



## Resident Permits - Guidance Notes, Terms & Conditions

Resident Permits are available to residents living within a Controlled Parking Zone, or on a street that is covered by a Resident Permit Scheme. These permits are for the use of residents only and should not be used by any other persons.

In the East Riding, **Blue Badge holders are not required to obtain a Resident Permit**, as displaying a valid Blue Badge in a vehicle offers the same exemptions as a Resident Permit.

### 1. Where can I park with a Resident Permit and how much will this cost?

- The council currently has four Controlled Parking Zones; these are Beverley, Bridlington Zone A, Bridlington Zone B and Howden. Please visit this website to view maps of the Controlled Parking Zones:  
[www.eastriding.gov.uk/environment/roads-streets-traffic-and-parking/parking/parking-permits/resident-permit](http://www.eastriding.gov.uk/environment/roads-streets-traffic-and-parking/parking/parking-permits/resident-permit)

- Resident Permit Scheme locations are as follows:

Anlaby – Wilson Street

Brough – Grassdale Park, King Edwards Terrace, Saltgrounds Road and Station Road

Hessle – Gladstone Street and Grovehill

Willerby – Kingsley Drive and Main Street

- Please see below table for permit costs:

Location	Annual cost for first permit	Annual cost for second Permit
Beverley	£30.00	£105.00
Bridlington	£25.00	£25.00
Howden	£35.00	£35.00
Anlaby	£10.00	Unavailable
Brough	£15.00	Unavailable
Hessle	£10.00	Unavailable
Willerby	£10.00	Unavailable

- Resident Permits can be used to park in any parking place within a particular Controlled Parking Zone or Resident Permit Scheme location **where the adjacent signage states 'Resident Permit holders'**.
- Resident Permits cannot be used to park in any other type of parking place; including (but not limited to) Pay and Display parking places or parking places reserved for vehicles loading only.
- Controlled Parking Zones cover large areas, and permit holders can park in any Resident Permit holder parking place within the whole zone.
- Resident Permit Schemes only cover an individual street, therefore permit holders can only park in Resident Permit holder parking places within this street.
- Resident Permits are not transferable between towns.
- Resident Permits are transferrable between Zone A and B in Bridlington, if a resident moves from one zone to the other.
- Possession of a permit does not guarantee a parking space. If a space is not available in a permit holder's desired location, alternative parking arrangements must be made.
- Permit holders are not permitted to reserve a parking place in any way.
- At locations where parking bays are painted on the ground, vehicles must park with all of its tyres within the boundary of a marked bay.
- Permit holders must not park a trailer or caravan in reliance of their permit.
- Possession of a permit does not offer an exemption from any other parking restriction.

## 2. How do I change the vehicle covered by my permit?

- When purchasing a permit, residents are required to enter their vehicle's registration mark (VRM).
- Resident Permits can only have one vehicle covered by them at any one time.
- Residents can change the vehicle covered by their permit by logging onto their MiPermit account and following instructions on-screen to update the VRM.
- Residents can change the VRM on their permit as often as they wish.
- It is the responsibility of the permit holder to ensure that the VRM on their permit is kept up to date. Permit holders will be liable for any Penalty Charge Notice issued due to them failing to update the VRM on their permit.

**If you need any assistance using the MiPermit system please contact MiPermit directly on 0345 520 7007.** These calls cost the same as a national rate call, and from a mobile phone will be included in your minutes package (where applicable).

## 3. How do I renew my permit?

- Resident Permits last one year and it is the responsibility of the permit holder to ensure that they renew in time, if they wish to continue parking.
- A reminder email will be sent to the email address used to set up a MiPermit account approximately one month prior a Resident Permit expiring, with a link to renew.
- If an email address is not used to set up a MiPermit account, residents may not receive a reminder, however the responsibility lies with the permit holder to ensure they renew their permit in time.
- Resident permit holders will be liable for any Penalty Charge Notice that they may be issued due to them not renewing their permit in time.

