

**THE BOROUGH OF HERTSMERE**  
**THE BOROUGH OF HERTSMERE (CONTROL OF PARKING)**  
**(CONSOLIDATION) ORDER 2007.**

The Borough of Hertsmere Council (hereinafter referred to as "the Council") pursuant to arrangements made under Section 19 of the Local Government Act 2000 and the Local Government (Arrangements for Discharge of Functions) (England) Regulations 2000 with Hertfordshire County Council ("the County Council") in exercise of the powers conferred by sections 1 to 4, 32, 35, 45, 46, 47, 49, and 53 and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984 ("the 1984 Act") (as amended by the Road Traffic Regulation (Parking) Act 1986) and Section 43 and Schedule 3 of the Road Traffic Act 1991 ("the 1991 Act") and of all other powers then enabling in that behalf and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act hereby make the following Order, the purpose of which is to incorporate all on street parking place and prohibition and restriction of waiting Orders specified in Schedule 1 hereto into one Order.

**PART I - GENERAL**

**Commencement and Citation**

1. (1) This Order shall come into operation on 30 March 2007 and may be cited as the "Borough of Hertsmere (Control of Parking) (Consolidation) Order 2007" hereinafter referred to as "this Order".

(2) The Borough of Hertsmere On-Street Parking and Waiting Plans ("the On-Street Plans") and the Schedules to this Order are incorporated into this Order.

**Revocations**

2. This Order revokes the various orders listed within Schedule 1 insofar as they relate to On-Street Designated Places and Prohibition and Restriction on Waiting.

**Interpretation**

3. (1) Save as otherwise defined within this Order each and every expression shall have the meaning assigned to it by the Traffic Signs Regulations and General Directions 2002, SI 3113.

"Blue Badge" has the same meaning as disabled persons badge in the Disabled Persons (Badges for Motor Vehicles) (Amendment) Regulations 2000 SI 682;

"Business Permit" means a Permit issued in accordance with Article 40 of this Order;

"Delivering" and "Collecting" in relation to any goods include checking the goods for the purpose of their delivery or collection;

"Driver" means the person driving or having control or charge of the Vehicle at any given time and in particular in relation to a Vehicle waiting in a Parking Place the person driving at the time it was left in that Parking Place;

"Exemption Permit" means a permit issued in accordance with Article 50 of this Order to an employee of either Hertsmere Borough Council or Hertfordshire Highways

"General Prohibition" means the prohibition as set out in Article 54 of this Order;

"Goods 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;

"Key" means the Key attached to the On-Street Plans to be read in conjunction with those On-Street Plans;

"Motor Cycle" has the meaning as given by Section 136(4) of the Act of 1984;

"No Return" means no return to a parking place within the same named street within a specified period;

"On-Street Plans" means The Borough of Hertsmere On-Street Parking and Waiting Plans including the Key and the Schedules, which are incorporated in to this Order pursuant to Article 1(2) hereof;

"Operative Hours" means the hours within which the Residents' Parking Scheme or Pay and Display Parking Places are operative as particularised in the Key to the On-Street Plans;

"Owner" has the meaning assigned to it by s.82 (2) and (3) of the Road Traffic Act 1991;

"Parking Attendant" has same meaning as that provided for in s.63A of the 1984 Act;

"Parking Bay" means an area contained within a Parking Place delineated by white markings to indicate the position in which a Vehicle may be parked;

"Parking Disc" means a device which is 125 millimetres square and coloured blue has been issued by a local authority and has not ceased to be valid and is capable of showing the quarter hour period during which a period of waiting has begun as provided for in the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000 SI 683;

"Parking Place" means any place where Vehicles, or Vehicles of any class, may wait as set out in s.32(4)(b) of the 1984 Act and as shown in the Key and On-Street Plans;

"Parking Ticket" means a ticket issued by a Pay & Display Machine installed within a Pay & Display Parking Place;

"Pay and Display Parking Place" means any area identified in the On-Street Plans and described for Pay & Display Parking;

"Passenger Vehicle" means a motor vehicle constructed solely for the carriage of passengers and their effects and adapted to carry not more than sixteen passengers exclusive of the Driver, and not drawing a trailer;

"Penalty Charge" and "Penalty Charge Notice" have the same meanings, as given, in The Road Traffic Act 1991 S66(1)

"Permit" means a Resident's Permit, Business Permit, Visitors Parking Voucher, Visitors Annual Permit, Special Permit, School Permit and Exemption Permit.

"Permit Holder" means a person to whom a Resident's Permit, Business Permit, Visitors Parking Voucher, Visitors Annual Permit, Special Permit, School Permit or Exemption Permit has been issued by Hertsmere Borough Council.

"Public Service Vehicle" has the same meaning as assigned to it by s.1 of the Public Passenger Vehicles Act 1981;

"Relevant Position" means on the dashboard or fascia of the Vehicle or where the Vehicle is not fitted with a dashboard or fascia in a conspicuous position on the Vehicle as described in the Disabled Persons (Badges for Motor Vehicles) (Amendment) Regulations 2000 SI 682;

"Resident" means a person whose principal home is a dwelling in one of the resident parking zone addresses as stipulated in Schedule 3 to this Order;

"Resident's Permit" means a Permit issued to a Resident in accordance with Article 28 of this Order;

"Road" means any length of highway or of any other road to which the public has access, and includes bridges over which a road passes as set out in s.142(1) of the 1984 Act ;

"School Permit" means a permit issued under Article 45 of this Order to the parent or guardian of a pupil attending a nursery school or school in The Walk or Heather Way Potters Bar.

"Special Permit" means a permit issued in accordance with Article 35 of this Order.

"Traffic Sign" means a device or object as prescribed or authorised under, or having effect as though prescribed or authorised under Section 64 of the Act of 1984;

"Universal Service Provider" has the same meaning as that assigned to it in s.4(3) of the Postal Services Act 2000;

"Vehicle" has the same meaning as that assigned to "motor vehicle" in s.136(1) of the 1984 Act;

"Visitors Annual Permit" means a permit issued under Article 32 (2) valid for one calendar year

"Visitor's Parking Voucher" means a permit issued under the provisions of Article 32(1) of this Order;

"Zone" refers to any one of the resident parking zones shown on the On-Street Plans and identified in the Key to the on street plans;

- (2) Any reference in this Order to any enactment, shall be construed as a reference to that enactment as amended by any subsequent enactment.

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

### **4. Designation of parking places and parking bays**

Each area of a highway comprising the length of carriageway of a street as shown in the 'on street plans' and unless otherwise so specified, bounded on one side of that length by the edge of the carriageway and having a width throughout of 1.83 metres, is designated as a parking place.

The Council shall designate and mark parking bays within each parking place.

5. **Vehicles for which parking bays are designated**

- (a) Each parking bay as shown in the 'on street plans' 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 and the overall length of which does not exceed 5.25 metres, motor cycles or invalid carriages and display in the manner specified in Article 6 a valid permit issued in respect of that vehicle.
- (b) A permit shall not be valid unless the designation letter incorporated in it corresponds with the zone in which the vehicle displaying it is parked, or the permit incorporates the designation letter and it is displayed in accordance with Article 6.
- (c) A permit displayed in a vehicle parked in a parking bay as shown in the 'on street plans' shall not be valid unless it is a residents permit, visitors parking voucher, visitors annual permit, special permit, business permit, school permit, or exemption permit as specified in this order and it is displayed in accordance with Article 6.

6. **Permits to be displayed on vehicles left in parking bays**

At all times during which a vehicle is left in a parking bay as shown in the 'on street plans' during the permitted hours the driver thereof shall cause to be displayed on the left of the front wind screen a valid permit issued in respect of that vehicle, so that all the particulars referred to in Articles 31, 34, 38, 49 and 53 are readily visible from the front of the vehicle.

7. **Amount of charge at parking bays**

The charges for vehicles left in a parking bay as shown in the 'on street plans' shall be as stated in Schedule 2 to this Order.

