

## **WATFORD BOROUGH COUNCIL**

### **THE BOROUGH OF WATFORD (WATFORD OUTER ZONES) (CONTROLLED PARKING ZONES) (AMENDMENT) ORDER 2017**

**Watford Council No. 687**

The Watford Borough 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 2012 with the Hertfordshire County Council, and in exercise of powers conferred on that County under Sections 1, 2, 4, 45, 46, 46A, 47, 49, 51 and 53 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 and the Road Traffic Regulation Act 1991 and Part 6 of the Traffic Management Act 2004 and of all other enabling powers, and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act, hereby makes the following Order:

1. This Order may be cited as THE BOROUGH OF WATFORD (WATFORD OUTER ZONES) (CONTROLLED PARKING ZONES) (AMENDMENT) ORDER 2017 and shall come into operation on 12th February 2018.
2. The Interpretation Act 1978 shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament.
3. The prohibitions imposed by this Order shall be in addition to, and not in derogation of, any restriction or requirement imposed by any regulation made or having effect as if made under the Act or by or under any other enactment.
4. THE BOROUGH OF WATFORD (GRANDFIELD AVENUE AND BELLAMY CLOSE) (CONTROLLED PARKING ZONE) ORDER 2014 (the "Grandfield Order"), THE BOROUGH OF WATFORD (THE LARCHES, WATFORD) (CONTROLLED PARKING ZONE) ORDER 2015 (the "Larches Order") and THE BOROUGH OF WATFORD (CONINGESBY DRIVE, LANGLEY WAY AND TREFUSIS WALK) (CONTROLLED PARKING ZONE) ORDER 2015 (the "Coningesby Order") shall be amended in accordance with the Articles 5 to 22 of this Order.
5. Articles 2 shall be amended as follows:-  
The description of 'entitled business user' shall be amended by the addition of "for the purposes of their business" after "who occupies".  
The description of 'operational vehicle' shall be amended by the addition of "and registered to the company or head or area office address of the entitled business user".
6. Article 8 of the Grandfield Order shall be amended by the substitution in paragraph (1) of "the overall length of which does not exceed 5.25 metres" by ""the overall length of which does not exceed 6.0 metres".
7. Article 9 of the Larches Order shall be amended by the substitution in paragraph (1) of "the overall length of which does not exceed 5.25 metres" by ""the overall length of which does not exceed 6.0 metres".
8. Article 7 of the Coningesby Order shall be amended by the substitution in paragraph (1) of "the overall length of which does not exceed 5.25 metres" by ""the overall length of which does not exceed 6.0 metres".



9. Articles 30 of the Grandfield Order and the Larches Order shall be amended by the addition of paragraph (c) as follows:-
- “(c) as to not obstruct the use of a driveway serving residential or business premises.
- In the event that
- (i) a permit holder repeatedly obstructs such a driveway causing the Council to receive a complaint from the owner or user of the driveway then a warning notice in writing may be sent to the offending permit holder using the procedure described in Article 54 (2);
- (ii) the same permit holder continues to repeatedly obstruct the driveway subsequent to receiving the warning notice then this will be held to be an event of sufficient reason as appropriate with Articles 54 (3), 64 (3), 84 (1), 104 (1) and 114 (1) and the permit shall be withdrawn as appropriate in accordance with Articles 54 (2), 64(2), 84 (1), 104 (1) and 114 (1).”
10. Article 16 of the Coningesby Order shall be amended by the addition of paragraph (c) at the conclusion of the Article as follows:-
- “(c) as to not obstruct the use of a driveway serving residential or business premises.
- In the event that
- (i) a permit holder repeatedly obstructs such a driveway causing the Council to receive a complaint from the owner or user of the driveway then a warning notice in writing may be sent to the offending permit holder using the procedure described in Article 27 (2);
- (ii) the same permit holder continues to repeatedly obstruct the driveway subsequent to receiving the warning notice then this will be held to be an event of sufficient reason as appropriate with Articles 27 (3), 35 (3), 51 (1), 64 (1) and 74 (1) and the permit shall be withdrawn as appropriate in accordance with Articles 27 (2), 35(2), 51 (1), 64 (1) and 74 (1).”
11. Articles 51 (4) of the Grandfield Order and the Larches Order shall be amended by the substitution of paragraph (c) by the following paragraph:-
- “(c) in respect of any one first residents’ permit or second residents’ permit issued to a disabled person holding a valid disabled person’s badge or a parent or guardian of a child, being under 18 years of age, who holds a valid disabled person’s badge, in either instance issued by any Local Authority, free of charge and any other residents’ permit issued to a resident in the same household for any part of the same period shall be at the rate provided for in sub paragraph (a) or (b) above.”
12. Article 24 (4) of the Coningesby Order shall be amended by the substitution of paragraph (c) by the following paragraph:-
- “(c) in respect of any one first residents’ permit or second residents’ permit issued to a disabled person holding a valid disabled person’s badge or a parent or guardian of a child, being under 18 years of age, who holds a valid disabled person’s badge, in either instance issued by any Local Authority, free of charge and any other residents’ permit issued to a resident in the same household for any part of the same period shall be at the rate provided for in sub paragraph (a) or (b) above.”
13. Articles 51 of the Grandfield and the Larches Order shall be amended as follows:-
- (i) by the changing of the sub paragraph references (1), (2), (3) and (4) to (2), (3), (4) and (5) respectively.
- (ii) by the addition of the following sub paragraph:-
- “51 (1) For the purposes of this Article a an applicant applying for a residents’ parking permit for the first time in respect of a household is required to produce evidence to satisfy the Council that they intend to be a ‘resident’ within the terms of Article 2 for a minimum period of six months.”



