

**IPSWICH BOROUGH COUNCIL**  
**(PERMITTED PARKING AREA AND SPECIAL PARKING AREA)**  
**(WAITING RESTRICTIONS, LOADING RESTRICTIONS, LOADING AREAS AND**  
**ON-STREET PARKING PLACES) (CONSOLIDATION) ORDER 2005**

Ipswich Borough Council pursuant to arrangements made in accordance with Regulations made under Section 19 of the Local Government Act 2000 with the Suffolk County Council in exercise of the powers of the County Council under Sections 1(1), 2(1) to (3), 4(1) and (2) of the Road Traffic Regulation Act 1984 (“the 1984 Act”) and of the Road Traffic Act 1991 (“the 1991 Act”) and of all other enabling powers and after consultation with the Chief Officer of Police in accordance with Schedule 9 Part III of the 1984 Act makes the following Order:-

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## **PART 1      GENERAL**

### Commencement and Citation

- 1.1 This Order may be cited as the Ipswich Borough Council (Permitted Parking Area and Special Parking Area) (Waiting Restrictions, Loading Restrictions, Loading Areas and On-street Parking Places) (Consolidation) Order 2005 and shall come into operation on 1<sup>st</sup> October 2005.
- 1.2 The Ipswich Borough Council (Permitted Parking Areas and Special Parking Area) (Waiting Restrictions, Loading Restrictions, Loading Areas and On-street Parking Places) (Consolidation) Order 2005 Map Schedules including the key to the maps (“the Map Schedules”) are incorporated into this Order.

### Revocations

- 1.3 All the Traffic Regulation Orders or parts of Orders imposing prohibition and restriction of waiting and loading and all on-street parking places orders which relate to roads in the Special Parking Area made prior to this Order are hereby revoked.

### Interpretation

- 1.4 In this Order, except where the context otherwise requires the following expressions have the meanings hereby respectively assigned to them:-

“Council” means Ipswich Borough Council;

“church premises” means any premises used for public religious worship, or any premises used in connection with premises so used but does not include any residential premises;

“disabled person’s badge” has the same meaning as in Regulation 2(1) of the Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000;

“disabled person's vehicle” has the same meaning as in Section 142 of the 1984 Act;

“disabled persons vehicle parking place” means an area on a highway designated by this order as a parking place where vehicles may wait if displaying in the relevant position a disabled person's badge;

“driver” in relation to a vehicle waiting in a parking place, means the person driving the vehicle at the time it was left in the permit parking place;

to “enable goods to be loaded onto or unloaded from the vehicle” means the actual operations of loading goods onto a vehicle or unloading from a vehicle and does not include any waiting period of time outside the performance of those operations;

“goods” include postal packets of any description, and “delivering” and “collecting” in relation to any goods includes checking the goods for the purpose of their delivery or collection;

“goods 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;

“invalid carriage” has the same meaning as in Section 136 of the 1984 Act;

“iPark card” means an electronic card capable of holding credits for payment for parking at a pay and display parking place;

“motor cycle” has the same meaning as in Section 136 of the 1984 Act;

“motor cycle parking place” means an area on a highway designated by this order as a parking place where vehicles may wait only if they are motor cycles;

“owner” in relation to a vehicle, has the same meaning as in Section 82(3) of the 1991 Act or the person who has the use of such a vehicle in the course of his/her employment and is entitled to use such a vehicle as though he/she were the registered keeper thereof;

“parking attendant” has the same meaning as in the 1991 Act;

“parking bay” means a space in a parking place which is provided for the leaving of a vehicle;

“parking charge” means the charge for a vehicle left in a pay and display parking place during the permitted hours as specified in schedule 1;

“parking disc” has the same meaning as in the Local Authorities Traffic Orders (Exemption for Disabled Persons) (England) Regulations 2000;

“parking place” means an area on a highway designated as a parking place for which vehicles may be left by this Order;

“passenger vehicle” means a motor vehicle (other than a motor cycle or invalid carriage) constructed solely for the carriage of passengers and their effects and adapted to carry not more than eight passengers exclusive of the driver, and not drawing a trailer;

“pay and display parking place” means an area on a highway designated by this Order as a parking place where vehicles may wait on payment of a charge and with a ticket displayed showing the time by which the vehicle must leave the parking place;

“penalty charge” has the same meaning as in Section 82(1) of the 1991 Act;

“penalty charge notice” means a notice issued or served by a parking attendant pursuant to the provisions of section 66 of the 1991 Act;

“permit” means a document issued by the Council under the provisions of this Order;

“permit holder” means a person to whom a parking permit has been issued;

“permitted hours” means the period for each parking place specified on the Map Schedules during which waiting by vehicles of a specific class is permitted;

“qualifying premises” has the meaning given to it by Article 5.1;

“qualifying vehicle” means a goods vehicle, invalid carriage, motor cycle or passenger vehicle;