8. **Payment of the initial charge in respect of parking bays**

Subject to the provisions of Articles 14 and 27:

- (a) The initial charge, subject to Article 8(c), shall be payable on the leaving of the vehicle in a parking bay as shown in the 'on street plans' by the insertion in a ticket parking meter relating to that parking bay of any combination of British coins of the Realm in denominations of five pence, ten pence, twenty pence, fifty pence, one pound, and two pound together making up the amount of the initial charge for the initial period for which payment is being made and where more than one coin is required for payment of that charge the coins shall be inserted in the parking meter one immediately after the other.
- (b) The driver of a vehicle left in a parking bay as shown in the 'on street plans' shall immediately display or cause to be displayed on the vehicle, in accordance with the provisions of Article 8(c), the ticket issued by the ticket parking meter consequent on payment of the initial charge in accordance with the provisions of Article 8(a).
- (c) Where no initial charge is payable the driver of a vehicle left in a parking bay as shown in the 'on street plans' shall obtain a ticket from the ticket parking machine relating to that parking bay and immediately display or cause to be displayed on the vehicle, the ticket issued by the ticket parking meter in accordance with the provisions of Article 8(c).

- (d) The ticket referred to in Article 8(b) 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 placed on the front or near side of the vehicle so that all the particulars on that side of the ticket which bears the indication that an initial charge has been paid are readily visible from the front or near side of the vehicle.
- (e) The driver shall, where the ticket parking meter displays instructions to that effect, enter the registration number or part thereof as required of the vehicle to be left in a parking bay into the ticket parking meter in accordance with the instructions so displayed.

9. **Penalty charge**

- (1) If a vehicle is left in a parking bay as shown in the 'on street plans' during the permitted hours for longer than the initial period for which payment was made by the initial charge or was required pursuant to this Order to be made by the initial charge, the initial charge together with an additional amount of sixty pounds (which additional amount is hereinafter referred to as the "penalty charge") shall be payable
- (2) If a vehicle is left in a parking bay as shown in the 'on street plans' without displaying a valid permit for longer than the maximum period for which a vehicle may be left, an amount of sixty pounds (hereinafter referred to as the "penalty charge") shall be payable.
- (3) In the case of a vehicle in respect of which a penalty charge has been incurred, a parking attendant may attach to the vehicle in a conspicuous position or, at his discretion, hand to a person whom he has reason to believe has incurred a penalty charge under this Order a notice which shall include the following particulars:
  - (a) The registration mark of the vehicle or, where the vehicle is being used under a trade licence, the general registration mark assigned to the holder of that licence and which mark is shown on the trade plates carried by the vehicle;
  - (b) The time by which he had reason to believe that a penalty charge has been incurred;
  - (c) A statement that a penalty charge of sixty pounds is required to be paid;
  - (d) the manner in which, and the time within which, the penalty charge should be paid; and
  - (e) A statement that it is an offence under Section 47 of the Road Traffic Regulation Act 1984 for the driver of the vehicle who has left it in a parking place to fail duly to pay the penalty charge.
- (4) The owner of any vehicle issued with a notice of penalty charge may be required to give such information as to the identity of the driver of the vehicle on the date that the notice was issued as he is required to give in accordance with Section 112(2)(a) of the Road Traffic Regulation Act of 1984.
- (5) Failure to supply the information required under Article 9(4) above may render the owner liable to prosecution but in any event if the Council is unable to ascertain the identity and current address of the driver then the owner shall become liable to pay the penalty charge as if he had been the driver at the time when the penalty charge was incurred.

10. **Manner of payment of the penalty charge**

- (1) The penalty charge shall be paid to the Council either by cheque or postal order which shall be delivered or sent by post so as to reach Hertsmere Borough Council not later than 4.00pm on the 28th day following the day on which the penalty charge was incurred or in cash in person at the said Council not later than as aforesaid.
- (2) Notwithstanding paragraph (1) above, the penalty charge shall be deemed to have been paid to the Council if the sum of thirty pounds shall have been so paid in the manner specified in paragraph (1) above not later than 4.00pm on the 14th day following the day on which the penalty charge was incurred and provided that the sum of thirty pounds is paid without any dispute challenge request for information or correspondence of any kind in connection with the notice issued pursuant to Article 9.
- (3) Provided that, if the said 14th or 28th day falls upon a day on which the said Council 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 day on which the said Council is open.

11. **Alteration of position of a vehicle in a parking bay**

Where any vehicle is standing in a parking bay in contravention of the provisions of Article 22, a police constable in uniform or a parking attendant may cause to be altered the position of the vehicle in order that its position shall comply with those provisions.

12. **Removal of a vehicle from a parking bay**

Where a police constable in uniform or a parking attendant is of the opinion that any of the provisions contained in Articles 6, 8, 15, 19, 20, 21 or 39(2) have been contravened or not complied with in respect of a vehicle left in a parking bay he may cause the vehicle to be removed from the parking bay and, where it is so removed, shall provide for the safe custody of the vehicle.

13. **Movement of a vehicle in a parking place in an emergency**

A Police Constable in uniform or a parking attendant may cause to be moved, in case of emergency, to any place he thinks fit any vehicle left in a parking bay.

14. **Exemptions from charges**

- (1) In the case of a parking place as shown in the 'on street plans' if on leaving of a vehicle during the permitted hours in a parking bay, there is on every ticket parking meter relating to that parking place a notice placed by any person duly authorised by the Council or by the Chief Constable Hertfordshire Constabulary, indicating that the ticket parking meter is out of order, that vehicle shall be exempt from any initial charge and the foregoing provisions of this Order shall apply accordingly.
- (2) Notwithstanding the foregoing provision of this Order a vehicle which displays in the relevant position a disabled person's badge issued by any local authority or a business permit may be left in a parking bay provided that the use of that parking bay has not been suspended and no initial or penalty charge shall be payable and the foregoing provisions of this Order shall apply accordingly.
- (3) Without prejudice to the generality of this Article a vehicle to which this Article applies shall stand in a parking bay in accordance with the provisions of Article 22(a) or (b) and wholly within the limits of that parking bay.

## **PART III - SUPPLEMENTARY PROVISIONS**

### **Section 1 General**

15. **Period for which a vehicle may be left after the penalty charge has been incurred**

The period for which a vehicle may be left in a parking bay as shown in the 'on street plans' during the permitted hours after the penalty charge has been incurred shall not exceed one hour.

16. **Restrictions on the removal of permits, tickets and notices**

- (1) Where a permit or a ticket has been displayed on a vehicle in accordance with the provisions of Article 6 or 8 (b) no person, not being the driver of the vehicle, shall remove the permit or ticket from the vehicle unless authorised to do so by the driver of the vehicle.
- (2) Where a notice has been attached to a vehicle in accordance with the provisions of Article 9(2), no person, not being the driver of the vehicle, shall remove the notice from the vehicle unless authorised to do so by the driver of the vehicle:
- (3) Provided that nothing herein shall apply to a parking attendant or a police constable in uniform or a person removing the vehicle in pursuance of an arrangement made by a police constable or a traffic warden by or under regulations in pursuance of powers contained in Sections 99, 100, 101 and 102 of the Road Traffic Regulation Act 1984.

17. **Indications by parking meter ticket**

- (1) Payment of the initial charge for a vehicle left in a parking bay as shown in the 'on street plans' shall be indicated by the issue of a ticket by a ticket parking meter indicating that the charge has been paid in respect of an initial period of one, two, three, four, five, six, seven or ten and one-half hours, and the day and time by which the initial period for which payment was made by the initial charge will expire, and by the display of that ticket in the manner specified in Article 8 (c)
- (2) The expiry of the initial period for which the initial charge has been paid in respect of a vehicle left in a parking bay as shown in the 'on street plans' shall be indicated when there is displayed on the vehicle a ticket issued by a ticket parking meter relating to that parking bay 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 the day on which the vehicle is so left and the time shown on the clock of the said ticket parking meter is later than the time shown on the ticket.
- (3) The expiry of the period mentioned in Article 15 (being the period for which a vehicle may remain in a parking bay as shown in the 'on street plans' after the penalty charge has been incurred) shall be indicated when there is displayed on the vehicle a ticket issued by a ticket parking meter 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 the day on which the vehicle is so left and the time shown on the clock of the said ticket parking meter is more than one hour after the expiry of the initial period shown on the ticket.



