

WEST SUSSEX COUNTY COUNCIL  
(ADUR DISTRICT) (PARKING PLACES AND TRAFFIC REGULATION)  
(CONSOLIDATION) ORDER 2009

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West Sussex County Council in exercise of their powers under Sections 1 (1) 2 (1) and (2), 4 (2), 45, 46, 49 and 53 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 ("the Act") as amended 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 Act hereby make the following Order:-

**PART I**

**GENERAL**

1. **Commencement and Citation**

- 1.1 This Order shall come into operation on the 5th day of March 2009 and may be cited as "West Sussex County Council (Adur District) (Parking Places & Traffic Regulation) (Consolidation) Order 2009" hereinafter called "this Order".

2. **Revocation**

- 2.1 The West Sussex County Council (Adur District) (Parking Places and Traffic Regulation) (Consolidation) Order 2008 is hereby revoked in full.

3. **Interpretation**

- 3.1 Save as otherwise defined in this Order, each and every expression shall have the meaning assigned to it by the Traffic Signs Regulations and General Directions 2002 SI 3113 ("TSR&GD").

"at any time" means midnight to midnight on each calendar day;

"authorised parking place" means any parking place on a road authorised or designated by an order made or having effect as if made under the Act;

"blue badge" and "disabled persons' badge" have the same meaning as in the Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000 SI 682;

"District Council" means Adur District Council;

"bullion vehicle" means a vehicle in the service of a security contractor designed for the purpose of transporting valuables and cash;

"charge certificate" has the same meaning as assigned to it by Part 5 of the Civil Enforcement of Parking Contraventions (England) General Regulations 2007;

"charging hours" means the hours specified in the Key;

"civil enforcement area" has the same meaning as assigned to it by the Traffic Management Act 2004;

"civil enforcement officer" has the same meaning assigned to it by Part 6 of the Traffic Management Act 2007;

"County Council" means West Sussex County Council;

"Council" means either or both the District Council and/or the County Council;

"delivering" and "collecting" in relation to any goods includes checking the goods for the purpose of their delivery or collection;

"disabled person's vehicle" has the same meaning as in The Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England and Wales) Regulations 1986 as amended;

"dispensation notice" means a notice issued in accordance with Article 30.1;

"driver" in relation to a vehicle waiting in a parking place or on a road means the person driving the vehicle at the time it was left in the parking place;

"General Prohibition" means the prohibition as set out in Article 4;

"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 Act;

"issuing authority" means either the District Council or the County Council or any organisation contracted by the Council to issue permits;

"Key" means the key attached to the Order Plans to be read in conjunction with those Order Plans;

"local bus" means a public service vehicle used for the provision of a local service not being an excursion or tour;

"local service" has the same meaning as in section 2 of the Transport Act 1985;

"motor car" means the same as passenger vehicle, as defined below;

"motor cycle" has the same meaning respectively as in section 136 of the Act excluding any motor cycle which has a side-car or trailer, or which has more than two wheels;

"no return" means no return to a parking place within the same street within the specified period set out in the Key;

"no waiting" means an area of highway shown on the Order Plans where waiting is prohibited at the times indicated;

"no waiting at any time" means an area of the highway shown on the Order Plans where waiting is prohibited at any time;

"operative hours" means the hours within which the waiting restrictions and parking places are operative as indicated in the Key;

"Order Plans" means the On-Street Parking and Waiting Plans including the Key and Schedules, which are incorporated in this Order;

"owner" has the meaning assigned to it by the Traffic Management Act 2004;

"parking attendant means a Civil Enforcement Officer;

"parking contravention" has the same meaning assigned to it by the Traffic Management Act 2004;

"parking disc" has the same meaning as in the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000;

"parking place" means an area of land shown as a parking place on the Order Plans;

"parking space" means an area contained within a parking place in which a vehicle may be parked;

"parking ticket" means a ticket issued by a ticket machine on receipt of payment of an initial charge;

"parking voucher" means a device of a type and design approved by the Secretary of State for Transport under section 51 of the Act;

"passenger vehicle" means any motor vehicle having more than two wheels (other than an invalid carriage), having less than 9 seats and constructed solely for the carriage of passengers and their effects;

"Pay & Display parking place" means a parking place on an area of highway indicated in the key for Pay & Display parking in accordance with this Order;

"penalty charge" has the same meaning assigned to it by the Civil Enforcement of Parking Contraventions (England) General Regulations 2007 and shall be for the amount advertised by the Council and at the higher or lower rate as specified in the Civil Enforcement of Parking Contraventions (Guidelines on Levels of Charges) (England) General Regulations 2007;

"Penalty Charge Notice" means a notice issued by a civil enforcement officer in accordance with Regulations 9 or 10 of the Civil Enforcement of Parking Contraventions (England) General Regulations 2007;

"permit" means a permit issued under the provisions of this Order;

"permit holder" means a person to whom a permit has been issued under the provisions of this Order;

"permitted hours" means those times shown on the Order Plans and identified in the Key during which vehicles are permitted to park in relation to that parking place;

"protective cover" means a protective cover issued by the Council or an issuing authority under the provisions of Article 11.4 (b);

"public service vehicle" has the same meaning as in section 1 of the Public Passenger Vehicles Act 1981;

"relevant position" means on the dashboard or fascia of the vehicle or where the vehicle is not fitted with a dashboard or fascia in a conspicuous position on the Vehicle so as to be clearly legible from the outside of the vehicle;

"resident" means a person whose principal home is a dwelling in one of the controlled parking zone addresses in the Second Schedule;

"specified user parking places" means parking places provided for use by a specified group of users;

"Taxi" means a vehicle licenced under Section 37 of the Town Police Clauses Act 1847;

"ticket machine" means an apparatus designed to issue parking tickets indicating that payment of a charge has been made and the date and time at which the charge was paid;

"timing point" means a recognised timing point which is the location where a public service vehicle may wait to ensure adherence to a published timetable or local service registration including departure and terminal points provided that the location has been approved in writing by the Chief Constable and the Highway Authority;

"traffic sign" means a sign of any size colour and type prescribed or authorised under or having effect as though prescribed or authorised under section 64 of the Act;

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

"valid visitor's permit" means a visitor's permit which identifies for the purposes of this Order the commencement of the period when the vehicle, on which the permit is displayed, is left in a parking place by means of clear and appropriate indication made by or on behalf of the driver of:

- (i) the month
- (ii) the date in the month
- (iii) the day of the week
- (iv) the hour of the day, and
- (v) the next succeeding five minute index within the hour of the day at which the vehicle was first left in the parking place;

"vehicle" has the same meaning as that assigned to "motor vehicle" in section 136(1) of the Act;

"valid parking voucher" means a parking voucher which identifies for the purposes of this order the commencement of the period when the vehicle on which the voucher is displayed is left in a parking place by means of clear and appropriate indications made by or on behalf of the driver of:

- (a) the month
- (b) the date in the month
- (c) the day of the week
- (d) the hour of the day, and
- (e) the next succeeding five minute index within the hour of the day at which the vehicle was first left in the parking place;

"zone(s)" means any one or more of those zones identified in the Second Schedule;

- 3.2 Any reference in this Order to a specific statute or statutory provision includes references to any statutory modification extension or re-enactment of such statute or statutory provision and to any regulations orders bye laws or other subordinate legislation made under such statute or statutory provision from time to time.
- 3.3 The prohibitions, restrictions and requirements imposed by this Order are in addition to and not in derogation of any restriction, prohibition or requirement imposed by any other enactment and any exception or exemption from the provisions of this Order is without prejudice to the provisions of any other enactment.
- 3.4 For the purpose of this Order a vehicle shall be regarded as displaying a disabled person's badge or a parking disc in the relevant position when and only when they are displayed in accordance with Regulation 4 of The Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000.
- 3.5 Except where otherwise stated any reference in this Order to a numbered Article Paragraph or Schedule is a reference to the Article, Paragraph or Schedule bearing that number in this Order and any Article, Paragraph and Schedule headings shall not be taken into account for the purposes of construction or interpretation.
- 3.6 Nothing in this Order shall be construed so as to affect the rights of the County Council or the District Council or an issuing authority to exercise their unfettered discretion in relation to any obligation or requirement placed upon any one of them in this Order.



## **PART II**

### **GENERAL PROHIBITION**

#### **4. General prohibition of stopping or waiting of vehicles**

4.1 Save as provided in Article 6 no person shall cause or permit any vehicle to stop or wait on any road;

(a) where stopping or waiting is prohibited during the times shown on the Order Plans; or

(b) shown on the Order Plans as a parking place,

except in accordance with this Order.

4.2 Unless a specified period is shown on the Order Plan, all stopping and waiting restrictions are operative from midnight to midnight on each calendar day.

#### **5. Contravention of the General Prohibition**

5.1 Where a person contravenes the prohibition set out in Article 4 and does not fall into any of the exemptions in Article 6 the owner of that vehicle shall incur a penalty charge and will be issued with a penalty charge notice.

5.2 Where the penalty charge specified in paragraph 5.1 above is not paid a surcharge shall apply and a charge certificate shall be issued detailing the surcharged level of penalty charge payable.

#### **6. Exemptions to the General Prohibition**

6.1 A vehicle being used in connection with:-

(a) the removal of any obstruction to traffic, or

(b) the maintenance improvement or reconstruction of a road, or

(c) the laying erection alteration or repair of any sewer or any main pipe or cable or other apparatus for the provision of gas water electricity or telecommunications in or on land adjacent to a road by a utility organisation attending their apparatus in pursuance of their statutory powers or duties, or

(d) in pursuance of a local authority's highways management, works, maintenance, waste collection, street cleansing, highways, or

(e) delivering or collecting goods provided that the delivery or collection:-

(i) does not occur on those roads as shown on the Order Plans where stopping or loading is prohibited at any time; or

(ii) occurs only on those roads with limited loading restrictions as shown on the Order Plans entirely within those times when loading is permitted, or

(f) taking petrol oil water or air from any garage situated on or adjacent to a road, or

(g) taking part in a funeral (provided the vehicle is in the service of a business of funeral directors), or

(h) taking part in a wedding (provided the vehicle is the principal vehicle responsible for the carriage of the wedding party / bride) and is attended throughout, or

(i) being used by the emergency services provided such vehicle is being used in pursuance of their statutory powers or duties, or

(j) by a doctor district nurse or midwife attending an emergency (evidence may be required to show there was a genuine emergency)

shall subject to paragraph 6.3 be exempt from the provisions of Article 4.

6.2 A vehicle which is :-

(a) required by law to stop or obliged to stop so as to prevent an accident or prevented from proceeding by circumstances outside his control, or

(b) a public service vehicle waiting within a bus stop or bus stand clearway or at an authorised stopping place, terminal or timing point, in accordance with the provisions laid out in the TSR&GD or

(c) directed by or granted permission by a police constable in uniform, or

- (d) waiting to enable a person to board or alight from that vehicle (save for the areas shown on the Order Plans and in the Key where stopping is prohibited), or
  - (e) in the service of a Universal Service provider being used for the purpose of delivering or collecting postal packets (save for the roads shown on the Order Plans where stopping is prohibited), or
  - (f) a motor cycle parked at any time in a parking place not being a specified user parking place, or
  - (g) waiting to be used by occupiers of premises adjacent to a parking place to facilitate the removal or delivery of furniture from or to those premises, or
  - (h) waiting otherwise than in a parking space if goods are being sold or offered for sale from the vehicle by a person who is licensed by the District Council to sell goods from that location, or
  - (i) waiting in a parking place other than a specified user parking place to enable it to be used in connection with removing advertising posters or cleaning windows or chimneys in on or from premises adjacent to the parking place in which the vehicle is waiting, or
  - (j) waiting for the purpose of delivering or collecting goods including cash other valuables or valuable securities by bullion vehicles
  - (k) validly displaying a Blue Badge in the relevant position in the circumstances prescribed in Regulations 7, 8 or 9 and subject to the limitation set out in regulation 6(2) of the Local Authorities' Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000 SI 683, or
  - (l) displaying a dispensation notice in accordance with the provisions of Article 30, or
  - (m) displaying a permit in accordance with the provisions of this Order, or
  - (n) displaying a parking ticket or parking voucher whilst parked within a parking place shown on the Order Plans
- shall subject to paragraph 6.3 be exempt from the provisions of Article 4.

6.3 Those vehicles described in 6.1(a) to (j) and 6.2(a) to (j) inclusive are subject to the provisions that:-

- (a) there is no reasonable alternative place to stop or wait, and
- (b) they only stop or wait for so long as is necessary.

6.4 If and insofar as a vehicle described above is parked in a parking place, that vehicle must be wholly within the parking place as defined by white lines.

### **PART III**

#### **PARKING PLACES - GENERAL**

##### **7. Designation of Parking Places**

- 7.1 The parts of roads shown on the Order Plans as being parking places may be used during the permitted hours by such classes of vehicles and in such positions as indicated by the traffic signs adjoining each parking place.
- 7.2 Nothing in Paragraph 7.1 shall restrict the power of the Council to grant an order for preventing an obstruction of the roads on the occasion of any public procession rejoicing or illumination or where the roads are thronged or liable to be obstructed close to any parking place.
- 7.3 Where on the Order Plans a parking place is shown as available for vehicles of a specified class or in a specified position, the driver of a vehicle shall not permit it to wait in that parking place unless it is a vehicle of the specified class.

##### **8. Carriageway Markings and Traffic Signs**

- 8.1 The County Council shall place and maintain at or in the vicinity of each parking place traffic signs indicating the details of the restrictions applicable to that parking place.
- 8.2 The County Council shall provide and maintain the road markings required to indicate the extent of each parking place.

##### **9. Power to suspend the use of parking places**

- 9.1 Any person duly authorised by the issuing authority may by Order, Notice or the erection of a suitable barrier suspend the use of any part of a parking place whenever he considers such suspension is necessary;-
- (a) for facilitating the movement of traffic or promoting its safety, or

- (b) for facilitating any building operation, demolition or excavation in or adjacent to any part or the whole of a parking place, or
  - (c) for maintaining, improving or reconstructing any part or the whole of a parking place or any part of the adjacent highway, or
  - (d) for laying, erecting, altering, removing or repairing any sewer pipe or apparatus for the supply of gas, water, electricity or telecommunications, or
  - (e) for placing maintenance or removal of any traffic sign in or adjacent to a parking place, or
  - (f) for the convenience of occupiers of premises adjacent to a parking place to facilitate the removal or delivery of furniture from or to those premises, or
  - (g) for the convenience of occupiers of premises adjacent to a parking place on the occasion of weddings or funerals or on other special occasions, or
  - (h) if due to a public procession, rejoicing or illumination or when the streets are thronged or liable to be obstructed.
- 9.2 A police constable in uniform may suspend the use of the whole or any part of a parking place for not longer than twenty-four hours whenever he considers such suspension is reasonably necessary for the purpose of facilitating the movement of traffic or promoting its safety.
- 9.3 Any person suspending the use of any part or the whole of a parking place in accordance with the provisions of paragraphs 7.2, 9.1 or 9.2 above shall place or cause to be placed in or adjacent to any part of that parking place a traffic sign indicating that vehicles are prohibited from waiting or stopping.
- 9.4 No person shall cause or permit a vehicle to be left in any part of a suspended parking place or adjacent to it where a traffic sign has been placed in pursuance of paragraph 9.3 above unless the vehicle is being used for any purpose specified in paragraphs 7.2 or 9.1 or the vehicle is left with the permission of the person suspending the use of the parking place.

#### **PART IV**

#### **PROVISIONS RELATING TO RESIDENTS' AND NON RESIDENTS' PARKING PERMITS**

10. Parking places for use by holders of residents' parking permits
- 10.1 Subject to the provisions of this Order those parking places shown on the Order Plans as parking places for use by residents' permit holders may be used during the permitted hours by vehicles displaying in the manner specified in Article 11 a residents' permit.
11. Application issue and display
- 11.1 A resident whose normal place of abode is specified in the Second Schedule may apply for the issue of a residents' permit by completing the appropriate form and submitting it to the issuing authority together with the fee specified in the First Schedule.
- 11.2 Any residents' permits issued in accordance with the provisions of this Order may only be used in the parking places specified on the permit.
- 11.3 The issuing authority may at any time before an application is processed or after a residents' permit has been issued require the applicant or the holder of a residents' permit to produce such evidence as they may reasonably require to verify any particulars or information received by them to validate the application or the existing residents' permit.
- 11.4 Upon receipt by the issuing authority of the correct fee, the completed application form and any other documents requested in accordance with paragraph 11.3, the issuing authority being satisfied that the applicant is a resident and is the owner of the vehicle may issue to the applicant:-
- (a) one residents' permit permitting the permit holder to park the vehicle during the permitted hours in any parking place identified on the parking permit; and
  - (b) one protective cover for displaying the residents' permit.
- 11.5 A residents' permit shall be displayed at all times in its protective cover on the nearside of the windscreen of the vehicle so that all particulars are visible and can be read from the front or near side of the vehicle at all times.
12. Form of residents' permits
- 12.1 A residents' permit shall be in writing and shall include:-
- (a) the registration mark of the vehicle;

- (b) the period of time it is valid (subject to the provisions of Article 15);
- (c) an indication it has been issued by or on behalf of the County Council or District Council;
- (d) details of the designated zone(s) or road(s) in which the vehicle may be left; and
- (e) an indication that the appropriate fee payable before issue has been paid.

13. Surrender and withdrawal

- 13.1 The holder of a residents' permit may voluntarily surrender their residents' permit to the issuing authority at any time and at the discretion of the issuing authority a refund or replacement may be given.
- 13.2 A permit shall remain the property of the issuing authority at all times and is not transferable.
- 13.3 The issuing authority may by written notice addressed to a residents' permit holder and sent by first class post withdraw the residents' permit(s) and require the residents' permit holder to surrender it to them (together with any other permits) and within 48 hours of such notice being served the permit(s) shall be deemed invalid.

14. Application and issue of replacements

- 14.1 If a residents' permit is accidentally mutilated defaced or the figures or text become illegible or the colour of the residents' permit becomes altered by fading or otherwise the residents' permit holder shall immediately surrender it to the issuing authority and subject to the residents' permit holder paying the issuing authority's administration charge the issuing authority shall issue a replacement which shall be marked as a replacement and the surrendered residents' permit shall be marked as surrendered and invalid.
- 14.2 If a residents' permit is lost or destroyed the holder of the residents' permit may apply to the issuing authority for a replacement and when the issuing authority is satisfied as to the loss or destruction and the residents' permit holder has paid the issuing authority's administration charge the issuing authority shall issue a replacement residents' permit and the lost or destroyed residents' permit shall then become invalid.

15. Validity

- 15.1 Without prejudice to the preceding paragraphs a residents' permit shall cease to be valid upon the expiration of the period specified in the residents' permit (this being the period for which payment has been made) or if the permit has been interfered with or altered.

16. Non Residents' Permits

- 16.1 Any person who is not a resident but is the owner of a motor vehicle may apply to the issuing authority for the issue of a residents' permit in the same manner as set out in the preceding Articles and if a residents' permit is issued the holder shall be subject to the same provisions applying to a residents' permit holder with the exception of those relating to residency.

## **PART V**

### **PROVISIONS RELATING TO VISITORS' PERMITS**

17. Parking places where visitors' permits may be used

- 17.1 Subject to the provisions of this Order those parking places shown on the Order Plans as parking places for use by residents' permit holders may also be used by vehicles displaying a valid visitor's permit.

18. Display

- 18.1 At all times when a vehicle is left in such parking place during the permitted hours a valid visitors' permit in respect of that vehicle shall be displayed either:-
  - (a) in the case of a vehicle fitted with a front windscreen, one or more valid visitors' permits with identical indications and placed alongside each other so that the face of the permit is directed outwards and is clearly visible to a person outside the vehicle; or
  - (b) in the case of a vehicle not fitted with a front windscreen, one or more valid parking vouchers with identical indications and placed alongside each other so that the face of the permit is exhibited in a conspicuous position on the front or nearside of the vehicle.

19. Application, charge and duration (Visitors' Permits)

- 19.1 Any resident of those roads in the Second Schedule may apply to the issuing authority for a visitors' permit.
- 19.2 The charge payable for a visitors' permit is as specified in the First Schedule.

- 19.3 The issuing authority may at any time require an applicant or a holder of a visitor's permit to produce such evidence as they reasonably require to verify any particulars or information given to them in the applicant's application form.
- 19.4 The fee for any vehicle left in a parking place during the permitted hours shall be identified as having been paid by the display on the vehicle of one valid visitors' permit (or as the case may be two or more valid visitors' permits with identical indications) indicating the month, date, day and time (or in the case of a weekly permit, the month, date and day) when the vehicle was left.
- 19.5 No refund shall be payable by the issuing authority in respect of any visitors' permit surrendered to them.
- 19.6 At all times a visitors' permit shall remain the property of the issuing authority and is not transferable other than to a genuine visitor to the resident to whom it was issued for immediate use.
- 19.7 A visitors' permit may only be used in the zone/road for which it is issued.
- 19.8 If a resident ceases to be a resident in any of the roads shown on the Order Plans as parking places for use by residents' permit holders any visitors' permits in the possession of that resident shall be surrendered to the issuing authority.

## **PART VI**

### **OTHER PERMITS**

#### **20. Countywide permits**

- 20.1 Subject to the provisions of this Order parking places shown on the Order Plans may also be used by vehicles displaying a valid countywide permit on such days and during such hours as shown on the Order Plans to enable the countywide permit holder a reasonable period of time to carryout only their legitimate duties.

#### **21. Application, charge, display, duration and restrictions (Countywide Permits)**

- 21.1 Those provisions set out in Part V relating to visitors' permits similarly apply to countywide permits with the exception of the specified fee for a countywide permit which is set out in the First Schedule and the residency requirement and in addition the issuing authority reserve the right to:-

(a) issue a countywide permit;

(b) withdraw a countywide permit for inappropriate use including (but not by way of limitation) the countywide permit holder using the permit for personal business or for long term parking whilst visiting an office or their own office; and

(c) issue pool permits to reduce the number of multiple applications from individual government departments.

- 21.2 A countywide permit shall be displayed at all times in its protective cover on the nearside of the windscreen of the vehicle so that all particulars are visible and can be read in their entirety from the front or near side of the vehicle at all times during which the vehicle is left in a parking place.

#### **22. Doctors' permits**

- 22.1 Those parking places shown on the Order Plans as parking places for use by doctors may be used (subject to the provisions of this Order) by doctors with a valid doctors' permit to park in a designated doctors' parking place.

#### **23. Application, charge, display, duration and restrictions (Doctors' Permits)**

- 23.1 Those provisions set out in Part V relating to visitors' permits similarly apply to doctors' permits with the exception of the specified fee for a doctors' permit which is set out in the First Schedule and the residency requirement and in addition the issuing authority reserve the right to:-

(a) issue a doctors' permit; and

(b) issue pool permits to reduce the number of multiple applications from individual organisations.

- 23.2 A doctors' permit shall be displayed at all times in its protective cover on the nearside of the windscreen of the vehicle so that all particulars are visible and can be read from the front or near side of the vehicle at all times during which the vehicle is left in a parking place.

#### **24. Health care permits**

- 24.1 Those parking places shown on the Order Plans as parking places for use by residents' permit holders may also be used (subject to the provisions of this Order) by medical or care personnel with a valid healthcare permit to enable them to make domiciliary visits to residents.

#### **25. Application, charge, display, duration and restrictions (Health Care Permits)**

- 25.1 Those provisions set out in Part IV relating to non residents' permits similarly apply to health care permits with the exception of the specified fee for a health care permit which is set out in the First Schedule and in addition the issuing authority reserve the right to:-
- (a) issue pool permits to reduce the number of multiple applications from individual organisations or to limit the number of permits issued to a particular health care organisation or to withdraw a health care permit for inappropriate use including (but not by way of limitation) the health care permit holder using the permit for personal business or for long term parking whilst visiting an office or their own office or place of work;
  - (b) require the applicant to provide:-
    - (i) a statement of need highlighting the frequency of proposed visits by the applicant when an application is made;
    - (ii) written confirmation from a member of senior staff at the applicant's organisation through which the services are provided confirming the information given in the statement of need; and
    - (iii) any other information regarding the nature of the applicant's organisation.
- 25.2 The issuing authority further reserve the right to refer to a national register of health care organisations when considering an application and to issue a Penalty Charge Notice if the permit holder does not comply with the terms of this Order.
- 25.3 A health care permit shall be displayed at all times in its protective cover on the nearside of the windscreen of the vehicle so that all particulars are visible and can be read from the front or near side of the vehicle at all times during which the vehicle is left in a parking place.
- 25.4 A health care permit shall only be deemed to be validly displayed whilst the vehicle for which the permit has been issued is parked in a parking place for no longer than is necessary to enable the permit holder to provide medical or personal care to a resident of an address within the Third Schedule.
26. Residents' carers permits
- 26.1 Those parking places shown on the Order Plans as parking places for use by residents' permit holders and residents' and visitors' permit holders may also be used (subject to the provisions of this Order) by holders of residents' carers permits to enable them to make domiciliary visits to residents in their homes for the purpose of providing domiciliary care.
27. Application, charge, display, duration and restrictions (Residents' Carers Permits)
- 27.1 Those provisions set out in Part IV relating to residents' permits similarly apply to residents' carers permits with the exception of the specified fee for a residents' carers permit which is set out in the Second Schedule and the issuing authority reserve the right to:-
- (a) issue a residents' carer permit,
  - (b) require the applicant to provide a statement of need in addition to proof of residency when making an application, and
  - (c) issue pool permits to enable care to be provided by a number of carers.
- 27.2 A residents' carers permit shall be displayed at all times in its protective cover on the nearside of the windscreen of the vehicle so that all particulars are visible and can be read in their entirety from the front or near side of the vehicle at all times during which the vehicle is left in a parking place.
28. Traders' permits
- 28.1 Those parking places shown on the Order Plans as parking places for use by residents' permit holders and residents' and visitors' permit holders, and those parking places shown on the Order plans as Pay and Display parking places may also be used (subject to the provisions of this Order) by traders' permit holders.
29. Application, charge, display, duration and restrictions (Traders' Permits)
- 29.1 Those provisions set out in Part IV relating to residents' permits similarly apply to traders' permits as with the exception of the specified fee for a traders' permit which is set out in the First Schedule and the issuing authority reserve the right to:-
- (a) require all applicants to provide satisfactory evidence they have an operational business need to park close to their business address to facilitate regular delivery services for the efficient running of their business and for which constant access to a delivery vehicle is required throughout the day; and
  - (b) issue only a single traders' permit for each business.

- 29.2 A traders' permit shall be displayed at all times in its protective cover on the nearside of the windscreen of the vehicle so that all particulars are visible and can be read in their entirety from the front or near side of the vehicle at all times during which the vehicle is left in a parking place.

## **PART VII**

### **PROVISIONS RELATING TO DISPENSATION NOTICES**

30. Dispensation notices
- 30.1 Dispensation notices may be issued to particular businesses and trades people (to enable them to have easy access to tools and equipment whilst working at a customer's property) for use in the areas specified in the dispensation notice on any length of road where waiting loading and unloading is not prohibited at all times.
31. Application, charges, display, duration and restrictions (Dispensation Notices)
- 31.1 An applicant may apply for a dispensation notice by completing and returning an application form with the fee specified in the First Schedule.
- 31.2 Before deciding to issue a dispensation notice the issuing authority reserve the right to:-
- (a) require an applicant to provide details of the location, duration of the works, and vehicle registration; and
  - (b) require an applicant to provide information about the nature of the works to satisfy the issuing authority the tools or equipment cannot easily be removed from an applicant's vehicle and/or the vehicle is needed as a mobile power source for other equipment.
- 31.3 A dispensation notice shall be validly displayed if displayed in the relevant position.

## **PART VIII**

### **PROVISIONS RELATING TO VOUCHER & PAY AND DISPLAY PARKING PLACES**

32. Vehicles for which voucher or pay and display parking places are designated
- 32.1 Those parking places shown on the Order Plans as Voucher or Pay & Display parking places may be used during the permitted hours by vehicles that display either:-
- (a) one or more valid parking vouchers in accordance with the requirements of paragraph 33.1; or
  - (b) a valid parking ticket in accordance with the provisions of paragraph 35.1.
33. Parking Vouchers displayed on vehicles left in a parking place
- 33.1 At all times when a vehicle is left in a parking place during the permitted hours before leaving the vehicle a driver shall (unless a valid parking ticket is displayed in accordance with paragraph 35.1) cause to be displayed: -
- (a) in the case of a vehicle fitted with a front windscreen one or more valid parking vouchers with identical indications and placed alongside each other so that the face of the parking voucher is directed outwards and is clearly visible to a person outside the vehicle; or
  - (b) in the case of a vehicle not fitted with a front windscreen, one or more valid parking vouchers with identical indications and placed alongside each other so that the face of the parking voucher is exhibited in a conspicuous position on the front or nearside of the vehicle.
34. Restriction on use of parking voucher
- 34.1 Where a vehicle has been left in a parking place displaying the necessary number of parking vouchers during the permitted hours neither the driver nor any other person shall remove the voucher or vouchers and substitute it or them with any other parking voucher.
- 34.2 Upon the expiry of a parking voucher or vouchers a vehicle shall not leave and return to the same parking place during the permitted hours within the no return time period shown on the Order Plans and identified in the Key.
35. Parking tickets to be displayed on vehicles left in parking places
- 35.1 At all times when a vehicle is left in a parking place during the permitted hours before leaving the vehicle a driver shall (unless a valid parking voucher is displayed in accordance with paragraph 33.1) purchase a valid parking ticket from a ticket machine by insertion of the appropriate coins in the ticket machine and cause it to be displayed in the relevant position.

36. Restriction on use of parking ticket

36.1 Where a vehicle has been left in a parking place displaying the necessary parking ticket during the permitted hours neither the driver nor any other person shall remove the ticket and substitute it with any other parking ticket.

36.2 Upon the expiry of a parking ticket a vehicle shall not leave and return to the same parking place during the permitted hours within the no return time period shown on the Order Plans and identified in the Key.

37. Tariffs for parking vouchers and parking tickets

37.1 The tariff for any vehicle left in a Voucher or Pay & Display parking place during the permitted hours is set out in the First Schedule.

37.2 No refund shall be payable by the issuing authority in respect of any parking voucher or ticket surrendered to them.

38. Restriction on the removal of notices

38.1 Where a notice has been attached to a vehicle in accordance with the provisions of Article 38.1(b), no person other than the driver of the vehicle, a police constable in uniform or a CEO shall remove the notice from the vehicle unless authorised to do so by the driver.

**PART IX**

**PROVISIONS RELATING TO PARKING PLACES FOR LIMITED WAITING**

39. Those parking places identified on the Order Plans as parking places for limited waiting may be used during the permitted hours by vehicles for a period not exceeding the specified time limit PROVIDED THAT a vehicle does not leave and return to the same parking place within the specified no return time.

**PART X**

**PROVISIONS RELATING TO PARKING PLACES FOR SPECIFIED VEHICLES**

40. Those parking places identified on the Order Plans as parking places for specified vehicles may only be used during the permitted hours by vehicles of that Class.



**First Schedule**  
**Charges And Tariffs**

To be designated in due course should it be decided to implement charges in Adur District

**SECOND SCHEDULE**  
**List Of Streets And Parts Of Streets Within The Controlled Parking Zone(s)**

To be designated in due course should it be decided to implement a Controlled Parking Zone in Adur District.

**THIRD SCHEDULE**

**Key & Order Plans**

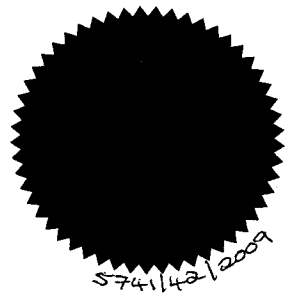
THE Common Seal of THE  
WEST SUSSEX COUNTY COUNCIL  
was hereto affixed the *Seventeenth*

day of *February* 2009

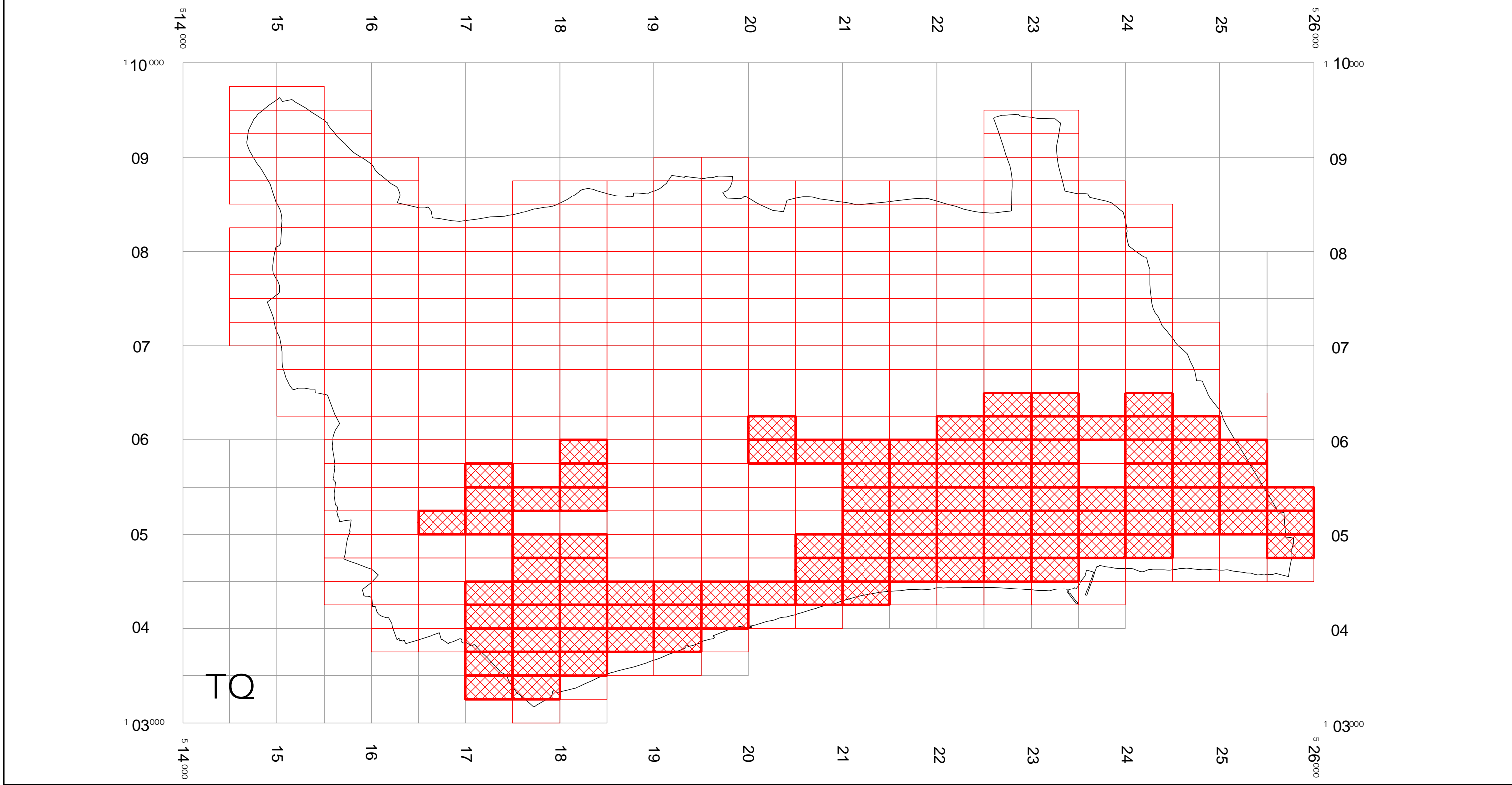


Authorised Signatory

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*04/08 Delegated Authority*



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Infrastructure  
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Tower Street  
Chichester  
West Sussex  
PO19 1RH

ADUR DISTRICT

LOCATIONS OF WAITING RESTRICTIONS

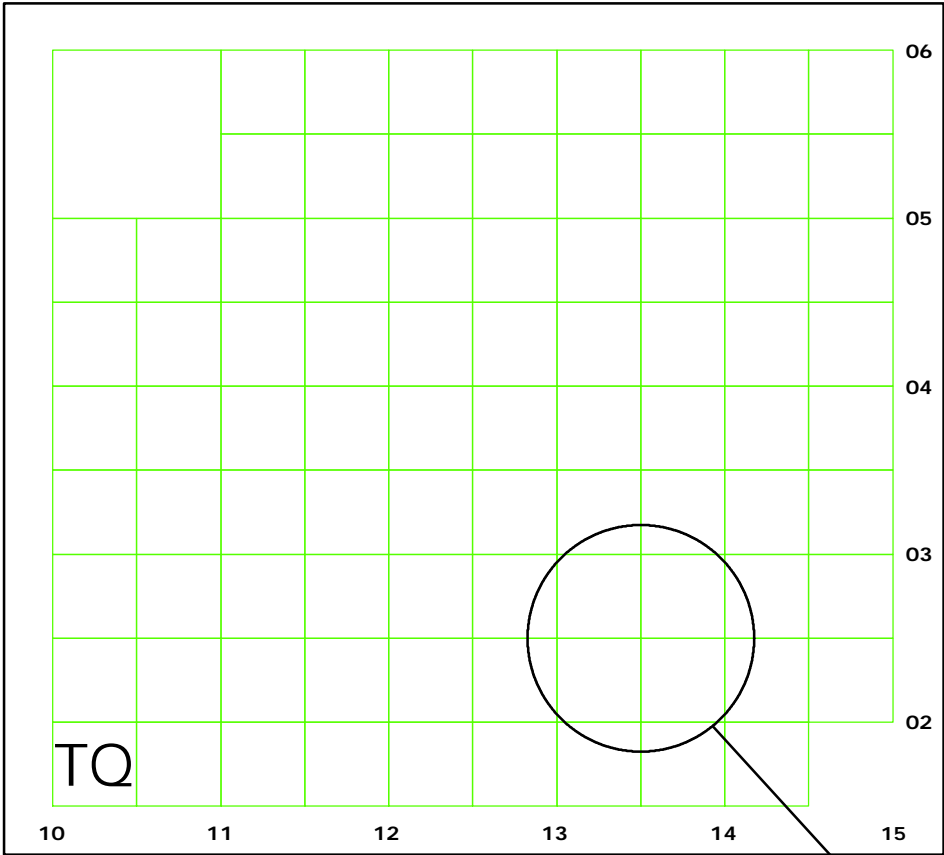
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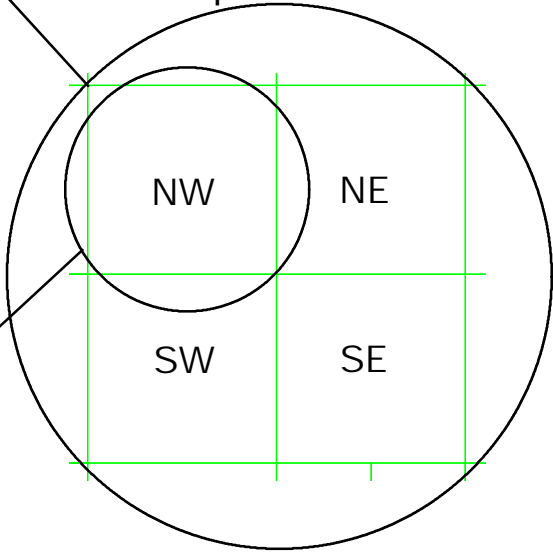
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ADUR DISTRICT: TILE REFERENCES

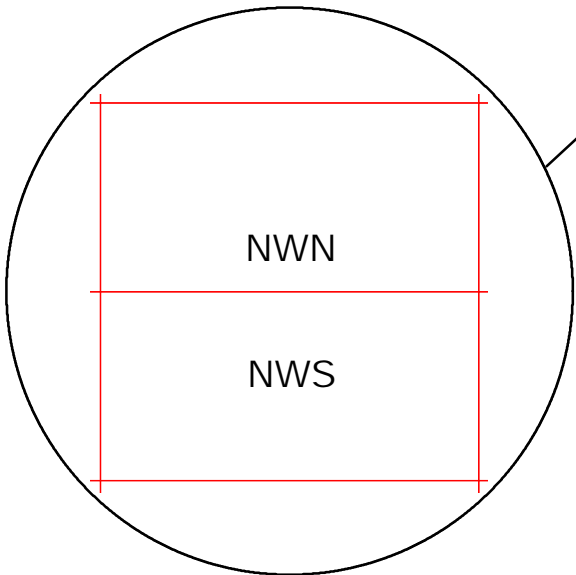
1. OS tile references



2. Tile subdivided into quadrants  
Example: TQ1704




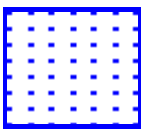
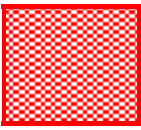
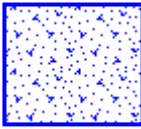
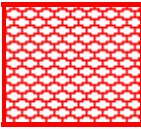
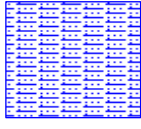
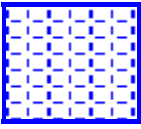
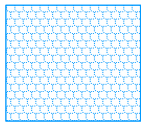
3. Tile quadrant further subdivided  
Example: TQ1704NW



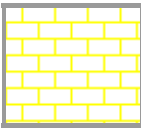
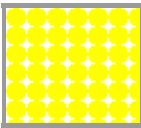
**THIRD SCHEDULE**  
**Schedule of Waiting Restrictions**

All areas over which the provision of the orders apply are defined by the shaded areas as shown on the following plans plus a contiguous area not indicated on the plans of verge and/or footway between the carriageway edge and the highway boundary. The plans in this schedule are based upon grid references of the Ordnance Survey National Grid defined by the OSGB 36 triangulation.