14. Article 24 of the Coningesby Order shall be amended as follows:-  
(i) by the changing of the sub paragraph references (1), (2), (3) and (4) to (2), (3), (4) and (5) respectively.  
(ii) by the addition of the following sub paragraph:-  
"24 (1) For the purposes of this Article a an applicant applying for a residents' parking permit for the first time in respect of a household is required to produce evidence to satisfy the Council that they intend to be a 'resident' within the terms of Article 2 for a minimum period of six months."
15. Articles 53, 63 and 83 of the Grandfield Order and the Larches Order shall be amended by the addition of "In the event that a refund is made the Council at its discretion may make an administrative charge."
16. Articles 26, 34 and 50 of the Coningesby Order shall be amended by the addition of "In the event that a refund is made the Council at its discretion may make an administrative charge."
17. Articles 73 of the Grandfield Order and the Larches Order shall be amended by the substitution of paragraph (3) by the following paragraph:-  
"(3) The Council may, by notice in writing served on the visitor permit holder by sending the same by the recorded delivery service to the visitor permit holder at the address shown by that person on the application for the visitor permit or at any other address believed to be that person's place of abode, withdraw a visitor permit:-  
(a) if it appears to the Council that the visitor permit holder has ceased to be a resident,  
(b) if it appears to the Council that the resident visitor permit holder has used one or more visitor permits for a purpose other than facilitating the parking in a permit bay of a vehicle in use by a visitor to their premises,  
and the visitor permit holder shall surrender the permit to the Council within 48 hours of the receipt of the aforementioned notice."
18. Article 43 of the Coningesby Order shall be amended by the substitution of paragraph (3) by the following paragraph:-  
"(3) The Council may, by notice in writing served on the visitor permit holder by sending the same by the recorded delivery service to the visitor permit holder at the address shown by that person on the application for the visitor permit or at any other address believed to be that person's place of abode, withdraw a visitor permit:-  
(a) if it appears to the Council that the visitor permit holder has ceased to be a resident,  
(b) if it appears to the Council that the resident visitor permit holder has used one or more visitor permits for a purpose other than facilitating the parking in a permit bay of a vehicle in use by a visitor to their premises,  
and the visitor permit holder shall surrender the permit to the Council within 48 hours of the receipt of the aforementioned notice."
19. Section 8 shall be added to the Grandfield Order and the Larches Order as follows:-

**"Section 8 - Doctor and Health Visitor Permits**

**Doctor and Health Visitor parking permits to be displayed on vehicles left in parking places**

- 100 At all times during which a vehicle (other than a vehicle otherwise exempted by this Order) is left in a parking place during the permitted hours, the driver thereof shall cause to be displayed in the protective cover on the front or near side of the vehicle the valid doctor and health visitor parking



permit issued in respect of that vehicle, so that all the particulars referred to in Article 107 are readily visible from the front or near side of the vehicle.