“registered medical practitioner” means a General Practitioner as licensed by the General Medical Council, a qualified nurse or midwife employed by a relevant statutory organisation;

“relevant position” means:-

- (i) in the case of a disabled person’s badge:-
  - (a) the badge is exhibited on the dashboard or fascia of the vehicle, or
  - (b) where the vehicle is not fitted with a dashboard or fascia, the badge is exhibited in a conspicuous position on the vehicle;so that the front of the badge is clearly legible from the outside of the vehicle,
- (ii) in the case of a parking disc:-
  - (a) the disc is exhibited on the dashboard or fascia of the vehicle, or
  - (b) where the vehicle does not have a dashboard or fascia, the disc is exhibited in a conspicuous position on the vehicle,so that, when marked to show the quarter hour period during which a period of waiting has begun, that period is clearly legible from the outside of the vehicle, and
- (iii) in the case of any parking ticket issued on payment of a charge, season ticket, permit or waiver certificate issued in accordance with the provisions of this Order the ticket, season ticket, permit or certificate shall be attached to the vehicle in respect of which it was issued –

- (a) in the case of a two-wheeled motor cycle having a side-car attached thereto in a conspicuous position on the near side of the vehicle in front of the driving seat; and
- (b) in the case of any other vehicle –  
where the vehicle is fitted with a front glass windscreen extending across the vehicle to the near side, facing forwards on the near side of the glass of such windscreen behind the glass; or  
where the vehicle is not fitted with a front glass windscreen, on the near side of the vehicle,

so that all the details shown on the front of the said ticket are clearly visible to a person standing at the near side of the vehicle;

“representative” means a person who is a representative for any qualifying premises the postal address of which is in a road or part of a road specified in the schedules but does not include any residential premises;

“resident” means a person of not less than 16 years of age whose usual residence is at a qualifying premises;

“residents parking place” means an area on a highway designated by this order as a parking place where vehicles may wait if displaying in the relevant position a valid permit;

“restricted hours” in relation to any restricted road means the hours during which waiting or any activity is restricted as specified for that restricted road on the Map Schedules;

“restricted road” means any of the sides or lengths of roads specified on the Map Schedules where waiting or specific activities are restricted or prohibited during the restricted hours provided that the expression “restricted road” shall not include any parking place;

“road” means a road or length of road within the Special Parking Area and includes footways and verges;

“Special Parking Area” means the area designated such by the Road Traffic (Permitted Parking Area and Special Parking Area) (County of Suffolk) (Borough of Ipswich) Order 2005 No. 2362;

“specified hours” means the hours specified on the Map Schedules;

“telecommunications apparatus” has the same meaning as in Paragraph 1(1) of the Telecommunications Code contained in Schedule 2 to the Telecommunications Act 1984;

“ticket machine” means an apparatus of a type and design approved by the Secretary of State for the purpose of this Order being apparatus designed to indicate the time by a clock and to issue numbered tickets indicating the payment of a charge, the period in respect of which the charge has been paid and the day and time at which the vehicle must leave the parking place;

“traffic sign” means a sign of any size, colour and type prescribed or authorised under, or having effect as though prescribed or authorised under the Traffic Signs Regulations and General Directions 2002;

“visitors permit” means a permit issued by the Council under the provisions of Article 5.4;

“voluntary organisation premises” means any premises occupied by and used in connection with the purposes of any charitable body or organisation, or any voluntary body or organisation having purpose similar to those of a charitable body or organisation, but does not include any residential premises;

“waiver certificate” means a certificate duly issued on behalf of the Council permitting a vehicle to wait in specified circumstances on a length or lengths of roads where waiting or loading of that vehicle would otherwise be restricted; and

“zone” means an area specified in the Map Schedules and identified as a zone in Schedules 2 to 5.

- 1.5 Any reference to this Order to any enactment shall be construed as a reference to that enactment as amended by any subsequent enactment.
- 1.6 Except where otherwise stated, any reference in this Order to a numbered Article or Schedule is a reference to the Article or Schedule bearing that number in this Order and any reference to a Map Schedule is a reference to a Map Schedule incorporated in this Order and is operational on 1 October 2005.
- 1.7 The Interpretation Act 1978 shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament.

## **PART 2 RESTRICTION OF WAITING**

### Restriction of waiting

- 2.1 Save as provided in Articles 2.5, 2.7, 2.8, 2.9 and 2.10, no person shall, except upon the direction or with the permission of a parking attendant in uniform or police constable in uniform, cause or permit any vehicle to wait on any restricted road during any restricted hours as specified on the Map Schedules;

### Limited waiting

- 2.2 Save as provided in Articles 2.6, 2.7, 2.8, 2.9 and 2.10 no person shall, except upon the direction or with the permission of a parking attendant in uniform or police constable in uniform, cause or permit any vehicle to wait on any restricted road in respect of which there is specified on the Map Schedules a period in which waiting for a limited period is allowed,
- (a) for a period longer than the maximum period specified on the Map Schedules for that restricted road, or
  - (b) where a vehicle has been taken away from the parking place during the permitted hours, to be left again in a parking place in the same road within one hour of the vehicle being removed.