## 4. What happens if I change address?

- If a Resident Permit holder moves out of a Controlled Parking Zone or Resident Permit Scheme location they will no longer be entitled to a Resident Permit.
- In this instance, residents should inform the Parking Team that they have changed address by telephoning 01482 393939 or emailing [parkingnotifications@eastriding.gov.uk](mailto:parkingnotifications@eastriding.gov.uk)
- If a Resident Permit holder changes address within the same Controlled Parking Zone or Resident Permit Scheme location, they should inform the Parking Team of this by telephoning 01482 393939 or emailing [parkingnotifications@eastriding.gov.uk](mailto:parkingnotifications@eastriding.gov.uk) so that the Parking Team can transfer the Resident Permit over to the new address.

## 5. Suspension of Parking Places

- From time to time, the council may need to suspend the use of a number of parking places for reasons such as to enable essential maintenance works to take place.
- The council will usually give seven days' notice of a suspension, by displaying notices adjacent to the affected parking places, however in some cases this could be only one days' notice.
- The notices will advise motorists of the dates and times of the suspension – **Resident Permits will not be valid in any affected parking places during these times**, therefore permit holders should make alternative parking arrangements.
- Permit holders will be liable for any Penalty Charge Notice issued to them whilst parked in a suspended parking place.
- If you are parked in a suspended parking place (for example: the bay is suspended whilst you are away from your vehicle), your vehicle may be moved to a safe location as near as possible to its original location.

## 6. Refunds

- Refunds for Resident Permits will not be issued under any circumstances.

## 7. Declaration

**By purchasing a permit, residents are agreeing to all terms and conditions as explained above and including those listed below:**

- I declare that I will not provide any false or misleading information in order to obtain a Resident Permit. I understand that the council may prosecute if I do provide false or misleading information.
- I confirm that I keep and use the vehicle covered by my Resident Permit, and that I will update my MiPermit account promptly if this changes.
- I confirm that I live at the address provided, and that this is my primary residency.
- I declare that I will not allow any other person to park their vehicle in reliance of my Resident Permit.
- I declare that I will keep my account information up to date, and accept liability for any Penalty Charge Notice that may be issued due to me not keeping information up to date.
- I declare that I will not try and reserve a parking space in any way.
- I declare that I will rely on my permit for parking only, and will not use a qualifying parking place as a storage facility for my vehicle, such as when it is in an unroadworthy condition.
- I declare that I will not attempt to park a caravan or trailer in reliance of my permit.
- I understand that the council will use the information that I give in line with the Data Protection Act 2018. I understand that the Parking Operations Team may pass this information onto other council departments and the DVLA where it is necessary to issue me with the relevant permit.
- I understand that the council is under a duty to protect the public funds it administers, and to this end may use the information I have provided for the prevention and/or detection of fraud. I understand that this information may be shared with other bodies responsible for auditing or administering public funds.
- I understand that I must promptly inform the council of any changes that may affect my entitlement to a permit, such as if I move address.
- I give the council permission to cancel my permit if I am no longer entitled to it, without the need to notify me of the cancellation in writing.
- I understand that I must comply with the terms and conditions applying to the parking location as indicated on signs at the location.
- I have read, understood and agree to abide by all the information in this document.

## 8. Breaches of these terms and conditions

Without prejudice to our other rights under these terms and conditions, if you breach these terms and conditions in any way, or if we reasonably suspect that you have breached these terms and conditions in any way, we may:

- Send you one or more formal warnings;
- Temporarily suspend your access to the MiPermit website;
- Permanently prohibit you from accessing the MiPermit website;
- Contact any or all of your internet service providers and request that they block your access to the MiPermit website;
- Commence legal action against you, whether for breach of contract or otherwise; and/or suspend or delete your account on the MiPermit website.

Where we suspend or prohibit or block your access to our website or a part of the MiPermit website, you must not take any action to circumvent such suspension or prohibition or blocking (including without limitation [creating and/or using a different account]).

## **9. Variation**

- We may revise these terms and conditions from time to time.
- The revised terms and conditions shall apply to the use of our website from the date of publication of the revised terms and conditions on the website, and you hereby waive any right you may otherwise have to be notified of, or to consent to, revisions of these terms and conditions.

## **10. Privacy policy:**

"If required, the council may collect and store the personal information provided in line with the Data Protection Act 2018. Parking Operations will use this information to process a Resident Permit, and may pass this information to other council departments and the DVLA for this and related purposes. For more information on your rights and what happens to your information please visit: [www.eastriding.gov.uk/privacynotice](http://www.eastriding.gov.uk/privacynotice) or telephone us on 01482 393939" .