**Application for and issue of doctor and health visitor parking permits**

- 101 (1) Any medical or health practitioner as described in paragraph (2) and currently registered and practising at a practice or unit serving the Borough of Watford and required on a regular basis to visit patients who are resident within the zones of the Controlled Parking Zone Scheme may at any time apply to the Council for the issue of a doctor and health visitor parking permit in respect of a vehicle of the class specified in Article 8(1) as regards the Grandfield Order or a vehicle of the class specified in Article 9(1) as regards the Larches Order identifying the user of the vehicle. The decision to issue a doctor and health visitor parking permit is at the discretion of the Council's Designated Officer. Such application may be made on behalf of the medical or health practitioner by a practice or unit manager.
- (2) The Council may at any time require an applicant for a doctor and health visitor parking permit or a doctor and health visitor parking permit holder to produce to an officer of the Council or authorised agent such evidence in respect of an application for a doctor and health visitor parking permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any doctor or health visitor parking permit issued by them as they may reasonably call for to verify that the doctor and health visitor parking permit is valid.
- (3) At the discretion of the Council's Designated Officer the term doctor or health practitioner may include the following for the purposes of this Article:-
- (a). A General Practitioner,
  - (b). A District Nurse or Midwife acting on the instructions of an N. H. S. Unit or a GP Practice,
  - (c). A Practice Nurse acting on the instructions of a GP Practice,
  - (d). An Occupational Therapist acting on instructions of an N. H. S. Unit,
  - (e). Other Health Practitioners carrying out an essential medical or health service requiring attendance at a resident's home.
- (4) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the charge specified in paragraph (5) of this Article, the Council upon being satisfied that the applicant meets the criteria of paragraph (3) and is the owner or user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefor a doctor and health visitor permit for the leaving during the permitted hours in a parking place of the vehicle to which such doctor and health visitor permit relates by the owner or user of such vehicle.
- (5) The charge referred to in paragraph (4) of this Article shall be as follows:-
- (a) in respect of each of the first five doctor and health visitor permits which shall be valid for a period of twelve months running from the date on which the doctor and health visitor permit first becomes valid, twenty five pounds; or
  - (b) in respect of any further doctor and health visitor permit issued within a twelve month period and which shall be valid for a period of twelve months running from the date on which the residents' permit first becomes valid, fifty five pounds.



#### **Terms and effects of doctor and health visitor parking permits**

- 102 (1) A doctor and health visitor parking permit shall be issued subject to such terms and conditions as the Council's Designated Officer shall think fit.
- (2) A doctor and health visitor parking permit shall authorise the user of the vehicle identified by the applicant to leave the vehicle specified therein:
- (a) in any parking place, or part thereof, or any restricted waiting area, or part thereof, and
  - (b) on such day or days, during such periods and at such times during the permitted hours, and
  - (c) subject to such conditions or limitations as shall be indicated on the permit.
- (3) A doctor and health parking permit shall be valid for such a period as the Council's Designated Officer shall think fit but in any event no longer than a period of twelve months from the date the permit first becomes valid.

#### **Refund of charge paid in respect of doctor and health visitor parking permits**

- 103 A doctor and health visitor permit holder who surrenders a doctor and health visitor permit to the Council whether before or after it becomes valid will not be entitled to a refund of the charges paid unless the Council in its discretion considers that there are exceptional circumstances to justify refunding the charge in full or in part. In the event that a refund is made the Council at its discretion may make an administrative charge.

#### **Withdrawal and validity of doctor and health visitor parking permits**

- 104 (1) The Council may, by notice in writing served on the doctor and health visitor parking permit holder or the representative of the organisation who made application on their behalf by sending the same by the recorded delivery service to the permit holder or representative at the address shown by that person on the application for the doctor and health visitor parking permit or at any other address believed to be that person's place of abode, withdraw a doctor and health visitor parking permit if it appears to the Council's Designated Officer that there are sufficient reasons to justify withdrawal of the doctor and health visitor parking permit having regard to the circumstances of the permit holder, so far as they may be known, and the permit holder shall surrender the permit to the Council within 48 hours of receipt of the aforementioned notice.
- (2) Without prejudice to the foregoing provisions of this Article, a doctor and health visitor parking permit shall cease to be valid at the expiration of the period specified thereon, or on the occurrence of the events set out in paragraph (1) of this Article, whichever is the earlier.
- (3) Where a doctor and health visitor parking permit is issued to any person or organisation upon receipt of a cheque or credit card and the payment is subsequently dishonoured, the doctor and health visitor parking permit shall cease to be of any effect and the Council shall by notice in writing served on the person or organisation to whom such permit was issued by sending the same by recorded delivery service to the permit holder at the address shown by that person or organisation on the application for the doctor and health visitor parking permit or at any other address believed to be the place of abode of that person or organisation, require that person or organisation to surrender the doctor and health visitor parking permit to the Council within 48 hours of the receipt of the aforementioned notice.