**Prohibition of waiting**

100		z_circle	No waiting, loading and unloading at any time	112		dot5	No waiting 8.00am-6.00pm Mon-Fri
101		check	No waiting at any time	137		usgs723	No waiting 8.00am-6.00pm 01May-30Sep
102		usgs503	No waiting at any time 01Apr-30Sep	139		usgs617	No waiting 8.00am-6.00pm Sat & Sun 01Apr-30Sep
107		pat020	No waiting 8.00am-6.00pm Mon-Sat	184		Shingle	No stopping 8.30am-9.15am and 2.45pm-4.00pm Mon-Fri except bank and public holidays 01Sep-31Jul

**Prohibition of loading**

200		brick1	No waiting at any time No loading and unloading 9.00am-6.00pm Mon-Sat	218		circle2	No loading and unloading at any time
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Free Limited Waiting

712



pat062

Waiting limited to 2hrs No return within 2hrs  
8.00am-6.00pm Mon–Sat

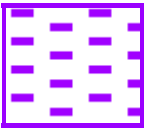
716



shd62

Waiting limited to 1hr No return within 1hr  
8.00am-6.00pm Mon–Sat

713

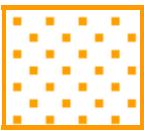


pat063

Waiting limited to 2hrs No return within 2hrs  
8.00am-6.00pm any day

Specified Vehicles

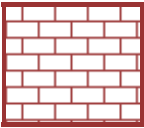
801



dot6

Disabled persons vehicles 8.00am-6.00pm Mon-Sat

814



brick1

Loading bay-Any vehicle at any time

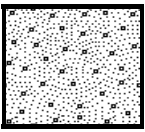
830



check

Disabled persons vehicles at any time

845



usgs602

No waiting at any time except taxis

Clearways

1105



usgs723

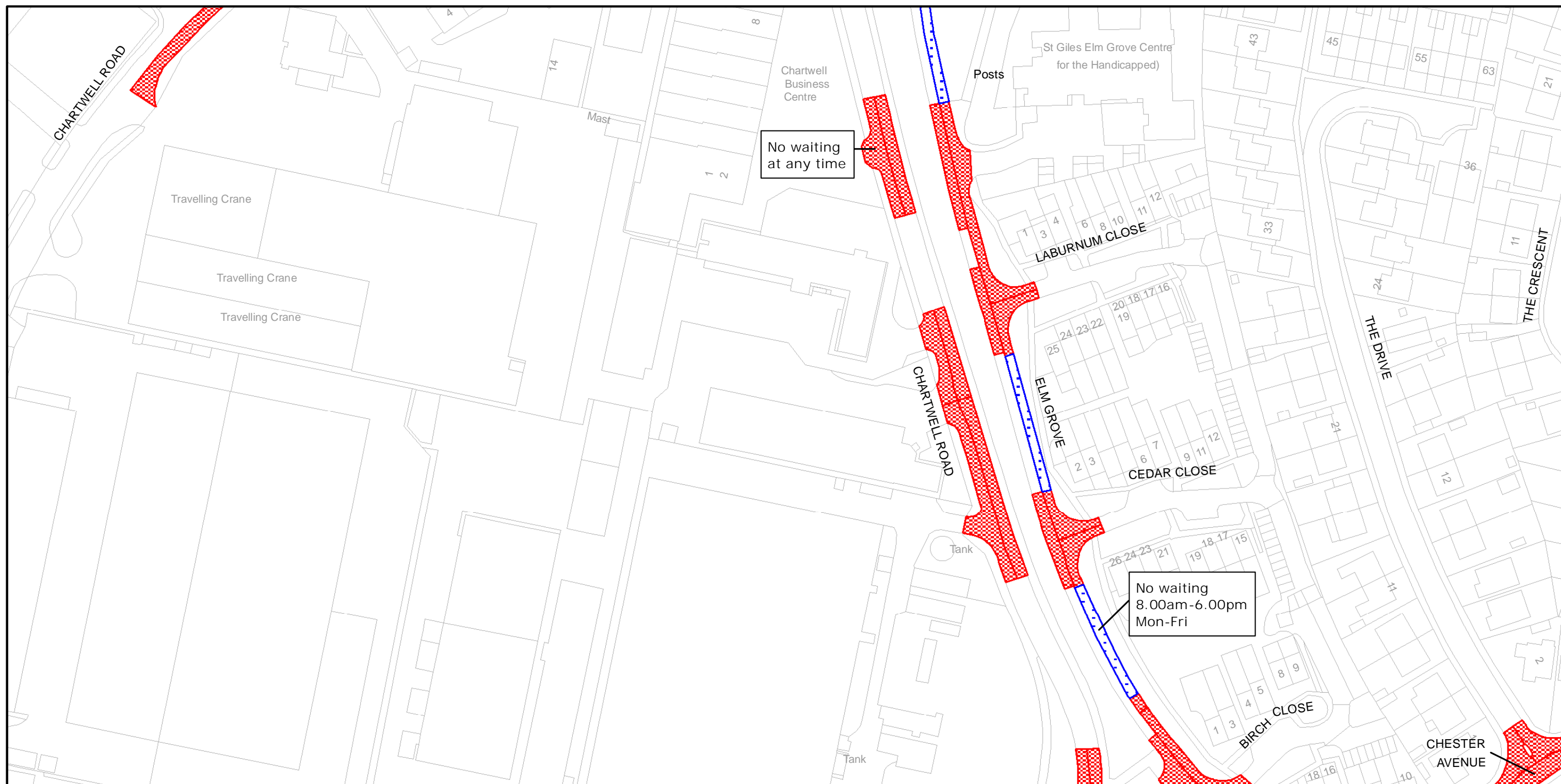
School Keep Clear 8.00am-6.00pm any day



District Boundary

LANCING






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PO19 1RH

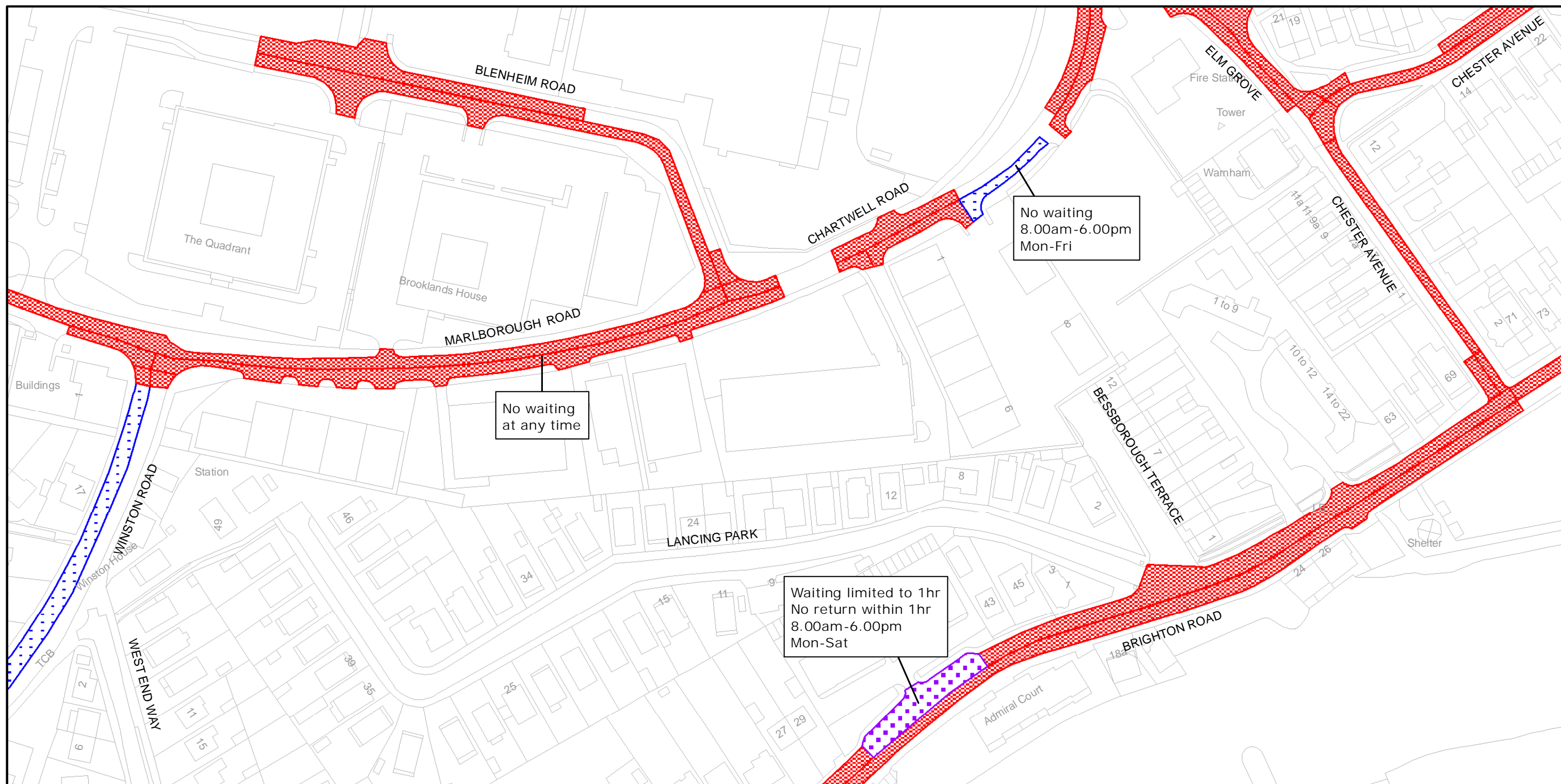
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WAITING RESTRICTIONS

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TQ1703NEN

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1:1250  
at A3 size



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# ADUR DISTRICT: LANCING

## WAITING RESTRICTIONS

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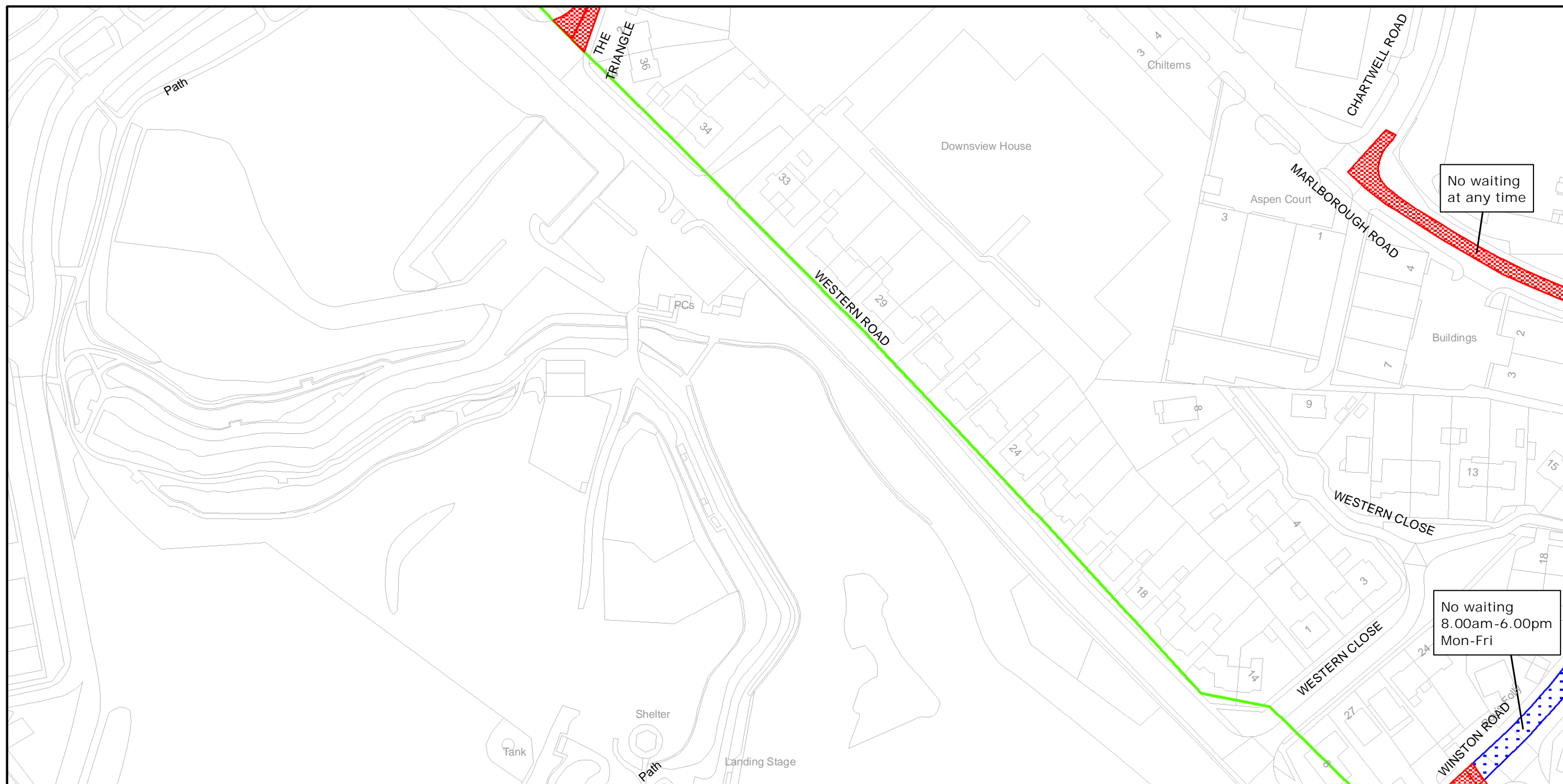
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ADUR DISTRICT: LANCING & SOMPTING

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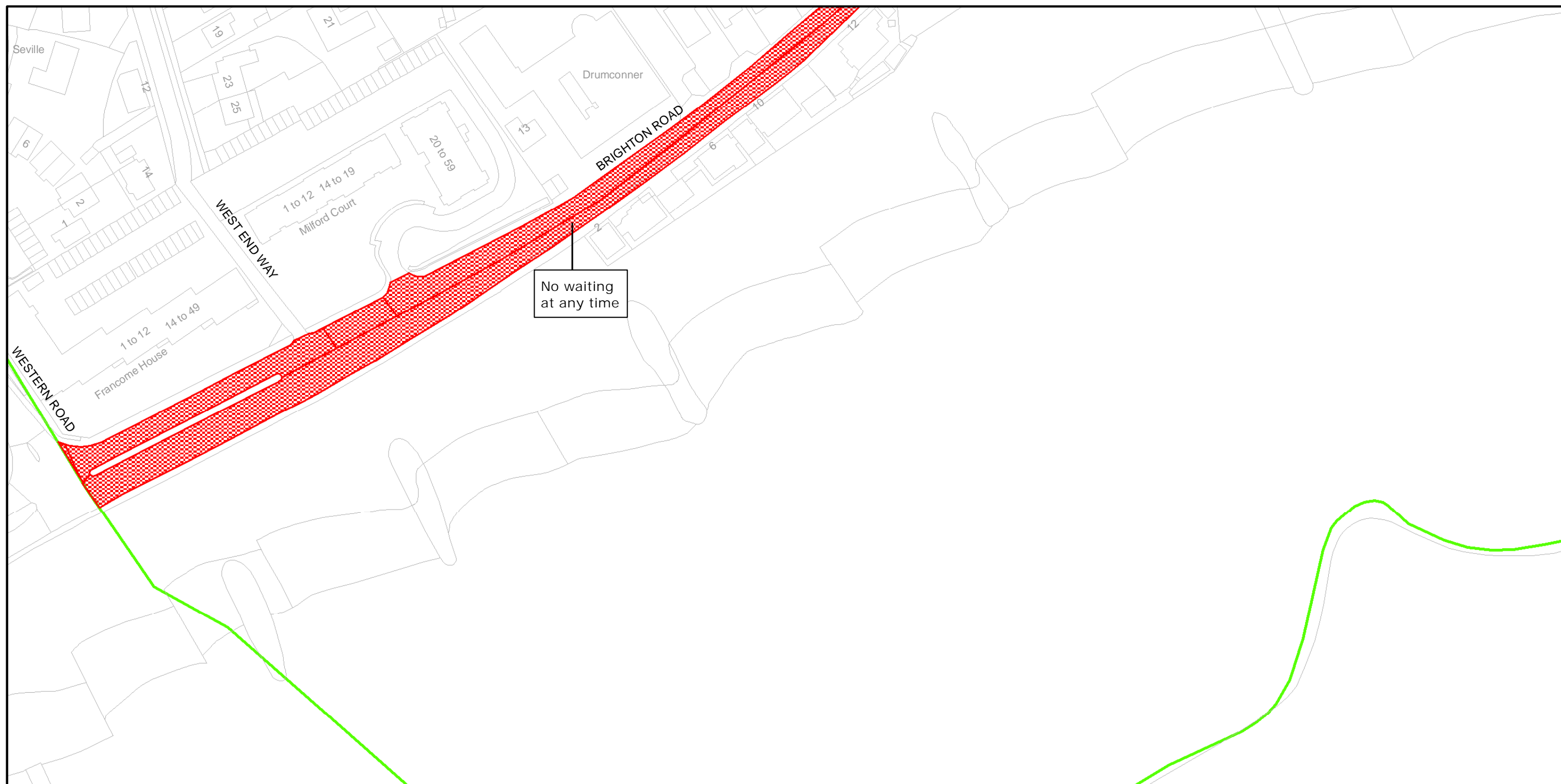
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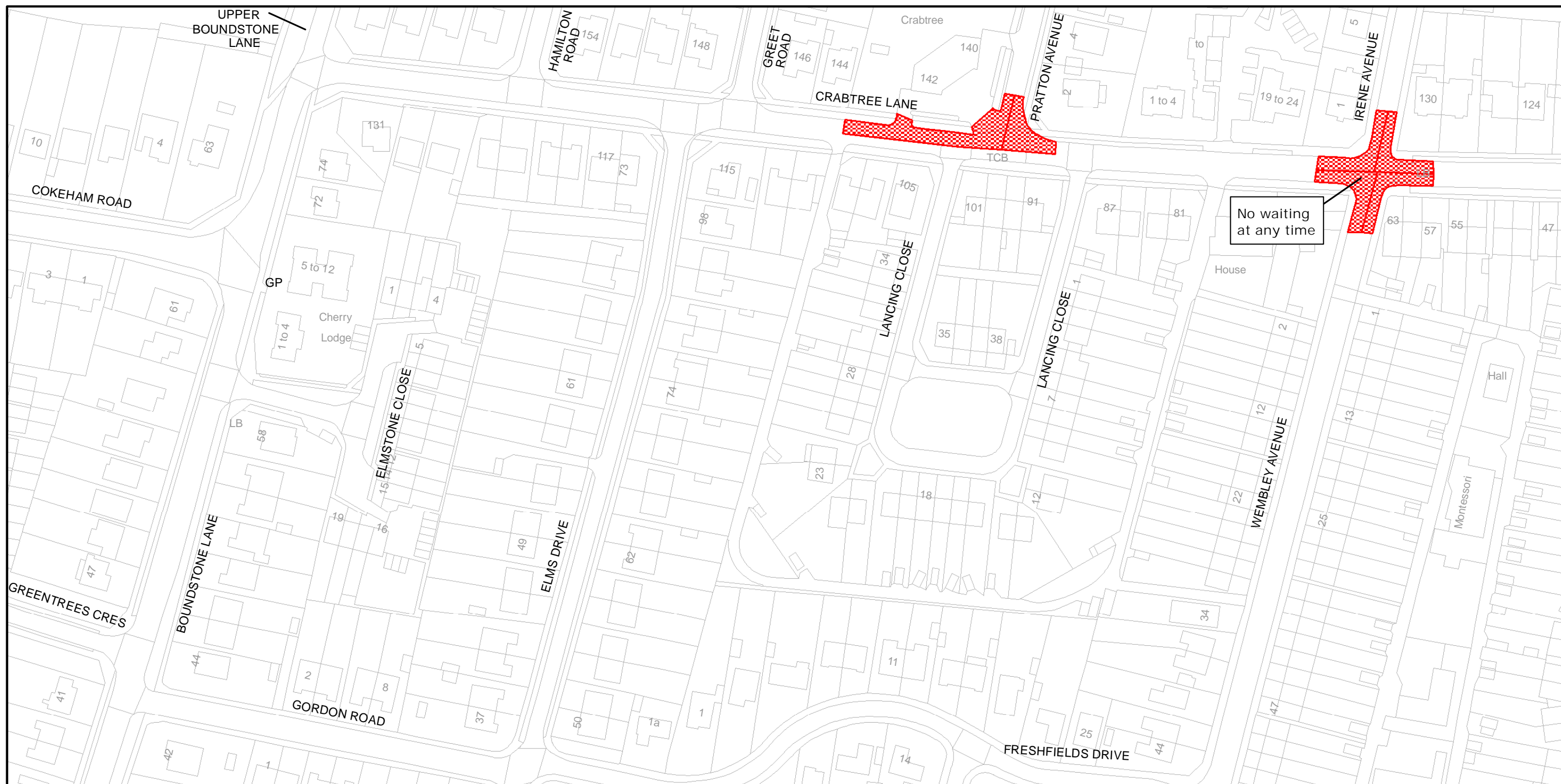
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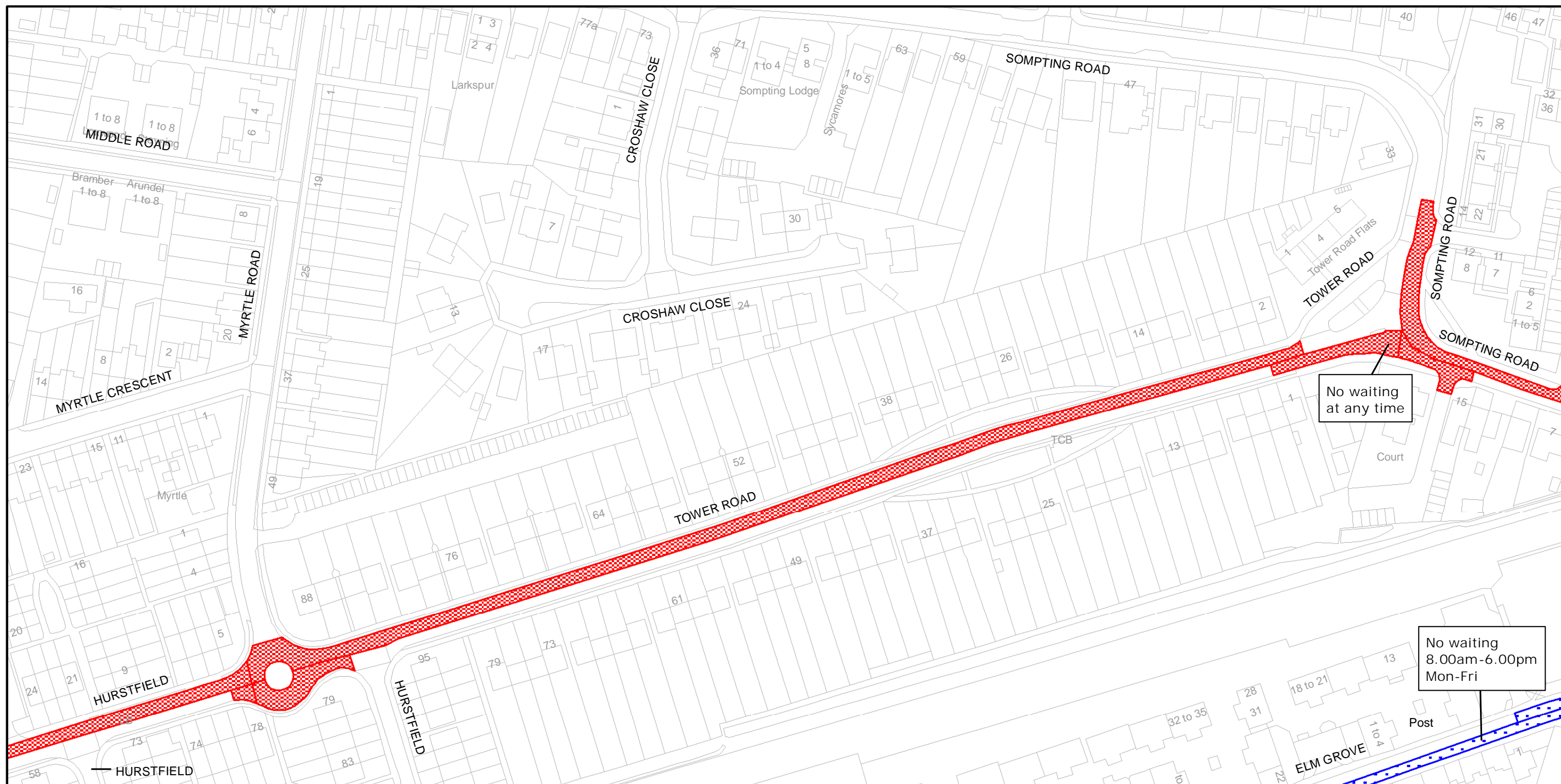
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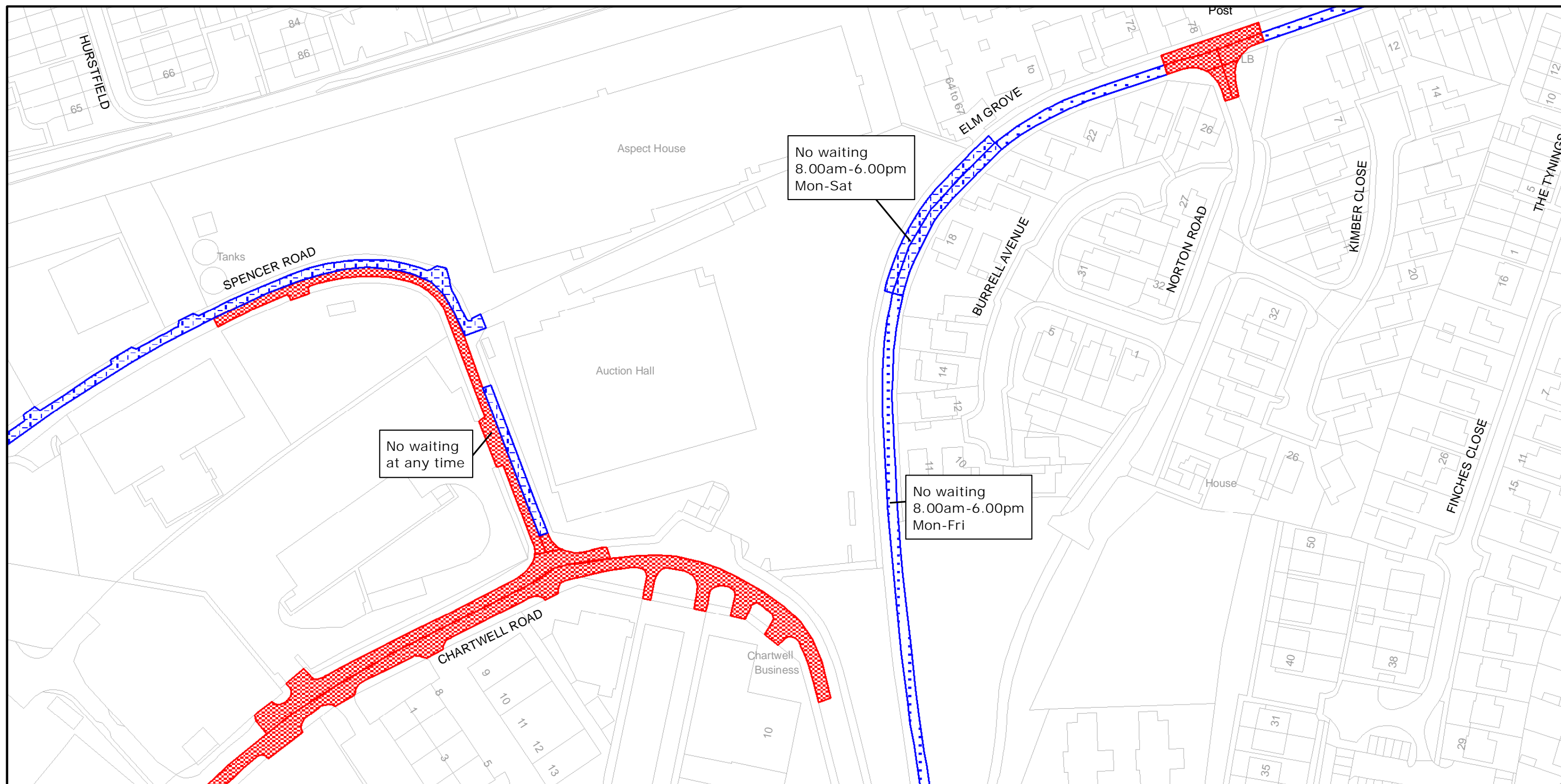
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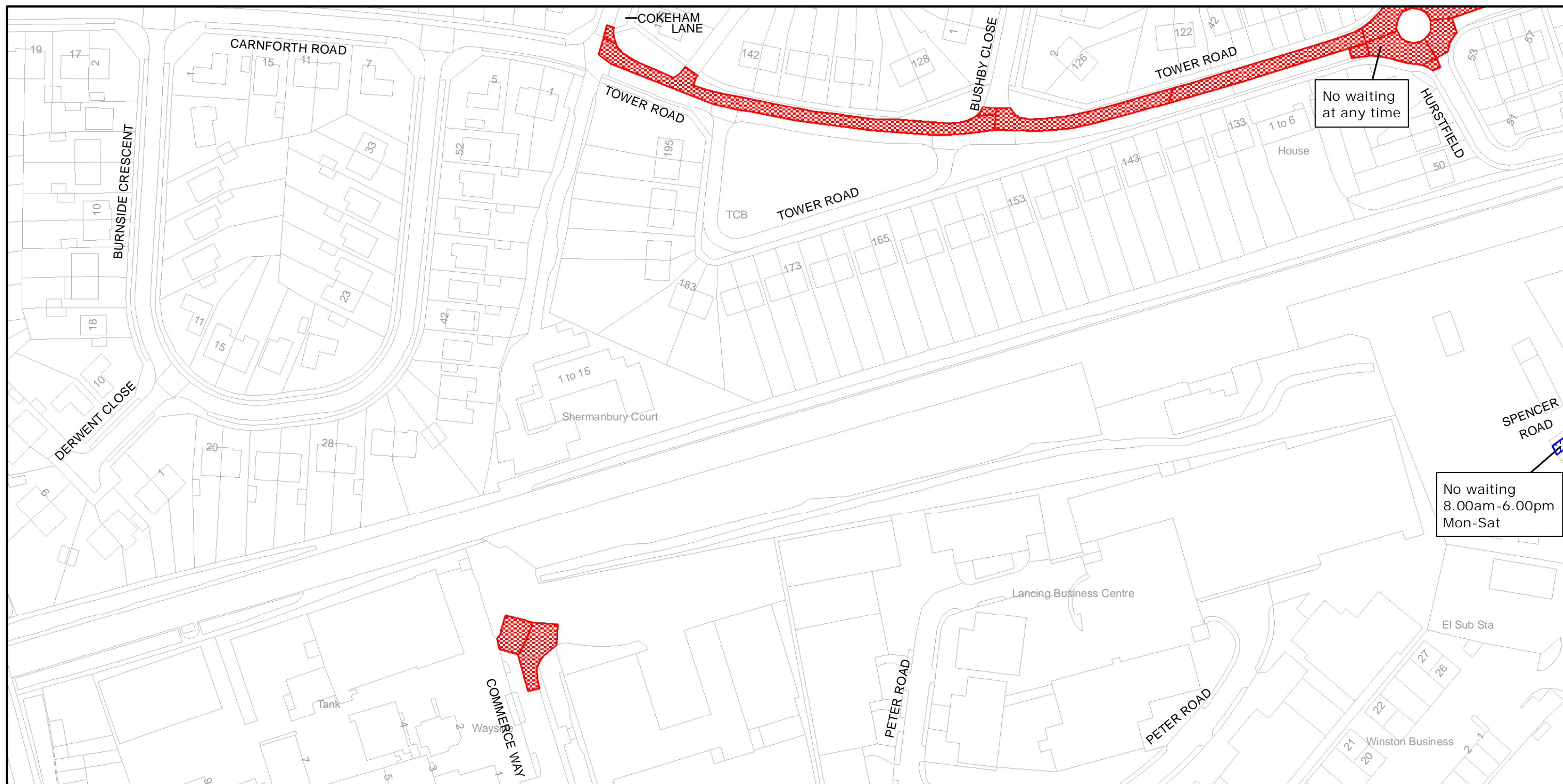
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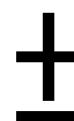
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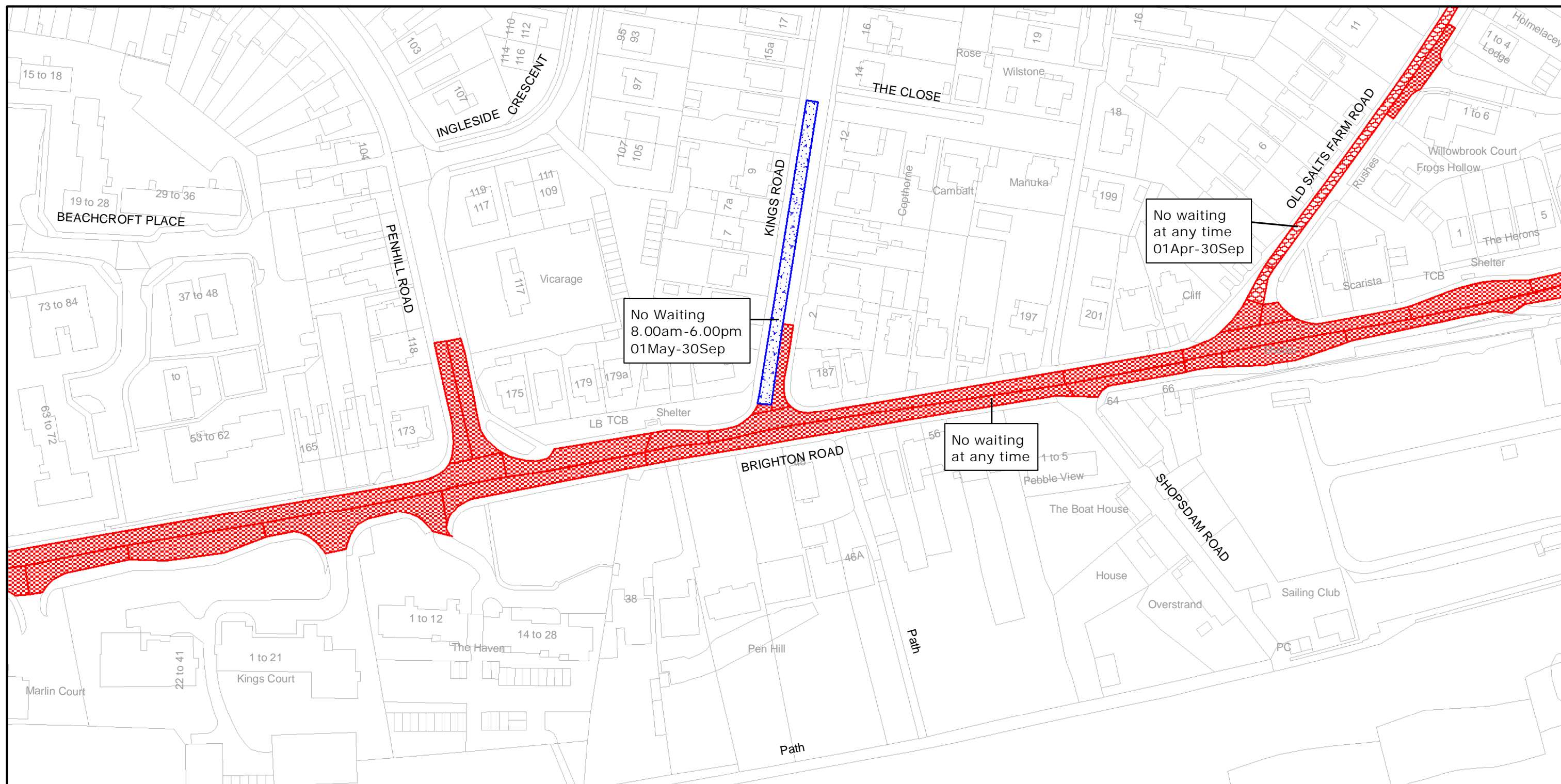
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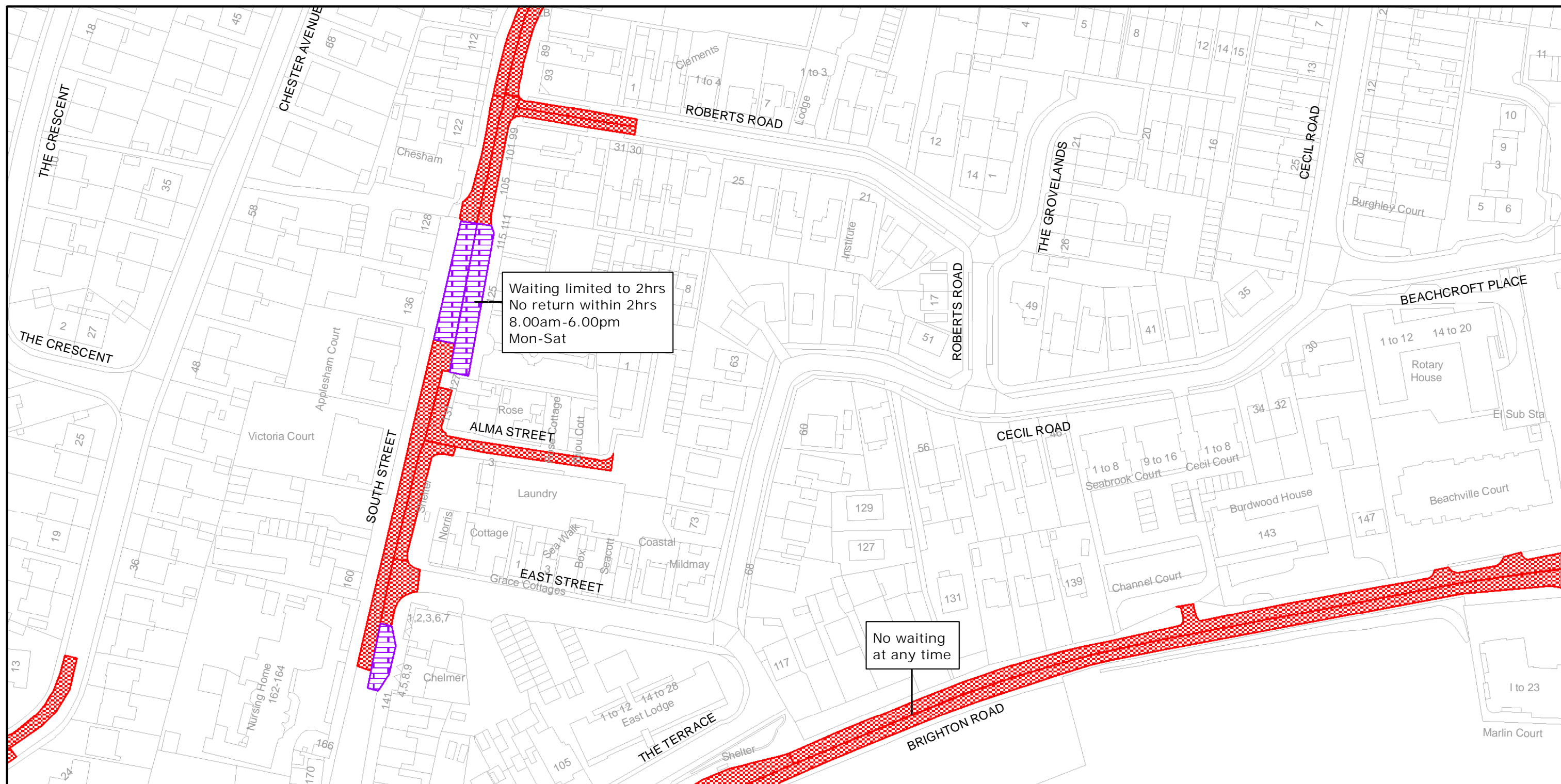
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Waiting limited to 2hrs  
No return within 2hrs  
8.00am-6.00pm  
Mon-Sat

No waiting  
at any time



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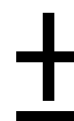
ADUR DISTRICT: LANCING  
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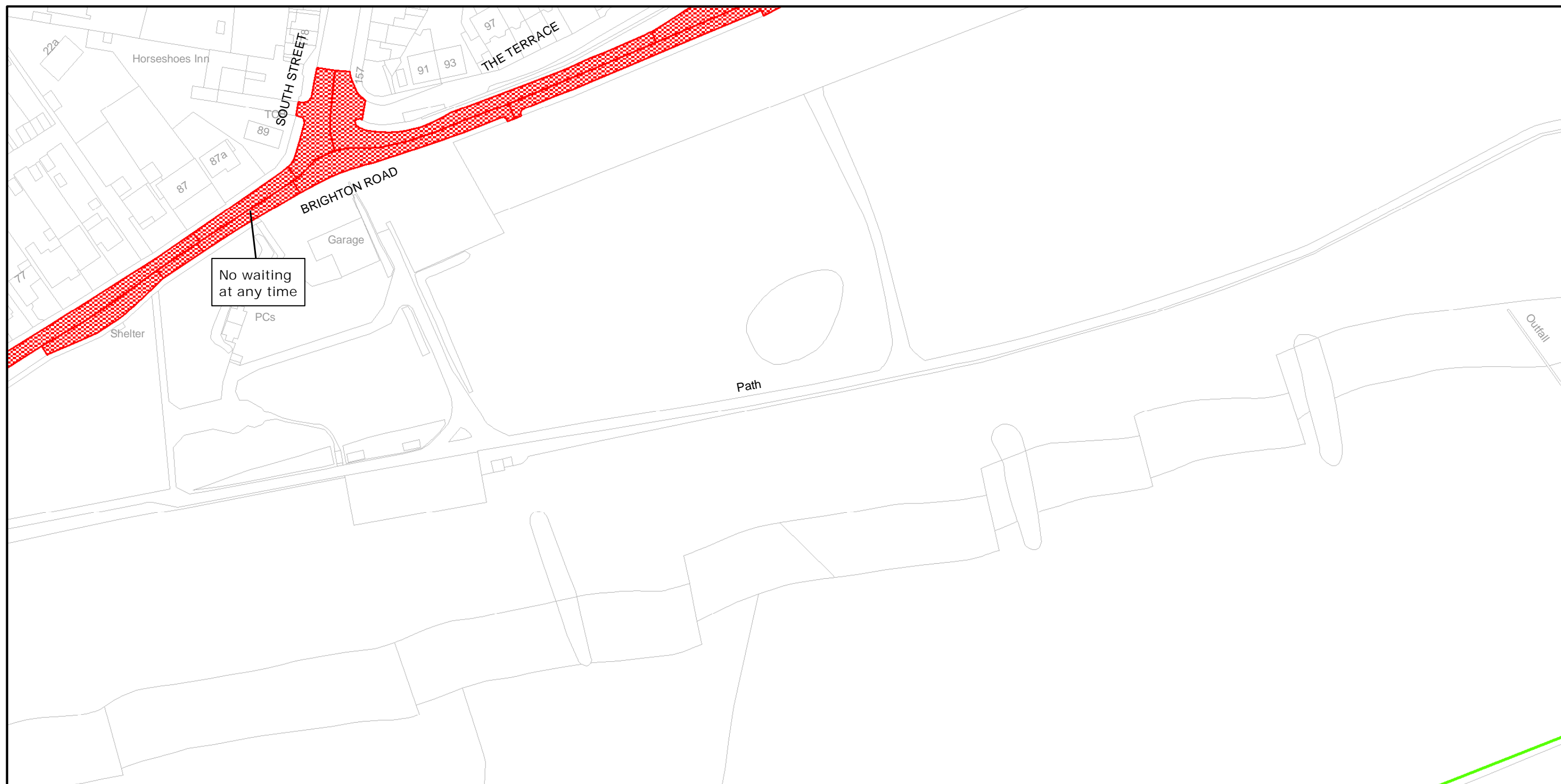
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WAITING RESTRICTIONS