18. **Parking meter ticket indications as evidence**

- (1) If at any time while a vehicle is left in a parking bay as shown in the 'on street plans' during the permitted hours no ticket issued by the ticket parking meter relating to the parking bay and relating to the day on which the vehicle is left is displayed on that vehicle in accordance with the provisions of Article 8 (b) it shall be presumed unless the contrary is proved that the initial charge has not been duly paid, and be evidence in any proceedings for an offence under Section 47 (1) of the Road Traffic Regulation Act 1984 accordingly.
- (2) If at any time while a vehicle is left in a parking bay as shown in the 'on street plans' during the permitted hours the ticket issued by a ticket parking meter relating to that parking bay and displayed on the vehicle in accordance with the provisions of Article 8(b) and the clock on the ticket parking meter by which such ticket was issued gives the indication mentioned in Article 17(2), it shall be presumed unless the contrary is proved that the initial charge has been duly paid in respect of that vehicle, and that the initial period for which payment was made by the initial charge has already expired, and that the penalty charge has been incurred and be evidence in any proceedings under Section 47 (1) of the Road Traffic Regulation Act 1984 accordingly.
- (3) If at any time while a vehicle is left in a parking bay as shown in the 'on street plans' during the permitted hours the ticket issued by a ticket parking meter relating to that parking bay and displayed on the vehicle in accordance with the provisions of Article 8(b) and the clock on the ticket parking meter by which such ticket was issued gives the indication mentioned in Article 17(3) that indication shall be in any proceedings for an offence under Section 47(1) of the Road Traffic Regulation Act 1984, evidence of leaving a vehicle in that parking bay for a longer period after the penalty charge has been incurred than the time authorised by Article 15, be evidence that it was so left.

19. **No additional coins to be inserted in a ticket parking meter after payment of the initial charge**

No person shall display on a vehicle left in a parking bay as shown in the 'on street plans' during the permitted hours any ticket issued by a ticket parking meter relating to that parking bay other than the ticket issued by such a ticket parking meter upon payment of the initial charge in respect of that vehicle.

20. **Interval before a vehicle may again be left in parking place as shown in the 'on street plans'**

Without prejudice to the provisions of Article 25, no vehicle which has been taken away from a parking bay 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.

21. **Period for which a vehicle may be left in a parking place as shown in the 'on street plans'**

No person shall cause any vehicle to be left in a parking place as shown in the 'on street plans' during the permitted hours for a continuous period of more than one hour, two hours or for more than ten and one half hours for those parking places shown in the 'on street plans'



22. **Manner of standing in a parking place**

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

- (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 on the 'on street plans' as to be in accordance with those provisions;
- (b) In the case of any other parking place:-
  - (i) If the parking place is not in a one-way street, that the left or near-side of the vehicle is parallel to the left-hand edge of the carriageway;
  - (ii) That the distance between the edge of the carriageway and the nearest wheel of the vehicle is not more than 300 millimetres;
- (c) In the case of a vehicle left in a parking place as shown in the 'on street plans' that every part of the vehicle is within the limits of a parking bay.

23. **Power to suspend the use of a parking place**

- (1) Any person duly authorised by the Council or the Chief Constable of Hertfordshire Constabulary may suspend the use of a parking place or any parking bay or part thereof whenever it is considered such suspensions are 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 parking bay 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 parking bay 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 as shown in the 'on street plans'

- (i) If the use of any such parking place is suspended, place or cause to be placed over or on all the ticket parking meters relating to that parking place a hood or other cover indicating that the use of that parking place is suspended and that waiting by vehicles is prohibited and 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; or
  - (ii) If the use of any parking bay or any part of any parking bay is suspended, place or cause to be placed in or adjacent to that part a traffic sign indicating that the use of such a bay is suspended and that waiting by vehicles is prohibited.
- (b) In the case of a parking place as shown in the 'on street plans' if the use of any parking place or any part thereof is suspended, place or cause to be placed in or adjacent to that parking place or that part thereof, as the case may be, a traffic sign of the description referred to in paragraph (3)(a)(ii) of this Article.
- (4) On any suspension of the use of a parking place or any part thereof in accordance with the provisions of sub paragraph (1) of this Article any person duly authorised by the Council may in the case of a parking place as shown in the 'on street plans' when the use of all the parking spaces which are within that parking place is suspended, temporarily remove all the ticket parking meters relating to that parking place and any post, bracket or other support on which such ticket parking meters 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 as shown in the 'on street plans' during such period as there is over or on all the ticket parking meters relating to that parking place a hood or other cover indicating that the use of the parking place is suspended or in a parking space in that parking place during such period as there is in or adjacent to that parking space a traffic sign placed in pursuance of paragraph (3)(a)(ii) or paragraph (4) of this Article;
  - (b) In any parking bay or part of 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.

24. **Restriction on the use of a parking place**

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 of offering for sale of his skill in handicraft or his services 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) apply.

25. **Restriction or waiting by a vehicle in a parking place**

- (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 as a police constable in uniform or a parking attendant may approve, to enable a person to board or alight from the vehicle or load thereon or unload therefrom his personal luggage;

Provided that if the said person is a person suffering from any disability or injury which seriously impairs his 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 thereon or unload therefrom his personal luggage;
  - (b) The vehicle is waiting owing to the driver being prevented from proceeding by circumstances beyond his 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 for 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 therefrom, 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 23(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 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 14(1) whichever is the longer or for such longer period as a police constable in uniform or a parking attendant may approve; or
- (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 bay 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 Regulation made or having effect as if made under Section 25 of the Road Traffic Regulation Act 1984.

26. **Manner of waiting in a parking place**

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), or (h) of Article 25 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 as shown in the 'on street plans' 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;
  - (ii) If the length of the vehicle does preclude compliance with the last preceding sub-paragraph so that the longitudinal 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 of the vehicle 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 purposes 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 Article 25 or to or from which goods

are being delivered or collected by virtue of the provisions of paragraph (1)(h) of Article 25 and in each case to or from the vehicle in question.

27. **Installation of ticket parking meters, placing of traffic signs, etc**

The Council shall:-

- (a) Install and maintain in proper working order at least one ticket parking meter relating to each parking place as shown in the 'on street plans'.
- (b) Place and maintain traffic signs indicating the limits of each parking bay; and place and maintain in or in the vicinity of each parking bay as shown in the 'on street plans' traffic signs indicating that such parking place may be used during the permitted hours for the leaving of the vehicles specified in Article 5(b); and
- (c) Carry out such other work as is reasonably required for the purposes of the satisfactory operation of a parking place.

**Section 2 - Residents' Permits**

28. **Application for and issue of residents' permits for the use of parking bays**

- (1) Any resident of those streets referred to in Schedule 3 of this Order, 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 and overall length of which does not exceed 5.25 metres, a motor cycle 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 an application for a permit made to them as they may reasonably call for to verify any particulars 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 appropriate charge 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) (i) One permit for the leaving 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) during the permitted hours in a parking bay in any parking place as shown in the 'on street plans'.
  - (ii) The permit shall incorporate a designation letter corresponding to the Zone in which the resident resides.

Provided that, subject to the provisions of Article 30, the Council shall not issue a resident permit to any resident which would be valid for any period during which any other permit issued to that resident is or would be valid.

- (b) One protective cover for the display therein of a permit.

- (4) The charge referred to in paragraph (3) of this Article shall be in accordance with Schedule 2 to this Order:

29. **Surrender withdrawal and validity of residents' permits**

- (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 the 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 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 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 was 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 30;
  - (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 and the provisions of the next following paragraph, a 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 residents' permit is issued to any person upon receipt of a cheque or credit card and the payment is subsequently dishonoured the residents' permit shall cease to be of any effect and the Council may by notice in writing served on the person to which such residents' permit was issued by sending the same by recorded delivery service to the residents' permit holder at the address shown by that person on the application for the residents' 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 aforementioned notice.

30. **Application for the issue of duplicate residents' permits**

- (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, or the permit holder ceases to be the owner of the vehicle in respect of which the permit was issued, the permit holder shall either surrender it to the Council, and upon receipt of the permit, shall issue a duplicate permit, so marked, and upon such issue the permit shall become invalid.
- (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) The provisions of this Order shall apply to a duplicate residents' permit and an application therefore as if it were a residents' permit. The expiry date of the duplicate residents' permit will be the same as that for the residents' permit.
- (4) The Council will make a charge in accordance with the provisions of Schedule 2 to this Order for the issue of each duplicate permit.

31. **Form of residents' permits**

A 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 30, the permit shall remain valid;
- (c) An indication that the permit has been issued by the Council;
- (d) An indication that the charge for the issue thereof has been paid to the Council; and
- (e) The parking places to which it applies;
- (f) The Zone to which the permit applies.