#### **Application for and issue of duplicate doctor and health visitor parking permits**

- 105 (1) If a doctor and health visitor parking permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the doctor and health visitor parking permit has become altered by fading or otherwise, the doctor and health visitor parking permit holder shall either surrender it to the Council and apply to the Council for the issue to them of a duplicate doctor and health visitor parking permit and the Council, upon receipt of the doctor and health visitor parking permit, shall issue a duplicate doctor and health visitor parking permit, so marked, and upon such issue the original doctor and health visitor parking permit shall become invalid.
- (2) If a doctor and health visitor parking permit is lost or destroyed, the doctor and health visitor parking permit holder may apply to the Council or authorised agent for the issue to them of a duplicate doctor and health visitor parking permit and the Council upon being satisfied as to such loss or destruction, shall issue a duplicate doctor and health visitor parking permit, so marked, and upon such issue the original doctor and health visitor parking permit shall become invalid.
- (3) The provisions of this Order shall apply to a duplicate doctor and health visitor parking permit and an application therefor as if it were a doctor and health visitor parking permit or, as the case may be, an application therefor.

#### **Restrictions on the removal of doctor and health visitor parking permits**

- 106 Where a doctor and health visitor parking permit has been displayed on a vehicle in accordance with the provisions of Article 100, no person, not being the driver of the vehicle, shall remove the doctor and health visitor parking permit unless authorised to do so by the driver of the vehicle.

Provided that nothing herein shall apply to a parking attendant or police constable in uniform or a person removing the vehicle in pursuance of an arrangement made by a police constable by or under regulations in pursuance of powers contained in sections 99, 100, 101, 101A, 101B and 102 of the Road Traffic Regulation Act 1984, as amended by The Traffic Management Act 2004.

#### **Form of doctor and health visitor parking permits**

- 107 A doctor and health visitor parking permit shall be in writing and shall include the following particulars:
- (a) the registration mark of the vehicle in respect of which the doctor and health visitor parking permit is being issued unless at the discretion of the Council's Designated Officer the permit is being issued as an open permit;
  - (b) the period during which, subject to the provisions of Article 104, the doctor and health visitor parking permit shall remain valid;
  - (c) an indication that the parking permit has been issued by the Council;

20. Section 9 shall be added to the Grandfield Order and the Larches Order as follows:-

#### **"Section 9 - Staff Parking Permits**



### **Staff parking permits to be displayed on vehicles left in parking places**

- 110 At all times during which a vehicle (other than a vehicle otherwise exempted by this Order) is left in a parking place during the permitted hours, the driver thereof shall cause to be displayed in the protective cover on the front or near side of the vehicle the valid staff parking permit issued in respect of that use, so that all the particulars referred to in Article 117 are readily visible from the front or near side of the vehicle.

### **Application for and issue of staff parking permits**

- 111 (1) Staff parking permits may only be issued to Service Departments of Watford Borough Council or Three Rivers District Council for the purpose of staff members carrying out their official business. The manager or representative of such a Department or Service may at any time apply for the issue of one or more Staff Parking Permits in respect of a user or pool of users from that Department or Service who must be identified. Users must be employing a vehicle of the class specified in Article 8(1) as regards the Grandfield Order and Article 9(1) as regards the Larches Order and the ability to leave a vehicle on-street within the Controlled Parking Zones must form an essential part to them carrying out their official duties. The decision to issue a staff parking permit is at the discretion of the Council's Designated Officer.
- (2) The Council may at any time require an applicant for a staff parking permit or a staff parking permit holder to produce to an officer of the Council or authorised agent such evidence in respect of an application for a staff parking permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any staff parking permit issued by them as they may reasonably call for to verify that the staff parking permit is valid.
- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the charge specified in paragraph (4) of this Article, the Council upon being satisfied that the applicant meets the criteria, shall issue to the applicant therefore one or more staff parking permits as per the application for the leaving during the permitted hours in a permit parking place of any vehicles to which such staff parking permit relates by the users of such vehicles.
- (4) The charge referred to in paragraph (3) of this Article shall be one hundred pounds in respect of each staff parking permit which shall be valid for a period of twelve months running from the date on which the staff parking permit first becomes valid,