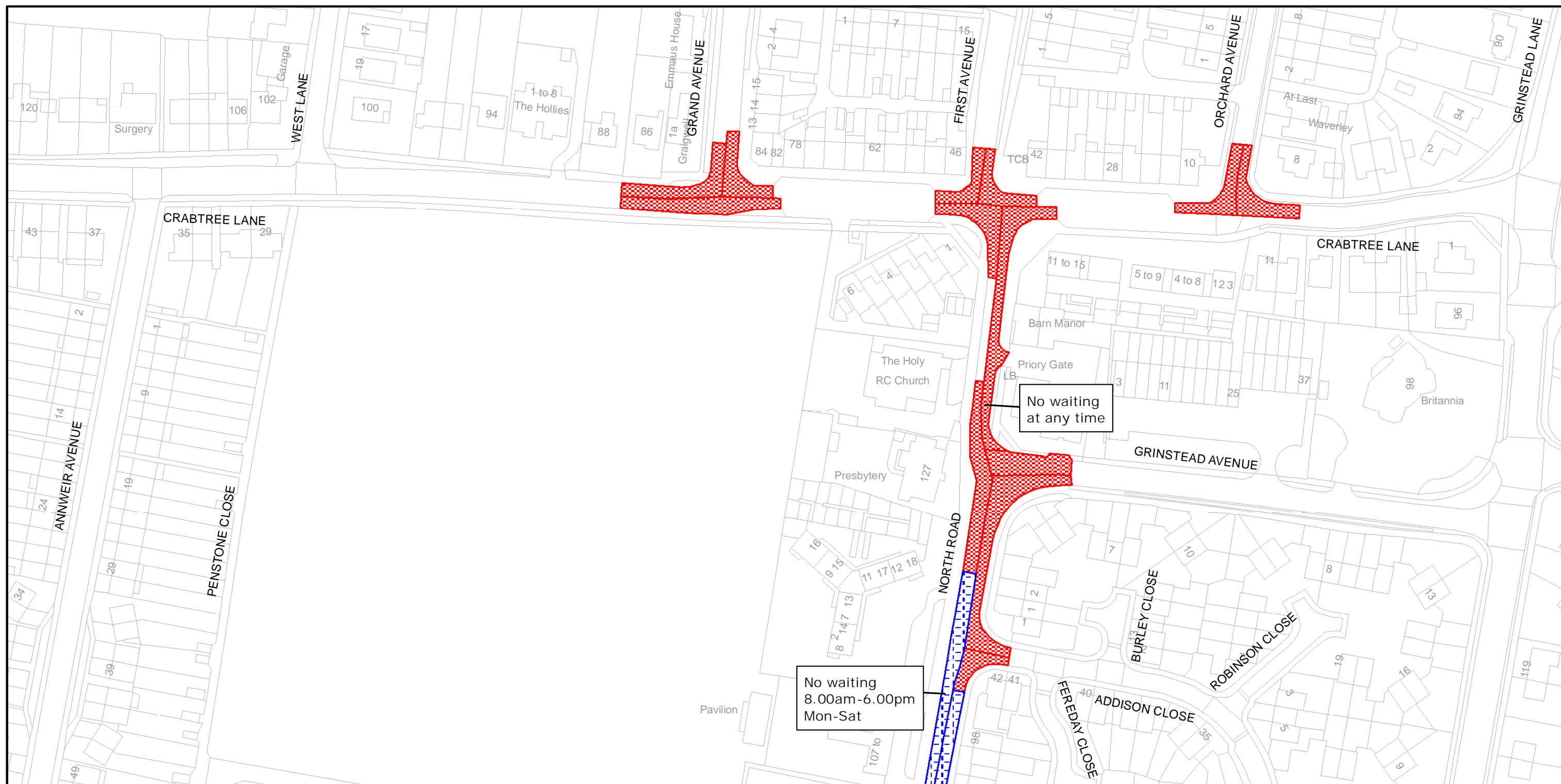
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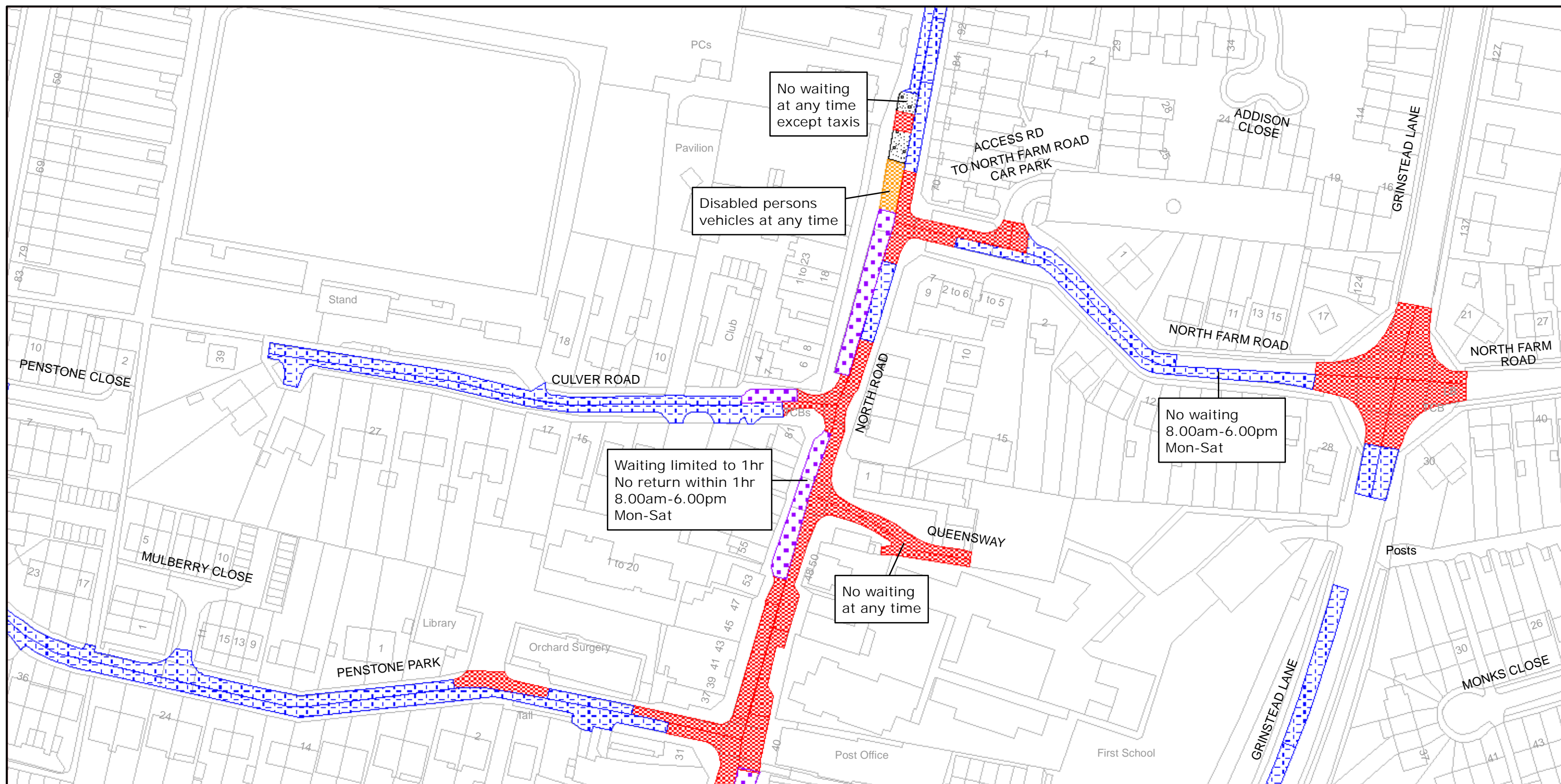
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## ADUR DISTRICT: LANCING

### WAITING RESTRICTIONS

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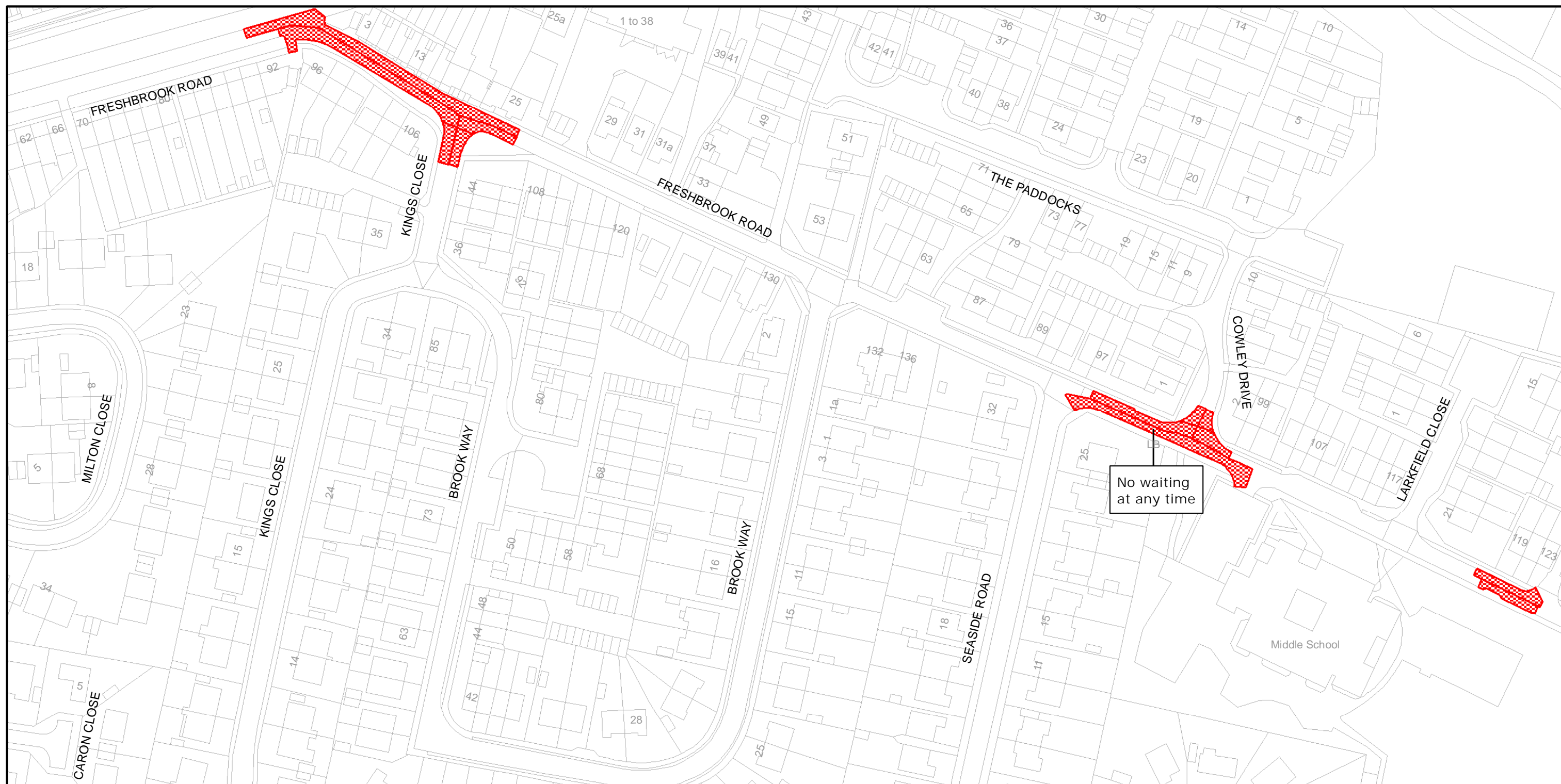
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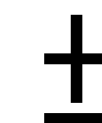
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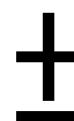
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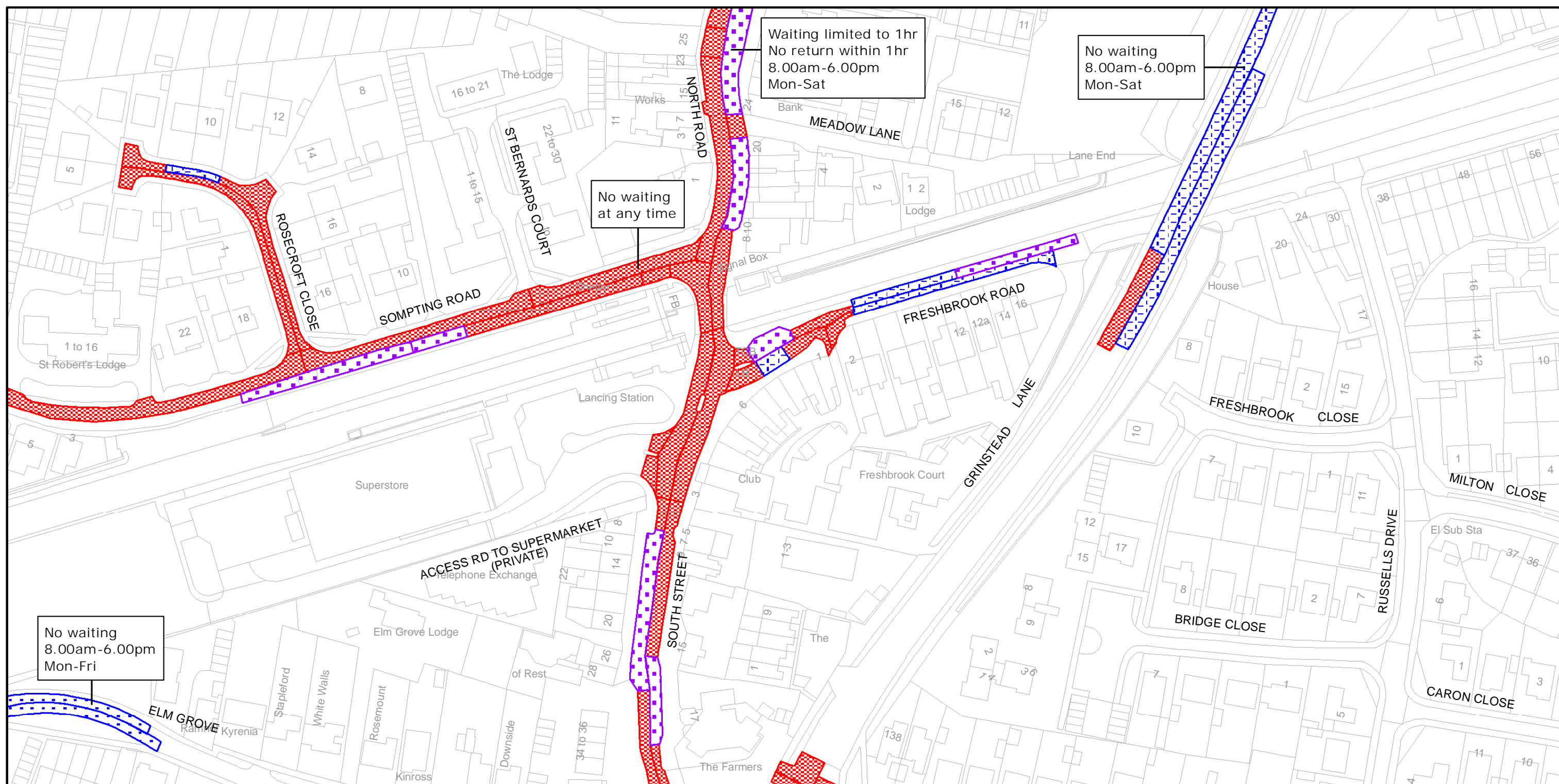
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TQ1804SES

SHEET NO 1

SHEET ACTIVE FROM - 05/03/2009



SCALE:  
1:1250  
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West Sussex  
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ADUR DISTRICT: LANCING  
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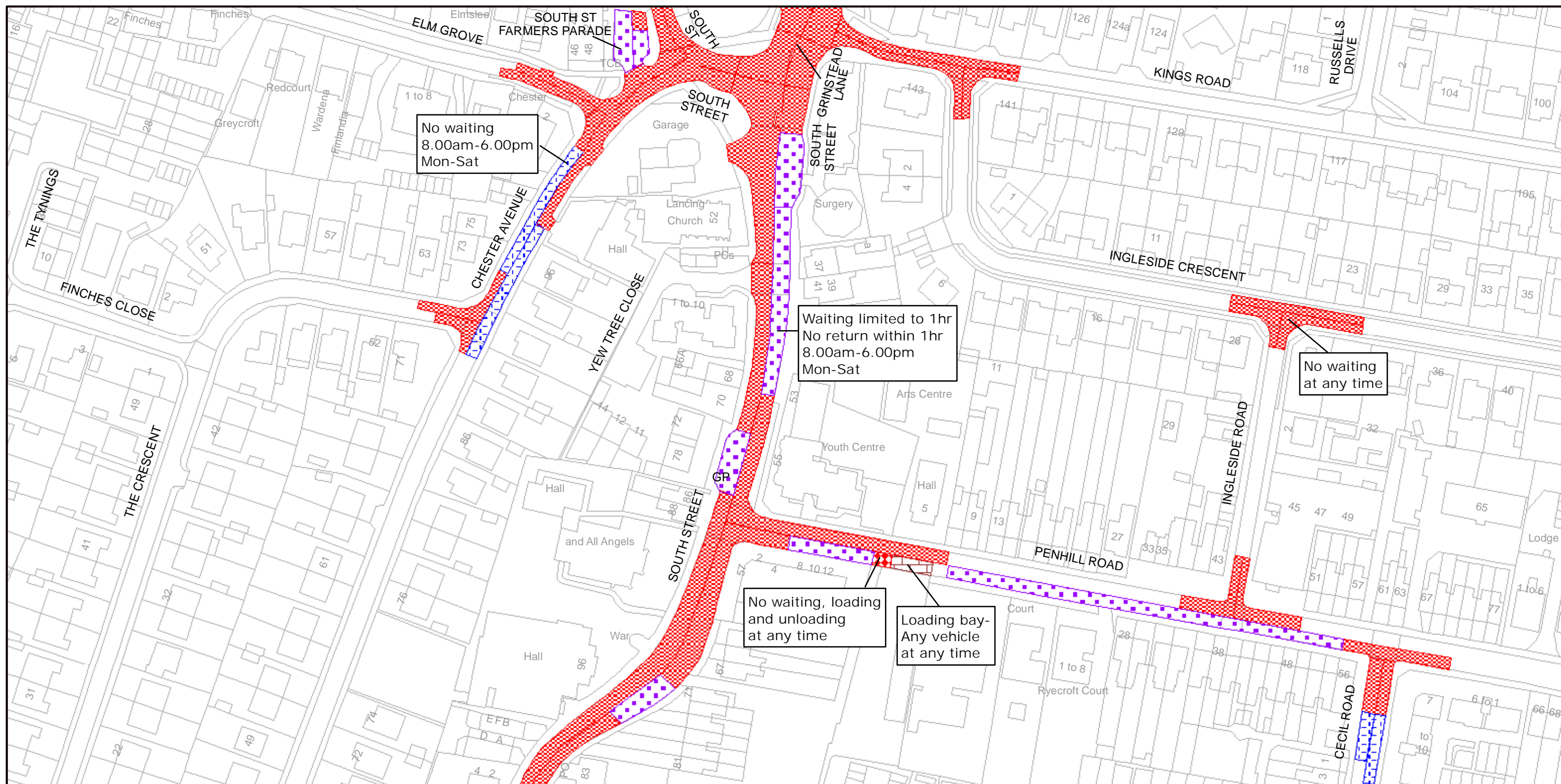
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ADUR DISTRICT: LANCING

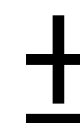
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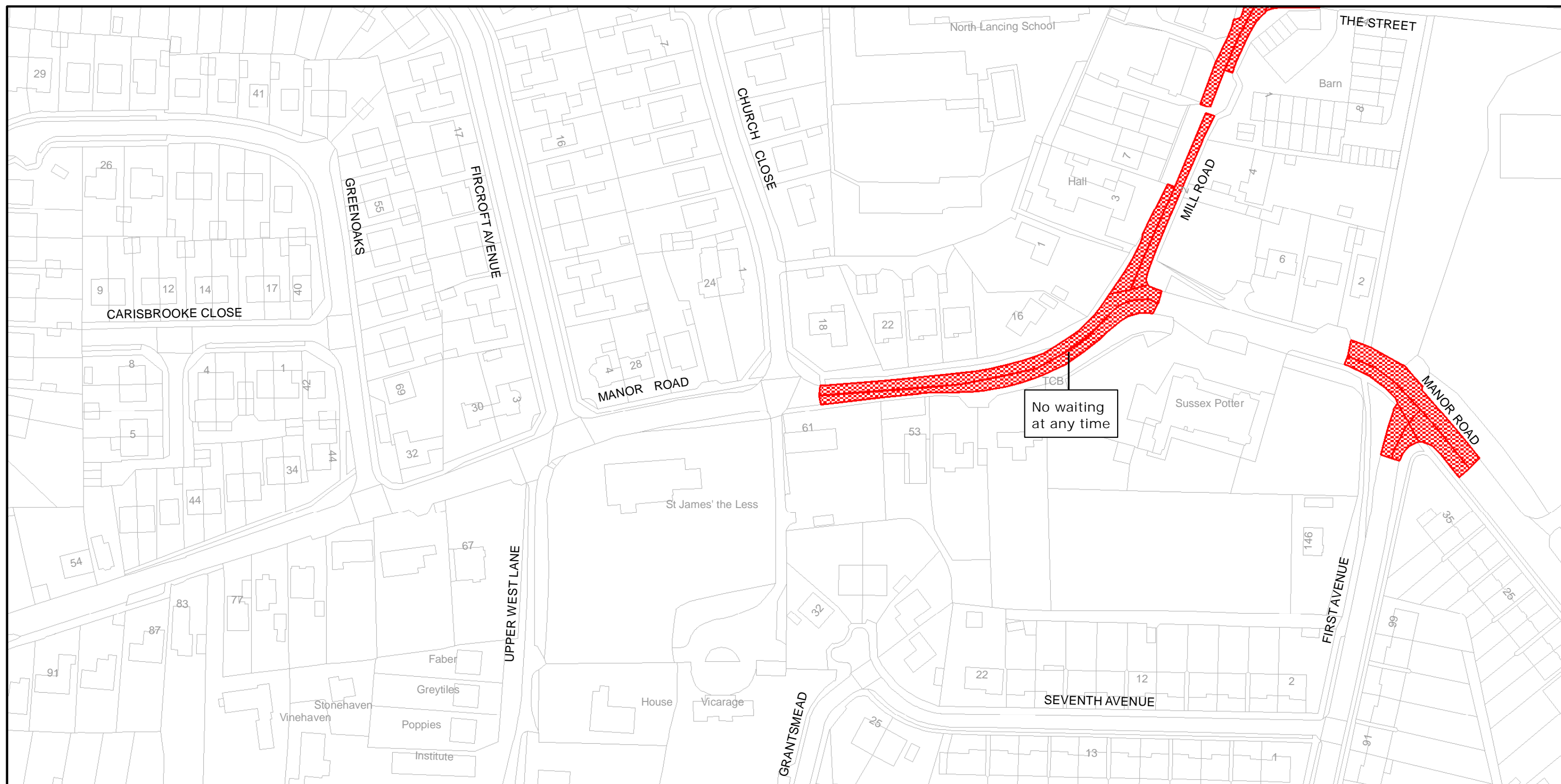
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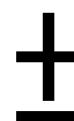
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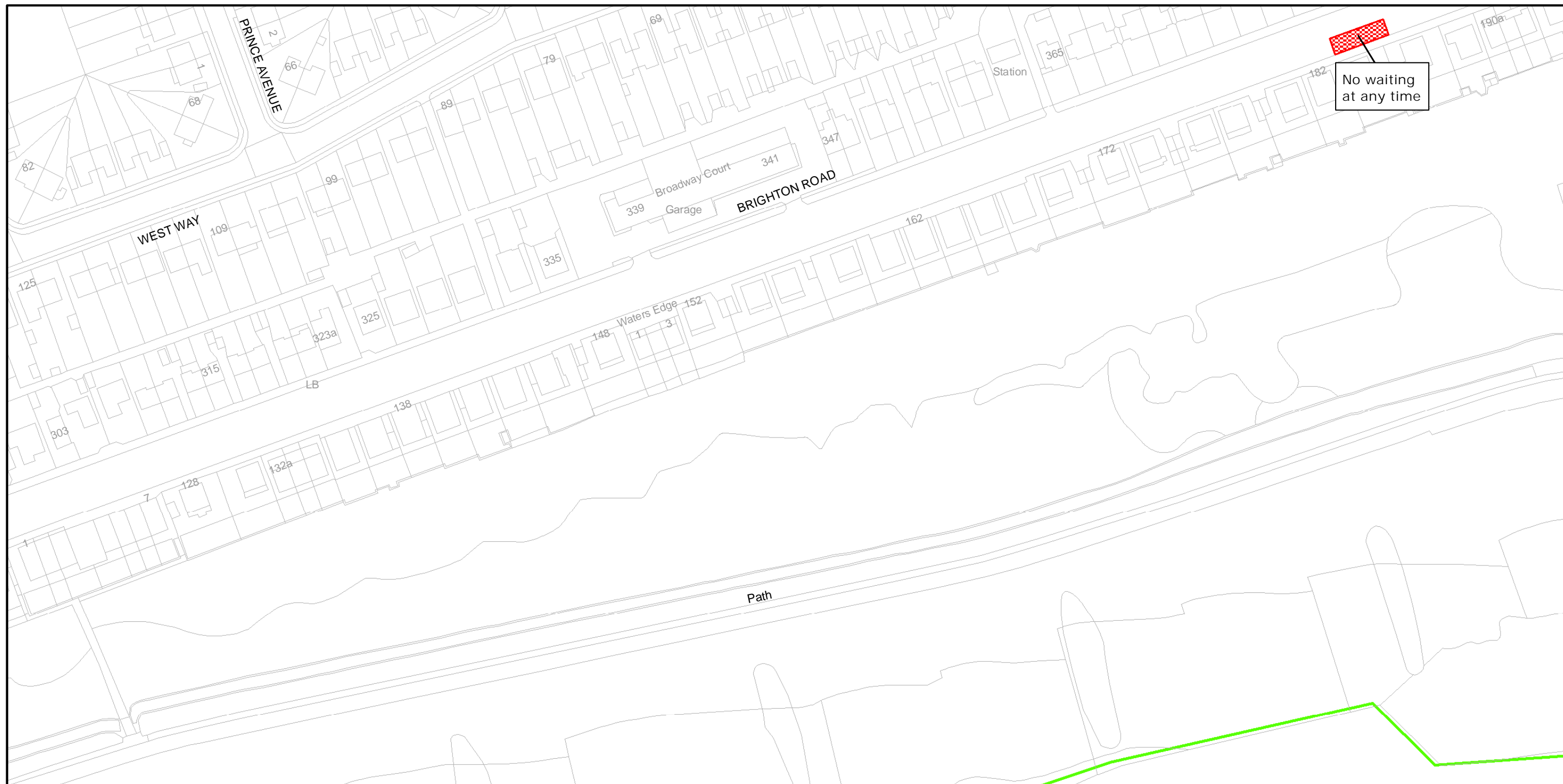
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No waiting  
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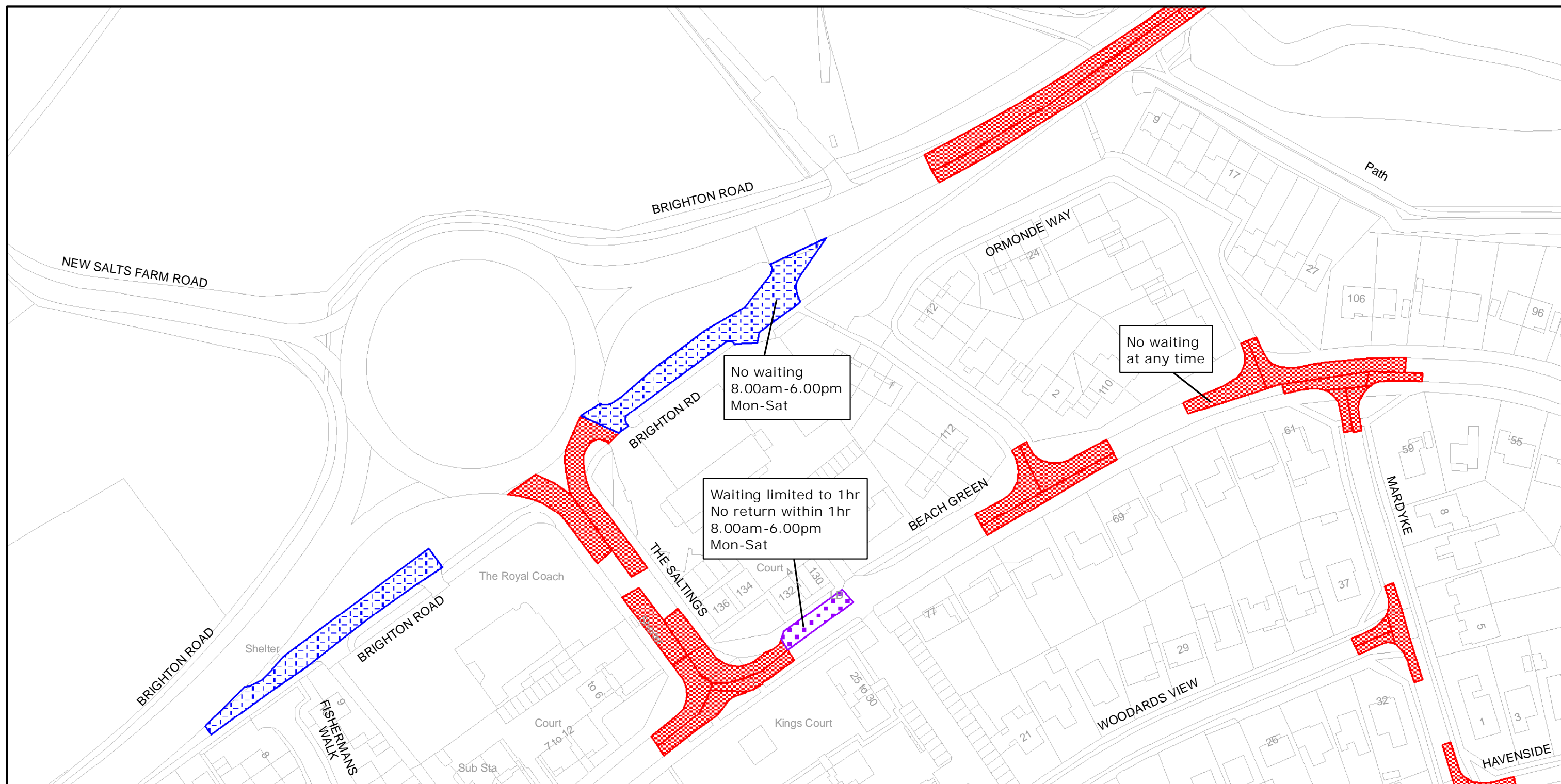
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# ADUR DISTRICT: LANCING & SHOREHAM/SOUTHWICK

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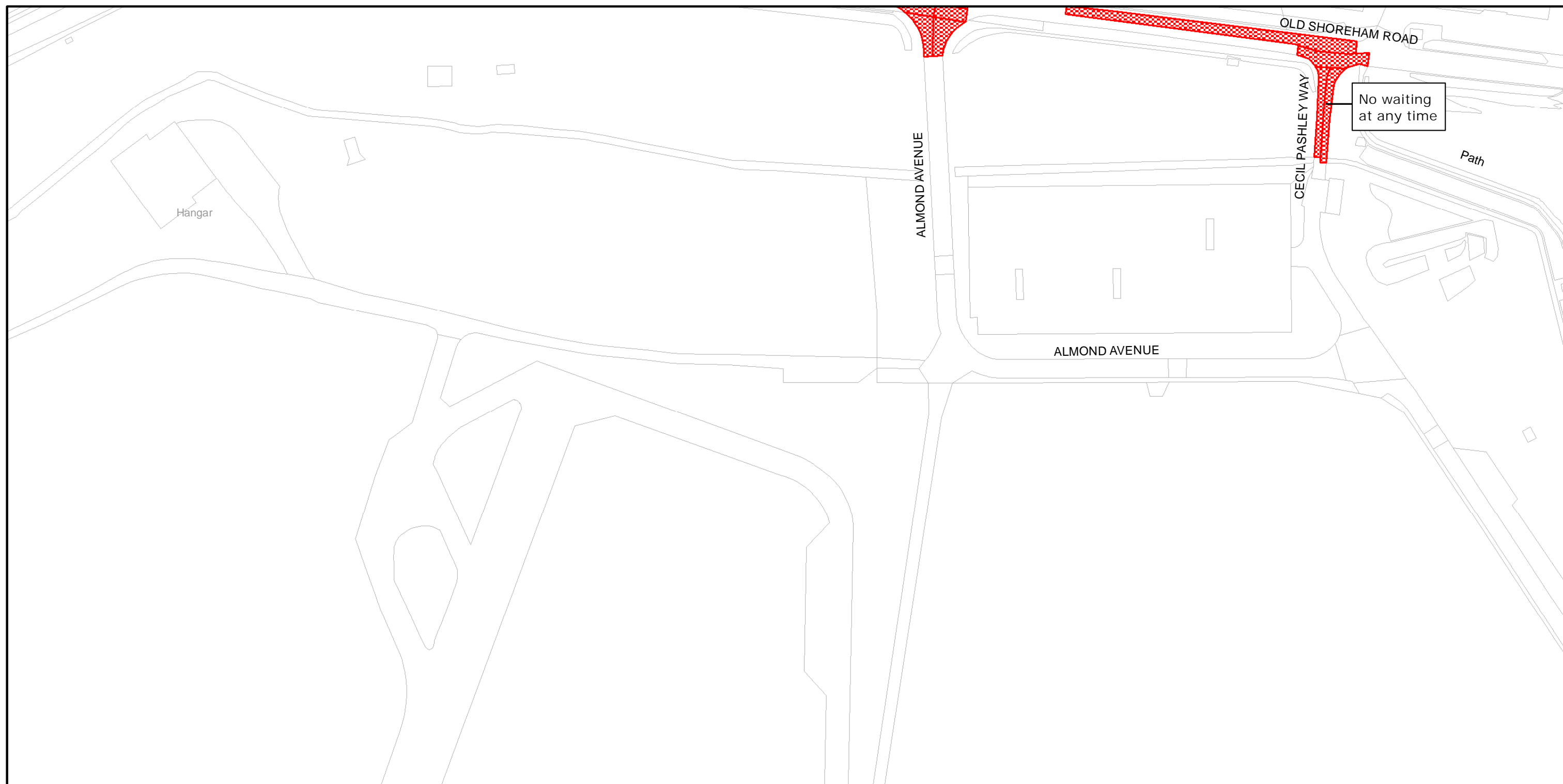
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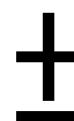
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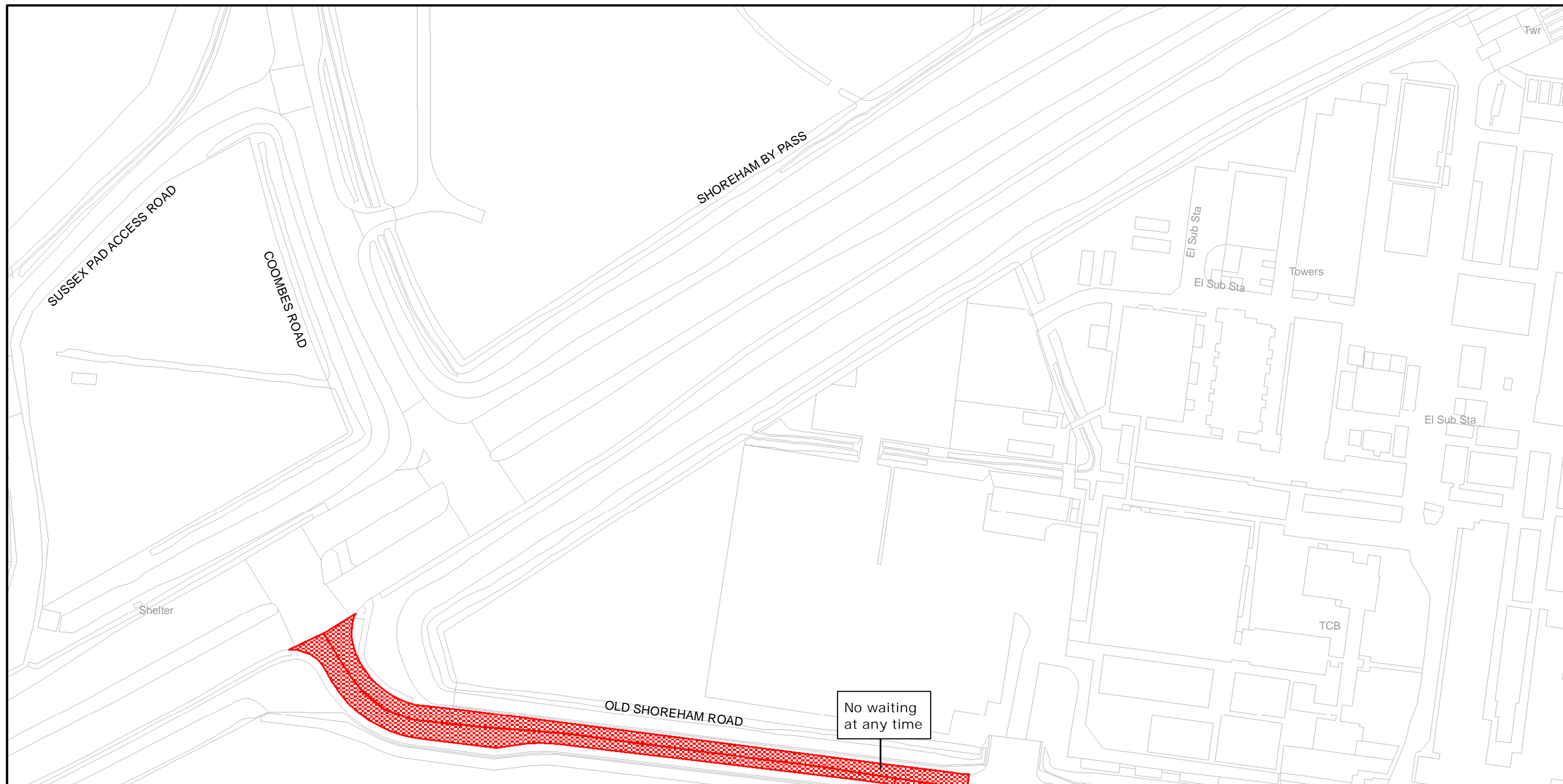
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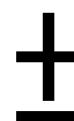
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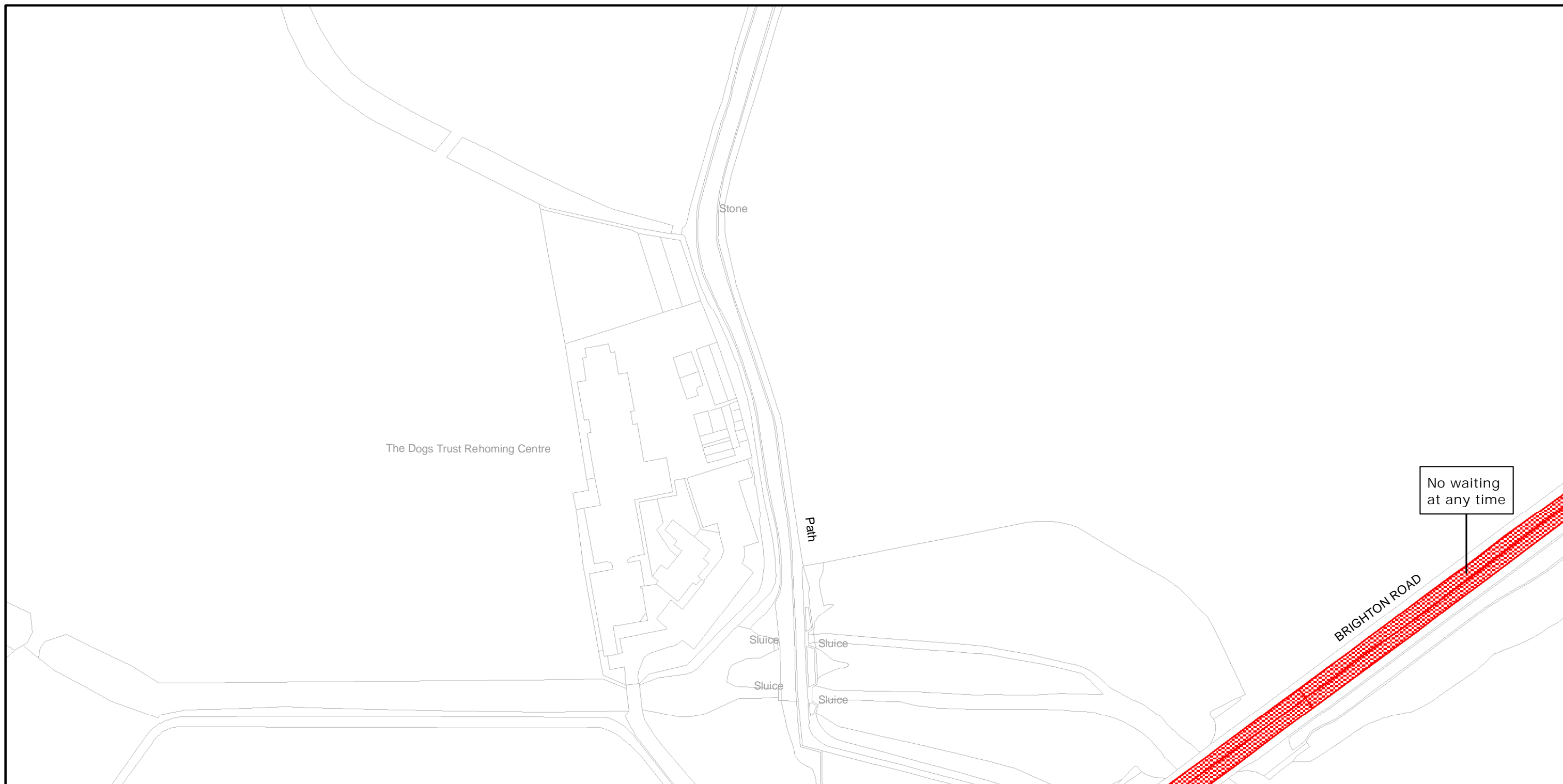
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SHOREHAM/SOUTHWICK