### Loading areas

- 2.3 Save as provided in Articles 2.8, 2.9 and 2.10 no person shall, except upon the direction or with the permission of a parking attendant in uniform or police constable in uniform, cause or permit any vehicle to wait in any loading area specified on the Map Schedules except to enable goods to be loaded or unloaded from the vehicle in connection with adjoining trade or business premises.

### Restriction on loading and unloading

- 2.4 Save as provided in Articles 2.9 and 2.10 (a), (b), (c), (d), (f) and (g) no person shall, except upon the direction or with the permission of a parking attendant in uniform or police constable in uniform, cause or permit any vehicle to wait for the purpose of enabling goods to be loaded or unloaded from the vehicle on any restricted road during any restricted hours as specified on the Map Schedules.

### Waiting by disabled persons vehicle

- 2.5 Nothing in Article 2.1 shall render it unlawful to cause or permit a disabled person's vehicle which displays in the relevant position a disabled person's badge and a 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, to wait in the sides of road referred to in those Articles for a period not exceeding three hours (not being a period separated by an interval of less than one hour from a previous period of waiting by the same vehicle in the same length of road or on the same side of road on the same day) but only if that vehicle has been or is about to be driven or used by the person to whom the badge has been issued or, as the case may be, used for the carrying of disabled person(s) as passenger(s).
- 2.6 Nothing in Article 2.2 shall render it unlawful to cause or permit a disabled person's vehicle which displays in the relevant position a disabled person's badge to wait on the sides of roads referred to in that Article but only if that vehicle has been or is about to be driven or used by the person to whom the

badge has been issued or, as the case may be, used for the carrying of disabled person(s) as passenger(s).

### Hackney Carriages

2.7 Nothing in Article 2.1 shall prevent any person from causing or permitting a licensed hackney carriage to wait in any duly authorised hackney carriage stand whilst attended and available for hire.

### Vehicle displaying a waiver certificate

2.8 Nothing in Articles 2.1, 2.2, 2.3 and 2.4 shall render it unlawful to cause or permit a vehicle which displays in the relevant position a valid waiver certificate to wait on the sides of roads referred to in those Articles provided that the vehicle is waiting in accordance with the terms of the said certificate.

### Emergencies

2.9 Nothing in Articles 2.1, 2.2, 2.3 and 2.4 of this Order shall render it unlawful to cause or permit any vehicle to wait in any of the roads, lengths or road or on the sides of road or loading areas specified therein for so long as may be necessary to enable the vehicle to be used for fire and rescue, ambulance or police purposes as part of a response to an emergency.

### Exemptions to waiting restrictions

2.10 Nothing in Articles 2.1, 2.2 and 2.3 of this Order shall render it unlawful to cause or permit any vehicle to wait on any of the roads or lengths of roads specified in those Articles for so long as may be necessary to enable:-

- (a) a person to board or alight from the vehicle
- (b) the vehicle if it cannot conveniently be used for such purposes in any other road to be used in connection with any of the following operations namely:-

- (i) building, industrial or demolition operations;
  - (ii) the removal of any obstruction to traffic;
  - (iii) the maintenance, improvement or reconstruction of the roads or lengths of roads;
  - (iv) the laying, erection, alteration or repair in or on land adjacent to the roads or lengths of roads of any sewer or of any main pipe or apparatus for the supply of gas, water or electricity or of any telecommunications apparatus;
- (c) the vehicle if it cannot conveniently be used for such purpose in any other road to be used in pursuance of statutory powers or duties;
- (d) the vehicle to be used for the purpose of delivering or collecting postal packets as defined in Section 125(1) of the Postal Services Act 2000;
- (e) goods to be loaded onto or unloaded from the vehicle;
- (f) the vehicle in the service of the fire and rescue, police or ambulance services to be used on operational duty;
- (g) official vehicles to be used for or in connection with funerals.

### **PART 3 PAY AND DISPLAY PARKING PLACES**

#### Designation of pay and display parking places

- 3.1 The parts of roads identified on the Map Schedules as pay and display parking places are authorised to be used subject to the following provisions of this Order as pay and display parking places for such vehicles as are specified in this Order and on such days and during such hours as are specified on the Map Schedules.
- 3.2 No person shall cause or permit any vehicle to wait in a pay and display parking place during the permitted hours for that parking place unless there is displayed

on that vehicle in the relevant position a ticket valid for that time and for that parking place.

#### Indication of pay and display parking places and parking bays

- 3.3 The Council shall indicate the limits of each parking place and the limits of any parking bay within that parking place on the carriageway by appropriate traffic signs.