### **Terms and effects of staff parking permits**

- 112 (1) A staff parking permit shall be issued subject to such terms and conditions as the Council's Designated Officer shall think fit.
- (2) A staff parking permit shall only authorise the user of a vehicle to leave the vehicle in a permit parking bay, or part thereof, and the leaving shall be subject to such conditions or limitations as shall be indicated on the permit.
- (3) A staff parking permit shall be valid for such a period as the Council's Designated Officer shall think fit but in any event no longer than a period of twelve months from the date the permit first becomes valid.



#### **Refund of charge paid in respect of staff parking permits**

- 113 A staff parking permit holder who surrenders a staff parking permit to the Council whether before or after it becomes valid will not be entitled to a refund of the charges paid unless the Council in its discretion considers that there are exceptional circumstances to justify refunding the charge in full or in part. In the event that a refund is made the Council at its discretion may make an administrative charge.

#### **Withdrawal and validity of staff parking permits**

- 114 (1) The Council may, by notice in writing served on the staff parking permit holder, whether a Department, Service or individual, by sending the same by the Council's internal delivery service to the staff parking permit holder at the address shown by that person or representative on the application for the staff parking permit, withdraw a staff parking permit if it appears to the Council's Designated Officer that there are sufficient reasons to justify withdrawal of the staff parking permit having regard to the circumstances of the permit holder, so far as they may be known, and the permit holder shall surrender the permit to the Council within 48 hours of receipt of the aforementioned notice.
- (2) Without prejudice to the foregoing provisions of this Article, a staff parking permit shall cease to be valid at the expiration of the period specified thereon, or on the occurrence of the events set out in paragraph (1) of this Article, whichever is the earlier.
- (3) Where a staff parking permit is issued to any person and the payment is subsequently dishonoured, the staff parking permit shall cease to be of any effect and the Council's Designated Officer shall by notice in writing served on the person or representative to whom such permit was issued require that person or representative to surrender the staff parking permit to the Council within 48 hours of the receipt of the aforementioned notice.

#### **Application for and issue of duplicate staff parking permits**

- 115 (1) If a staff parking permit is mutilated or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the staff parking permit has become altered by fading or otherwise, the staff parking permit holder shall either surrender it to the Council and apply to the Council for the issue to them of a duplicate staff parking permit and the Council, upon receipt of the staff parking permit, shall issue a duplicate staff parking permit, so marked, and upon such issue the original staff parking permit shall become invalid.
- (2) If a staff parking permit is lost or destroyed, the staff parking permit holder may apply to the Council or authorised agent for the issue to them of a duplicate staff parking permit and the Council, upon being satisfied as to such loss or destruction, may issue, on receipt of the charge specified in Article 111 (4), a duplicate staff parking permit, albeit at the discretion of the Council's Designated Officer, so marked, and upon such issue the original staff parking permit shall become invalid.
- (3) The provisions of this Order shall apply to a duplicate staff parking permit and an application therefor as if it were a staff parking permit or, as the case may be, an application therefor.



### **Restrictions on the removal of staff parking permits**

- 116 Where a staff parking permit has been displayed on a vehicle in accordance with the provisions of Article 110, no person, not being the driver of the vehicle, shall remove the staff parking permit unless authorised to do so by the driver of the vehicle.

Provided that nothing herein shall apply to a parking attendant or police constable in uniform or a person removing the vehicle in pursuance of an arrangement made by a police constable by or under regulations in pursuance of powers contained in sections 99, 100, 101, 101A, 101B and 102 of the Road Traffic Regulation Act 1984, as amended by The Traffic Management Act 2004.

### **Form of staff parking permits**

- 117 A staff parking permit shall be in writing and shall include the following particulars:

- (a) an identifying title where the staff parking permit is issued in respect of a Council Department or Council Service or of a pool of users therein
- (b) the registration mark of the vehicle in respect of which the special parking permit is being issued except when at the discretion of the Council's Designated Officer the permit is being issued as an open permit;
- (c) the period during which, subject to the provisions of Article 114, the special parking permit shall remain valid;
- (d) an indication that the parking permit has been issued by the Council;
- (e) where appropriate an indication of the parking zone or zones in which the staff parking permit is valid.