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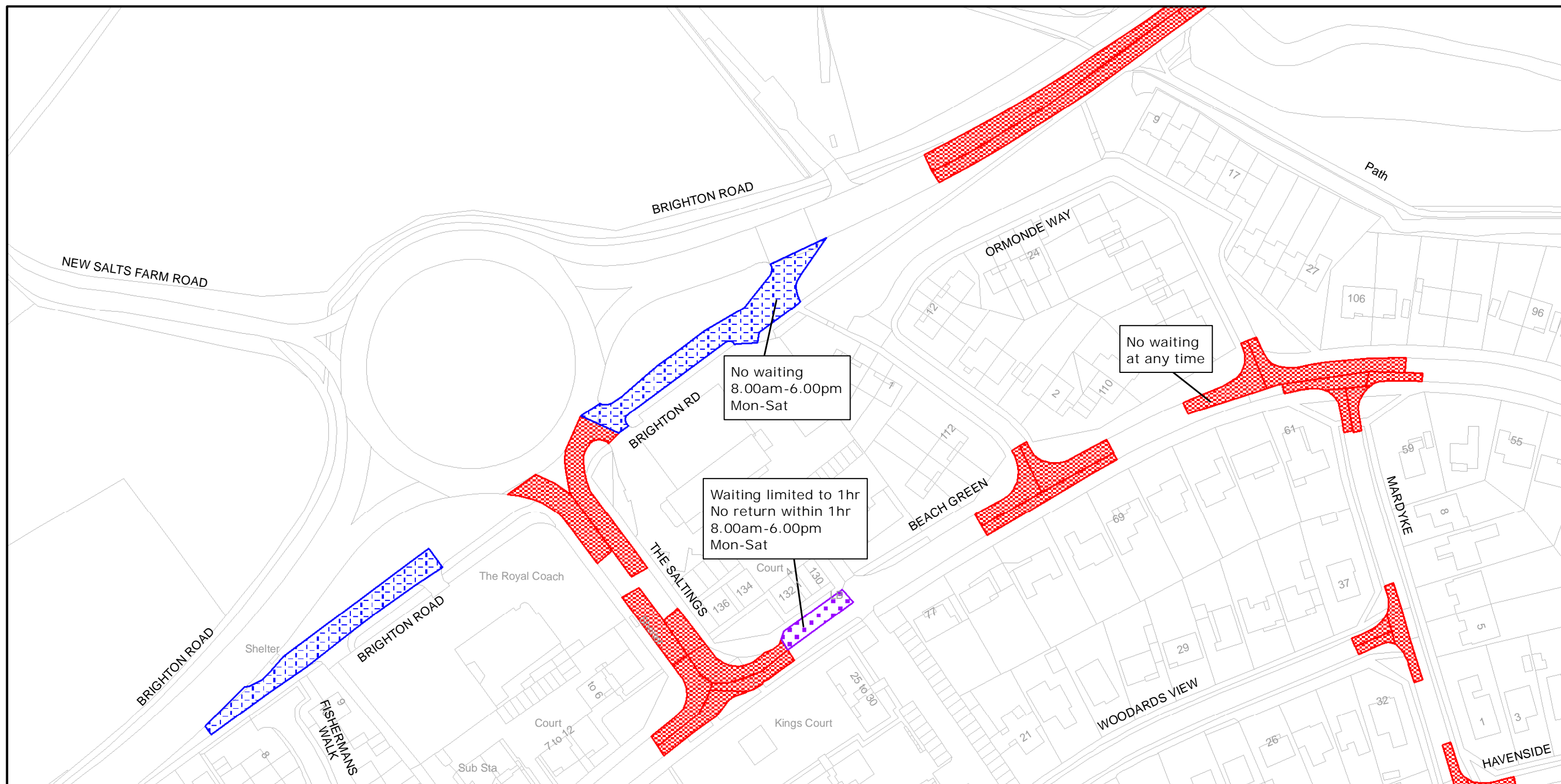
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# ADUR DISTRICT: LANCING & SHOREHAM/SOUTHWICK WAITING RESTRICTIONS

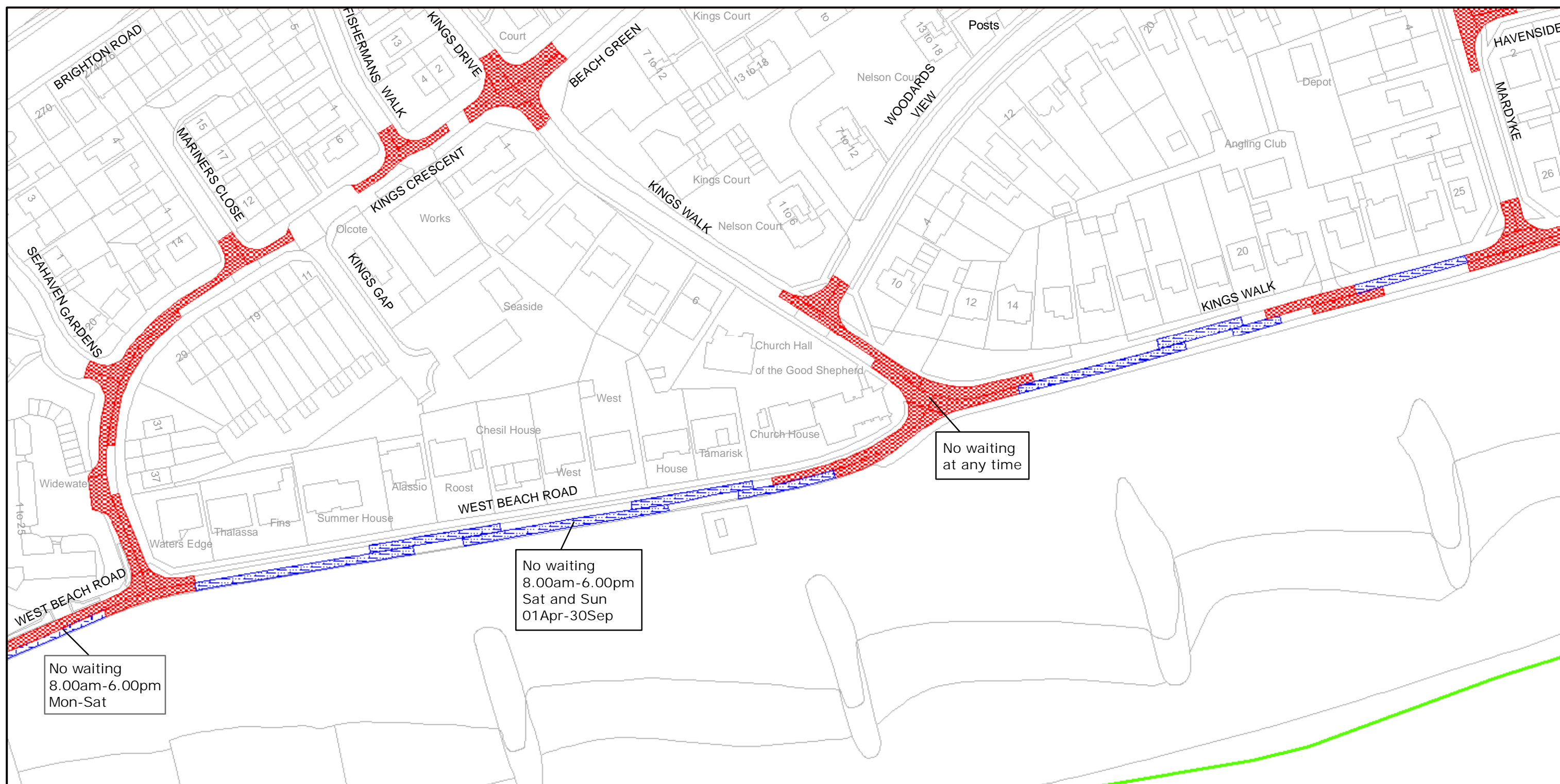
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**TQ2004NES**

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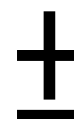
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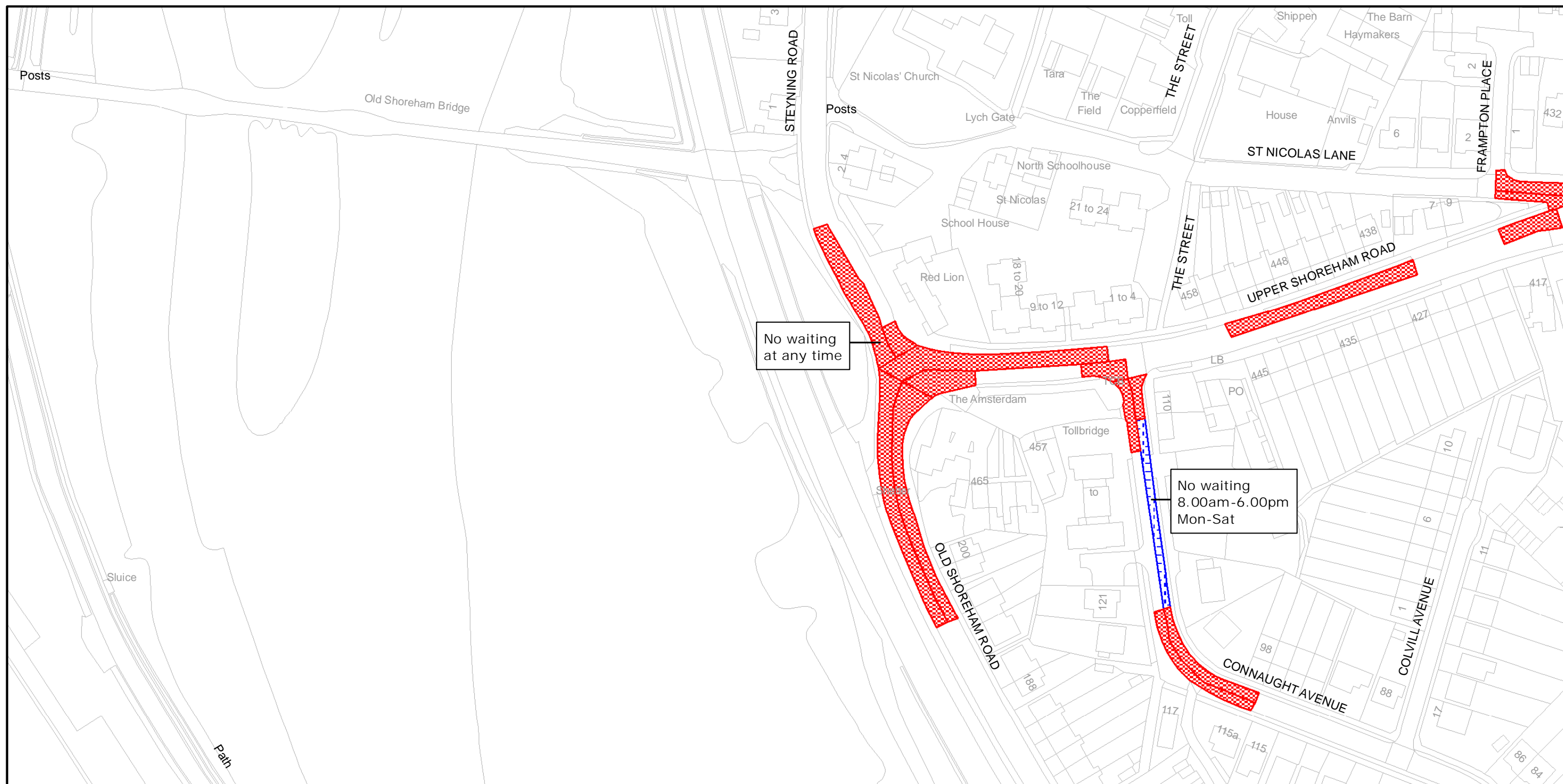
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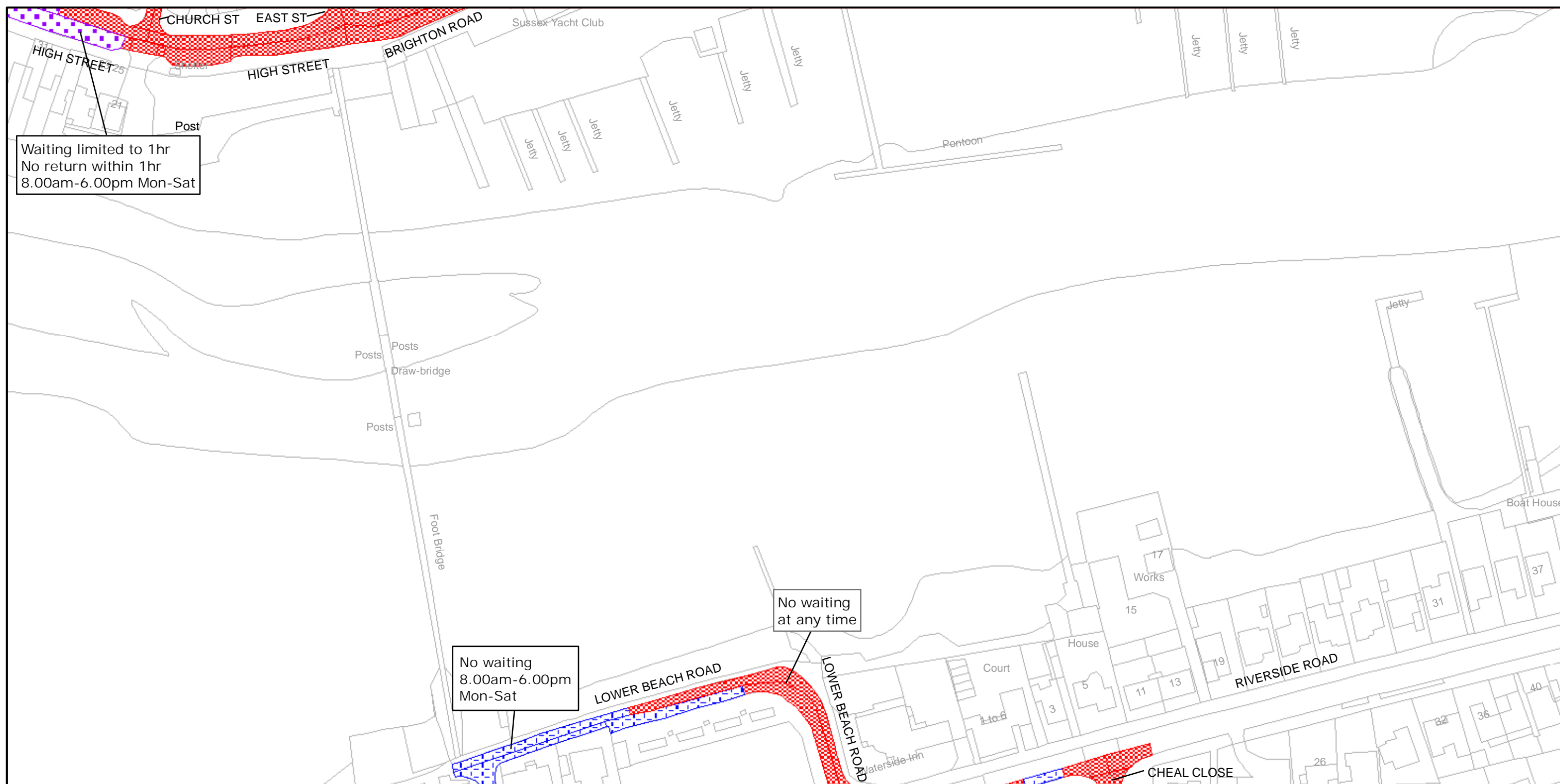
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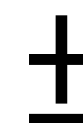
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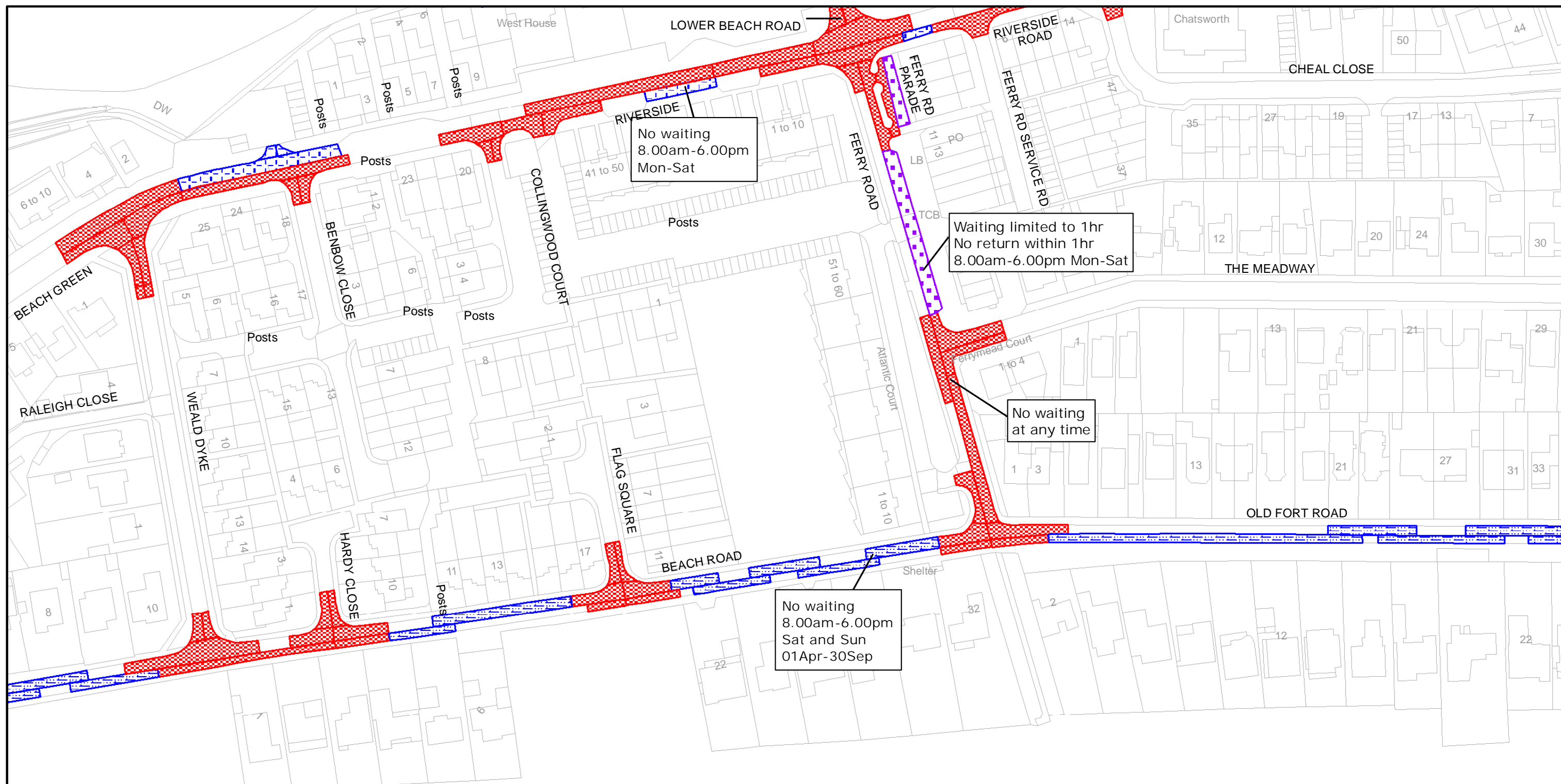
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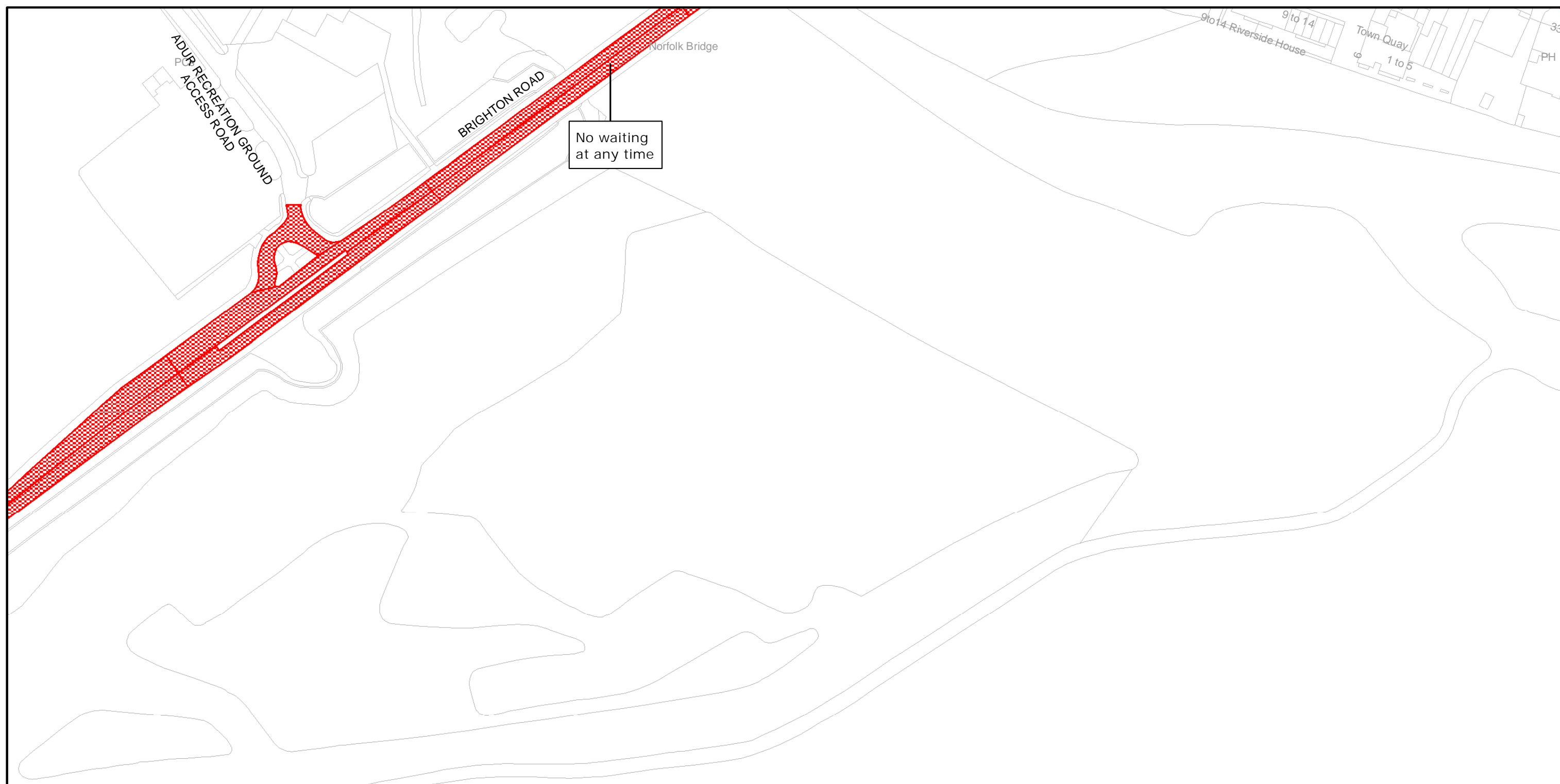
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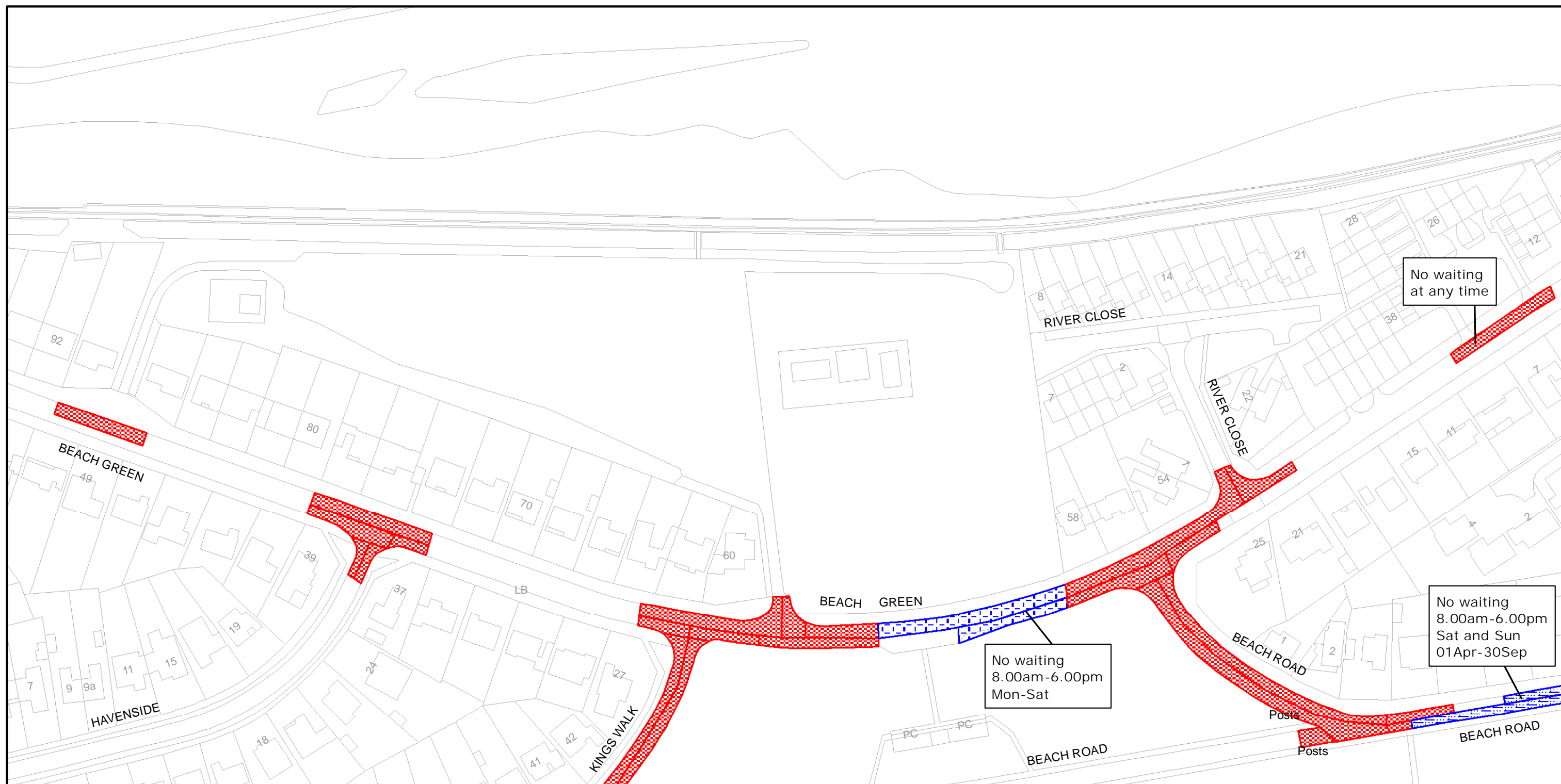
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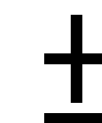
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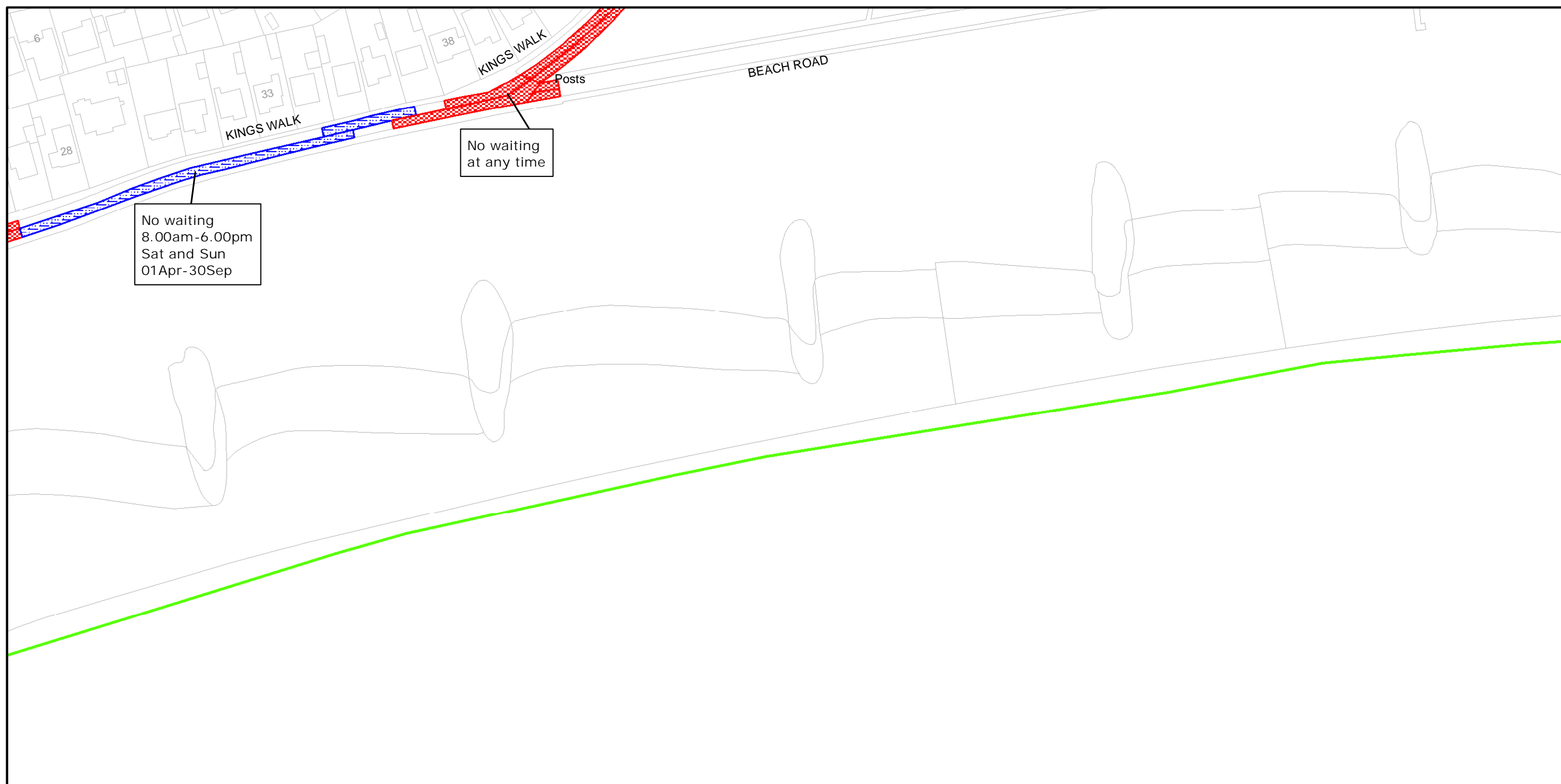
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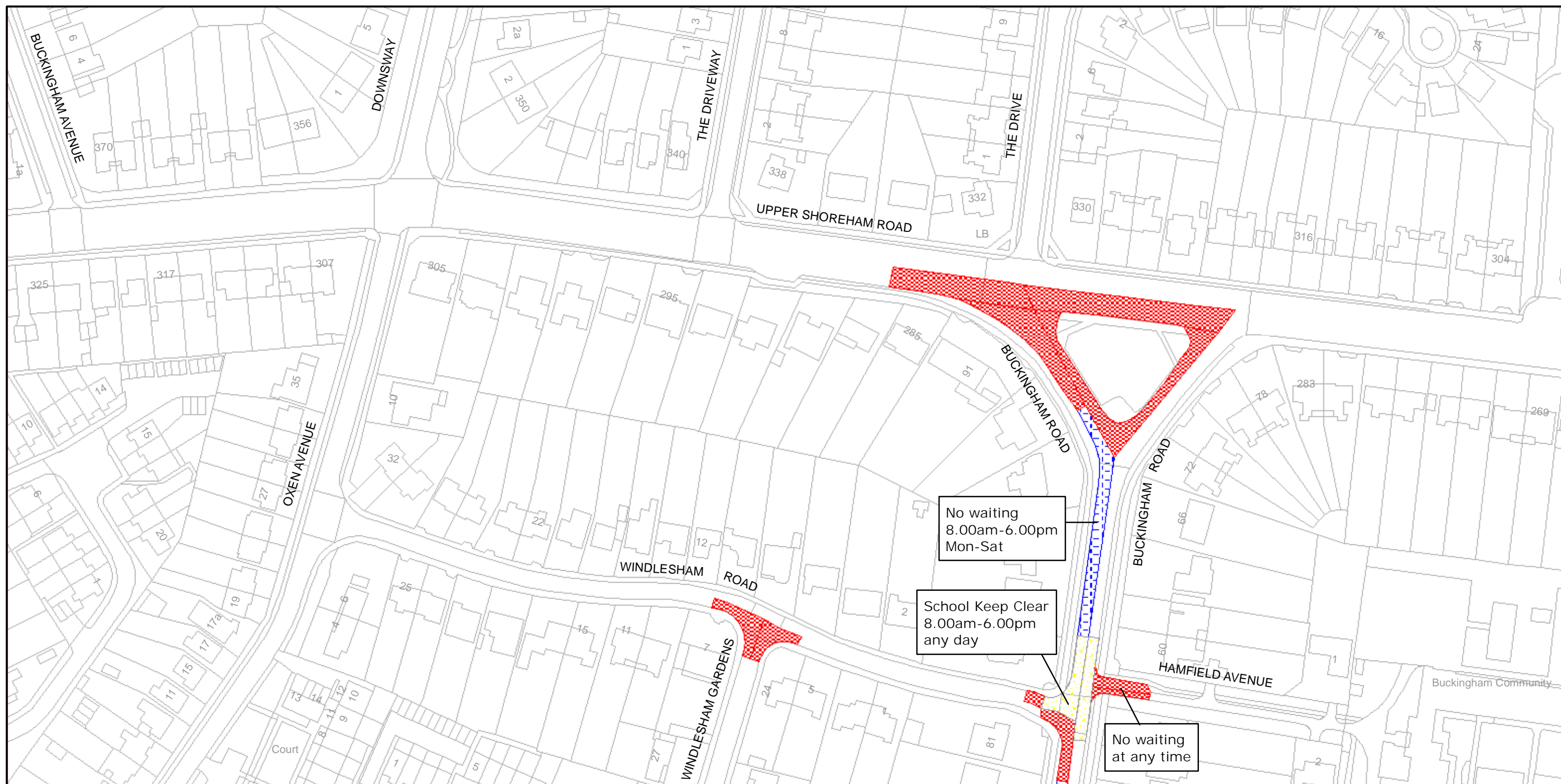
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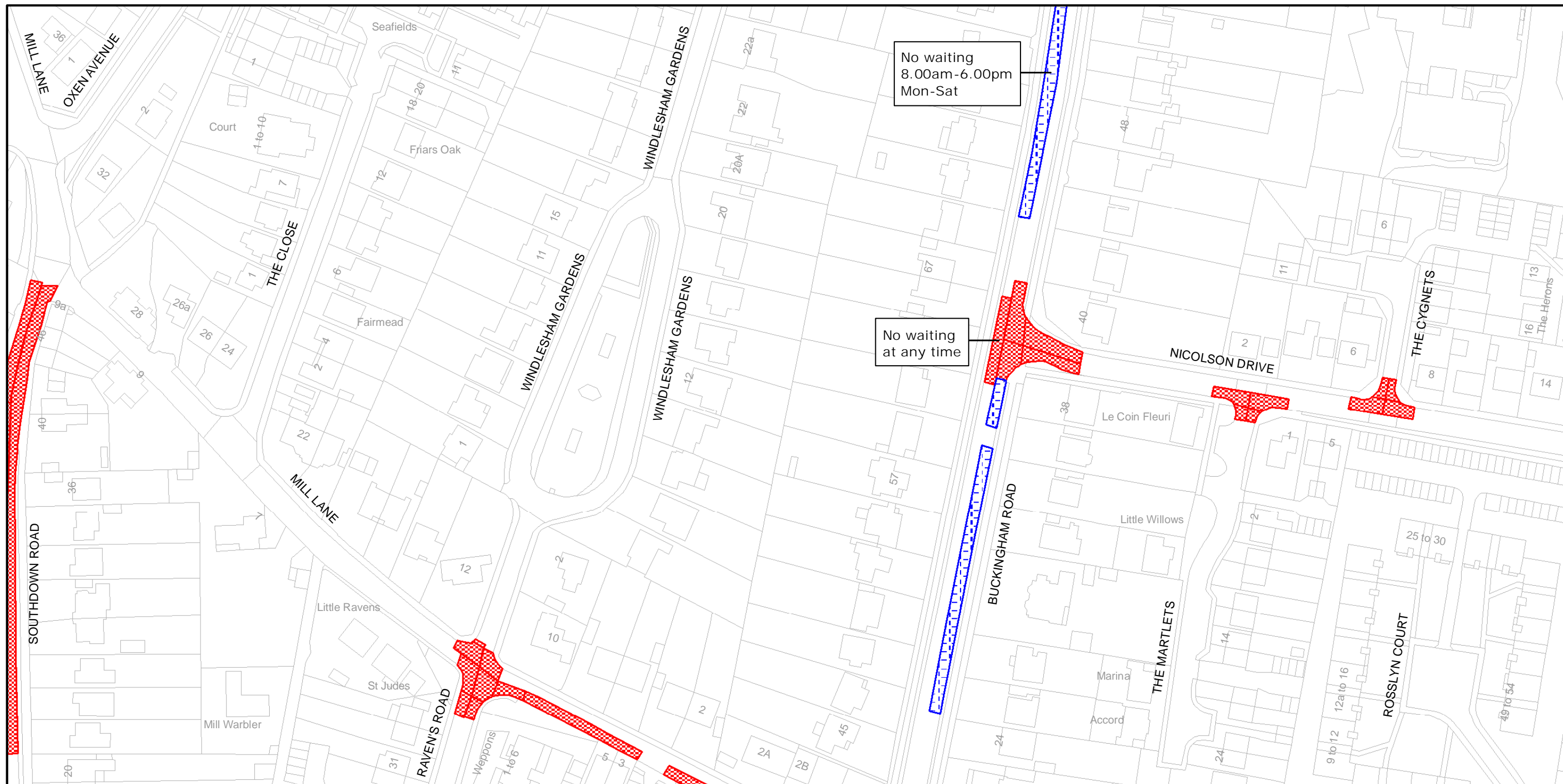
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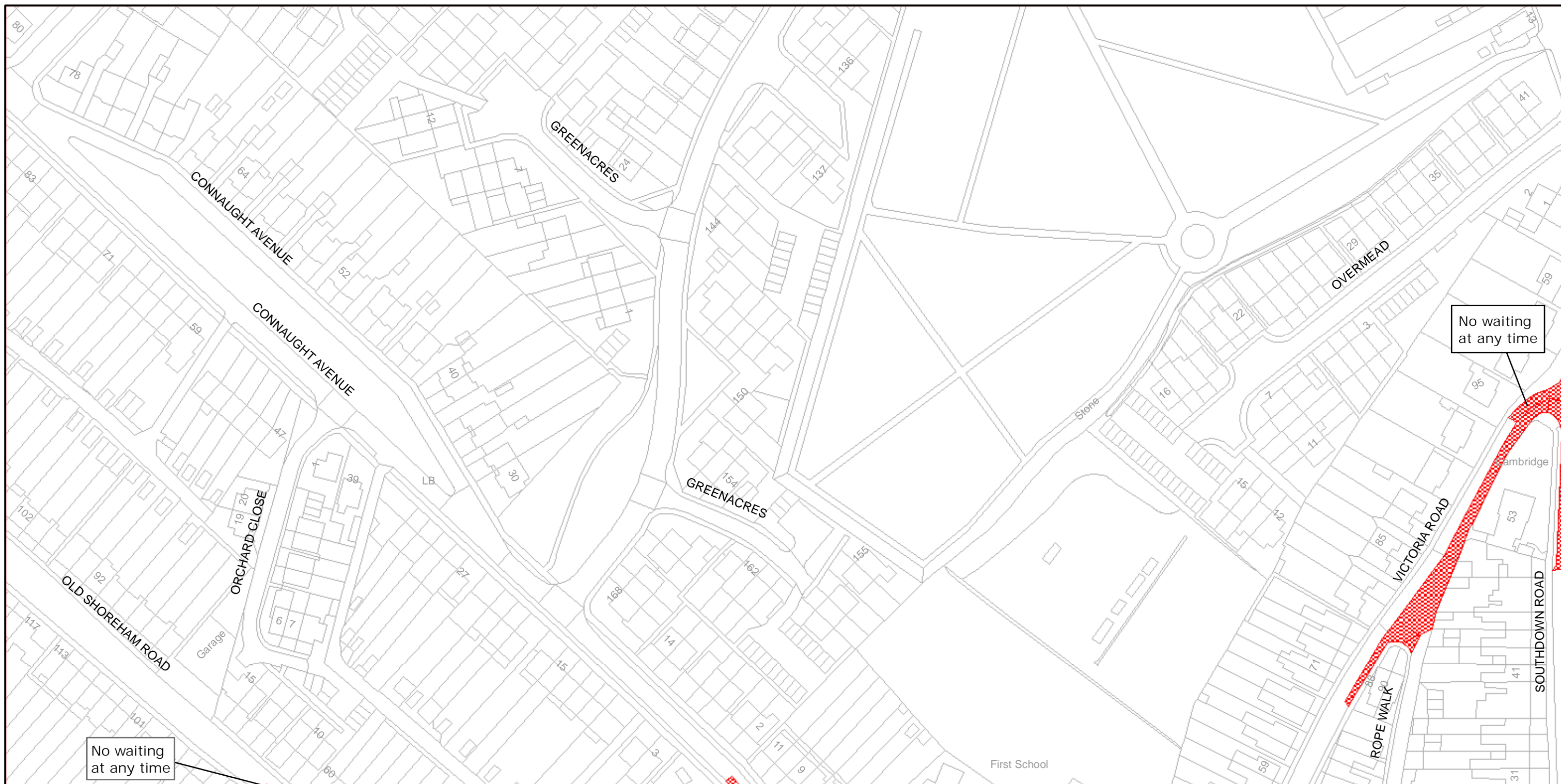
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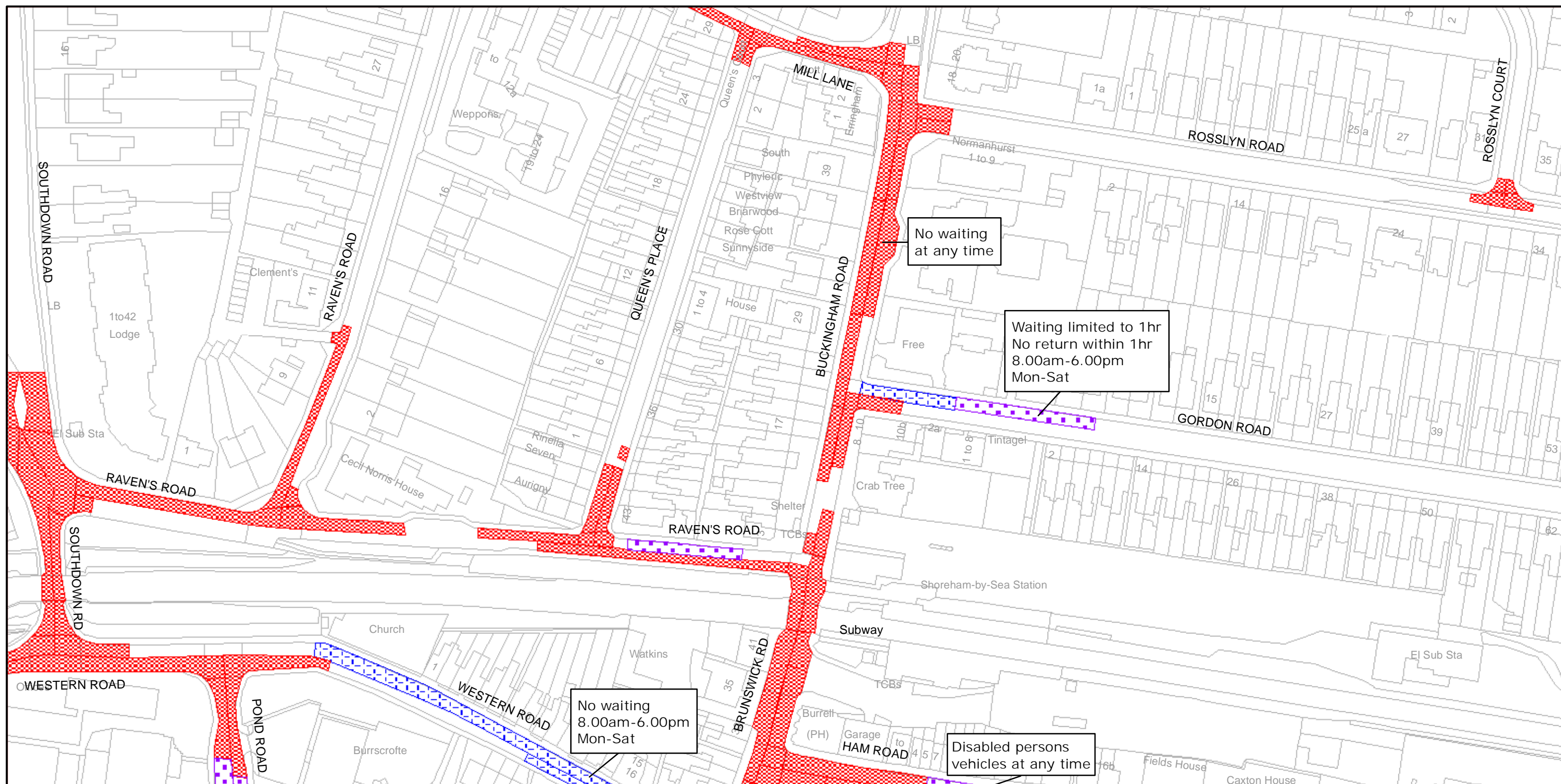
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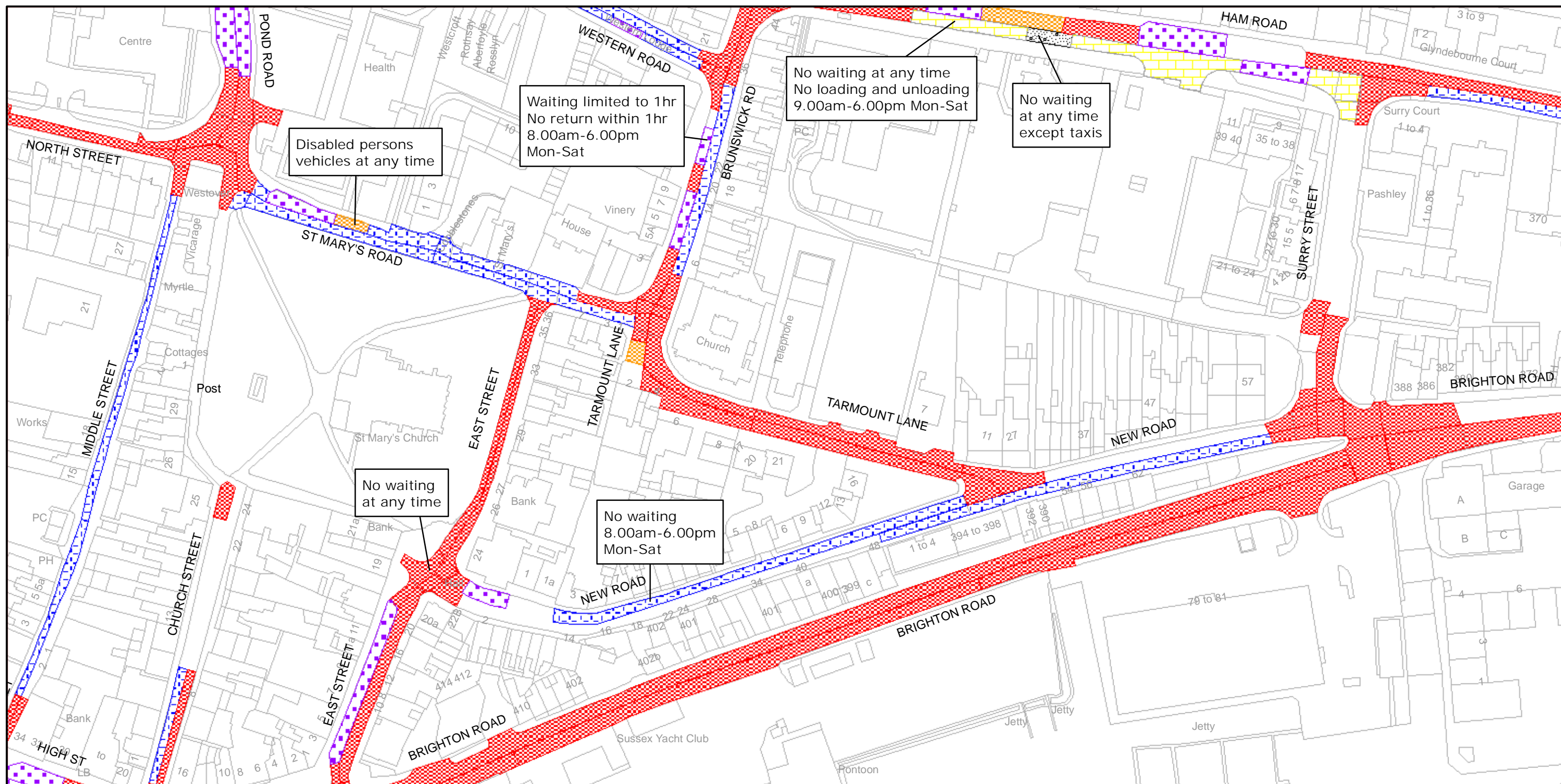
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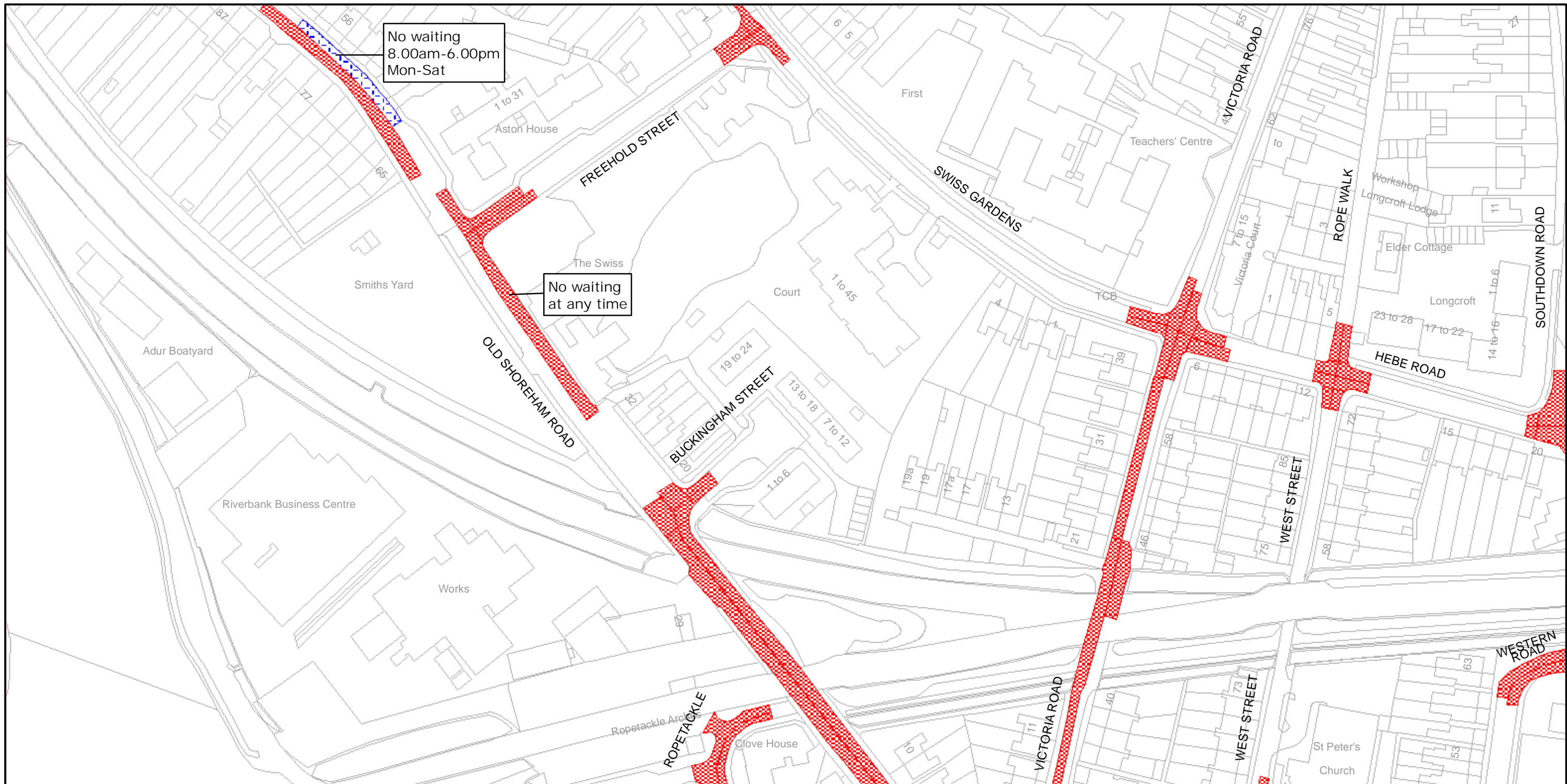
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# ADUR DISTRICT: SHOREHAM/SOUTHWICK