#### Vehicles for which parking places are designated

- 3.4 Each pay and display parking place 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 vehicles, motor cycles, invalid carriages or disabled persons' vehicles.

#### Parking charge

- 3.5 No person shall leave or cause to be left any vehicle in a pay and display parking place during the permitted hours for that parking place except upon payment of a parking charge as specified in Schedule 1.

#### Maximum period of waiting

- 3.6. Save as provided in Articles 3.15 and 3.16 no person shall cause or permit any vehicle to remain in a parking place for longer than the maximum period specified for that parking place in Schedule 1.
- 3.7 Save as provided in Article 3.16 no person shall cause or permit any vehicle which has been taken away from a parking place during the permitted hours, to be left again in a parking place in the same road during the permitted hours within one hour of the vehicle being removed.

### Method of payment of parking charge

- 3.8. The parking charge shall be payable by the driver on leaving the vehicle in the pay and display parking place by the insertion in a ticket machine of a coin or coins of the correct denomination or where possible by the insertion in a ticket machine relating to the pay and display parking place in which the vehicle is left of a credit card, debit card or iPark card.

### Display of ticket

- 3.9 Upon payment of the parking charge for the vehicle the driver thereof shall display on the vehicle, in the relevant position, the ticket issued by a ticket machine relating to the pay and display parking place in which the vehicle is left for the full time that the vehicle remains in the parking place.

### Expiry of time period

- 3.10 The expiry of the period for which the charge has been paid shall be indicated when the time on the clock on the ticket machine from which the ticket was issued is later than the time shown on the ticket displayed on the vehicle as being the time by which the vehicle should have left the parking place.

### Restriction on removal of tickets

- 3.11 Where a ticket has been attached to a vehicle in accordance with the provisions of Article 3.9 no person, not being the driver of the vehicle, shall remove the ticket from the vehicle unless authorised to do so by the driver.

### Ticket machines to be installed at parking places

- 3.12 The Council may –
- (a) install in such positions on or in the vicinity of a parking place as they may think fit such ticket machines as are required by this Order for the purposes of that parking place; and

- (b) carry out such other work as is authorised by this Order or is reasonably required for the purposes of the satisfactory operation of a parking place.

#### Indications by ticket machines and tickets as evidence

- 3.13 If at any time while a vehicle is left in a parking place during the permitted hours no ticket is exhibited on that vehicle in the relevant position it shall be presumed that the parking charge has not been duly paid.
- 3.14 If at any time while a vehicle is left in a parking place during the permitted hours, the period for which a parking charge has been paid (as evidenced by a ticket displayed on the vehicle) has expired as defined in Article 3.10, it shall be presumed that a parking charge had been duly paid and that the period for which payment was made has expired.

#### Exemptions from payment

- 3.15 If at the time when a vehicle is left during the permitted hours in a parking place there is on the nearest ticket machine to that parking place a notice placed by any person duly authorised by the Council, indicating that the said ticket machine is out of order, then a ticket shall be obtained where possible from another machine. However if there are on all ticket machines notices placed by any person duly authorised by the Council, indicating that the said ticket machines are out of order, that vehicle shall be exempt from the charge provided that it is removed within the maximum period of waiting specified for each parking place on Schedule 1.

#### Waiver certificate

- 3.16 Any vehicle displaying in the relevant position a valid waiver certificate shall be exempt from payment of the parking charge provided that the vehicle is being used in accordance with the conditions applying to the said certificate.

### Disabled person's badge

- 3.17 Any vehicle displaying in the relevant position a valid disabled person's badge and a 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 shall be exempt from payment of the parking charge provided that the vehicle is being used in accordance with the conditions applying to the said disabled person's badge and the vehicle has been or is about to be driven or used by the person to whom the badge has been issued or, as the case may be, used for the carrying of disabled person(s) as passenger(s).

### Manner of standing of vehicles

- 3.18 Each vehicle left in a pay and display parking place shall so stand so that every part of the vehicle is wholly within the limits of that parking place and where there are parking bays wholly within a parking bay.

## **PART 4 RESIDENTS PARKING PLACES**

### Designation of residents parking places

- 4.1 The parts of roads identified on the Map Schedules as resident parking places are authorised to be used subject to the following provisions of this order as residents parking places for such classes of vehicles specified in Article 4.2 and on such days and during such hours as are specified on the Map Schedules.

### Vehicles for which parking places are designated

- 4.2 Each residents parking place 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 vehicles, motor cycles, invalid carriages or disabled persons' vehicles.

#### Use of residents parking places

4.3 No person shall cause or permit any vehicle to wait in a residents parking place during the permitted hours unless there is displayed on that vehicle in the relevant position a permit valid for that time and for that zone in which the parking place is situated.