21. Section 7 shall be added to the Coningesby Order as follows:-

### **"Section 7 - Doctor and Health Visitor Permits**

#### **Doctor and Health Visitor parking permits to be displayed on vehicles left in parking places**

- 60 At all times during which a vehicle (other than a vehicle otherwise exempted by this Order) is left in a parking place during the permitted hours, the driver thereof shall cause to be displayed in the protective cover on the front or near side of the vehicle the valid doctor and health visitor parking permit issued in respect of that vehicle, so that all the particulars referred to in Article 67 are readily visible from the front or near side of the vehicle.

### **Application for and issue of doctor and health visitor parking permits**

- 61 (1) Any medical or health practitioner as described in paragraph (2) and currently registered and practising at a practice or unit serving the Borough of Watford and required on a regular basis to visit patients who are resident within the zones of the Controlled Parking Zone Scheme may at any time apply to the Council for the issue of a doctor and health visitor parking permit in respect of a vehicle of the class specified in Article 7 identifying the user of the vehicle. The decision to issue a doctor and health visitor parking permit is at the discretion of the Council's Designated Officer. Such application may be made on behalf of the medical or health practitioner by a practice or unit manager.



- (2) The Council may at any time require an applicant for a doctor and health visitor parking permit or a doctor and health visitor parking permit holder to produce to an officer of the Council or authorised agent such evidence in respect of an application for a doctor and health visitor parking permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any doctor or health visitor parking permit issued by them as they may reasonably call for to verify that the doctor and health visitor parking permit is valid.
- (3) At the discretion of the Council's Designated Officer the term doctor or health practitioner may include the following for the purposes of this Article:-
  - (a). A General Practitioner,
  - (b). A District Nurse or Midwife acting on the instructions of an N. H. S. Unit or a GP Practice,
  - (c). A Practice Nurse acting on the instructions of a GP Practice,
  - (d). An Occupational Therapist acting on instructions of an N. H. S. Unit,
  - (e). Other Health Practitioners carrying out an essential medical or health service requiring attendance at a resident's home.
- (4) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the charge specified in paragraph (5) of this Article, the Council upon being satisfied that the applicant meets the criteria of paragraph (3) and is the owner or user of a vehicle of the class specified in paragraph (1) of this Article, shall issue to the applicant therefor a doctor and health visitor permit for the leaving during the permitted hours in a parking place of the vehicle to which such doctor and health visitor permit relates by the owner or user of such vehicle.
- (5) The charge referred to in paragraph (4) of this Article shall be as follows:-
  - (a) in respect of each of the first five doctor and health visitor permits which shall be valid for a period of twelve months running from the date on which the doctor and health visitor permit first becomes valid, twenty five pounds; or
  - (b) in respect of any further doctor and health visitor permit issued within a twelve month period and which shall be valid for a period of twelve months running from the date on which the residents' permit first becomes valid, fifty five pounds.

#### **Terms and effects of doctor and health visitor parking permits**

- 62
- (1) A doctor and health visitor parking permit shall be issued subject to such terms and conditions as the Council's Designated Officer shall think fit.
  - (2) A doctor and health visitor parking permit shall authorise the user of the vehicle identified by the applicant to leave the vehicle specified therein:
    - (a) in any parking place, or part thereof, or any restricted waiting area, or part thereof, and
    - (b) on such day or days, during such periods and at such times during the permitted hours, and
    - (c) subject to such conditions or limitations as shall be indicated on the permit.



(3) A doctor and health parking permit shall be valid for such a period as the Council's Designated Officer shall think fit but in any event no longer than a period of twelve months from the date the permit first becomes valid.

**Refund of charge paid in respect of doctor and health visitor parking permits**

63 A doctor and health visitor permit holder who surrenders a doctor and health visitor permit to the Council whether before or after it becomes valid will not be entitled to a refund of the charges paid unless the Council in its discretion considers that there are exceptional circumstances to justify refunding the charge in full or in part. In the event that a refund is made the Council at its discretion may make an administrative charge.