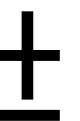
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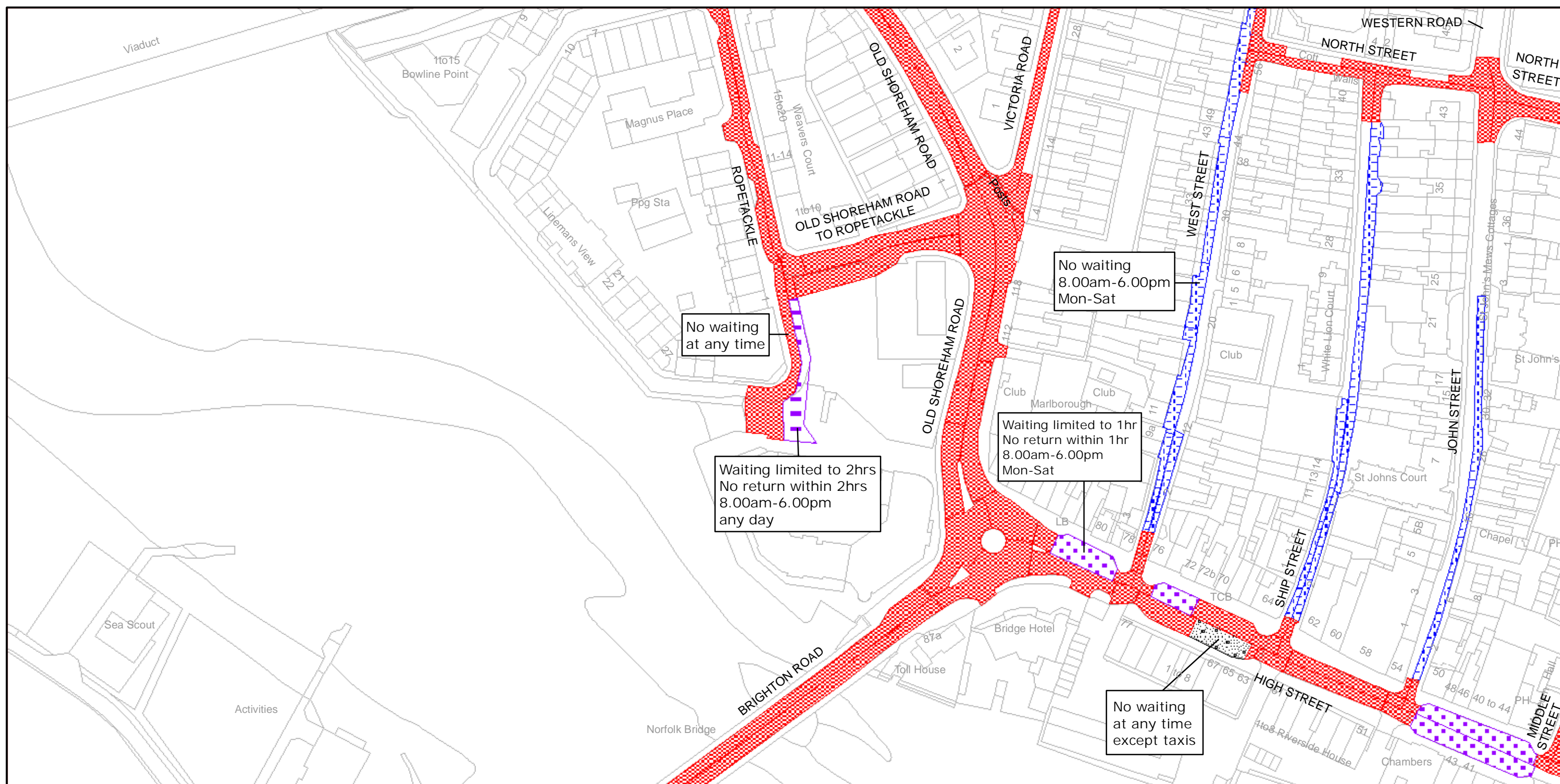
SHEET NO 1

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SCALE:  
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at A3 size





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## ADUR DISTRICT: SHOREHAM/SOUTHWICK