**Section 3 - Visitor Parking Vouchers and Visitor Annual Permits**

32. (1) **Application for and issue of resident's visitor parking vouchers**

- (a) Any resident of those streets referred to in Schedule 3 of this Order may apply to the Council for the issue of a book or additional books of 20 half-day resident's visitor parking vouchers for the following class of vehicle, that is to say, a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres and the overall length of which does not exceed 5.25 metres, a motor cycle or an invalid carriage and belonging to a person visiting that household.
- (b) Applications for resident's visitor parking vouchers referred to paragraphs (a) 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.



- (c) The Council may at any time require an applicant for a book of vouchers to produce to an officer of the Council such evidence in respect of an application for a book of 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 vouchers issued by them as they may reasonably call for to verify that the book of vouchers is valid.
- (d) 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 (h) of this Article, the Council on being satisfied that the applicant is a resident shall issue to the applicant one or more books of resident's visitor parking vouchers for the leaving in a parking bay in any parking place as shown in the 'on street plans' 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 resident's visitor parking vouchers that are issued in respect of a particular household.
- (e) A residents' visitor parking voucher shall be valid on a particular day if and only if on the face of the voucher there is indicated as required, a.m. or p.m., the day, date, and month in question and that the face contains no other writing or remark.
- (f) The resident's visitor parking voucher must be displayed in the vehicle in accordance with the instructions printed on the back of the voucher.
- (g) Each resident's visitor parking voucher shall remain valid for use for a period of two years from the date of issue, provided that none of the required indications have been made on the face of the voucher.
- (h) The Council will make a charge in accordance with the provisions of Schedule 2 to this Order for the issue of 20 half-day resident's visitor parking vouchers except in the case of those resident's who have not applied for a resident's permit, in which case the first book of 20 half-day resident's visitor parking vouchers will be issued free of charge.

(2) **Application for and issue of a resident's visitor annual permits**

- (a) Any resident of those streets referred to in Schedule 3 of this Order may apply to the Council for the issue of a resident's visitors annual permit for the following class of vehicle, that is to say, a passenger vehicle, a goods carrying vehicle the overall height of which does not exceed 2.30 metres and the overall length of which does not exceed 5.25 metres, a motor cycle or an invalid carriage and belonging to a person visiting that household.
- (b) Applications for resident's visitor annual permits referred to paragraphs (a) 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.
- (c) The Council may at any time require an applicant for a resident's visitors annual permit to produce to an officer of the Council such evidence in respect of an application for a resident's visitors annual permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any visitors annual permit issued by them as they may reasonably call for to verify that the resident's visitors annual permit is valid.

- (d) 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 (a) of this Article, the Council on being satisfied that the applicant is a resident shall issue to the applicant one or more resident's visitor annual permits for the leaving in a parking bay in any parking place as shown in the 'on street plans' 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 visitor annual permits that are issued in respect of a particular household.
- (e) A residents' visitor annual permit shall be valid on a particular day if and only if on the face of the permit there is indicated as required, the period during which the permit shall remain valid and an indication that the permit has been issued by the Council.
- (f) The visitors annual permit must be displayed in the vehicle in accordance with the instructions printed on the back of the permit.
- (g) The Council will make a charge in accordance with the provisions of Schedule 2 of this Order for the issue of each annual permit

33. **Surrender, withdrawal and validity of resident's visitor parking vouchers and residents' visitor annual permits.**

- (1) A resident may surrender visitor parking vouchers and residents' annual permits to the Council at any time and shall surrender visitor parking vouchers or visitor annual permits 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 resident by sending the same by the recorded delivery service at the address shown by that person on the application form or at any other address believed to be that person's place of abode, withdraw resident's visitor vouchers or resident's visitor annual permits if it appears to the Council that any one of the events set out in paragraphs (3)(a), (c) or (e) of this Article has occurred, and the holder of the resident's visitor parking voucher or resident's visitor annual permit shall surrender the vouchers or the permits 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 resident's visitor parking voucher or resident's visitor annual permit holder ceasing to be a resident;
  - (b) The withdrawal of such vouchers or permits by the Council under the provisions of paragraph (2) of this Article;
  - (c) The vehicle in respect of which the vouchers or permits was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 28(1) and (2).
  - (d) The resident's visitor vouchers or the resident's visitor annual permits ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.

- (e) That the resident is selling the vouchers or annual permits or allowing them to be used in any manner other than by visitors to the resident at their place of abode specified in the application form issued pursuant to Article 28(1)
- (4) Without prejudice to the foregoing provisions of this Article and the provisions of the next following paragraph, a resident's visitor parking voucher or resident's visitor annual 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), or (c) of this Article whichever is the earlier.
- (5) Where a residents' visitor parking voucher or residents' visitor annual permit is issued to any person upon receipt of a cheque or credit card and the payment is subsequently dishonoured, the voucher or annual permit shall cease to be of any effect and the Council may, by notice in writing served on the person to whom such vouchers or annual permits was issued by sending the same by recorded delivery service to the voucher or annual permit holder at the address shown by that person on the application form or at any other address believed to be that person's place of abode, require that person to surrender the vouchers or annual permits to the Council within 48 hours of the receipt of the aforementioned notice.

34. (1) **Form of Residents' Visitor Parking Voucher**

- (a) A residents' visitor voucher shall include the following particulars:-
  - (i) An indication that the voucher was issued by the Council;
  - (ii) The expiry date of the voucher;
  - (iii) a.m. or p.m.;
  - (iv) The month;
  - (v) The day of the week;
  - (vi) The date of the month;
- (b) The details required by paragraph a(iii), (iv), (v) and (vi) above shall be exposed by scratching off the silver coating on the voucher

(2) **Form of Resident's Visitor Annual Permit**

A residents' visitor annual permit shall include the following particulars:-

- (i) The period during which, subject to Article 30, the annual permit shall remain valid;
- (ii) An indication that the annual permit has been issued by the Council;
- (iii) The permit shall incorporate a designation letter corresponding to the zone in which the resident resides.

**Section 4 - Special Permits**

35. **Application for and issue of special permits for the use of parking bays**

- (1) Any person 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, and the overall length of which does not exceed 5.25

metres, a motor cycle or an invalid carriage, may apply to the Council for the issue of a special 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 special permit or a special permit holder to produce to an officer of the Council such evidence in respect of an application for a special permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any special permit issued by them as they may reasonably call for to verify that the special permit is 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 has satisfied the requirements of such specific criteria determined by the Council from time to time and is the owner of a vehicle of the class specified in paragraph (1) of this Article, may issue to the applicant therefore
  - (a) One special permit for the leaving of the vehicle to which such special 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 bay in any parking place as shown in the 'on street plans'
  - (b) One protective cover for the display therein of a special permit.
- (4) The Council may make a charge in accordance with the provisions of Schedule 2 of this Order for each special permit.
- (5) On issuing the special permit the Council may specify the purpose for which it may be used and shall specify the period for which it is valid.

36. **Surrender withdrawal and validity of special permits**

- (1) A special permit holder may surrender a special permit to the Council at any time and shall surrender a special 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 special permit holder by sending the same by the recorded delivery service to the special permit holder at the address shown by that person on the application for the special permit or at any other address believed to be that person's place of abode, withdraw a special 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 special permit holder shall surrender the special 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 special permit holder ceasing to be the owner of the vehicle in respect of which the special permit was issued;
  - (b) The withdrawal of such special permit by the Council under the provisions of paragraph (2) of this Article;

- (c) The vehicle in respect of which such special permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 35(1);
  - (d) The issue of a duplicate special permit by the Council under the provisions of Article 37;
  - (e) The special permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
  - (f) The Council has reasonable grounds to believe that the special permit has been used for a purpose other than that specified pursuant to Article 35 (5)
- (4) Without prejudice to the foregoing provisions of this Article, a special 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) or (d) of this Article, whichever is the earlier.
  - (5) Where an additional special permit is issued to any person upon receipt of a cheque or credit card and the payment is subsequently dishonoured the additional special permit shall cease to be of any effect and the Council shall by notice in writing served on the person to which such an additional special permit was issued by sending the same by recorded delivery service to the special permit holder at the address shown by that person on the application for the additional special permit or at any other address believed to be that person's place of abode, require that person to surrender the additional special permit to the Council within 48 hours of the receipt of the aforementioned notice.