#### Disabled persons badge and waiver certificate

4.4 Nothing in Article 4.3 shall render it a contravention to cause or permit to be left in a residents parking place any vehicle displaying in the relevant position a valid disabled persons badge or waiver certificate provided that the vehicle is being used in accordance with the conditions applying to the said badge or certificate.

#### Signing of residents parking places

4.5 The Council shall indicate the limits of each residents parking place and the limits of any parking bay within that parking place on the carriageway by appropriate traffic signs.

### **PART 5 PROVISIONS AS TO PERMITS**

#### Qualifying premises

5.1 Any premises is a qualifying premises with respect to a zone if it is a residential premises, church premises or voluntary organisation premises and has its own postal address in that zone.

- (i) and it existed as such on 31 August 2005; or
- (ii) if it is so agreed by the Council following any change of use, conversion into flats or construction of new buildings.

#### Application for residents parking permit

5.2 Any resident of that zone may apply to the Council for a permit for the leaving of a qualifying vehicle in a residents parking place and any such application shall



be made on a form issued by and obtainable from the Council and shall include such particulars and information required by the Council, provided that only one permit will be issued for each qualifying premises.

- 5.3 Any representative from a qualifying premises within that zone may apply to the Council for a permit for the leaving of a qualifying vehicle in a residents parking place and any such application shall be made on a form issued by and obtainable from the Council and shall include such particulars and information required by the Council, provided that only one permit will be issued for each qualifying premises.

#### Visitor permits

- 5.4 Any resident or representative from qualifying premises in Zone 4 as specified in Schedule 5 may apply to the Council for the issue of one or more books of visitor permits for the leaving in a residents parking place of a qualifying vehicle belonging to a person visiting that resident or representative.  
Any application for visitor permits shall be made on a form issued by and obtainable from the Council and shall include such particulars and information required by the Council.

#### Issue of permits

- 5.5 The Council being satisfied that
- (i) an application under 5.2, 5.3 or 5.4 is valid,
  - (ii) that the person making the application is qualified to hold a residents parking permit or visitor permit, and
  - (iii) that they have paid any fee as specified in Schedules 2 to 5,
- may issue to them a residents permit or visitor permit for the leaving of a vehicle during the permitted hours in a residents parking place for the zone in which the qualifying premises is situated..
- 5.6 The Council shall not issue a residents parking permit to an applicant unless satisfied that there is no other residents parking permit in force relating to the same qualifying premises.

### Validity of permit

- 5.7 A residents parking permit or visitor permit shall cease to be valid at the expiration of the date shown on the permit or visitor permit or on the date of the surrender or revocation of the permit in accordance with the provisions of this Order, whichever date is the earlier.
- 5.8 Where an applicant for a residents parking permit or visitor permit pays the permit charge by cheque and the cheque is subsequently dishonoured, the permit shall be deemed to have been of no effect as from the date of its issue.

### Form of permit

- 5.9 A residents parking permit shall be in writing, in a form prescribed by the Council and shall include as a minimum the following particulars –
- (a) an indication that the permit has been issued by the Council;
  - (b) a serial number by which the permit may be identified;
  - (c) the latest date on which the permit will remain valid;
  - (e) a code or identification indicating the zone to which the permit applies
- 5.10 A visitor permit shall be in the form of a card and there shall be provision on the face for the indication thereon in ink by the resident of the day, date, month, year and time period for which the permit will be used.

### Duplicate residents parking permit

- 5.11 The Council may issue on payment of the appropriate fee as specified in Schedules 2 to 5, a duplicate residents parking permit to any permit where the Council is satisfied that the residents parking permit has been lost, stolen, destroyed, damaged or defaced.

- 5.12 The provisions of this Order shall apply to a duplicate permit as they apply to a residents parking permit, except that the date of issue of a duplicate permit shall be deemed to be the date on which the original permit was issued.
- 5.13 A duplicate residents parking permit shall expire on the date on which the permit which it replaces would have expired.

#### Surrender of residents parking permit

- 5.14 A residents parking permit holder may at any time surrender his/her permit to the Council and shall on surrendering the permit be entitled to a refund equivalent to one twelfth of the permit charge for each complete calendar month in which the permit would have remained valid had it not been surrendered less an administration charge as determined by the Council.
- 5.15 A residents parking permit holder shall promptly surrender his/her permit or visitor permit(s) to the Council in any of the following circumstances:
- (a) if the residents parking permit holder ceases to reside at the residential premises in respect of which the permit was issued; or
  - (b) in the case of a residents parking permit issued in respect of qualifying premises if such premises no longer fall within the specified Zones or if the permit holder ceases to be a duly authorised officer, employee or trustee of a body occupying such premises.
- 5.16 A residents parking permit which is surrendered in pursuance of Article 5.15 shall cease to be valid with effect from the date of its surrender.