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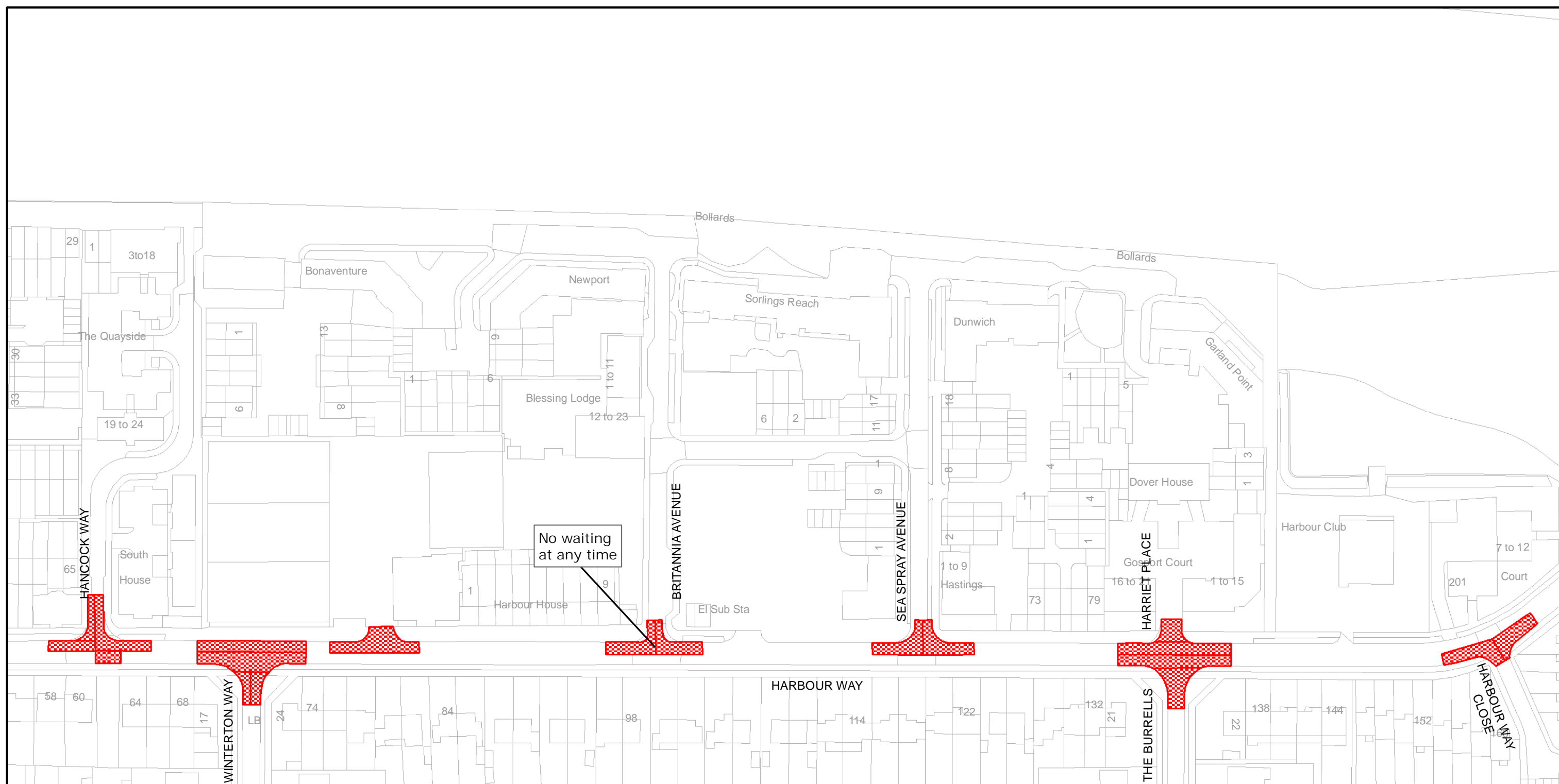
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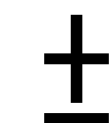
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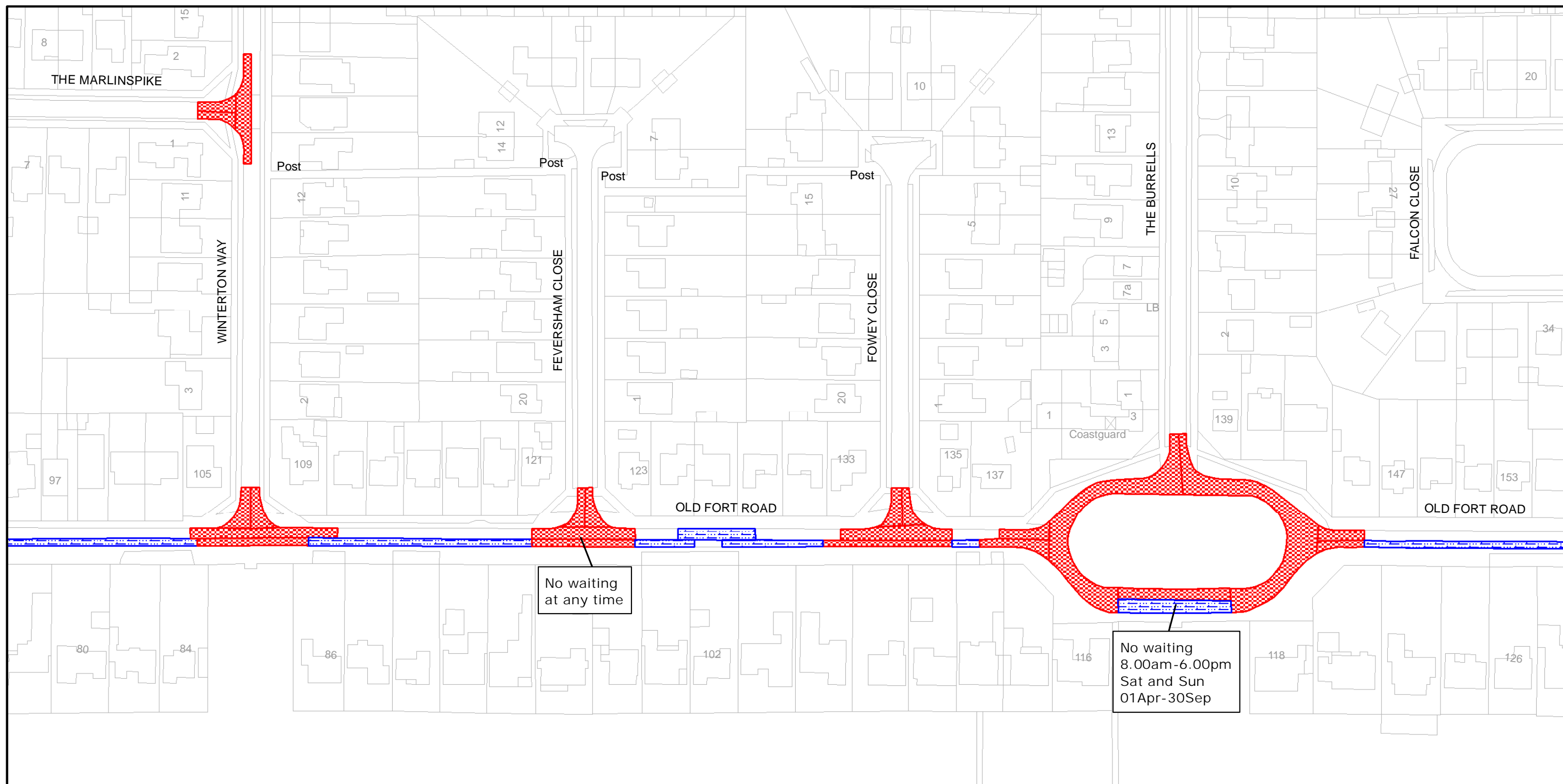
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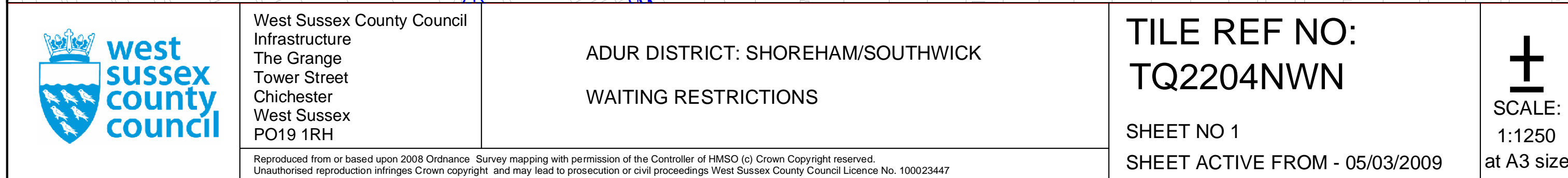
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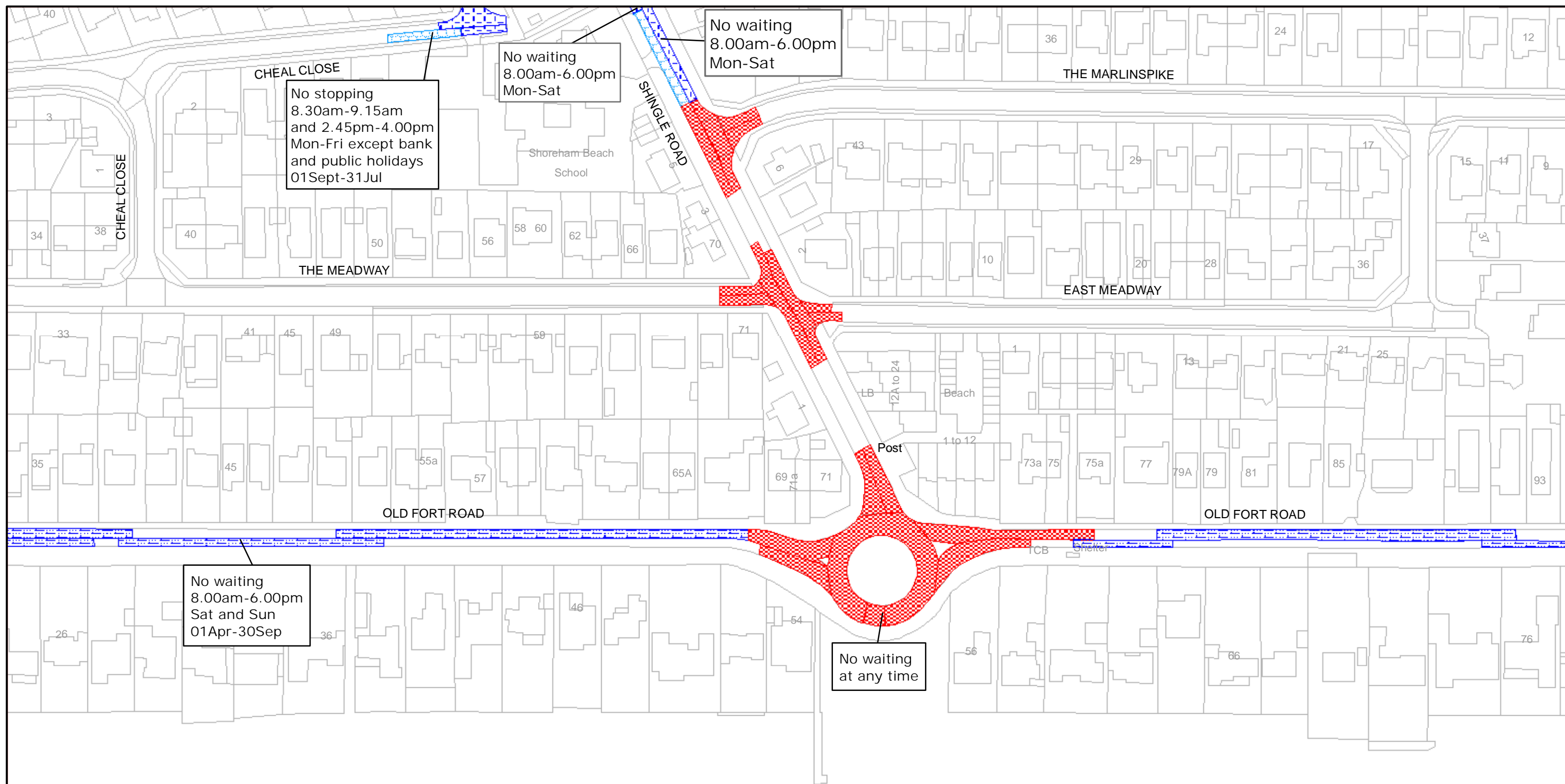
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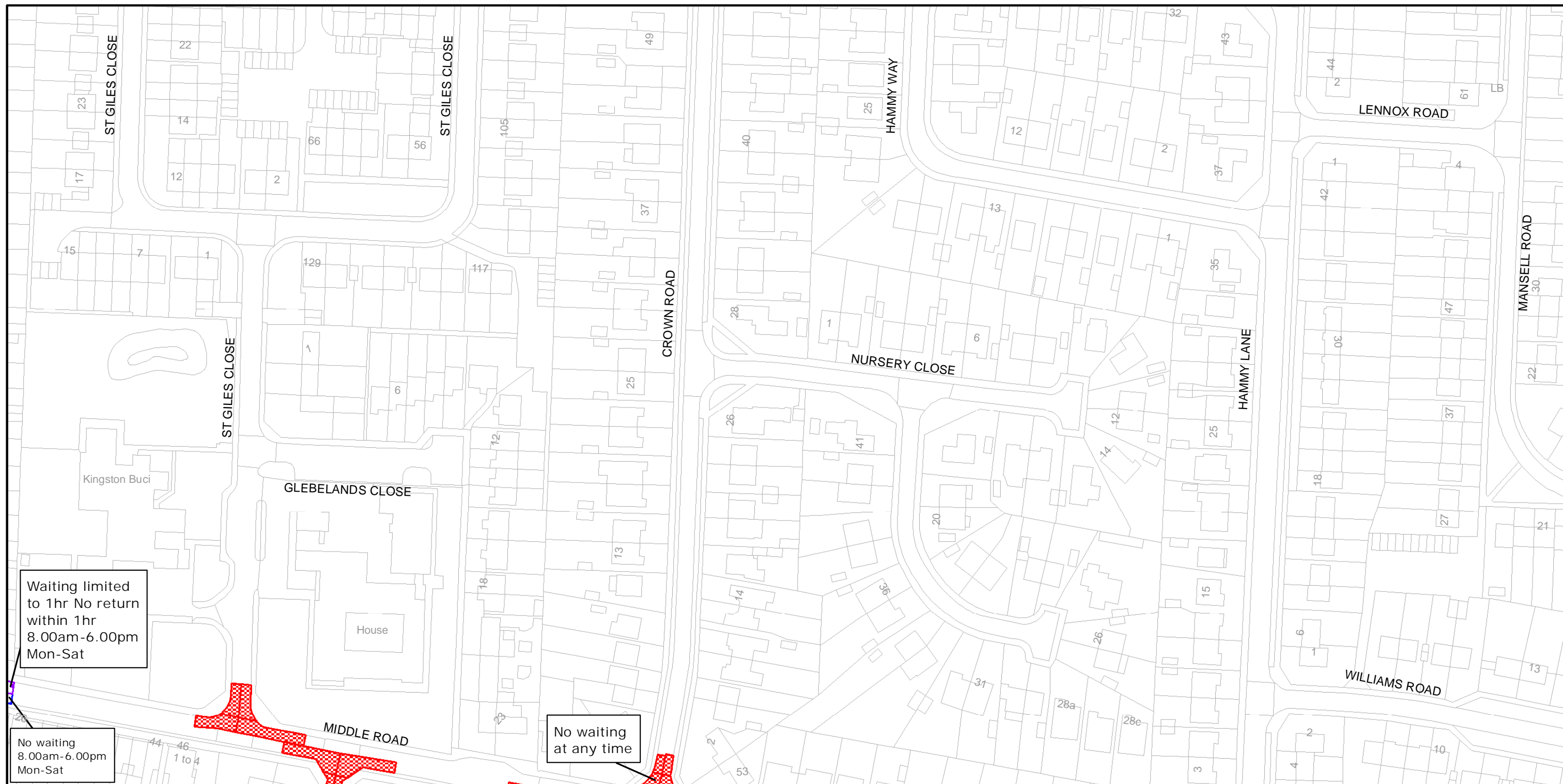
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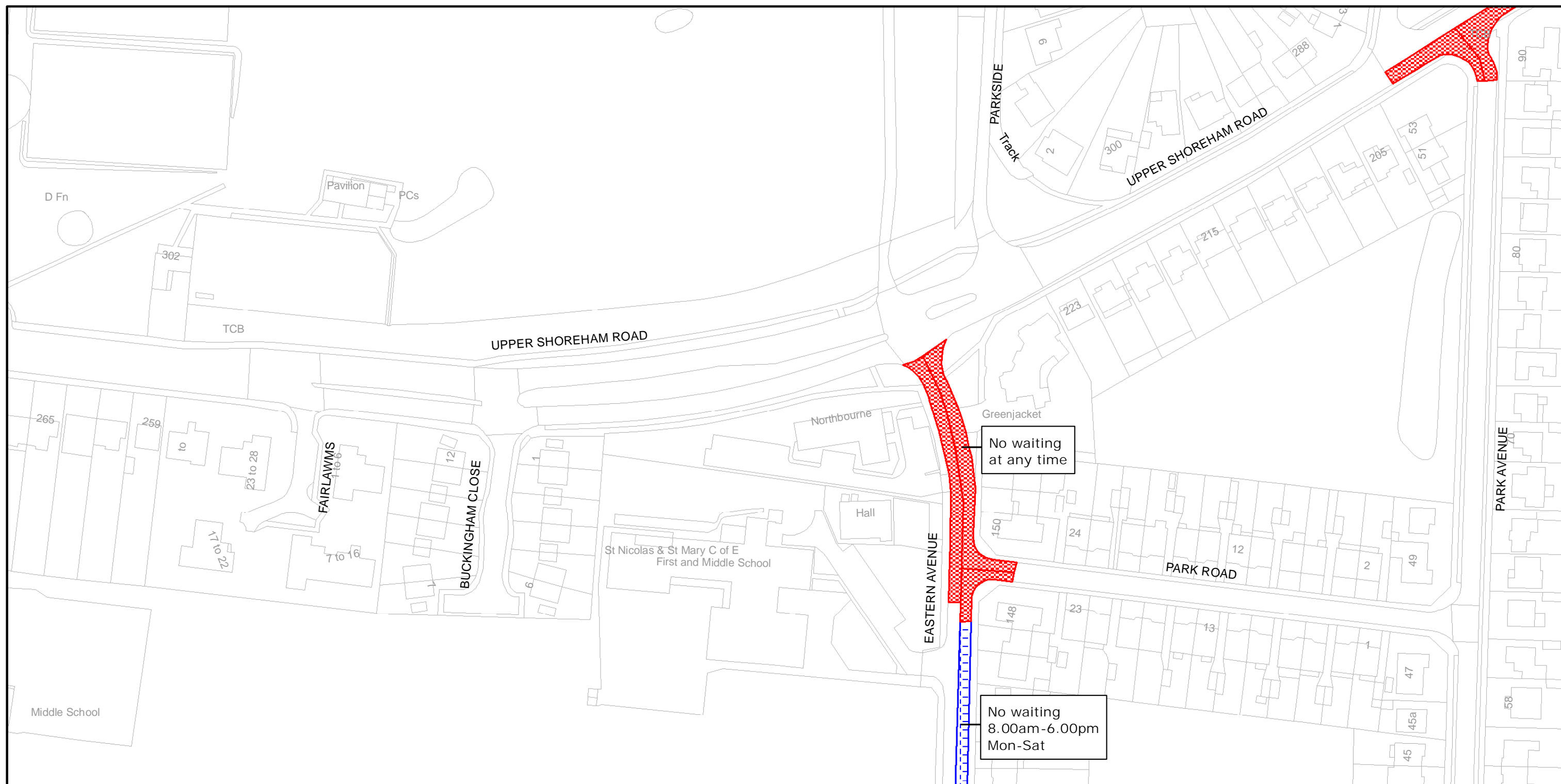
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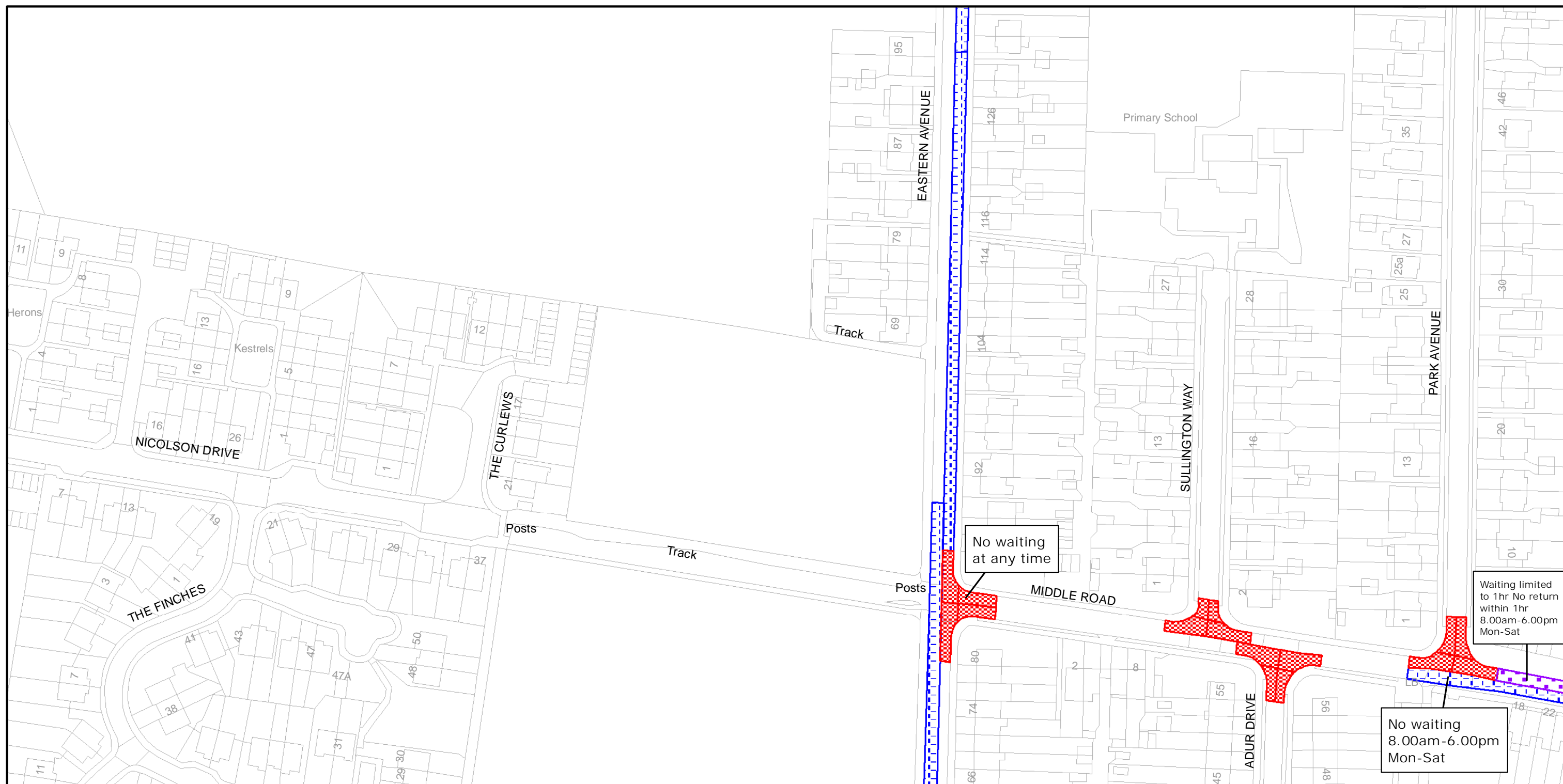
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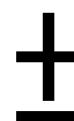
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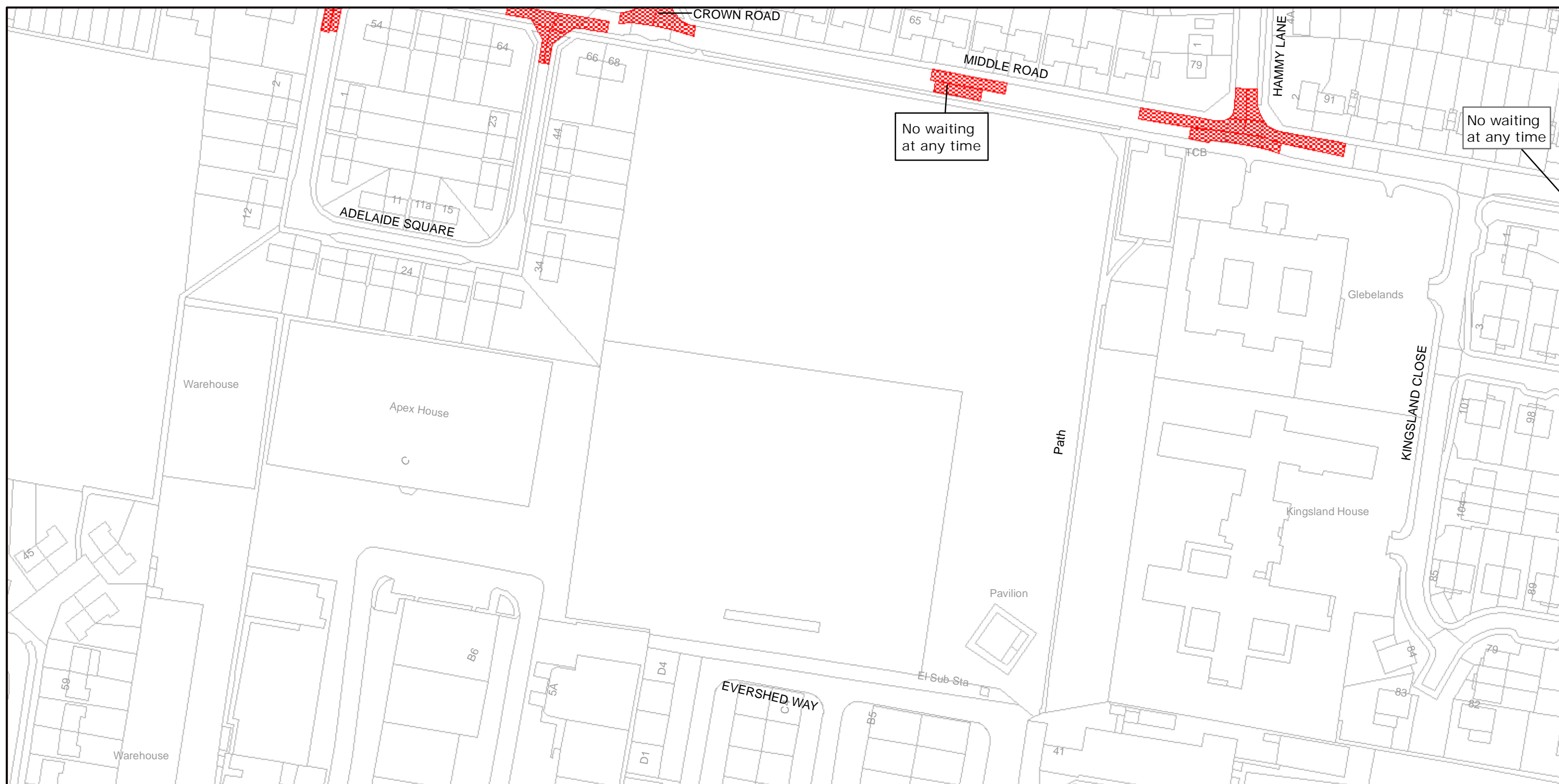
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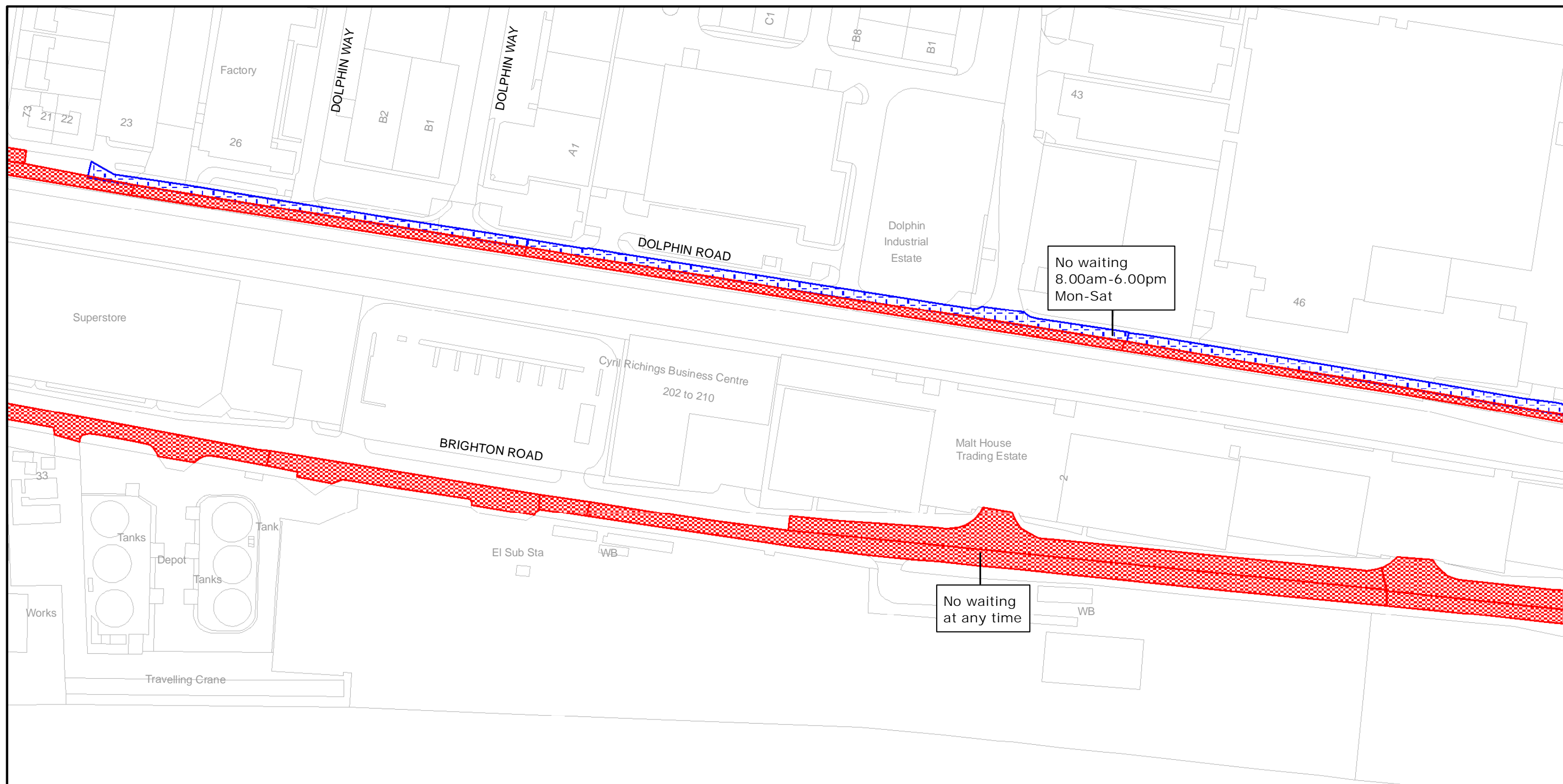
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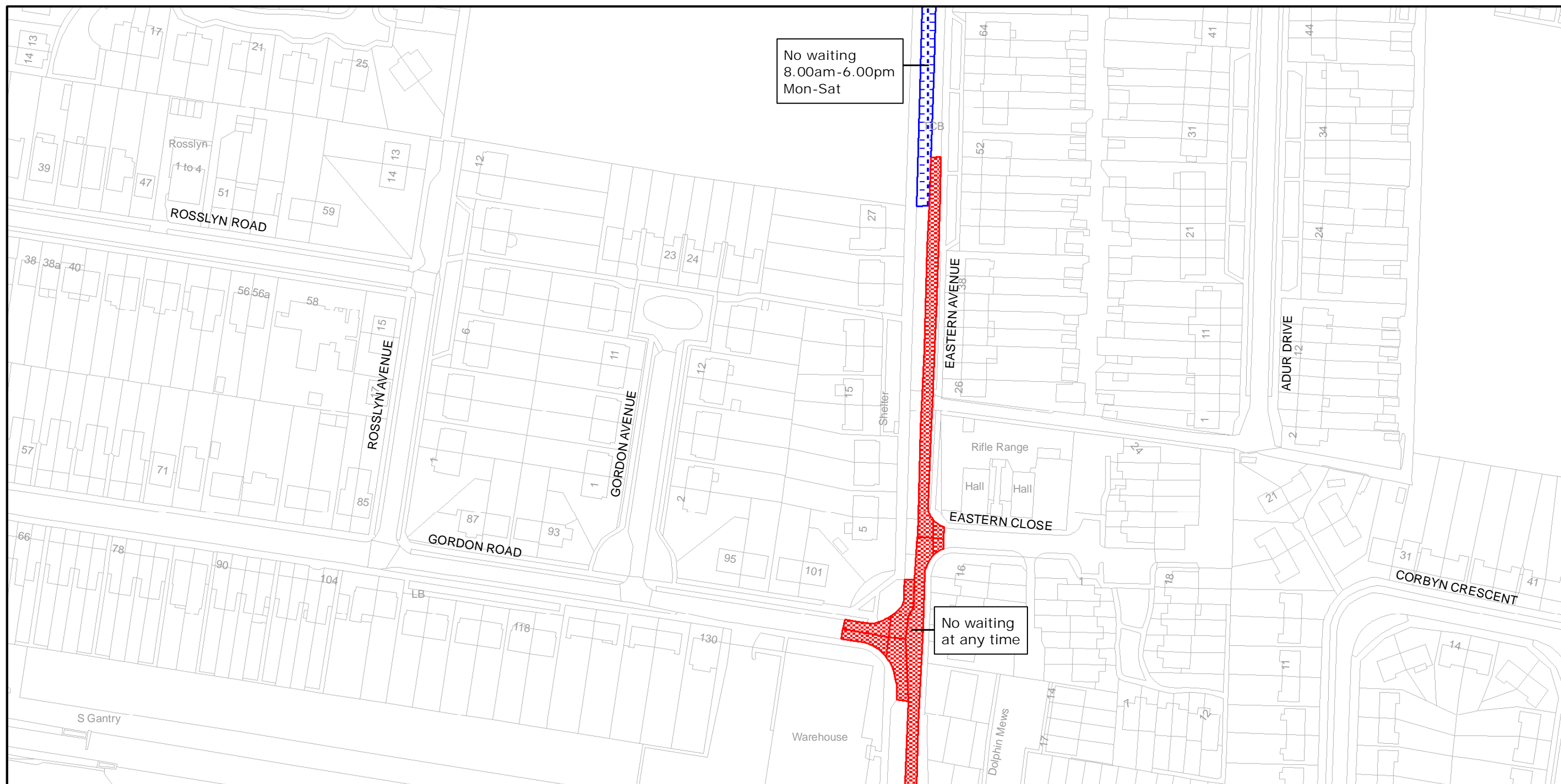
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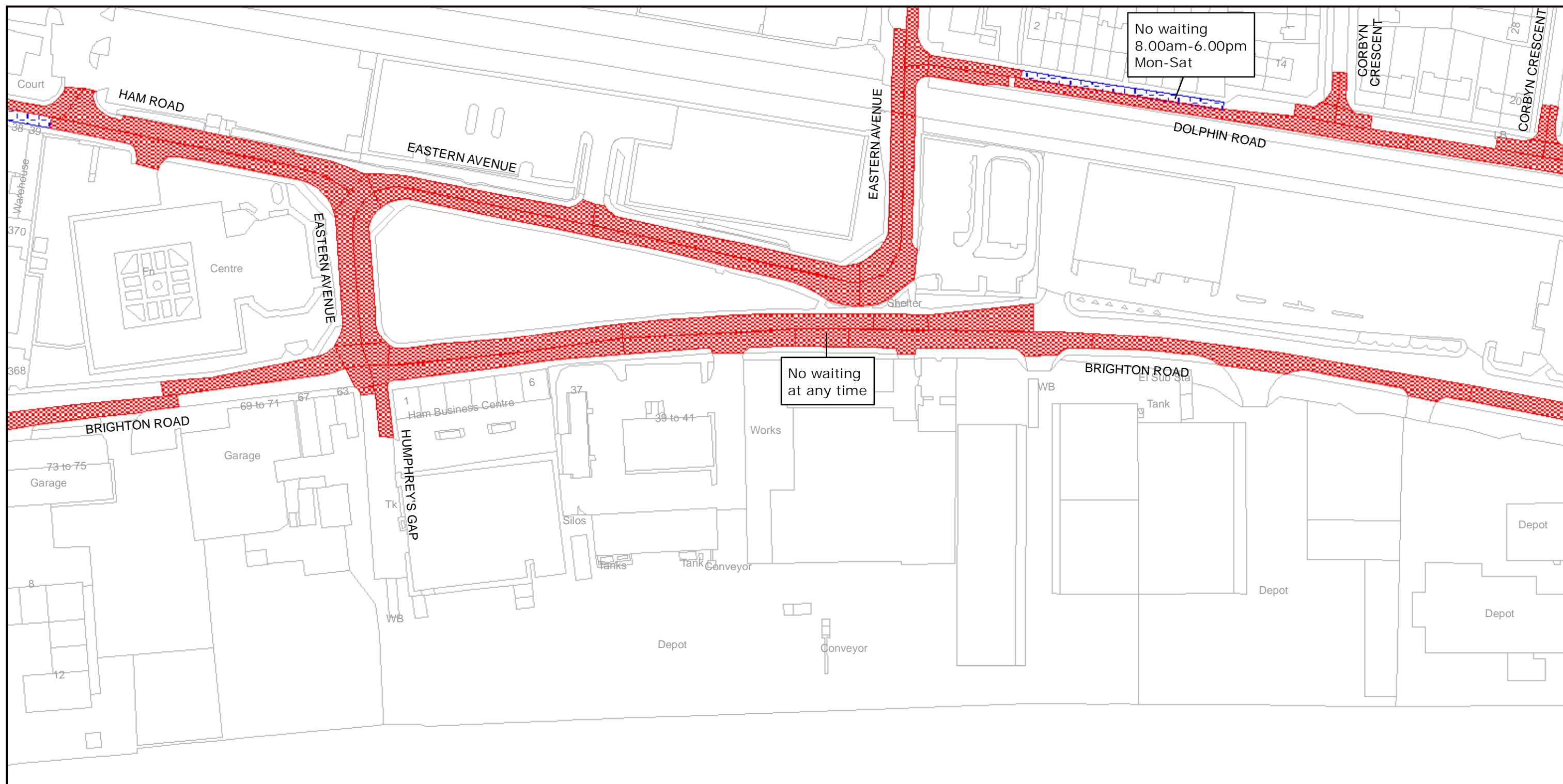
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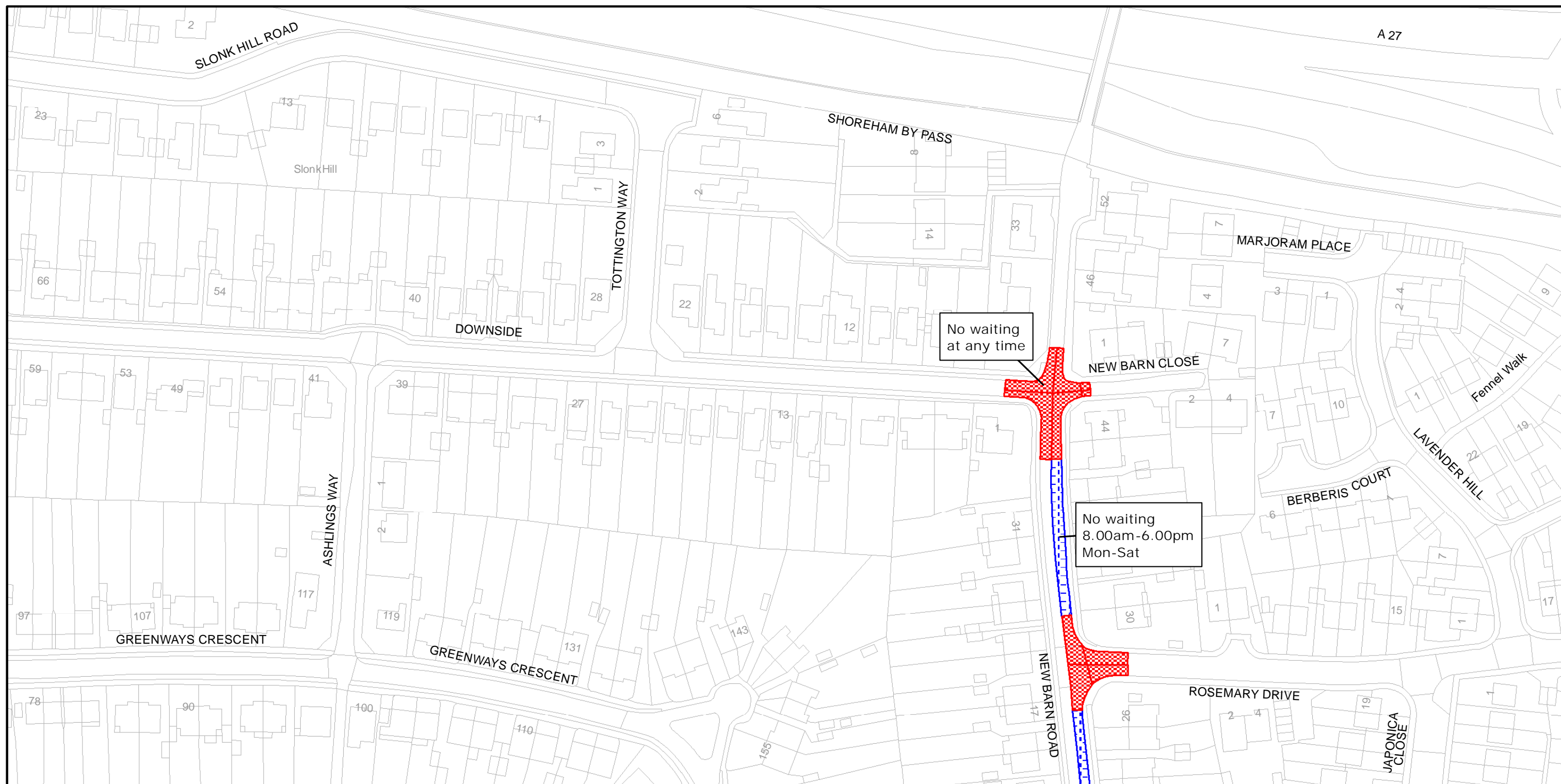
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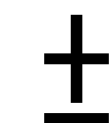
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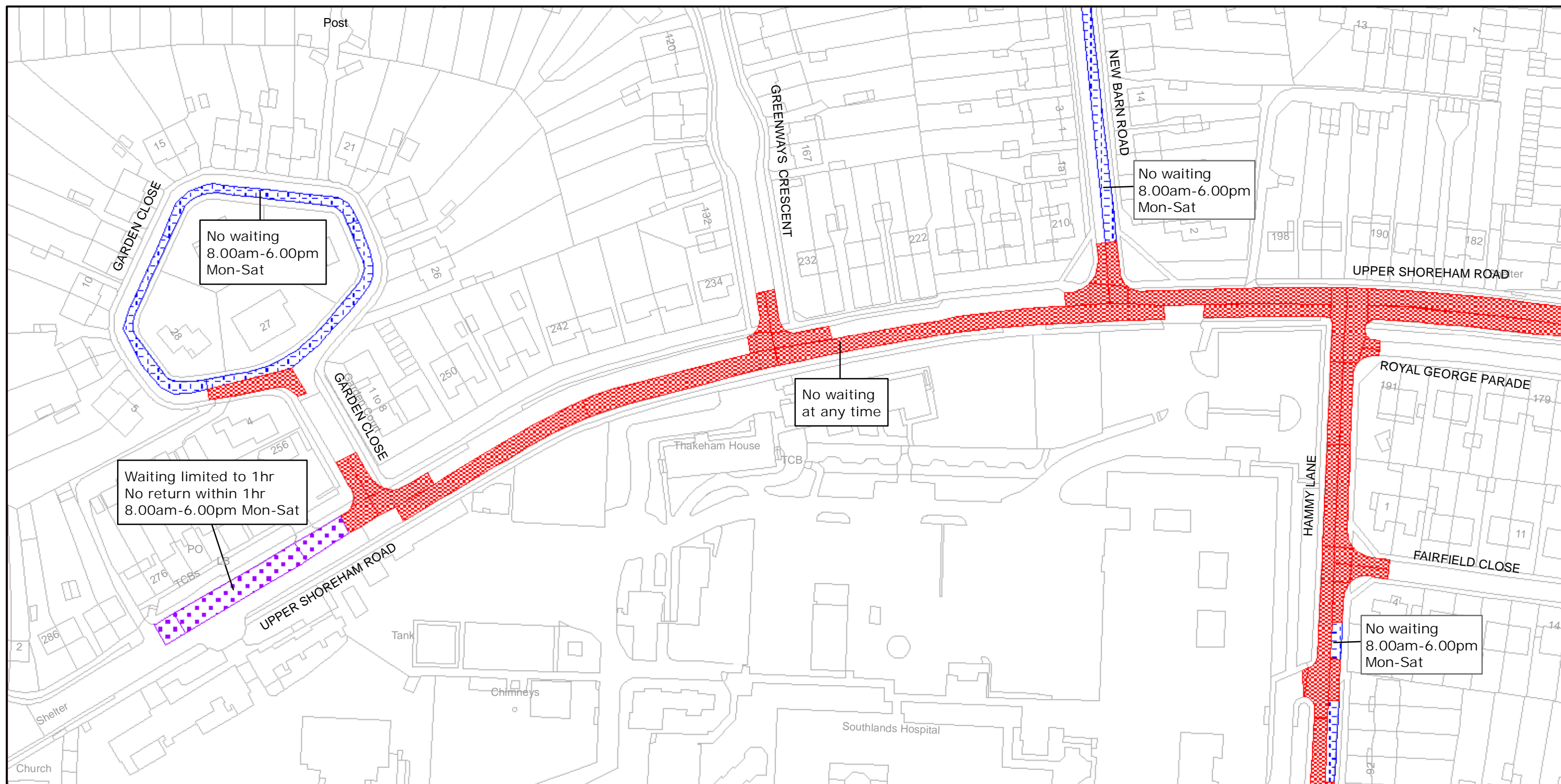
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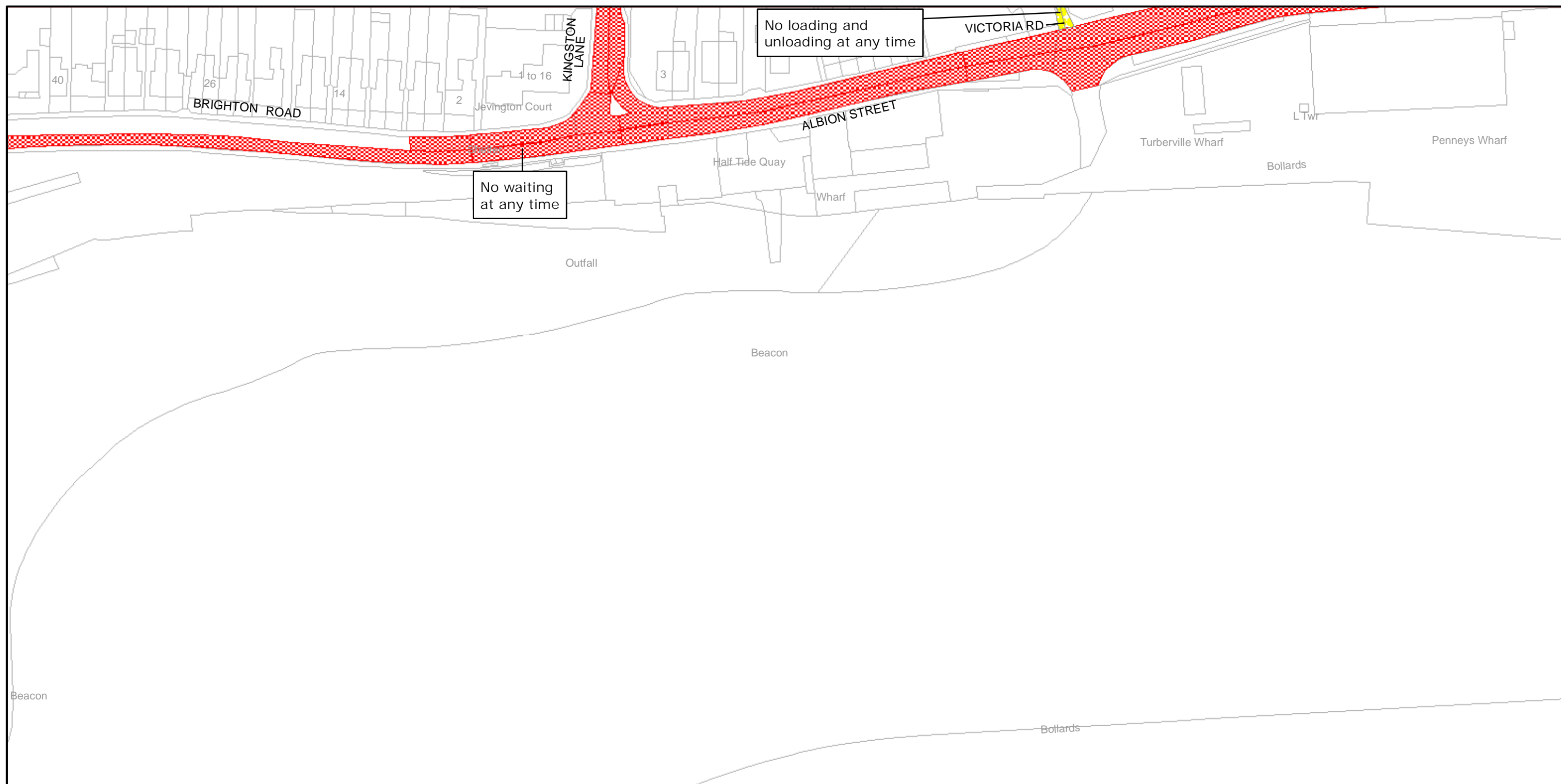
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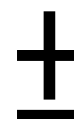
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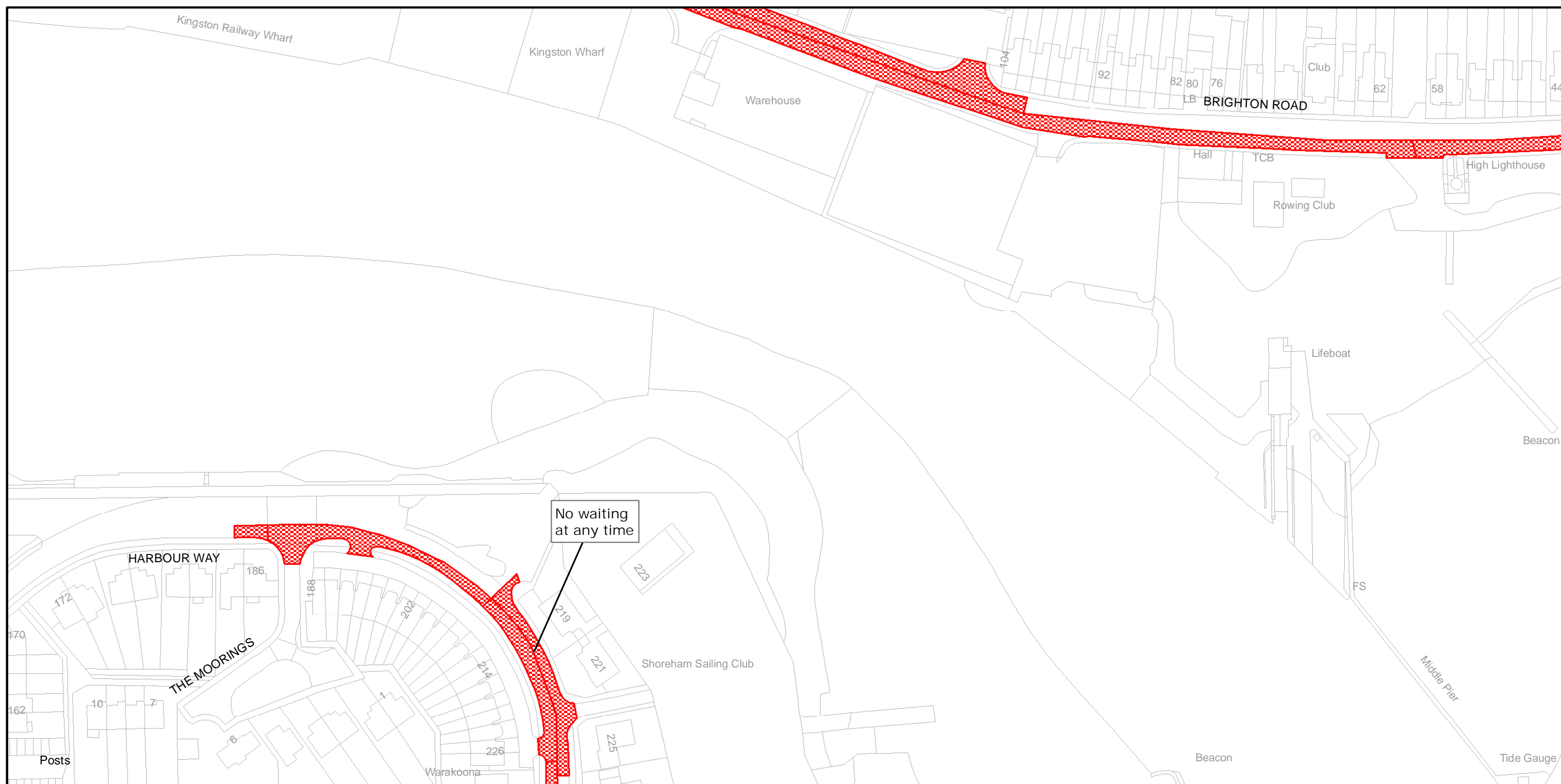
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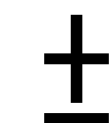
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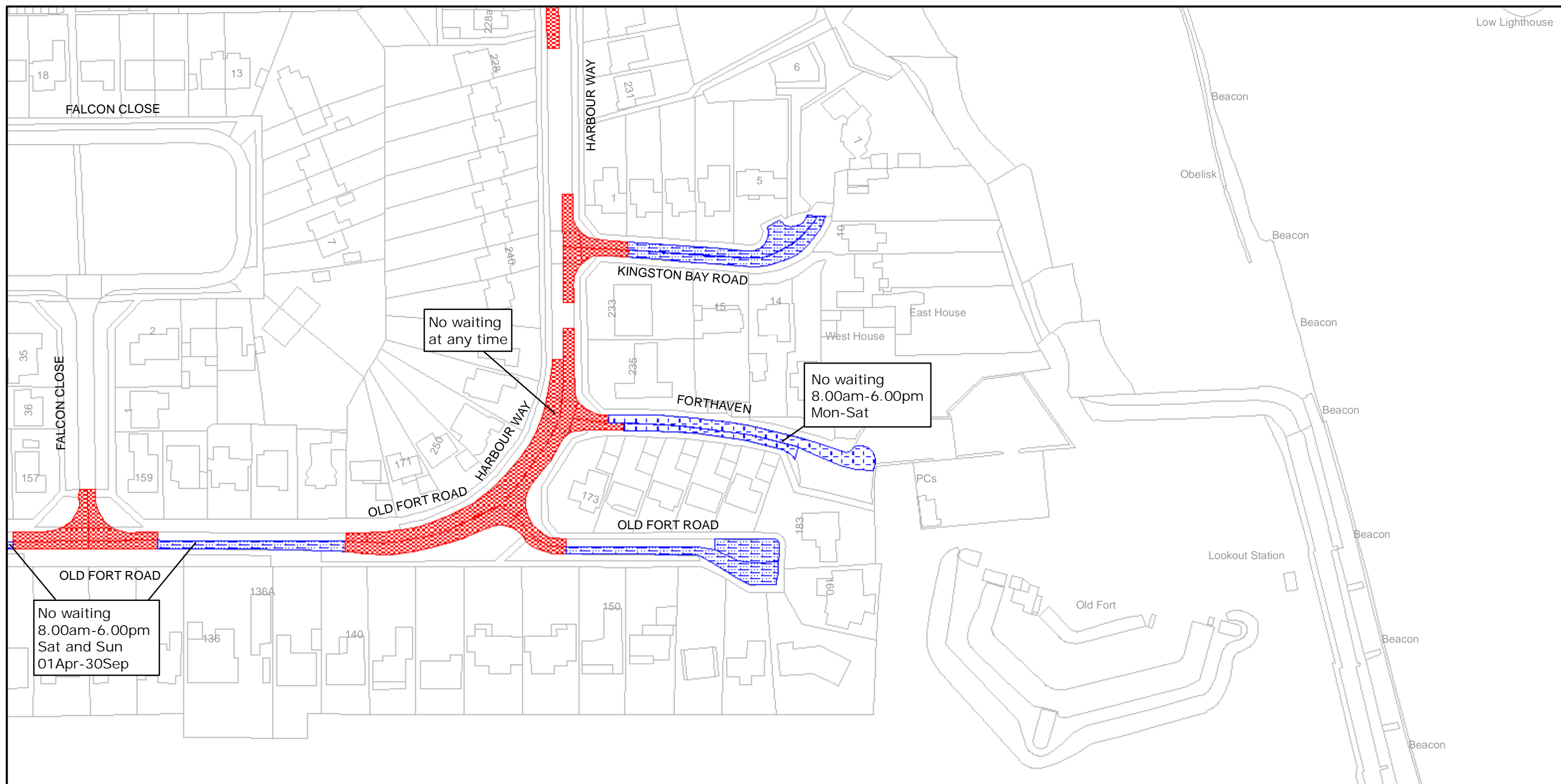
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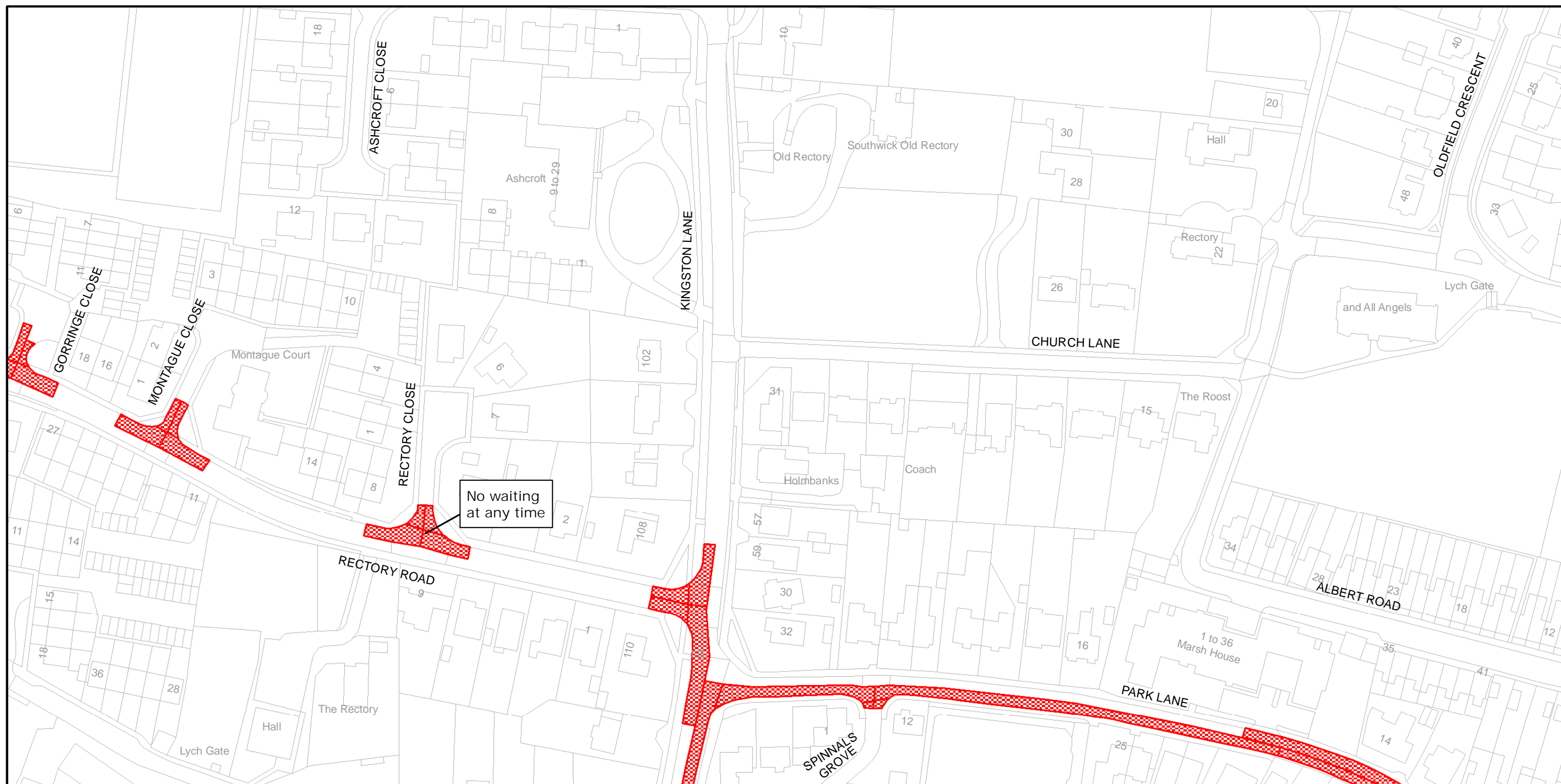
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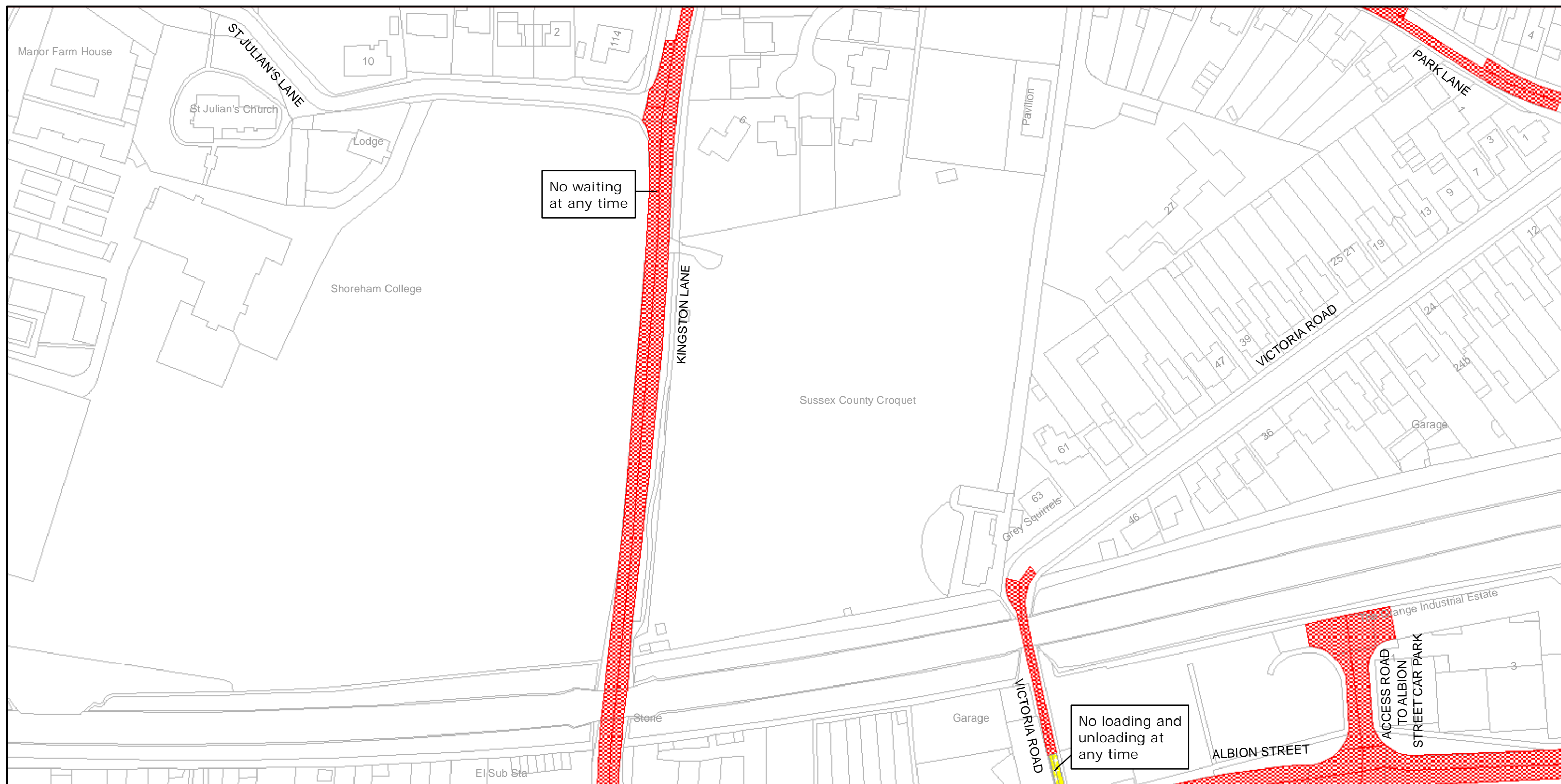
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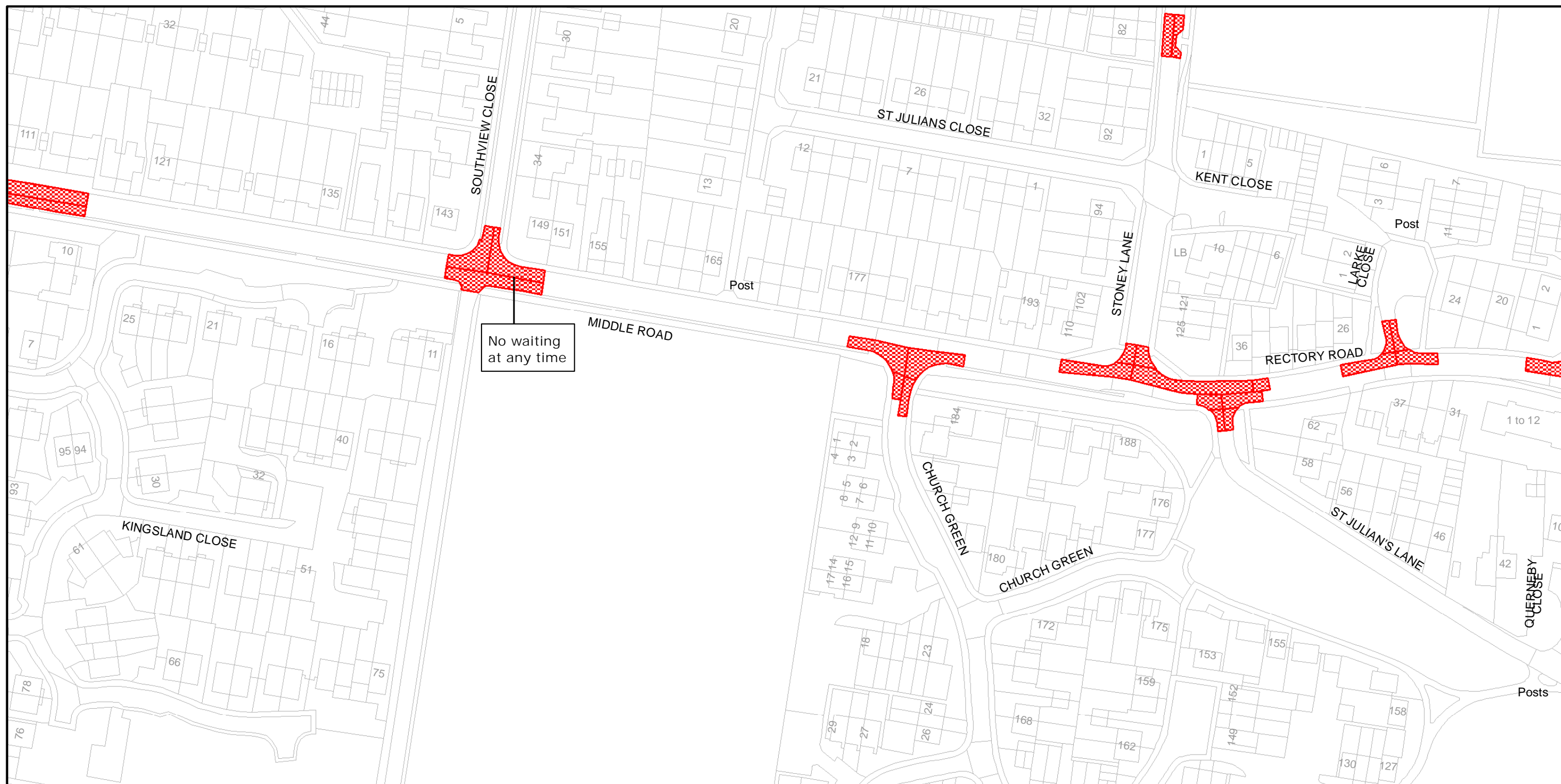
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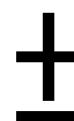
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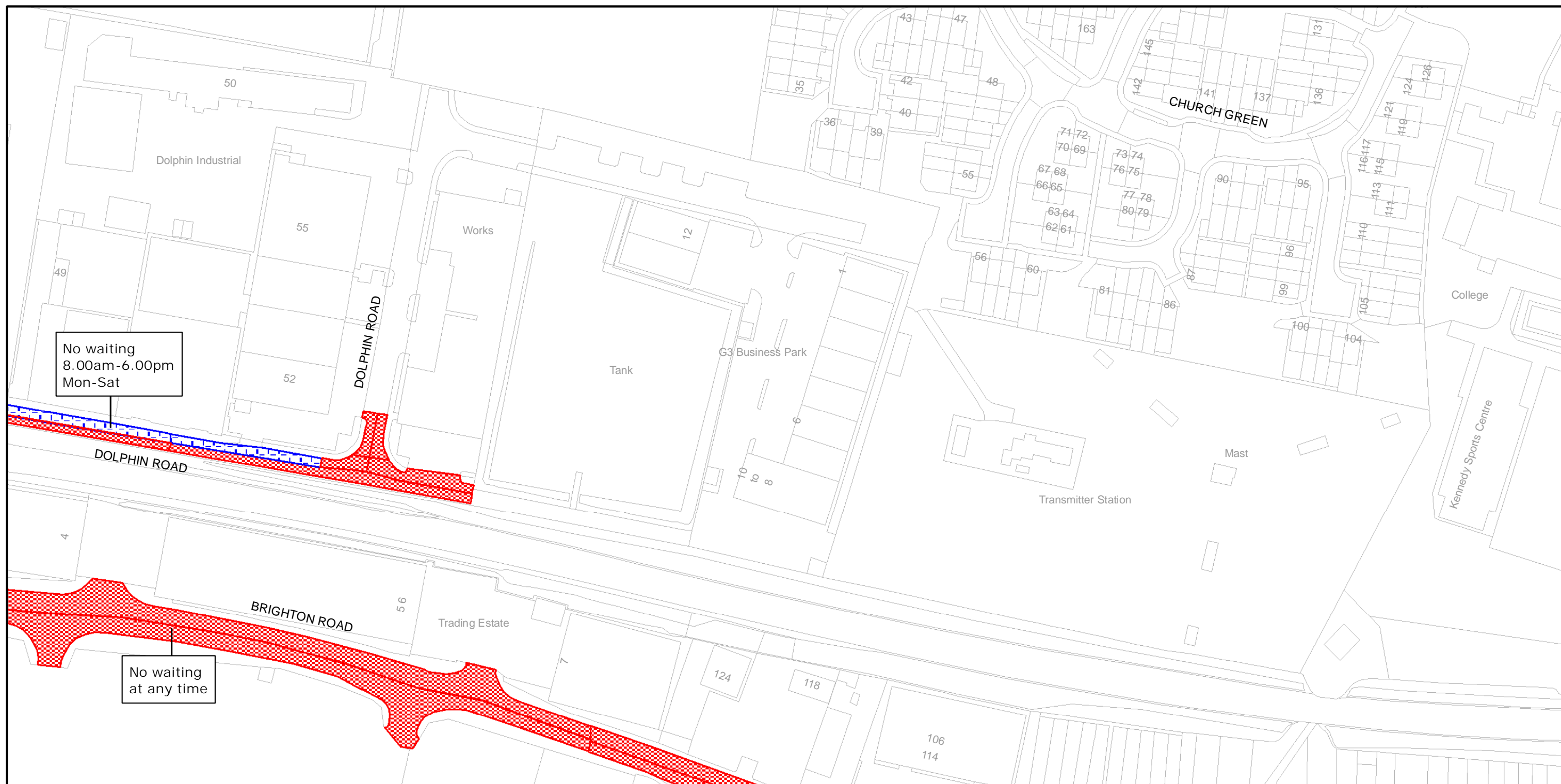
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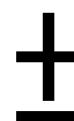
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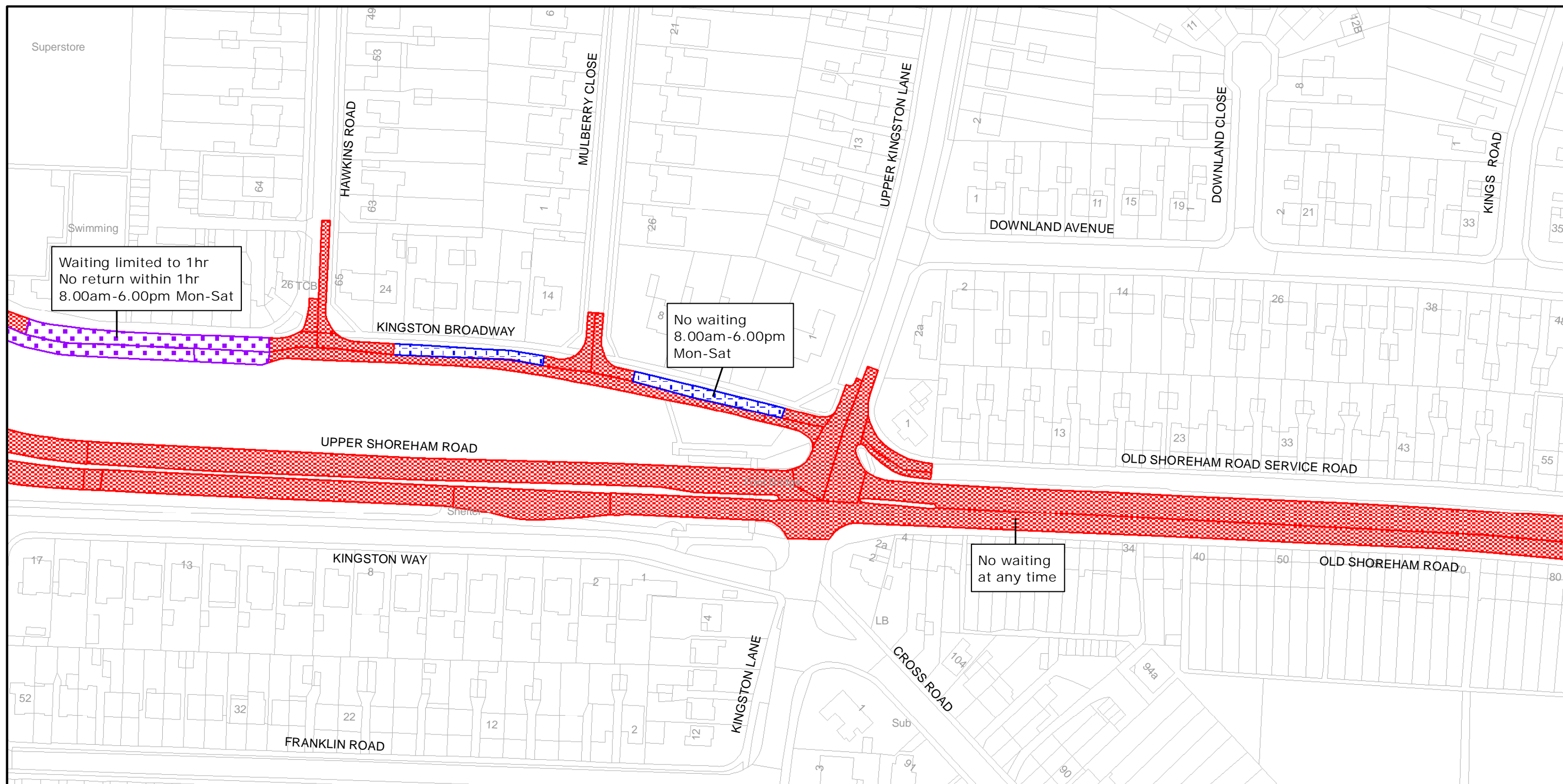
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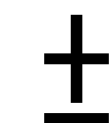
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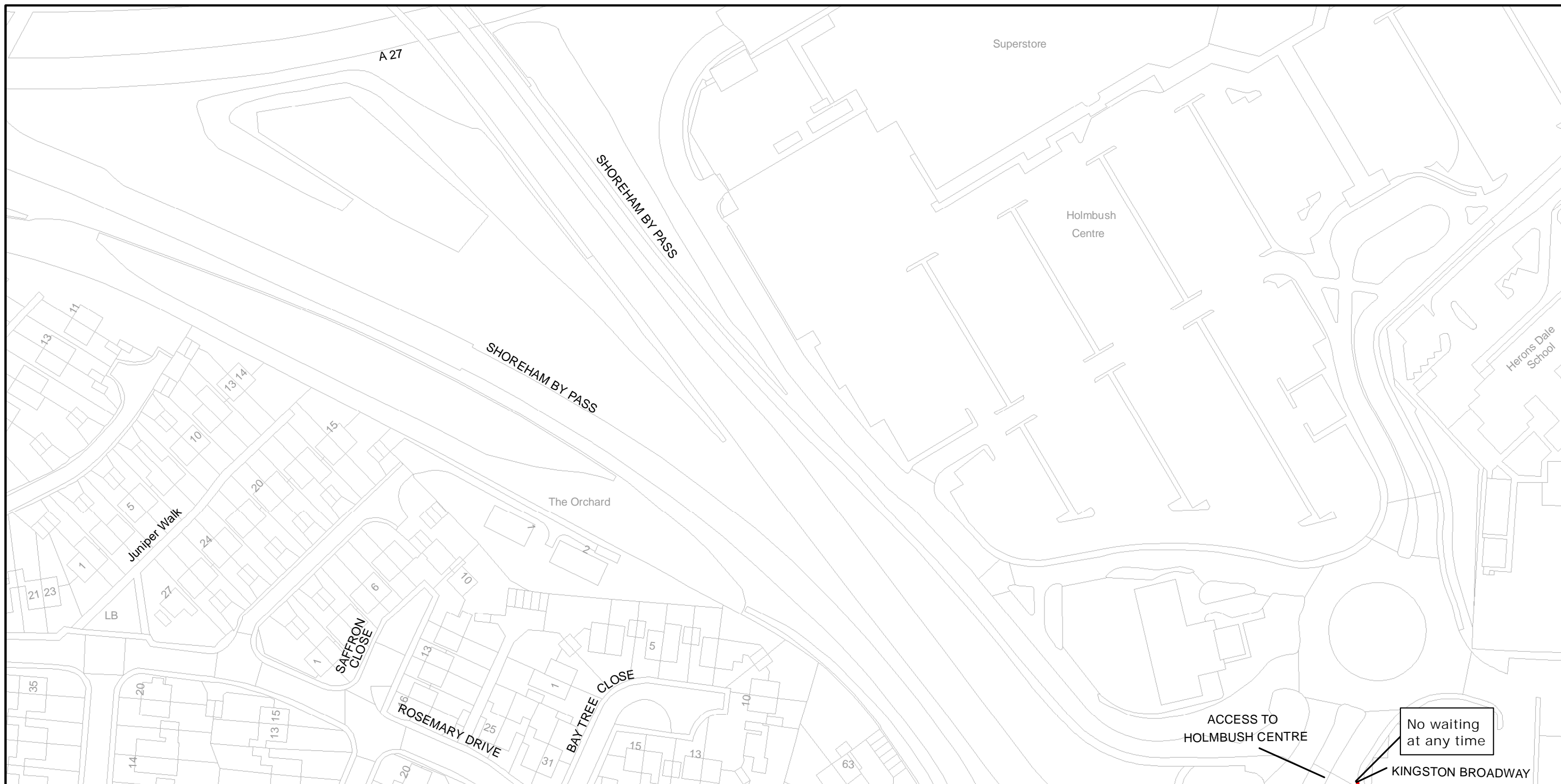
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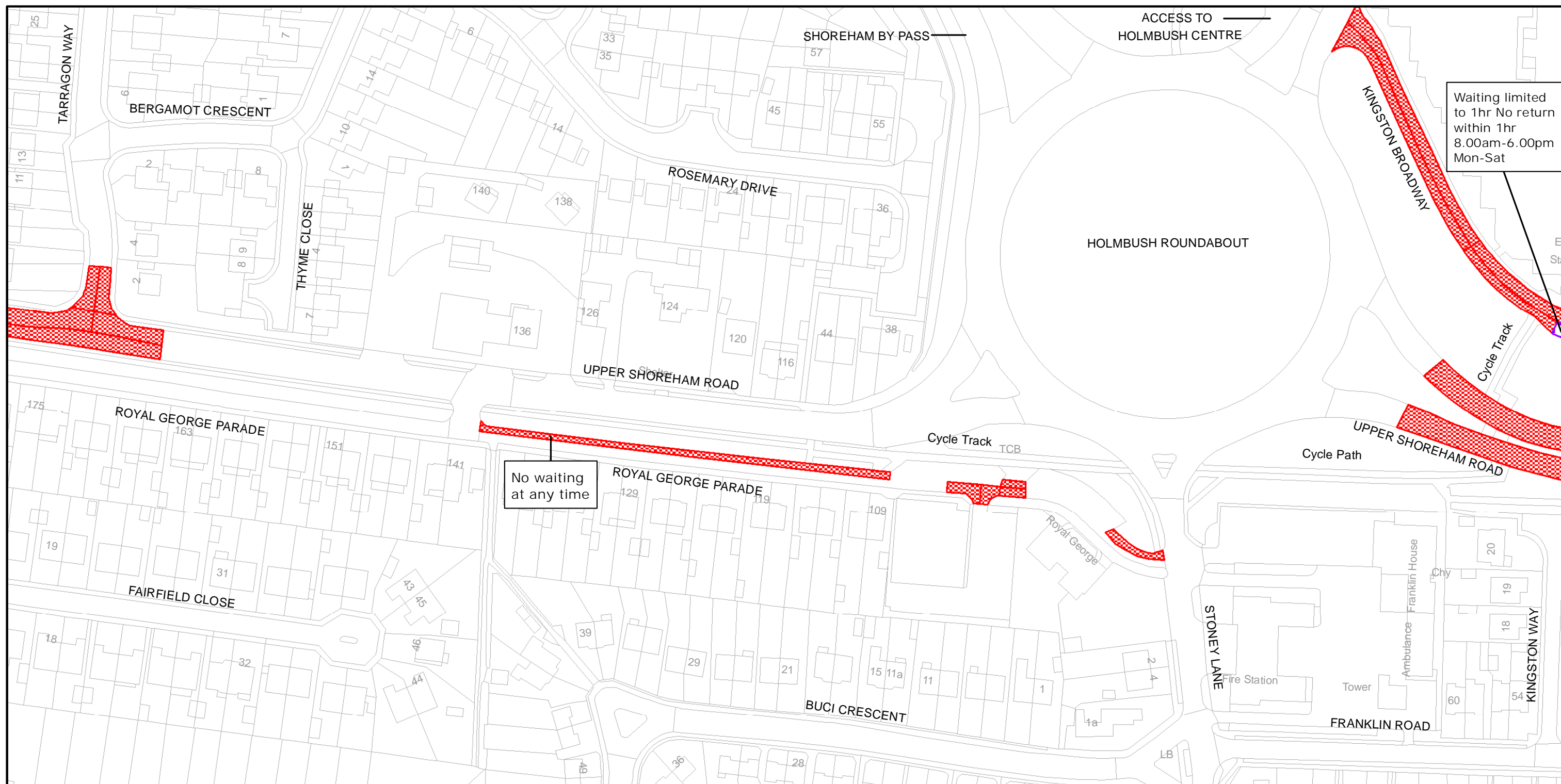
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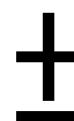
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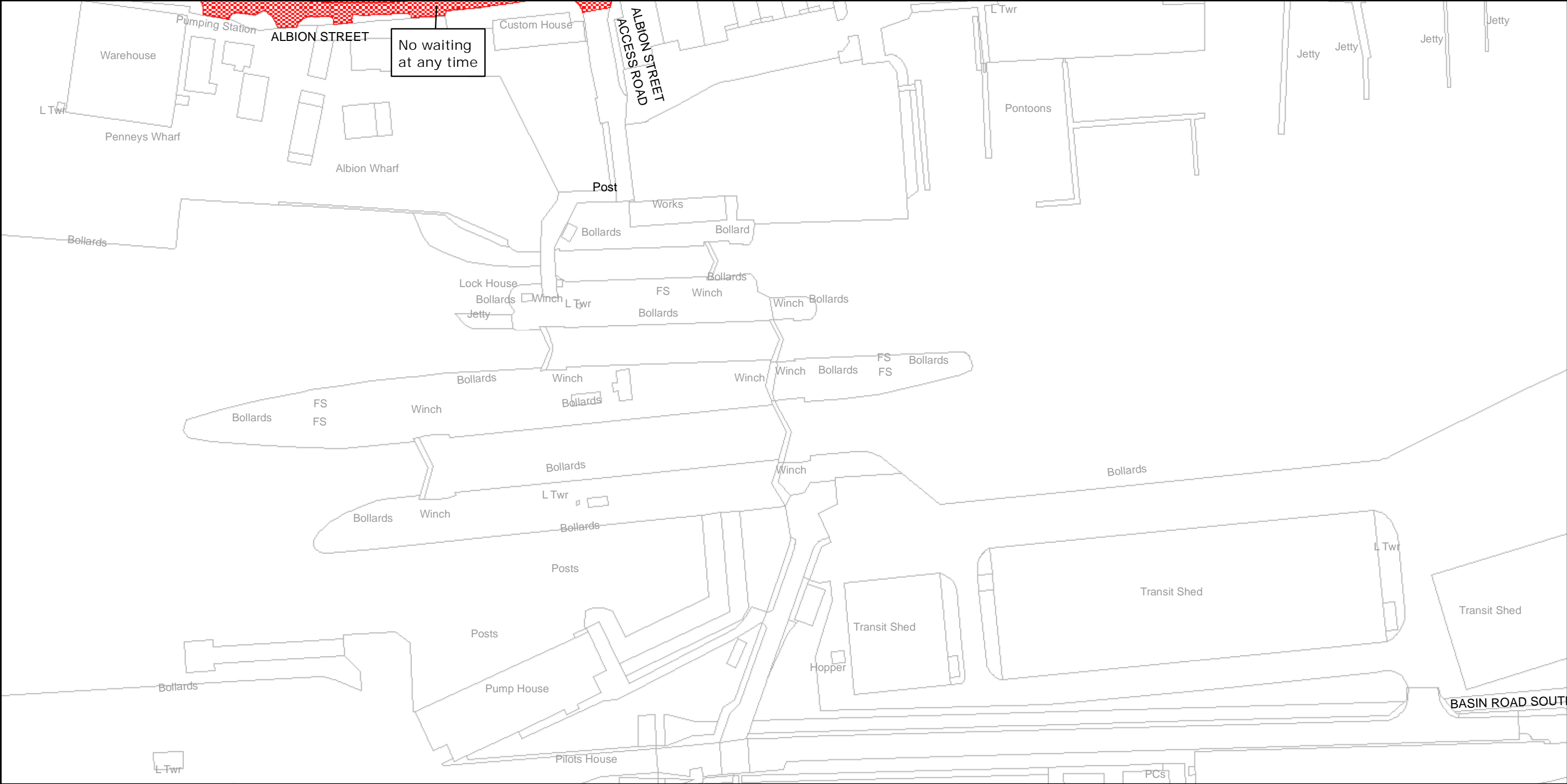
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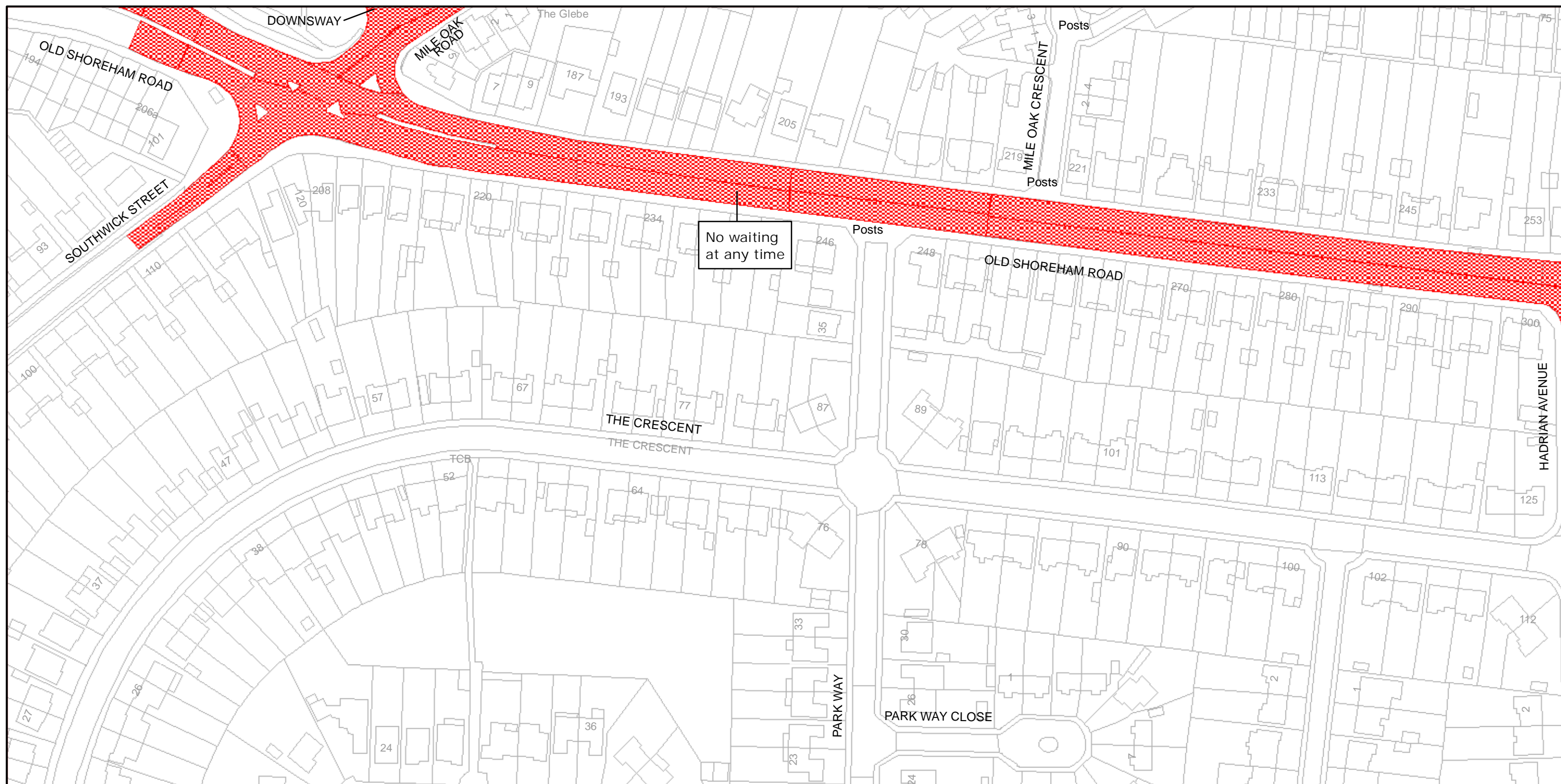
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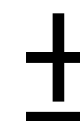
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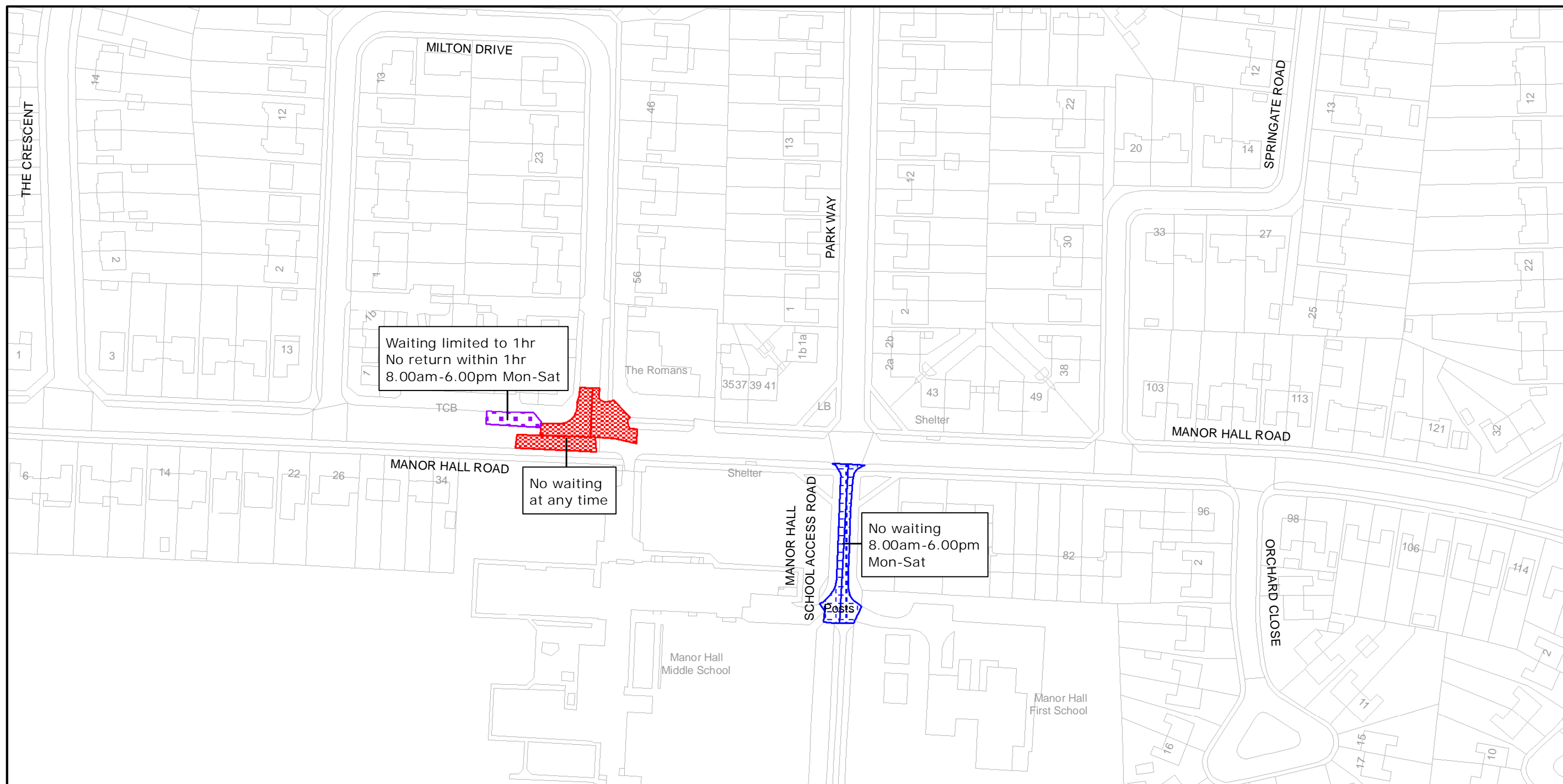
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TQ2405NEN