**37. Application for the issue of duplicate special permits**

- (1) If a special permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the special permit has become altered by fading or otherwise, or the permit holder ceases to be the owner of the vehicle in respect of which the permit was issued, the special permit holder shall either surrender it to the Council, and upon receipt of the special permit, shall issue a duplicate permit, so marked, and upon such issue the special permit shall become invalid.
- (2) If a special permit is lost or destroyed, the special permit holder may apply to the Council for the issue to him of a duplicate special permit and the Council, upon being satisfied as to such loss or destruction, shall issue a duplicate special permit, so marked, and upon such issue the special permit shall become invalid.
- (3) The provisions of this Order shall apply to a duplicate special permit and an application therefore as if it were a special permit. The expiry date of the duplicate special permit will be the same as the special permit.
- (4) The Council may make a charge in accordance with the provisions of Schedule 2 of this Order for the issue of each duplicate special permit.

**38. Form of special permits**

A special permit shall be in writing and shall include the following particulars:

- (a) The period during which, subject to the provisions of Article 37, the special permit shall remain valid;
- (b) An indication that the special permit has been issued by the Council;

- (c) An indication that the charge for the issue thereof has been paid to the Council; and
- (d) The parking places to which it relates.

### **Section 5 - Disabled Persons/Badge Holders**

#### **39. Restrictions on the use of parking places as shown in the 'on street plans'**

- (1) Subject to the provisions of this order including paragraph (2) of this article and the maximum period for which a vehicle may be left the parking places as shown in the 'on street plans' may be used as parking places for disabled persons vehicles and shall not be used for other vehicle during the permitted hours.
- (2) A disabled person's vehicle shall display in the relevant position a disabled person's badge and parking disc on which the driver, or other person in charge of the vehicle has marked the time at which the period of waiting began.

### **Section 6 – Business Permits**

#### **40. Application for and issue of business permits for the use of parking bays as shown in the 'on street plans'**

- (1) Any person 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 and the overall length of which does not exceed 5.25 metres, a motor cycle or an invalid carriage may apply to the Council for the issue of a business permit for the leaving of that vehicle in a parking place which is as shown in the 'on street plans' 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 in respect of an application for a business permit made to them as they may reasonably require to verify any particulars or information given to them or in respect of any business permit issued by them as they may reasonably require to verify that the business permit is valid.
- (3) The Council shall issue free of charge to any person employed by it a business permit which shall be valid for the parking places specified in Schedule 3 at any time when such person is engaged on the business of the Council but not otherwise and Article 40 (4) hereof shall apply as if an application had been duly made and the fee paid.
- (4) On receipt of an application duly made under the foregoing provisions of this Article, and of the fee specified in paragraph (6) the Council, upon being satisfied that the applicant is the person who has a legitimate business within a Hertsmere Borough Controlled Parking Zone area and is the owner of a vehicle of the class specified in paragraph (1) of this Article may issue to the Applicant therefore:
  - (a) One business permit for the leaving of the vehicle to which the business permit relates by the owner or by any person using such vehicle with the consent of the owner for the purpose of their business, other than a person to whom such vehicle has been let for hire or reward, during the permitted hours in a parking places as shown in the 'on street plans'. Provided that, subject to the provisions of Article 43 of this Order, the Council shall not issue a Business permit to any person which would be

valid for any period during which any other Business permit issued for that vehicle ~~is~~ or would be valid.

(b) One protective cover for the display therein of a permit.

(5) Due to the limited number of on-street parking places available, the Council may at their discretion either grant the applicant a Business Permit or refuse the applicant's application for a Business Permit in accordance with the Council's guidelines.

(6) The charge referred to in Article 40 (4) shall be in accordance with the provisions of Schedule 2 to this Order.

41. **Refund of charge paid in respect of a Business permit**

(1) A business permit holder who surrenders a business permit to the Council before it becomes valid shall be entitled to a refund of 50% 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 as shown in Schedule 2 to this Order.

42. **Surrender, Withdrawal and Validity of Business Permits**

(1) A business permit holder may surrender a business 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.

(2) The Council may, by notice in writing served on the business permit holder 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, withdraw a business permit if it appears to the council that any one of the events set out in paragraphs 3 (a) (b) or (d) of this Article has occurred and the business permit holder shall surrender the business permit to the Council within 48 hours of the receipt of the aforementioned notice.

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

(a) The business permit holder ceasing in the opinion of the Council to be a person who has legitimate business in the area mentioned in Article 40 (1)

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

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

(d) The vehicle in respect of which such business permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 40 of this order;

(e) The issue of a duplicate business permit by the Council under the provisions of Article 43 (1) of this Order;



- (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 the Article, a business permit shall cease to be valid at the expiration of the period specified thereon (which period shall be that in respect of which payment has been made) or on the occurrence of any one of the events set out in paragraphs 3(a), 3(b), 3(c), 3(d) or 3(e) of this Article, whichever is the earlier.
- (5) Where a business permit is issued to any person upon receipt of a cheque or credit card and the payment is subsequently dishonoured the business permit shall cease to be of any effect and the Council may by notice in writing served on the person to which such business permit was issued by sending the same by 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.

43. **Application for and Issue of Duplicate Business Permits**

- (1) If a Business Permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible, or the permit holder ceases to be the owner of the vehicle in respect of which the permit was issued, the business permit holder shall either surrender it to the Council or apply to the Council for the issue to him of a duplicate business permit and the Council, upon the receipt of such application, shall issue a duplicate business permit so marked and upon such issue the original business permit shall become invalid.
- (2) If a business permit is lost or destroyed the business permit holder may apply to the Council for the issue to him 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 therefore as if it were a business permit. The expiry date of the duplicate business permit will be the same as the business permit.
- (4) The Council will make a charge in accordance with the provisions of Schedule 2 to this Order for the issue of each duplicate business permit.

44. **Form of Business Permits**

A business permit shall be in writing and shall include the following particulars:-

- (a) the registration mark of the vehicle in respect of which the business permit has been issued;
- (b) the period during which, subject to the provisions of Article 40 of this Order the business permit shall remain valid;
- (c) an indication that the business permit has been issued by the Council.

## **Section 7 – School Permits**

### **45. Application for and issue of school permits for the use of parking bays as shown in the on street plans**

- (1) Any person 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 and the overall length of which does not exceed 5.25 metres, a motor cycle or an invalid carriage and is the person who is the parent or guardian of a child attending a nursery school or school in The Walk or Heather Way, Potters Bar may apply to the Council for the issue of a school permit for the leaving of that vehicle in a parking place as shown in the 'on street plans' 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 school permit or a school permit holder to produce to an officer of the Council such evidence in respect of an application for a school permit made to them as they may reasonably require to verify any particulars or information given to them or in respect of any school permit issued by them as they may reasonably require to verify that the school permit is valid.
- (3) On receipt of an application duly made under the foregoing provisions of this Article, and of the fee specified in paragraph (5) the Council, upon being satisfied that the applicant is the person who is the parent or guardian of a child attending a nursery school or school in The Walk or Heather Way, Potters Bar and is the owner of a vehicle of the class specified in paragraph (1) of this Article may issue to the Applicant therefore:
  - (a) One permit for the leaving of the vehicle to which the school 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 places referred to in 45(3) to this order.
  - (b) One protective cover for the display therein of a permit.
- (4) Due to the limited number of on-street parking places available, the Council may at their discretion either grant the applicant a School Permit or refuse the applicant's application for a School Permit in accordance with the Council's guidelines.
- (5) The charge referred to in Article 45 (3) shall be £10 per year.

### **46. Refund of charge paid in respect of a School permit**

- (1) A school permit holder who surrenders a school permit to the Council before it becomes valid shall be entitled to a refund of 50% of the charge paid in respect thereof.
- (2) A school permit holder who surrenders a school permit to the Council after it has become valid shall not be entitled to any refund of part of the charge paid.