#### Revocation of permit

- 5.17 Notwithstanding the provision of Article 5.15 the Council may by notice in writing to the residents parking permit holder or visitors permit holder revoke the permit in any of the following circumstances:

- (a) in any of the circumstances in which the residents parking permit holder would be required to surrender the permit under Article 5.15;
- (b) if the residents parking permit or visitors permit has been issued in contravention of any of the provisions of this Order or as a result of false or incorrect information having been given to the Council in connection with the application for the permit or visitors permit
- (c) on the issue of a duplicate permit under Article 5.11;
- (d) if the residents parking permit holder or visitors permit holder has used the permit otherwise than in accordance with the provisions of this Order;

5.18 A residents parking permit holder or visitors permit holder whose residents parking permit or visitors permit is revoked under Article 5.17 shall not be entitled to a refund of any part of the permit charge.

#### Use of permit

5.19 A residents parking permit holder, or any other person authorised by the permit holder, may, subject to the provisions of this Order, cause or permit a qualifying vehicle to wait during permitted hours in a residents parking place in the zone to which the permit applies.

5.20 Any person who causes or permits a qualifying vehicle to wait in a residents parking place in pursuance of the provisions of Article 5.19 shall ensure that the residents parking permit is displayed on the qualifying vehicle in the relevant position for the full time that the vehicle waits in the residents parking place.

5.21 A visitors permit holder, or any other person authorised by the permit holder, may, subject to the provisions of this Order, cause or permit a qualifying vehicle to wait during permitted hours in a residents parking place in the Zone to which the permit applies.

5.22 A visitors permit shall be valid on a particular day if and only if on the face of the permit there is indicated the day, date, month and year when the vehicle is left in

the residents parking place and the visitors permit is displayed on the qualifying vehicle in the relevant position.

#### Position of vehicles

5.23 A person who causes or permits a qualifying vehicle to wait in a residents parking place in accordance with the provisions of this Order shall ensure, so far as is practicable, that the vehicle waits in such a position that it is wholly within the parking place, close to and parallel with the kerb.

### **PART 6 OTHER PARKING PLACES**

#### Disabled persons vehicle parking places

6.1 Where, within a parking place there is a sign and surface marking which indicates that a parking bay is available only for a disabled person's vehicle, no person shall cause or permit a vehicle to wait in the parking bay unless it is a disabled person's vehicle.

#### Motor cycle parking places

6.2 Where, within a parking place there is a sign and surface marking which indicates that a parking bay is available only for motor cycles, no person shall cause or permit a vehicle to wait in the parking bay unless it is a motor cycle.

### **PART 7 GENERAL CONDITIONS IN THE USE OF PARKING PLACES**

#### Power to suspend use of parking places

7.1 Any person duly authorised by the Council may suspend the use of any parking place or any part thereof whenever he/she considers such suspension reasonably necessary –

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

- (b) for the purpose of any building operation, demolition or excavation in or adjacent to the parking place or the maintenance, improvement or reconstruction of the parking places or the laying, erection, alteration, removal 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 telecommunications apparatus, traffic sign or ticket machine;
- (c) for the convenience of occupiers of premises adjacent to the parking place on any occasion of the removal of furniture from one office or dwellinghouse to another or the removal of furniture from such premises to a depository or to such premises from a depository;
- (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 at the discretion of the Council.

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

#### Suspension of parking places

7.3 Any person suspending the use of a parking place or any part thereof in accordance with the provisions of Articles 7.1 or 7.2 shall thereupon place or cause to be placed in or adjacent to that parking place or part of that parking place a traffic sign indicating that waiting by vehicles is prohibited.

7.4 On suspension of the use of a pay and display parking place or any part thereof in accordance with the provisions of Articles 7.1 or 7.2 any person duly authorised by the Council may temporarily cover or remove any ticket machine relating to the said parking place or, as the case may be, that part thereof and any post or other support on which such ticket machine is fitted.

- 7.5 No person shall cause or permit a vehicle to be left in any part of a parking place during such period as there is in or adjacent to that part of the parking place a traffic sign placed in pursuance of the suspension of the parking place:  
Provided that nothing in this paragraph shall render it unlawful to cause or permit any vehicles being used in an emergency by the fire and rescue, ambulance or police services.
- 7.6 Nothing in Article 7.5 shall render it a contravention to cause or permit to be left in a parking place which is suspended a vehicle which displays in the relevant position a valid waiver certificate issued by the Council and the vehicle is waiting in accordance with the terms of the certificate.

#### Alteration of position or removal of vehicle in parking places

- 7.7 Where any vehicle is standing in a parking place in contravention of the provisions of Articles 3.18, 5.23 and 7.5 a person authorised by the Council in that behalf or a police constable in uniform may alter or cause to be altered the position of the vehicle in order that its position shall comply with those provisions, or may remove or cause to be removed, the vehicle from the parking place.