SHEET NO 1

SHEET ACTIVE FROM - 05/03/2009



SCALE:  
1:1250  
at A3 size



West Sussex County Council  
Infrastructure  
The Grange  
Tower Street  
Chichester  
West Sussex  
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ADUR DISTRICT: SHOREHAM/SOUTHWICK

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TQ2405NES

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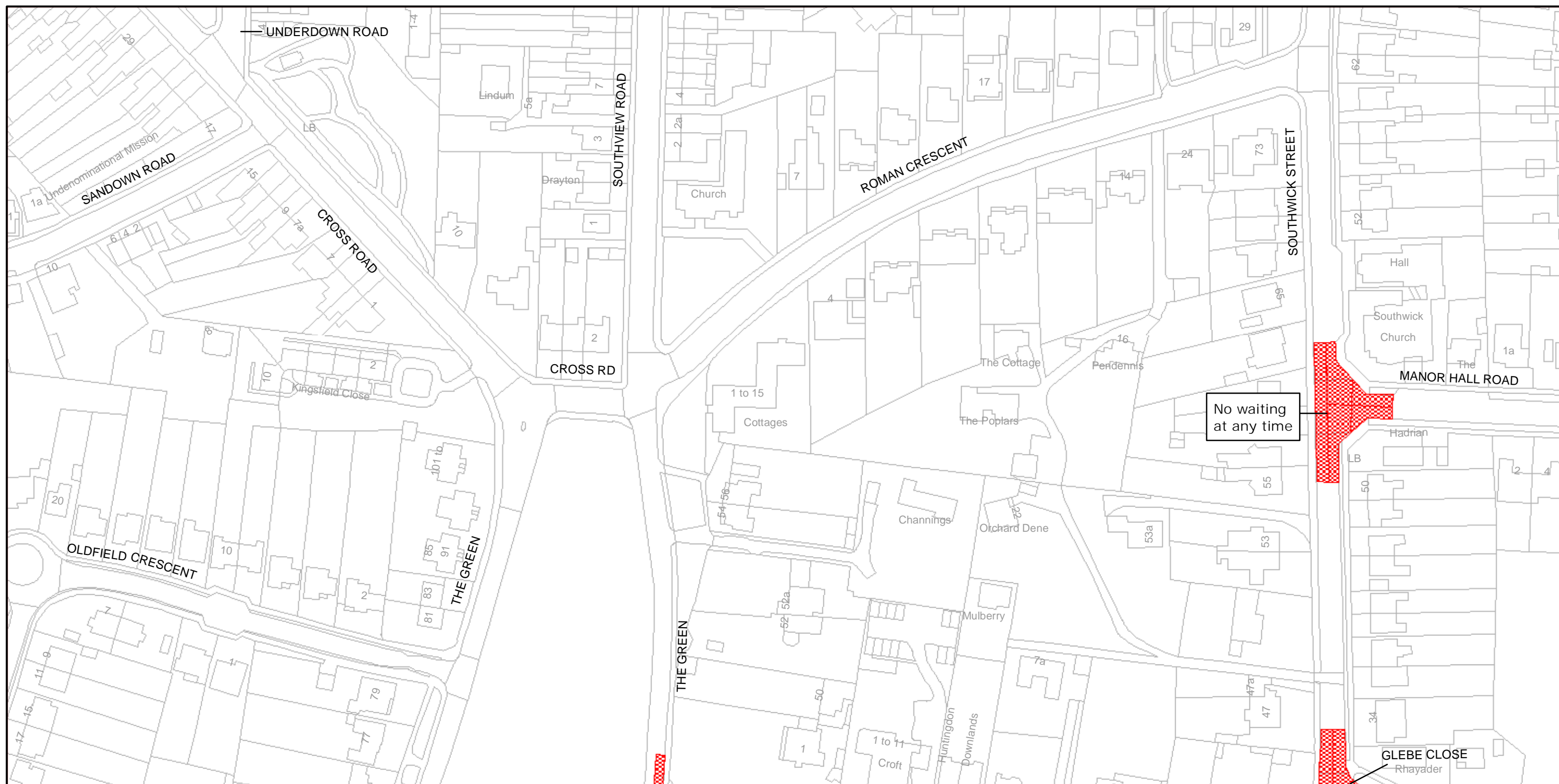
SHEET NO 1

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SCALE:  
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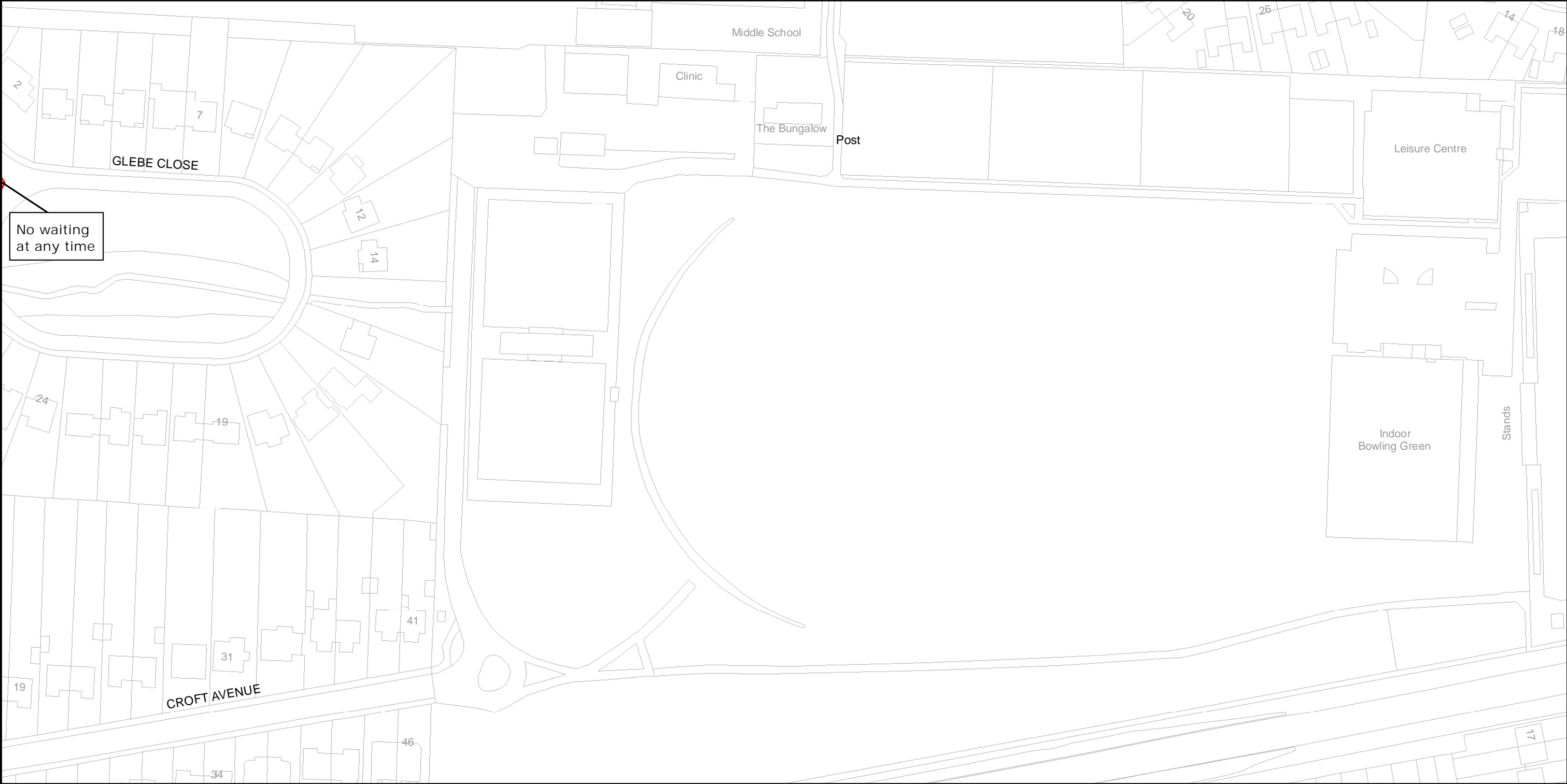
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SHEET NO 1