47. **Surrender, Withdrawal and Validity of School Permits**

- (1) A school permit holder may surrender a school 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.
- (2) The Council may, by notice in writing served on the school permit holder by sending the same by the recorded delivery service to the school permit holder at the address shown by that person on the application for the school permit or at any other address believed to be that person's place of abode, withdraw a school permit if it appears to the council that any one of the events set out in paragraphs 3 (a) (b) or (d) of this Article has occurred and the school permit holder shall surrender the school permit to the Council within 48 hours of the receipt of the aforementioned notice.
- (3) The events referred to in the foregoing provisions of the Article are:
  - (a) The school permit holder ceasing in the opinion of the Council to be a person who has legitimate reason to park in the area mentioned in Article 45 (1)
  - (b) The school permit holder ceasing to be the owner of the vehicle in respect of which the permit was issued;
  - (c) The withdrawal of such school permit by the Council under the provisions of paragraph (2) of this Article;
  - (d) The vehicle in respect of which such school permit was issued being adapted or used in such a manner that it is not a vehicle of the class specified in Article 45 of this order;
  - (e) The issue of a duplicate school permit by the Council under the provisions of Article 48 (1) of this Order;
  - (f) the school permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
- (4) Without prejudice to the foregoing provisions of the Article, a school permit shall cease to be valid at the expiration of the period specified thereon (which period shall be that in respect of which payment has been made) or on the occurrence of any one of the events set out in paragraphs 3(a), 3(b), 3(c), 3(d) 3(e) or 3(f) of this Article, whichever is the earlier.
- (5) Where a school permit is issued to any person upon receipt of a cheque or credit card and the payment is subsequently dishonoured the school permit shall cease to be of any effect and the Council may by notice in writing served on the person to which such school permit was issued by sending the same by recorded delivery service to the school permit holder at the address shown by that person on the application for the school permit or at any other address believed to be that person's place of abode, require that person to surrender the school permit to the Council within 48 hours of the receipt of the aforementioned notice.

48. **Application for and Issue of Duplicate School Permits**

- (1) If a school Permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible, or the permit holder ceases to be the owner of the vehicle in respect of which the permit was issued, the school permit holder shall either surrender it to the Council or apply to the Council for

the issue to him of a duplicate school permit and the Council, upon the receipt of such application, shall issue a duplicate school permit so marked and upon such issue the original school permit shall become invalid.

- (2) If a school permit is lost or destroyed the school permit holder may apply to the Council for the issue to him of a duplicate school permit and the Council upon being satisfied as to such loss or destruction shall issue a duplicate school permit so marked and upon such issue the original school permit shall become invalid.
- (3) The provisions of this Order shall apply to a duplicate school permit and an application therefore as if it were a school permit. The expiry date for the duplicate school permit will be the same as that for the school permit.
- (2) The Council will make a charge in accordance with Schedule 2 to this Order for the issue of each duplicate school permit.

49. **Form of School Permits**

A school permit shall be in writing and shall include the following particulars:-

- (a) The registration mark of the vehicle in respect of which the school permit has been issued;
- (b) The period during which, subject to the provisions of Article 45 of this Order the school permit shall remain valid;
- (c) An indication that the school permit has been issued by the Council.

**Section 8 - Exemption Permits**

50. **Application for and issue of exemption permits for the use of parking bays as shown in the 'on street plans' to this Order**

- (1) Any person who is employed by either Hertsmere Borough Council or Hertfordshire Highways and has a valid need to park in the parking bays as shown in the 'on street plans' as part of their official duties and is the owner or otherwise lawfully possessed 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 and the overall length of which does not exceed 5.25 metres, a motor cycle or an invalid carriage, may apply to the Council for the issue of a exemption 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 exemption permit or a exemption permit holder to produce to an officer of the Council such evidence in respect of an application for a exemption permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any exemption permit issued by them as they may reasonably call for to verify that the exemption permit is 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 a person employed by Hertsmere Borough Council or Hertfordshire Highways and has a valid need to park in the parking places as shown in the 'on street plans' as part of their official duties 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 exemption permit for the leaving of the vehicle to which such exemption 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 bay in any parking place as shown in the 'on street plans'
- (b) One protective cover for the display therein of a exemption permit.
- (4) The Council will issue exemption permits the charge for which will be in accordance with Schedule 2 to this Order..
- (5) On issuing the exemption permit the Council may specify the purpose for which it may be used and shall specify the period for which it is valid.

51. **Surrender withdrawal and validity of exemption permits**

- (1) A exemption permit holder may surrender an exemption permit to the Council at any time and shall surrender an exemption permit to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article.
- (2) The Council may, by notice in writing served on the exemption permit holder by sending the same by the recorded delivery service to the exemption permit holder at the address shown by that person on the application for the exemption permit or at any other address believed to be that person's place of abode, withdraw a exemption 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 exemption permit holder shall surrender the exemption 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 exemption permit holder ceasing to be the owner of the vehicle in respect of which the exemption permit was issued;
  - (b) The withdrawal of such exemption permit by the Council under the provisions of paragraph (2) of this Article;
  - (c) The vehicle in respect of which such exemption 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);
  - (d) The issue of a duplicate exemption permit by the Council under the provisions of Article 52;
  - (e) The exemption permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
  - (f) The Council has reasonable grounds to believe that the exemption permit has been used for a purpose other than that specified pursuant to Article 50 (3).
- (4) Without prejudice to the foregoing provisions of this Article, a exemption 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) or (d) of this Article, whichever is the earlier.

52. **Application for the issue of duplicate exemption permits**

- (1) If an exemption permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the exemption permit has become altered by fading or otherwise, or the permit holder ceases to be the owner of the vehicle in respect of which the permit was issued, the exemption permit holder shall either surrender it to the Council, and upon receipt of the exemption permit, shall issue a duplicate permit, so marked, and upon such issue the exemption permit shall become invalid.
- (2) If an exemption permit is lost or destroyed, the exemption permit holder may apply to the Council for the issue to him of a duplicate exemption permit and the Council, upon being satisfied as to such loss or destruction, shall issue a duplicate exemption permit, so marked, and upon such issue the exemption permit shall become invalid.
- (3) The provisions of this Order shall apply to a duplicate exemption permit and an application therefore as if it were an exemption permit. The expiry date of the duplicate exemption permit will be the same as that for the permit.
- (4) The Council will make a charge in accordance with the provisions of Schedule 2 to this Order for the issue of each duplicate exemption permit.

53. **Form of exemption permits**

An exemption permit shall be in writing and shall include the following particulars:

- (a) The period during which, subject to the provisions of Article 52, the exemption permit shall remain valid;
- (b) An indication that the exemption permit has been issued by the Council.

**PART III**  
**PROVISIONS APPLYING BOTH TO PARKING PLACES**  
**AND TO PROHIBITIONS AND RESTRICTIONS ON WAITING**

**General Prohibition on Stopping or Waiting of Vehicles**

54. Save as provided in Article 56 of this Order no person shall cause or permit any Vehicle to stop or wait on areas of Road or sides of the Road as shown on the 'on street plans' where stopping or waiting is not allowed as identified and defined in the Key to the 'on street plans'.

**Contravention of the General Prohibition**

55. Where a person contravenes the General prohibition set out in Article 54 of this Order, and does not fall into any one of the exemptions in Article 56 of this Order, the Owner of the Vehicle in question shall incur a charge as stipulated in Schedule 2 to this Order but only if the contravention falls into one of the categories contained within the Contravention Codes as set out in Schedule 4 to this Order.

**Exemptions to the General Prohibition**

- 56.(1) The following Vehicles are exempt from the General Prohibition as set out in Article 54:
- (a) A Vehicle, necessarily required for use in connection with any of the following operations, namely:-
    - (i) the removal of any obstruction to traffic,

- (ii) the maintenance, improvement or reconstruction on the areas of Road or sides of Road, and
- (iii) the laying, erection, alteration or repair in or on land adjacent to the Roads, lengths of Road or sides of Road of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any telegraphic line by a utility organisation while attending to their apparatus;
- (b) a Vehicle in the service of the Council or any other Local Authority whilst necessarily required for use in connection with highway works, highways and parking enforcement, waste collection or street cleansing activities;
- (c) a Vehicle which is:
  - (i) required by law to stop; or
  - (ii) obliged to stop so as to prevent an accident; or
  - (iii) prevented from proceeding by circumstances outside his control; or
  - (iv) caused or permitted to stop or wait upon the direction or with the permission of a police constable in uniform.
- (d) a Public Service Vehicle whilst waiting at an authorised stopping place;;
- (e) a Vehicle being used for:
  - (i) fire brigade, ambulance or police purposes; or
  - (ii) attending an emergency by a Doctor, a District Nurse or Midwife.  
The Council may require evidence to show that there was a genuine emergency.
- (f) a Vehicle validly displaying a Blue Badge in the circumstances prescribed in Regulations 7, 8 or 9 but subject to the limitation set out in Regulation 6(2) of the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000 SI 683 .
- (g) a Vehicle validly displaying in the Relevant Position a Blue Badge parked in any Resident's Parking Bay at any time.
- (h) a Vehicle that is waiting only for so long (and in any event no longer than 20 minutes) as to enable Goods to be loaded on or unloaded from the Vehicle save on the areas of Road or sides of the Road where loading or unloading are specifically regulated, as identified and defined and for the periods stipulated in the Key to the 'on-street plans'.
- (i) a Vehicle that is waiting only for so long as is necessary to enable a person to board or alight from that Vehicle, save for the areas of Road and sides of the Road where loading or unloading are specifically regulated as identified and defined by in the Key to the 'on street plans'.
- (j) a Vehicle authorised by virtue of a Dispensation by Hertsmere Borough Council in accordance with the provisions of Article 58 of this Order.
- (k) a Vehicle in the service of a Universal Service Provider being used for the purpose of Delivering or Collecting postal packets, save for the areas of Road and sides of the Road where loading or unloading are specifically regulated as identified and defined by the Key to the 'on street plans'.
- (l) a Vehicle validly displaying a valid Permit issued under one of Articles 28, 32, 35, 40, 45, 50 of this Order.
- (m) a Motor Cycle parked in any Pay & Display Bay at any time.