**Withdrawal and validity of doctor and health visitor parking permits**

64 (1) The Council may, by notice in writing served on the doctor and health visitor parking permit holder or the representative of the organisation who made application on their behalf by sending the same by the recorded delivery service to the permit holder or representative at the address shown by that person on the application for the doctor and health visitor parking permit or at any other address believed to be that person's place of abode, withdraw a doctor and health visitor parking permit if it appears to the Council's Designated Officer that there are sufficient reasons to justify withdrawal of the doctor and health visitor parking permit having regard to the circumstances of the permit holder, so far as they may be known, and the permit holder shall surrender the permit to the Council within 48 hours of receipt of the aforementioned notice.

(2) Without prejudice to the foregoing provisions of this Article, a doctor and health visitor parking permit shall cease to be valid at the expiration of the period specified thereon, or on the occurrence of the events set out in paragraph (1) of this Article, whichever is the earlier.

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

**Application for and issue of duplicate doctor and health visitor parking permits**

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

(2) If a doctor and health visitor parking permit is lost or destroyed, the doctor and health visitor parking permit holder may apply to the Council or authorised agent for the issue to them of a



duplicate doctor and health visitor parking permit and the Council upon being satisfied as to such loss or destruction, shall issue a duplicate doctor and health visitor parking permit, so marked, and upon such issue the original doctor and health visitor parking permit shall become invalid.

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

#### **Restrictions on the removal of doctor and health visitor parking permits**

66 Where a doctor and health visitor parking permit has been displayed on a vehicle in accordance with the provisions of Article 60, no person, not being the driver of the vehicle, shall remove the doctor and health visitor parking permit unless authorised to do so by the driver of the vehicle.

Provided that nothing herein shall apply to a parking attendant or police constable in uniform or a person removing the vehicle in pursuance of an arrangement made by a police constable by or under regulations in pursuance of powers contained in sections 99, 100, 101, 101A, 101B and 102 of the Road Traffic Regulation Act 1984, as amended by The Traffic Management Act 2004.

#### **Form of doctor and health visitor parking permits**

67 A doctor and health visitor parking permit shall be in writing and shall include the following particulars:

- (a) the registration mark of the vehicle in respect of which the doctor and health visitor parking permit is being issued unless at the discretion of the Council's Designated Officer the permit is being issued as an open permit;
- (b) the period during which, subject to the provisions of Article 64, the doctor and health visitor parking permit shall remain valid;
- (c) an indication that the parking permit has been issued by the Council;"

22. Section 8 shall be added to the Coningesby Order as follows:-

#### **"Section 8 - Staff Parking Permits**

##### **Staff parking permits to be displayed on vehicles left in parking places**

70 At all times during which a vehicle (other than a vehicle otherwise exempted by this Order) is left in a parking place during the permitted hours, the driver thereof shall cause to be displayed in the protective cover on the front or near side of the vehicle the valid staff parking permit issued in respect of that use, so that all the particulars referred to in Article 77 are readily visible from the front or near side of the vehicle.

##### **Application for and issue of staff parking permits**

71 (1) Staff parking permits may only be issued to Service Departments of Watford Borough Council or Three Rivers District Council for the purpose of staff members carrying out their official business. The manager or representative of such a Department or Service may at any time apply for the issue of one or more Staff Parking Permits in respect of a user or pool of users from that Department or Service who must be identified. Users must be employing a



vehicle of the class specified in Article 7(1) and the ability to leave a vehicle on-street within the Controlled Parking Zones must form an essential part to them carrying out their official duties. The decision to issue a staff parking permit is at the discretion of the Council's Designated Officer.

- (2) The Council may at any time require an applicant for a staff parking permit or a staff parking permit holder to produce to an officer of the Council or authorised agent such evidence in respect of an application for a staff parking permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any staff parking permit issued by them as they may reasonably call for to verify that the staff parking permit is valid.
- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the charge specified in paragraph (4) of this Article, the Council upon being satisfied that the applicant meets the criteria, shall issue to the applicant therefore one or more staff parking permits as per the application for the leaving during the permitted hours in a permit parking place of any vehicles to which such staff parking permit relates by the users of such vehicles.
- (4) The charge referred to in paragraph (3) of this Article shall be one hundred pounds in respect of each staff parking permit which shall be valid for a period of twelve months running from the date on which the staff parking permit first becomes valid,

#### **Terms and effects of staff parking permits**

- 72
- (1) A staff parking permit shall be issued subject to such terms and conditions as the Council's Designated Officer shall think fit.
  - (2) A staff parking permit shall only authorise the user of a vehicle to leave the vehicle in a permit parking bay, or part thereof, and the leaving shall be subject to such conditions or limitations as shall be indicated on the permit.
  - (3) A staff parking permit shall be valid for such a period as the Council's Designated Officer shall think fit but in any event no longer than a period of twelve months from the date the permit first becomes valid.