#### Movement of vehicles in parking places in emergencies

- 7.8 A person authorised by the Council for that purpose or police constable in uniform may move or cause to be moved, in case of emergency, to any place he/she thinks fit, any vehicle left in a parking place.

#### Restriction of use of vehicles at parking places

- 7.9 No person shall use any vehicle, while it is in a parking place during the permitted hours, in connection with the sale of any article to any person in or near the parking place or in connection with the selling or offering for sale of his/her skill or his/her services in any other capacity:  
Provided that nothing shall prevent the sale of goods from a vehicle –

- (a) if the vehicle is one which may be left in a parking place in accordance with the provisions of this Order and the goods are immediately delivered at or taken into premises adjacent to the parking place in which the vehicle is left and from which the sale is effected; or
- (b) if the vehicle is one of which the provisions of Article 7.10 apply.

Exemptions in pay and display and residents parking places

7.10 The provisions of this Order relating to pay and display and residents parking places shall not apply to any vehicle waiting on any pay and display or residents parking place for so long as may be necessary:-

- (a) to enable a person to board or alight from the vehicle
- (b) the vehicle if it cannot conveniently be used for such purposes in any other road to be used in connection with any of the following operations namely:-
  - (i) building, industrial or demolition operations;
  - (ii) the removal of any obstruction to traffic;
  - (iii) the maintenance, improvement or reconstruction of the roads or lengths of roads;
  - (iv) the laying, erection, alteration or repair in or on land adjacent to the roads or lengths of roads of any sewer or of any main pipe or apparatus for the supply of gas, water or electricity or of any telecommunications;
- (c) the vehicle if it cannot conveniently be used for such purpose in any other road to be used in pursuance of statutory powers or duties of a local authority;
- (d) the vehicle to be used for the purpose of delivering or collecting postal packets as defined in Section 125(1) of the Postal Services Act 2000;
- (e) to enable goods to be loaded onto or unloaded from the vehicle;



- (f) the vehicle in the service of the fire and rescue, police or ambulance services to be used on operational duty;
- (g) official vehicles to be used for or in connection with weddings and funerals.
- (h) to a vehicle which because the driver of the vehicle is prevented from proceeding by circumstances outside his control.
- (i) to a vehicle being used by a registered medical practitioner for the purpose of visiting a patient in his or her home;
- (j) to a vehicle of an organisation approved for that purpose from time to time by the Council;
- (k) to a vehicle which waits on the direction of or with the consent of a police constable in uniform or a parking attendant in uniform.

## **PART 8 WAIVER CERTIFICATE**

### Waiver certificate

- 8.1 The Council may issue a waiver certificate on such terms and conditions as it considers appropriate.
- 8.2. A charge may be made for a waiver certificate as determined from time to time by the Council.
- 8.3. A waiver certificate may be cancelled at any time at the sole discretion of the Council and shall thereupon immediately cease to be valid. Notification of such cancellation shall be in writing to the holder of the waiver certificate at any address that the Council believes to be that person's address and the waiver certificate shall forthwith be surrendered to the Council.

## **PART 9      CONTRAVENTION OF ORDER**

### Contravention

- 9.1      If a vehicle is left in a parking place during the permitted hours or in any road or length of road in contravention of or without complying with the requirements of this Order a contravention shall have occurred and a penalty charge shall be payable and/or the vehicle may be removed from that location.

### Penalty charge notice

- 9.2      In the case of a vehicle in respect of which a penalty charge may be have been incurred, it shall be the duty of a parking attendant to issue a penalty charge notice which shall include the information required by the 1991 Act.

### Manner of payment of penalty charge

- 9.3      The penalty charge shall be paid to the Council either by cheque, banker's draft, money order or postal order or other such electronic payment means as approved by the Council which shall be made payable to Ipswich Borough Council and delivered or sent by post so as to reach Ipswich Borough Council at the office of the Ipswich Parking Service, PO Box 667, Ipswich IP1 9AR not later than 4.30pm on the twenty eighth day following the day on which the penalty charge was incurred or in cash in person or by messenger at the main Council reception not later than as aforesaid:
- Provided that, if the said twenty eighth day falls upon a day on which the said office is closed, the period within which payment of the said charge shall be made to the Council shall be extended until 4.30 on the next full day on which the said office is open.

### Indications as evidence

9.4 The particulars given in the penalty charge notice issued to a vehicle in accordance with Article 9.2 shall be treated as evidence in any proceedings relating to failure to pay such a penalty charge.

### Removal of a vehicle

9.5 Where a parking attendant has removed or caused to be removed a vehicle in accordance with Articles 7.7, 7.8 or 9.1;

- (a) he/she shall provide for the safe custody of the vehicle;
- (b) the Council shall be entitled to recover from the person responsible such charges in respect of the removal, storage and disposal of the vehicle as it might prescribe from time to time;
- (c) the provisions of the 1984 Act as amended shall apply to the disposal of such vehicles removed by or on behalf of the Council pursuant to this Article.