- (n) a Vehicle displaying a valid Parking Ticket insofar as it is parked within a Pay and Display Parking Place shown on the 'on street plans'.

56. (2) If and insofar as a Vehicle described in Articles 56(1)(h)-(n) is parked in a Parking Bay, that Vehicle must be wholly parked within that Parking Bay.

#### **Power to Suspend use of Parking Places**

57. (1) Upon written application on a form approved by the Council and upon payment of the appropriate fee (as specified in Schedule 2 to this Order) the Council may direct that the use of a Parking Place or any part thereof be suspended whenever it considers such suspension reasonably necessary.
- (2) For the avoidance of doubt, nothing in this Article restricts in any way the discretion afforded to the Council to stipulate such conditions to or grant such exemptions for any suspension directed in accordance with Article 57(1) thereof as it considers reasonably necessary. Notwithstanding the foregoing exemptions provided for in Articles 56(1) (f) and (g) will apply in respect of a suspended Parking Place.
- (3) A Police Constable in uniform may direct the suspension of 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.
- (4) Where the Council directs that the use of a Parking Place or any part thereof be suspended in accordance with the provisions of paragraph (1) of this Article, the Council will place or cause to be placed in or adjacent to that Parking Place or part thereof, Traffic Signs indicating that Vehicles are prohibited from parking or waiting thereon.
- (5) No person shall cause or permit a Vehicle to be left in any suspended Parking Place or any part thereof:
- (a) during such period as any suspension directed in accordance with this Article is in force in respect of that Parking Place or any part thereof; and
- (b) whilst there are in or adjacent to that Parking Place or part thereof Traffic Signs placed in accordance with paragraph (4) of this Article or placed by the police.
- (6) Where a person contravenes Article 57(5), that person shall incur a penalty charge as set out in Schedule 2.

#### **Power to Dispense with the General Prohibition in respect of a Parking Place**

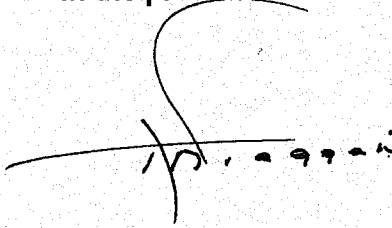
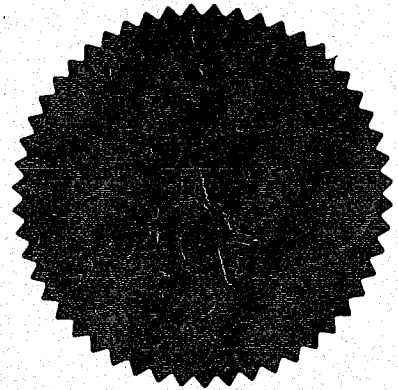
58. (1) Upon written application on a form approved by the Council, the Council may grant Dispensation to the applicant, restricted to a specified Parking Place or places and for a specified period upon a specified date, whenever it consider such grant reasonably necessary for:
- (a) a wedding or a funeral or similar religious or civil ceremony; or
- (b) the erection of scaffolding, works of repair, a building operation, demolition, excavation, maintenance, improvement or reconstruction to or at a dwelling-house or business premises; or
- (c) the convenience of occupiers of premises adjacent to the Parking Place on any occasion for the removal of furniture to or from such premises
- (d) for any other purpose authorised by the Parking Contracts Manager

- (2) A Vehicle granted Dispensation by Hertsmere Borough Council is exempted from the General Prohibition as set out in Article 54 hereof in respect of the Parking Place or places specified therein for the period and date approved.

59. The prohibitions and restrictions imposed by the Order shall be in addition to and not in derogation of any restriction or requirement imposed by any regulations made or having effect as if made under the 1984 Act or by or under any other enactment.

**Sealed with the Common Seal of the Borough of Hertsmere Council this 5<sup>th</sup> day of March 2007.**

In the presence of

A handwritten signature in black ink, consisting of a large, stylized 'S' shape followed by a horizontal line and some smaller, less distinct markings.

**HEAD OF LEGAL SERVICES**

## **SCHEDULE 1**

### **List of revoked Orders**

#### **HERTSMERE**

The Borough of Hertsmere (Control of Parking) (Consolidation) Order 2006

#### **BOREHAMWOOD**

The Hertfordshire (Various Roads, Borehamwood) (Restriction of Waiting) Order 2004

The Borough of Hertsmere (Keystone Passage, Borehamwood) (Restriction of Waiting) Order 2006

#### **BUSHEY**

The Borough of Hertsmere (Harcourt Road and Bushey Mill Lane, Bushey)(Disabled Persons Parking Places) Order 2006

The Hertfordshire (Harcourt Road, Bushey)(Disabled Persons Parking Place) Order 2004

The Hertfordshire (Harcourt Road, Bushey)(Restriction of Waiting) Order 2004

The Hertfordshire (Elstree Road and High Road, Bushey)(Restriction of Waiting) Order 2004

The Hertfordshire (A411 Elstree Road and Springfield, Bushey)(Restriction of Waiting) Order 2004

#### **POTTERS BAR**

The Borough of Hertsmere (Potters Bar Controlled Parking Zone)(Parkside, High Street) Traffic Order 2006

The Hertfordshire (Mutton Lane and Darkes Lane, Potters Bar)(Disabled Persons Parking Places) Order 2004

The Hertfordshire (Mutton Lane and Darkes Lane, Potters Bar)(Restriction of Waiting) Order 2004

The Hertfordshire (Baker Street, Potters Bar)(Restriction of Waiting) Order 2004

The Hertfordshire (Dugdale Hill, SanTERS Lane, Church Road, Heath Road and Inglefield, Potters Bar)(Restriction of Waiting) Order 2004

#### **RADLETT**

The Borough of Hertsmere (Radlett Controlled Parking Zone)(Station Road) Traffic Order 2006

The Borough of Hertsmere (Radlett Controlled Parking Zone)(Disabled Persons Parking Places) Traffic Order 2006

#### **SHENLEY**

The Hertfordshire (Harris Lane, Pound Lane and Cage Pond Road, Shenley)(Restriction of Waiting) Order 2004

**SCHEDULE 2**  
**List of Charges Pay and Display On Street Parking Charges**

**Penalty Charge**

Penalty Charge, to be paid within 28 days £60 #

Discount for payment within 14 days £30 #

# Not subject to VAT.

**Permit Charges**

**Residents Permits**

– First permit Free, second = £20, third = £40, fourth = £80, fifth = £160, sixth = £320, seventh £640 per annum.

**Duplicate residents permit** - £15

**Business Permits**

– £400 per annum (On or off-street), £200 per 6 months, £100 per 3 months,

**Refund of charge in respect-  
of Business permits**

50% of initial cost if surrendered before it becomes valid  
if surrendered after it becomes valid  
cost £400 if a complete period of 6 months remains  
unexpired - £200 or £100 if less than 6 months but  
greater than 3 months remain Less than 3 months no  
refund applicable  
Cost £200 if a complete period of 3 months remains  
unexpired - £100  
Cost £100 – no refund applicable

**Duplicate Business Permit** - £15

**Visitors Parking Vouchers** – £5 per 20 half-day vouchers

**Visitors Annual Permits** – £20

**School Permits** – £10 per annum (On or off-street)

**Refund of charge in respect-  
School Permit**

50% of initial cost if surrendered before it becomes valid  
No refund applicable if surrendered after it becomes  
valid

**Duplicate School Permit** - £10

**Exemption Permits** – Free of charge

**Duplicate Exemption Permit** - £10

**Special Permits** – £25 per annum

**Duplicate Special Permit** - £15

**Pay and Display Parking**

**BOREHAMWOOD**

Shenley Road (Outside shops)

**Up to 60 minutes**      **Free**

**Over 60 minutes**      **No parking permitted.**

Cardinal Avenue, Clarendon Road, Drayton Road, Glenhaven Avenue, Grosvenor Road  
and Whitehouse Avenue.