#### **Refund of charge paid in respect of staff parking permits**

- 73
- A staff parking permit holder who surrenders a staff parking permit to the Council whether before or after it becomes valid will not be entitled to a refund of the charges paid unless the Council in its discretion considers that there are exceptional circumstances to justify refunding the charge in full or in part. In the event that a refund is made the Council at its discretion may make an administrative charge.

#### **Withdrawal and validity of staff parking permits**

- 74
- (1) The Council may, by notice in writing served on the staff parking permit holder, whether a Department, Service or individual, by sending the same by the Council's internal delivery service to the staff parking permit holder at the address shown by that person or representative on the application for the staff parking permit, withdraw a staff parking permit if it appears to the Council's Designated Officer that there are sufficient reasons to justify withdrawal of the staff parking permit



having regard to the circumstances of the permit holder, so far as they may be known, and the permit holder shall surrender the permit to the Council within 48 hours of receipt of the aforementioned notice.

(2) Without prejudice to the foregoing provisions of this Article, a staff parking permit shall cease to be valid at the expiration of the period specified thereon, or on the occurrence of the events set out in paragraph (1) of this Article, whichever is the earlier.

(3) Where a staff parking permit is issued to any person and the payment is subsequently dishonoured, the staff parking permit shall cease to be of any effect and the Council's Designated Officer shall by notice in writing served on the person or representative to whom such permit was issued require that person or representative to surrender the staff parking permit to the Council within 48 hours of the receipt of the aforementioned notice.

#### **Application for and issue of duplicate staff parking permits**

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

(2) If a staff parking permit is lost or destroyed, the staff parking permit holder may apply to the Council or authorised agent for the issue to them of a duplicate staff parking permit and the Council, upon being satisfied as to such loss or destruction, may issue, on receipt of the charge specified in Article 71 (4), a duplicate staff parking permit, albeit at the discretion of the Council's Designated Officer, so marked, and upon such issue the original staff parking permit shall become invalid.

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

#### **Restrictions on the removal of staff parking permits**

76 Where a staff parking permit has been displayed on a vehicle in accordance with the provisions of Article 70, no person, not being the driver of the vehicle, shall remove the staff parking permit unless authorised to do so by the driver of the vehicle.

Provided that nothing herein shall apply to a parking attendant or police constable in uniform or a person removing the vehicle in pursuance of an arrangement made by a police constable by or under regulations in pursuance of powers contained in sections 99, 100, 101, 101A, 101B and 102 of the Road Traffic Regulation Act 1984, as amended by The Traffic Management Act 2004.

#### **Form of staff parking permits**

77 A staff parking permit shall be in writing and shall include the following particulars:

- (a) an identifying title where the staff parking permit is issued in respect of a Council Department or Council Service or of a pool of users therein



- (b) the registration mark of the vehicle in respect of which the special parking permit is being issued except when at the discretion of the Council's Designated Officer the permit is being issued as an open permit;
- (c) the period during which, subject to the provisions of Article 74, the special parking permit shall remain valid;
- (d) an indication that the parking permit has been issued by the Council;
- (e) where appropriate an indication of the parking zone or zones in which the staff parking permit is valid.

22. The following shall be substituted for the description of Langley Way in Schedule 3 of the Coningesby Order:-

Langley Way (north western side) - between Coningesby Drive and the northern boundary of No. 68 Langley Way.

Langley Way (south eastern side) - between Parkside Drive and the eastern boundary of No. 65 Langley Way.

THE COMMON SEAL of THE WATFORD )  
BOROUGH COUNCIL was hereunto )  
affixed this 18<sup>th</sup> of February 2018 )  
in the presence of: )

VERIFIED	
MIN No	20/1/17
O/O	
S/H	

*Caroline*  
**Head of Democracy and Governance**

