to in this schedule, the expression "permitted hours," means the period between '9am to 10pm', any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone TG permit, visitor voucher or has been granted either a virtual residents permit or virtual visitor voucher. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
7	TOLLGATE DRIVE, northwest-southeast arm, between Nos.94 & 100 Tollgate Drive, southwest side, from a point 2.5 metres southeast of the southeastern flank wall of No.94 Tollgate Drive, northwestwards to a point 1.8 metres southeast of the northwestern boundary of No.94 Tollgate Drive.

## **SCHEDULE 2**

### **PAY AND DISPLAY PARKING BAYS**

In relation to the parking place referred to in this schedule, the expression “permitted hours,” means the period between ‘9am to 10pm’ inclusive, any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid ticket or by use of the cashless payment system.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
	NONE

## **SCHEDULE 3**

### **BUSINESS PERMIT PARKING PLACES - ZONE TG(B)**

In relation to the parking place referred to in this schedule, the expression “permitted hours,” means the period between ‘9am to 10pm’ inclusive, any such day not being Christmas Day, Good Friday or a Bank Holiday. Parking places in which a vehicle may be left during the permitted hours if it displays a valid Zone TG(B) business permit or has been granted a virtual business permit. All parking places are 2 metres wide unless otherwise stated.

<b>Parking Place No.</b>	<b>Designated Parking Place</b>
	NONE

#### **SCHEDULE 4**

**Streets or part of streets for the purpose of the definition of Residents in Zone TG:**

Tollgate Drive, Hayes

Delamere Road, Hayes – Nos. 33 and 35

#### **SCHEDULE 5**

**Streets or part of streets for the purpose of the definition of Businesses in Zone TG(B):**

None