9.6 Nothing in Articles 7.7 or 9.5 shall apply in respect of a vehicle displaying in a relevant position a valid disabled person's badge.

### Restriction on removal of notices

9.7 Where a penalty charge 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, a police constable in uniform, a parking attendant or some other person duly authorised by the Council, shall remove the notice from the vehicle unless authorised to do so by the keeper of the vehicle.

### Immobilisation

9.8 If a vehicle is left after a penalty charge has been incurred, a parking attendant in uniform or a person acting under his/her direction may attach to the vehicle an immobilisation device and a notice in accordance with the requirements of

section 69(1) and (2) of the Road Traffic Act 1991 and that vehicle shall only be released from the device on payment of the penalty charge, or as the case may be a reduced penalty charge, along with such release fee as may be required by the Council.

**Dated**

**THE COMMON SEAL of IPSWICH        )**  
**BOROUGH COUNCIL was hereunto    )**  
**Affixed in the presence of:-        )**

**Authorised signatory**

**Schedule 1**  
**On-Street Pay and Display Parking Charges**

**CROMWELL SQUARE pay and display parking places**

<b>Up to 30 minutes</b>	<b>80p</b>
<b>30 mins to 1 hour</b>	<b>£1.40</b>
<b>1 to 2 hours</b>	<b>£2.60</b>
<b>2 to 3 hours</b>	<b>£4.20</b>

**Maximum period of waiting during the permitted hours – 3 hours, no return within 1 hour**

**All other on-street pay and display parking places:**

<b>Up to 30 minutes</b>	<b>90p</b>
<b>Up to 1 hour</b>	<b>£1.50</b>

**Maximum period of waiting during the permitted hours - 1 hour, no return within 1 hour.**

**Schedule 2**  
**Permit parking Zone 1**

**Charges**

£30.00 for 12 months

Duplicate permits

£22.50 for 9 months

£2

£15 for 6 months

£7.50 for 3 months

**Roads or parts of roads listed below where qualifying premises/organisations are eligible for permits within the zone boundary as specified on the Map Schedules.**

Back Hamlet  
Grimwade Street  
Grove Lane  
Hill House Road  
Kings Avenue  
Milner Street  
Oxford Road  
St Helen's Street

**Schedule 3**  
**Permit parking Zone 2**

**Charges**

£30.00 for 12 months	Duplicate permits
£22.50 for 9 months	£2
£15 for 6 months	
£7.50 for 3 months	

**Roads or parts of roads listed below where qualifying premises/organisations are eligible for permits within the zone boundary as specified on the Map Schedules.**

Alpe Street  
Anglesea Road  
Anne Street  
Bedford Street  
Berners Street  
Broughton Road  
Cardigan Street  
Cecil Road  
Cumberland Street  
Dyke Street  
Geneva Road  
Gymnasium Street  
High Street  
Holly Road  
Ivry Street  
Newson Street  
Norwich Road  
Oban Street  
Orford Street  
Redan Street  
South Street  
St George's Street  
Warrington Road

**Schedule 4**  
**Permit parking Zone 3**

**Charges**

£30.00 for 12 months	Duplicate permits
£22.50 for 9 months	£2
£15 for 6 months	
£7.50 for 3 months	

**Roads or parts of roads listed below where qualifying premises/organisations are eligible for permits within the zone boundary as specified on the Map Schedules.**

Argyle Street  
Blanche Street  
Bolton Lane  
Cemetery Road  
Christchurch Street  
Clench Close  
Cobbold Street  
Constable Road  
Finchley Road  
Heyhill Road  
Hervey Street  
Jefferies Road  
Lacey Street  
Lancaster Road  
Newton Street  
Norfolk Road  
Palmerston Road  
Samuel Court  
St Helen's Street  
Suffolk Road  
Tuddenham Avenue  
Tuddenham Road  
Upton Close  
Warwick Road  
Wells Close  
Westerfield Road  
Withipoll Street  
Woodbridge Road



**Schedule 5**  
**Permit parking Zone 4**

**Charges**

£30.00 for 12 months

£22.50 for 9 months

£15 for 6 months

£7.50 for 3 months

**Visitors Permit Charges**

£2.50 for each card of permits

valid for 5 individual days.

**Duplicate permits**

£2

**Roads or parts of roads listed below where qualifying premises/organisations are eligible for permits within the zone boundary as specified on the Map Schedules.**

Alderman Road  
Benezet Street  
Bramford Road  
Bulwer Road  
Burlington Road  
Clarkson Street  
Crescent Road  
Dalton Road  
Dillwyn Street  
Dillwyn Street West  
Emlen Street  
Gaye Street  
Granville Street  
Handford Road  
London Road  
Norwich Road  
Portman Road  
Rendlesham Road  
Sir Alf Ramsey Way  
Stevenson Road  
Wilberforce Street