**Up to 60 minutes**      **Free**

**1-2 hours**      **80p**

**Over 2 hours**      **No parking permitted.**

### **RADLETT**

Aldenham Avenue, Watling Street (Newberries Parade – Outside shops) and Station Road.

**Up to 60 minutes      Free**

**1-2 hours              50p**

**Over 2 hours      No parking permitted.**

Aldenham Road and Watling Street (Oakway Parade – Outside shops)

**1 hour, no return within 2 hours = Free (not Pay & Display)**

### **POTTERS BAR**

Barnet Road, Darkes Lane, Hatfield Road (part), High Street, Mutton Lane (part) and Southgate Road (Outside shops)

**Up to 60 minutes      Free**

**Over 60 minutes      No parking permitted.**

Baker Street, Billy Lows Lane, Byng Drive, Cotton Road, Daleside Drive, Hatfield Road \* (part), Heather Way, High Street \* (part) Highview Gardens, Mutton Lane \* (part), Salisbury Close \*, St Johns Close \*, The Drive, The Walk \*, Whaley Road and Wyllyotts Place \*.

**Up to 60 minutes      Free**

**1-2 hours              80p**

**2-3 hours              £1.50**

**3-4 hours              £2.00**

**4-5 hours              £3.00**

**5-7 hours              £5.00**

**Over 7 hours          £7.50**

\* Shared use bays - Resident's, Business and Pay & Display or Business and Pay and Display.

### **BUSHEY & BUSHEY HEATH**

No on-street parking charges (either 30 minutes or 1 hour no return within 2 hours or unlimited). Bushey Hall Road 20 minutes, no return within 40 minutes.

## **SCHEDULE 3**

### **Resident Parking Zone Addresses**

#### **Elstree and Borehamwood**

##### **Zone A**

Boreham Holt  
Cavendish Crescent  
Fir Tree Court  
Hartfield Avenue  
Holt Close  
The Rise

##### **Zone B**

Brownlow Road  
Cedar Close  
Drayton Road  
Dunnock Close  
Goldfinch Way  
Shenley Road  
Siskin Close

##### **Zone C**

Almond Way  
Cardinal Avenue  
Hillside Avenue  
Mildred Avenue  
Shenley Road  
Whitehouse Avenue

##### **Zone D**

Clarendon Road  
Essex Road  
Glenhaven Avenue  
Grosvenor Road  
Malden Road

##### **Zone E**

Audley Close  
Brook Road  
Broughinge Road  
Canterbury Road  
Chatsworth Close  
Croxdale Road  
Eldon Avenue  
Fairway Avenue  
Gables Avenue  
Haddon Close  
Lexington Close  
Red Road  
Stratfield Road  
Welbeck Close

## **Potters Bar**

### **Zone J**

Billy Lows Lane  
Darkes Lane  
Heath Drive  
Mount Grace Road  
Park Drive  
Quakers Lane

### **Zone K**

Abingdon Place  
Birch Grove  
Byng Drive  
Darkes Lane  
Highfield Way  
High Street  
Ladbroke Drive  
Manor Road  
Otways Close  
Otways Close  
Ritz Court  
Strafford Gate  
The Close  
The Walk

### **Zone L**

Cotton Road  
Hatfield Road  
High Street  
Oakmere Lane  
Richmond Court  
Richmond Road  
Salisbury Close

### **Zone M**

Aberdale Gardens  
Allandale Crescent  
Baker Street  
Brooklands Gardens  
Clive Close  
Daleside Drive  
Darkes Lane  
Dugdale Hill Lane  
Heather Way  
Laurel Avenue  
Mutton Lane  
The Approach  
The Drive

### **Zone N**

Albermarle Avenue  
Ashwood Road  
Barnet Road  
Barr Road  
Beechwood Avenue  
Byers Close  
Carpenter Way



Firs Lane  
Gregory Avenue  
Hermitage Court  
High Street  
Highview Close  
Highview Gardens  
Hill Crest  
Hill Rise  
Holly Drive  
Hunter Close  
Hyde Avenue  
Lake View  
Mutton Lane  
Oakmere Avenue  
Park Avenue  
Park View  
Service Road linking View Road and Barr Road  
Southgate Road  
St John's Close  
St Vincent's Way  
View Road  
Whaley Road

#### **Radlett**

##### **Zone R or S**

Aldenham Avenue  
Cannons Close  
Christchurch Crescent  
Craig Mount  
Gills Hill  
Newberries Avenue  
Park Road  
Scrubbitts Park Road  
Shenley Hill  
The Crosspath  
The Dell  
Upper Station Road  
Watling Street  
Woodfield Road

##### **Zone S**

Aldenham Road  
Station Road

Holt Close  
The Rise

#### **Bushey**

##### **Zone T**

Greatham Road

##### **Zone V**

Grange Road  
Vale Road

## SCHEDULE 4

### Standard PCN Codes – On Street

#### **Code Suffix(es) Description Notes**

- 01 eoyz Parked in a restricted street during prescribed hours Suffixes y & z for obh only
- 02 aejo Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force
- 04 cs Parked in a meter bay when penalty time is indicated
- 05 cpsv Parked after the expiry of paid for time at a pay & display\*\* bay
- 06 cipsv Parked without clearly displaying a valid pay & display ticket\*\*
- 07 cmpsv Parked with payment made to extend the stay beyond initial time ('meter feeding')
- 08 c Parked at an out-of-order meter during controlled hours Electronic meters only
- 09 ps Parked displaying multiple pay & display tickets where prohibited
- 15 twxyz Parked in a residents' parking space without clearly displaying a valid residents' parking permit
- 16 bdhqstwxyz Parked in a permit space without displaying a valid permit
- 20 Parked in a loading gap marked by a yellow line
- 21 bcdfhjlmprqsv Parked in a suspended bay/space or part of bay/space
- 22 cflmopsv Re-parked in the same parking place within one hour\* of leaving
- 23 bcdfghjklprsv Parked in a parking place or area not designated for that class of vehicle
- 24 bcdfhmpqrsv Not parked correctly within the markings of the bay or space
- 25 Parked in a loading place during restricted hours without loading On-street loading bays
- 30 Parked for longer than permitted
- 35 Parked in a disc parking place without clearly displaying a valid disc
- 36 Parked in a disc parking place for longer than permitted
- 40 Parked in a designated disabled person's parking place without clearly displaying a valid disabled person's badge.
- 41 j Parked in a parking place designated for diplomatic vehicles
- 42 j Parked in a parking place designated for police vehicles
- 45 Parked on a taxi rank
- 46 Parked on a clearway where stopping is prohibited
- 47 j Parked on a restricted bus stop/stand
- 48 j Stopped in a restricted area outside a school\*\*\*
- 49 j Parked wholly or partly on a cycle track or Lane
- 55 A commercial vehicle parked in a restricted street in contravention of the Overnight Waiting Ban
- 56 Parked in contravention of a commercial vehicle waiting restriction Non- overnight waiting restriction
- 57 Parked in contravention of a coach ban Non- overnight waiting restriction
- 61 124cg A heavy commercial vehicle wholly or partly parked on a footway, verge or land between two carriageways
- 63 c Parked with engine running where prohibited This offence occurs in certain coach bays.

#### **General suffixes:—**

- (a) temporary traffic order (b) business bay (c) coach parking bay  
(d) doctor's bay (e) double parked/obstruction (f) free parking bay  
(g) motor cycle bay (h) hospital bay (i) wrong type of voucher  
(j) camera enforcement (k) ambulance bay (l) loading place  
(m) parking meter (o) orange badge holder (p) pay & display bay  
(q) market traders' bay (r) residents' bay (s) shared use bay

- (t) voucher/P&D ticket used in permit bay (v) voucher bay
- (w) wrong parking zone (x) incorrect VRM (y) obscured/illegible permit
- (z) out of date permit
- (0) local buses / trams only

**Footway parking only:—**

- (1) One wheel on footway (2) Partly on footway (4) All wheels on footway
- (c) on vehicle crossover (g) on grass verge

\* = Or other specified time \*\* = or "voucher" \*\*\* = optionally add "during term time".