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Chichester  
West Sussex  
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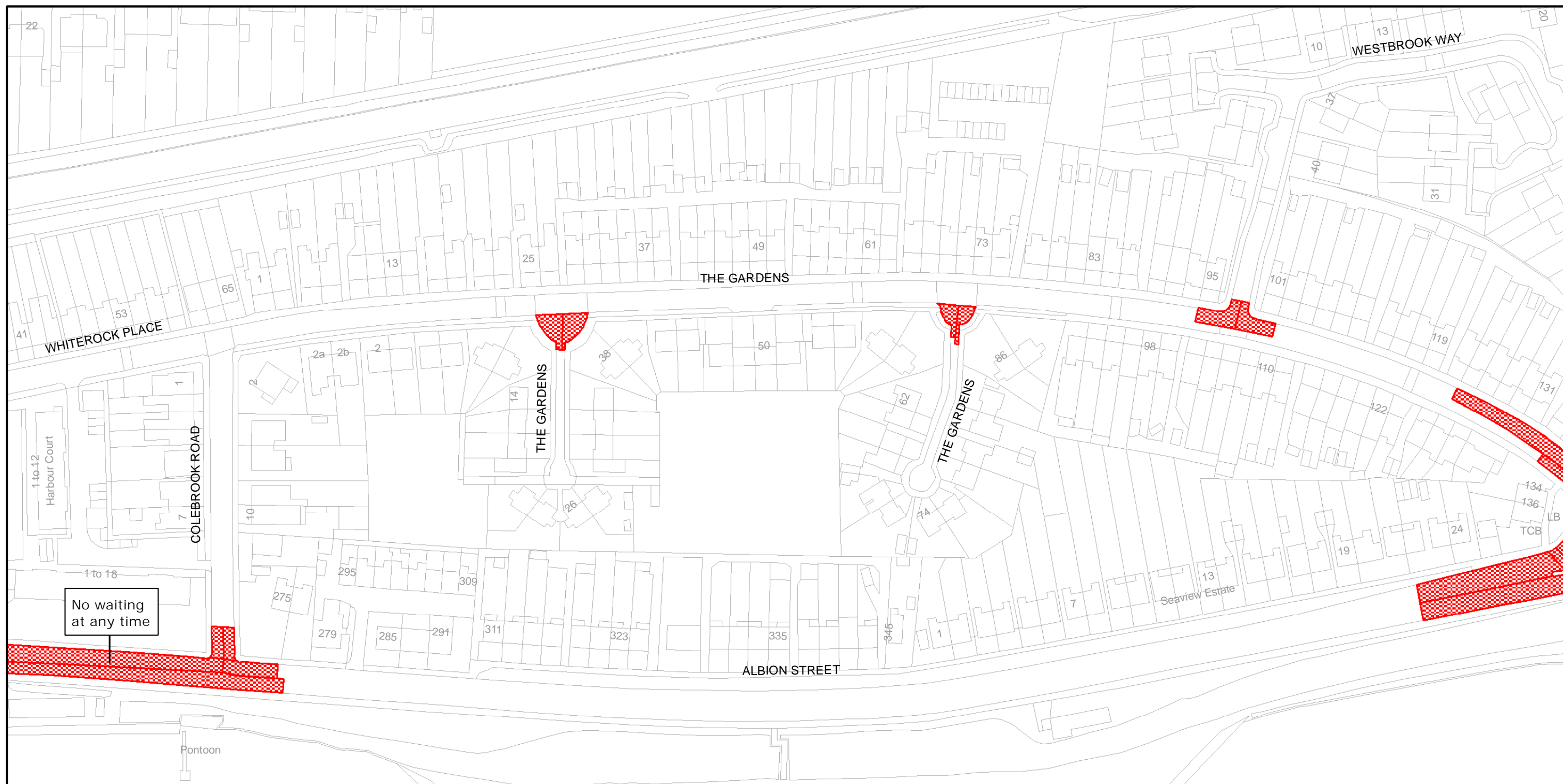
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SHEET NO 1  
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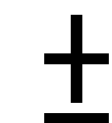
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Tower Street  
Chichester  
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ADUR DISTRICT: SHOREHAM/SOUTHWICK  
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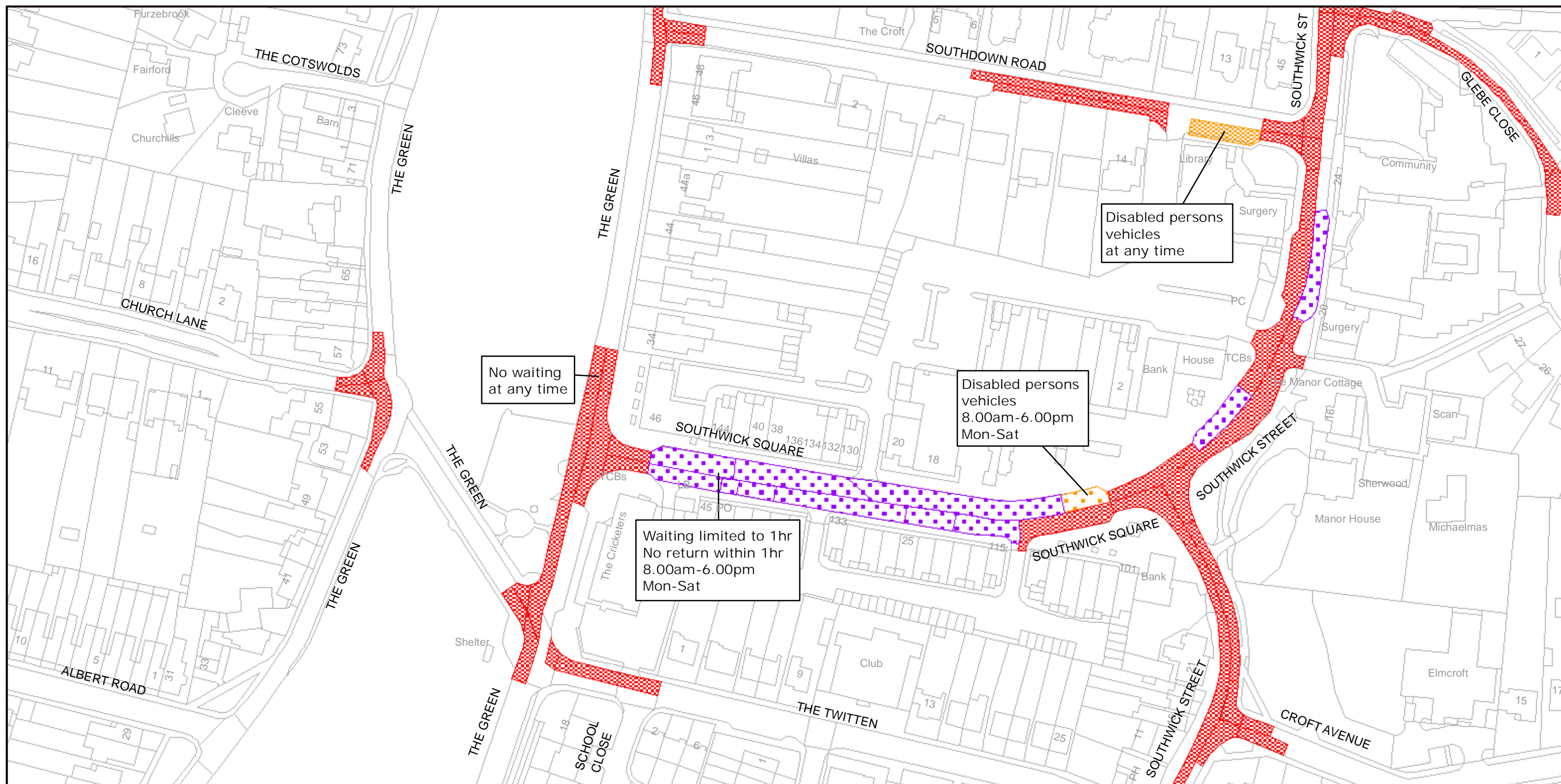
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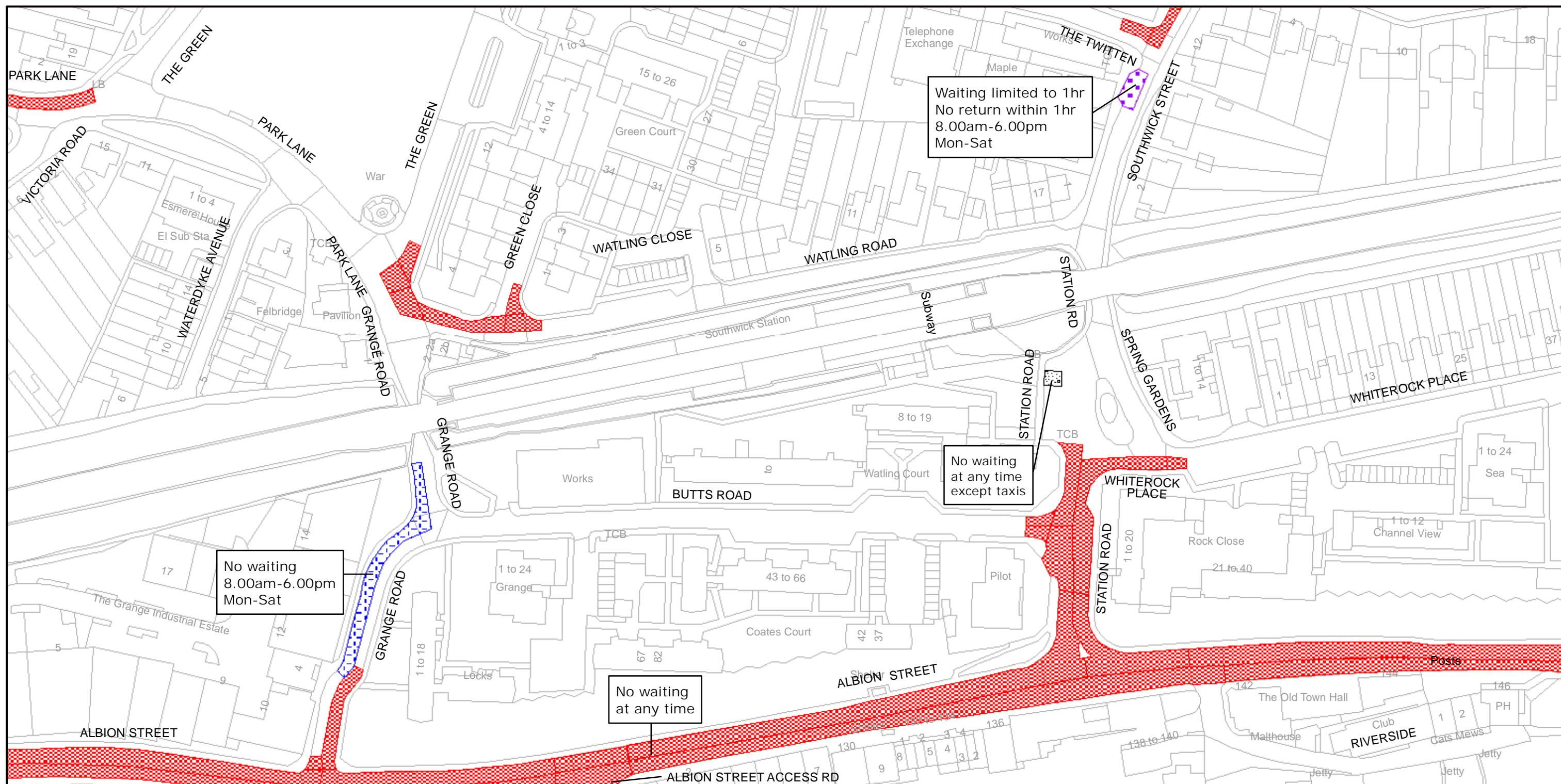
SHEET NO 1

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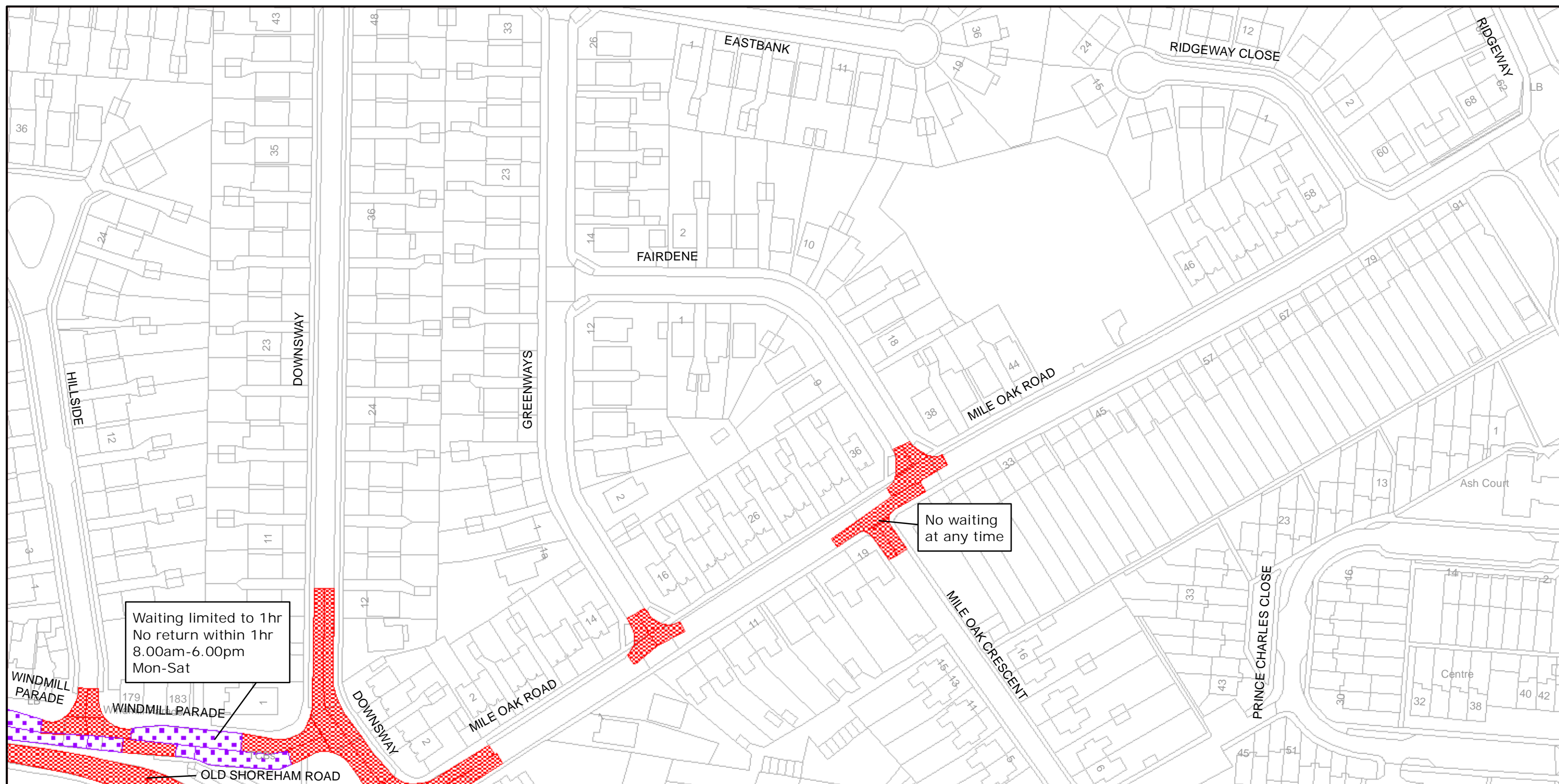
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Chichester  
West Sussex  
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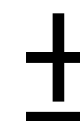
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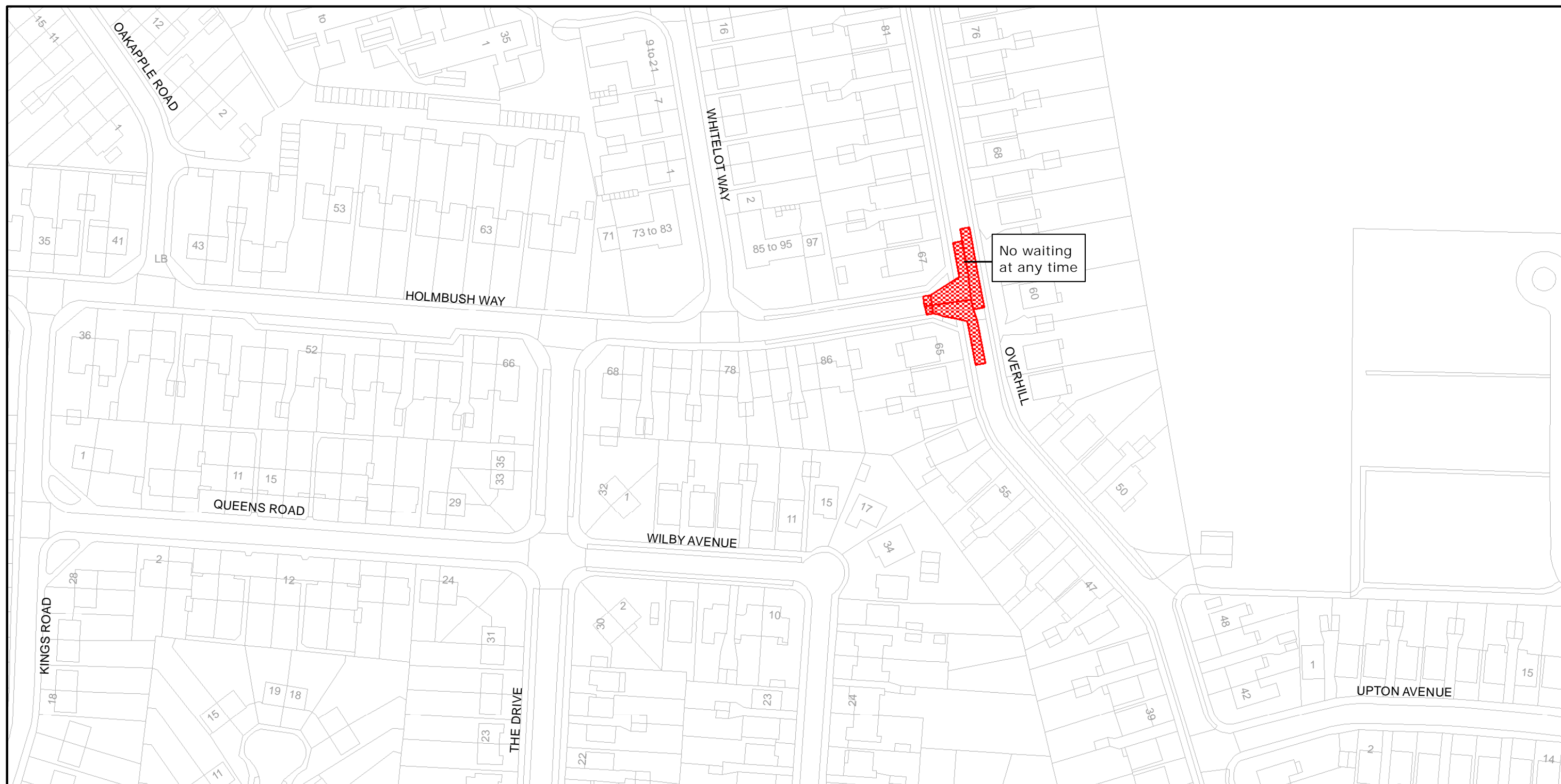
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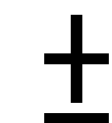
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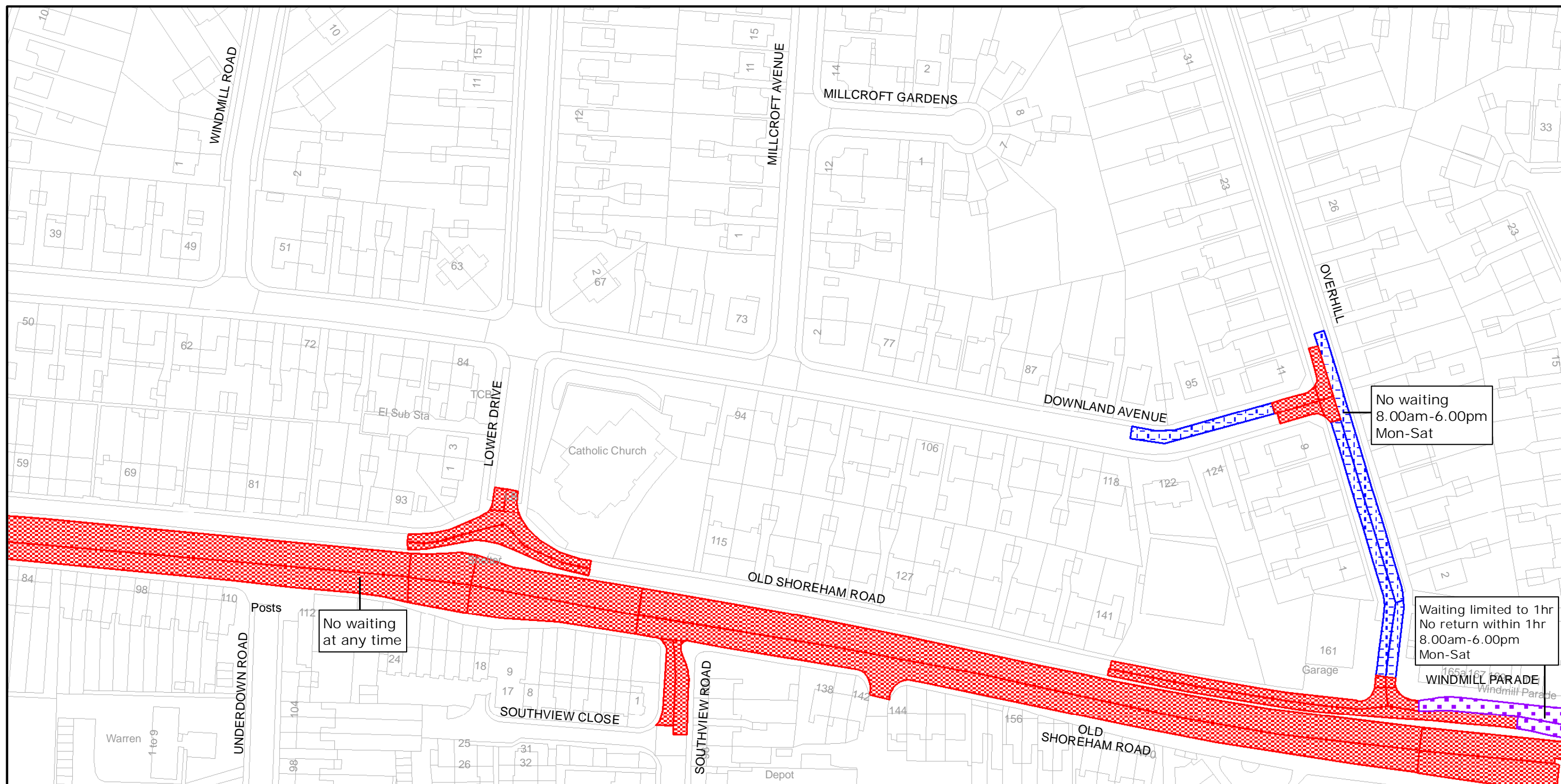
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SHEET NO 1  
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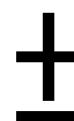
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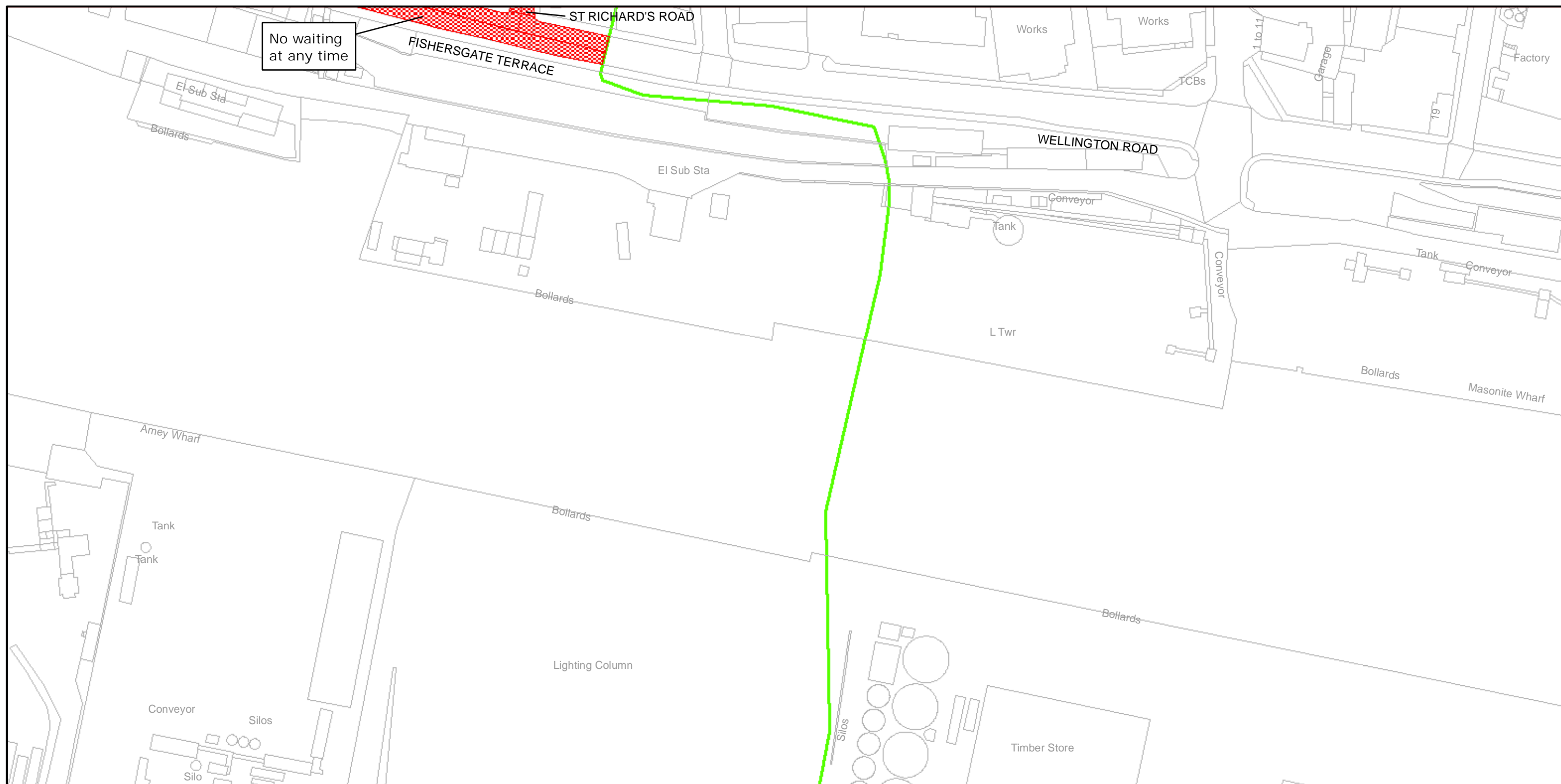
SHEET NO 1

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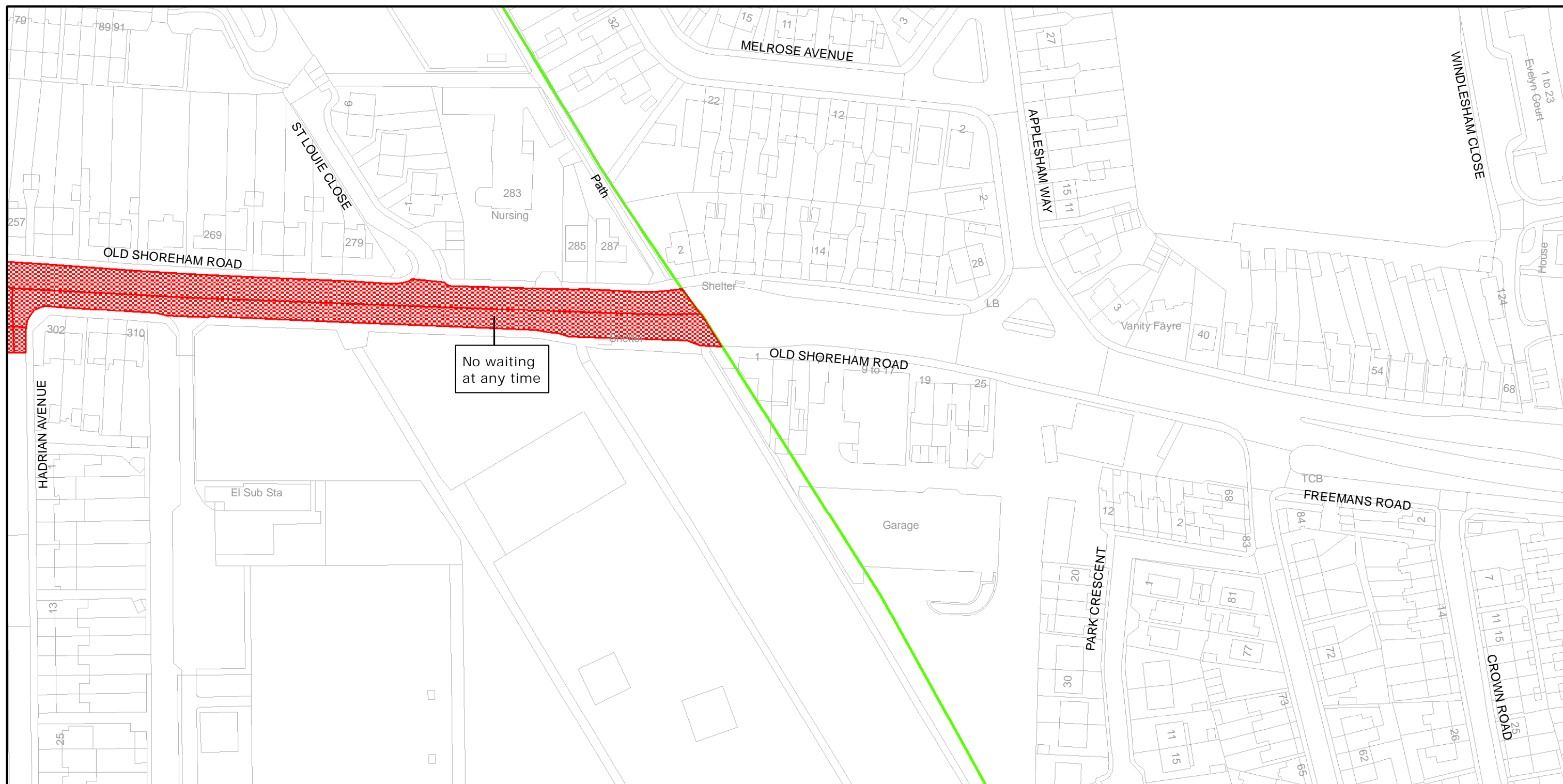
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SHEET NO 1

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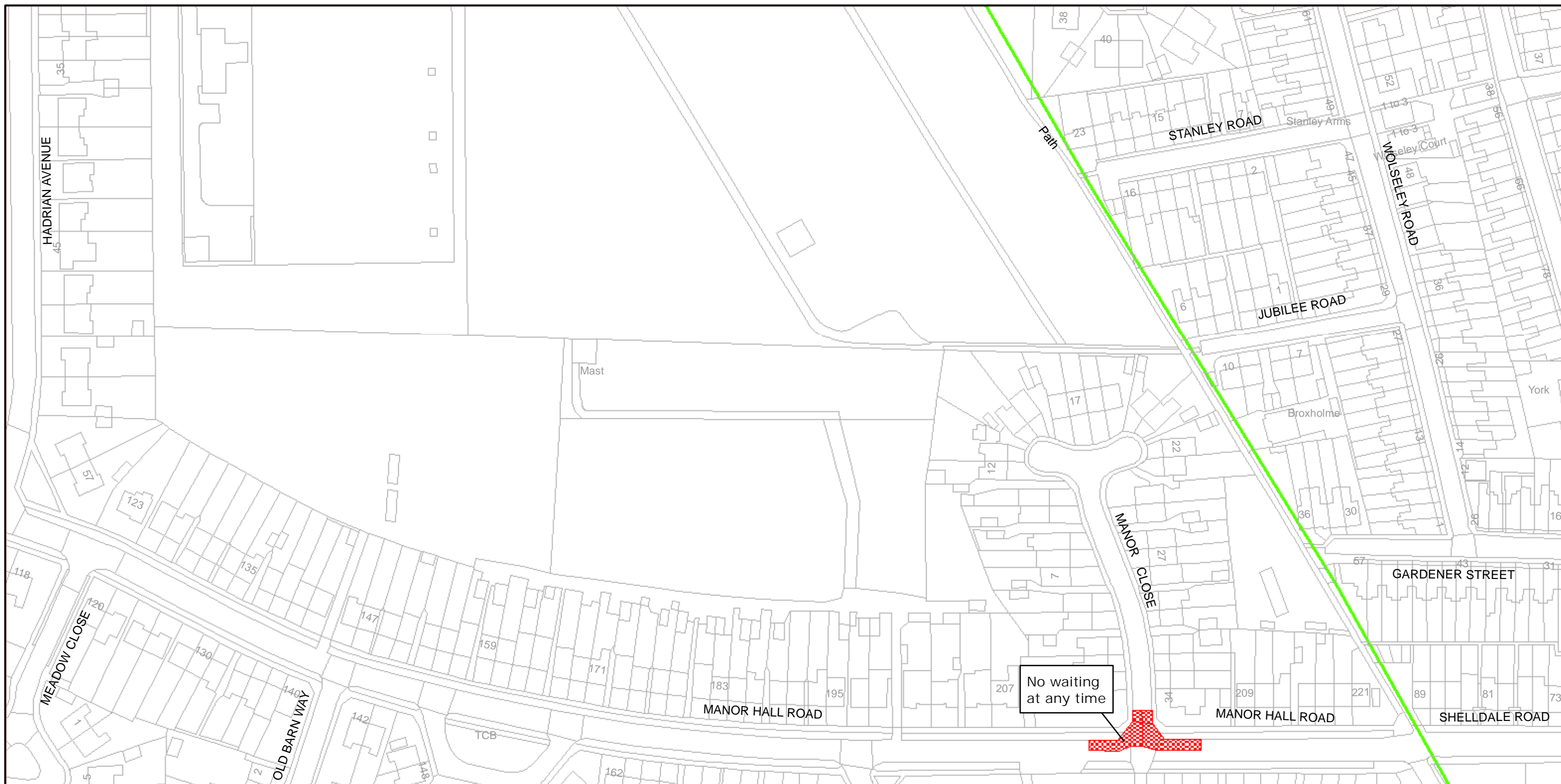
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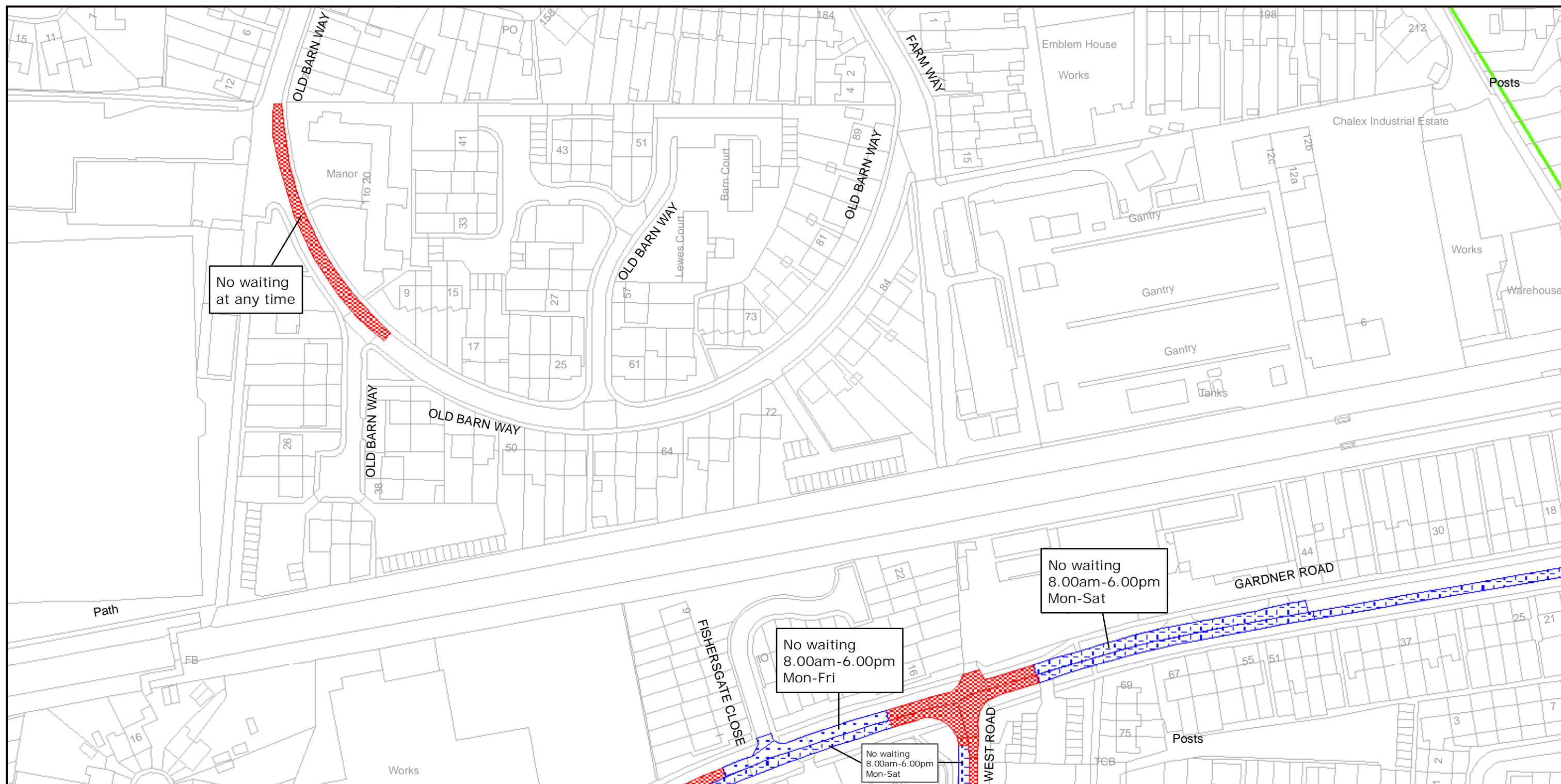
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## ADUR DISTRICT: SHOREHAM/SOUTHWICK

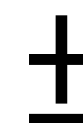
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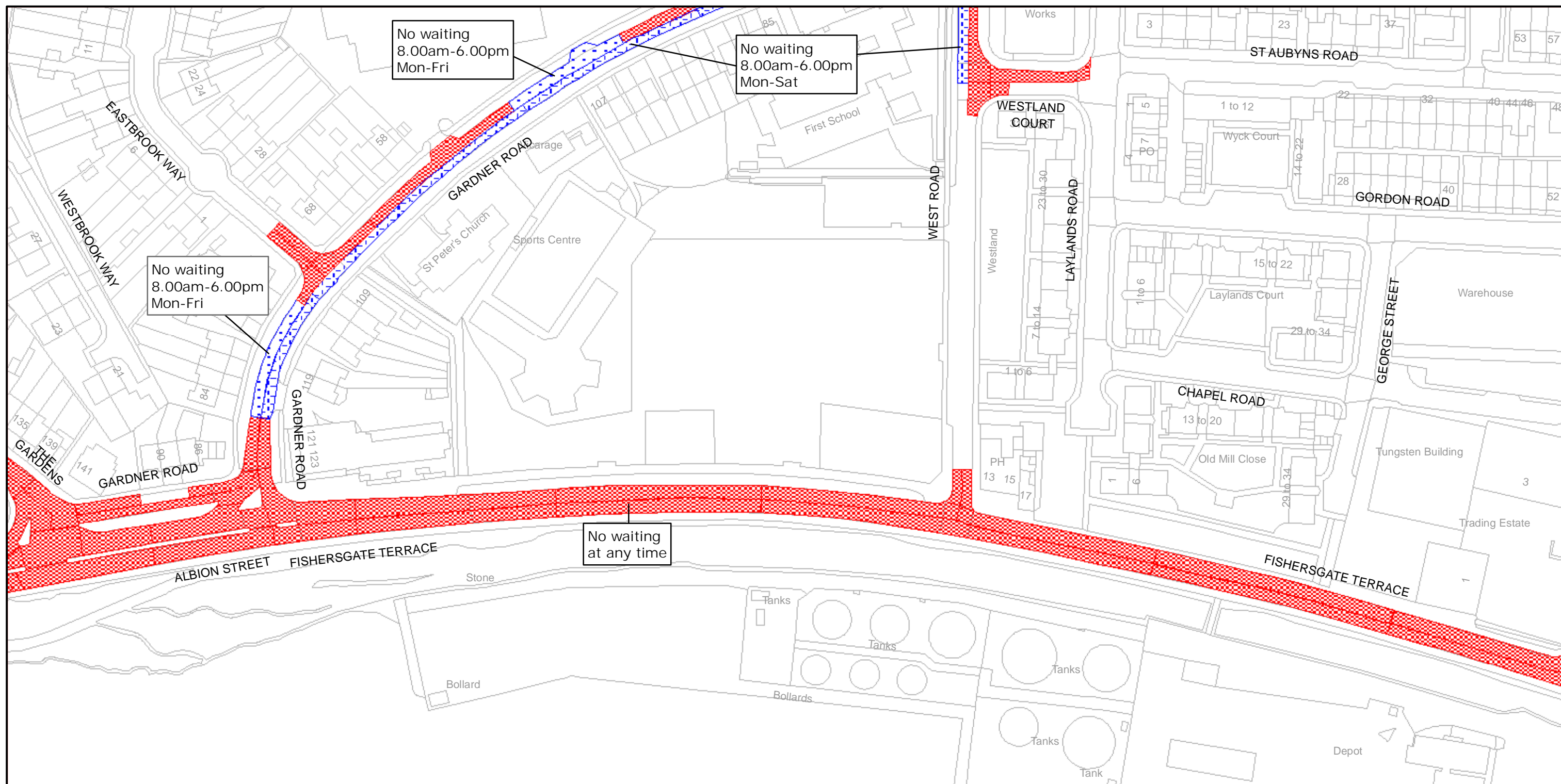
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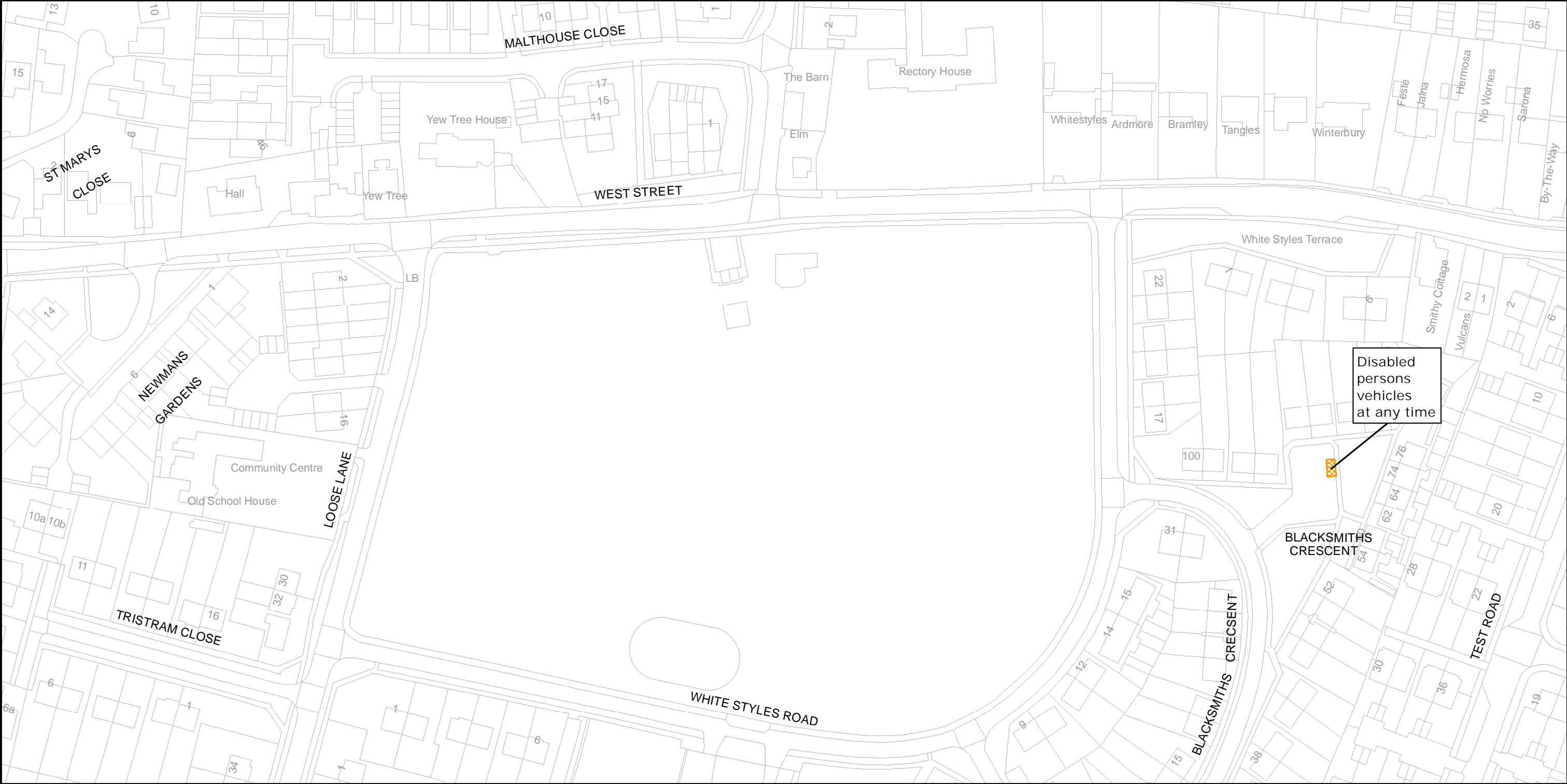
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SOMPTING





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West Sussex  
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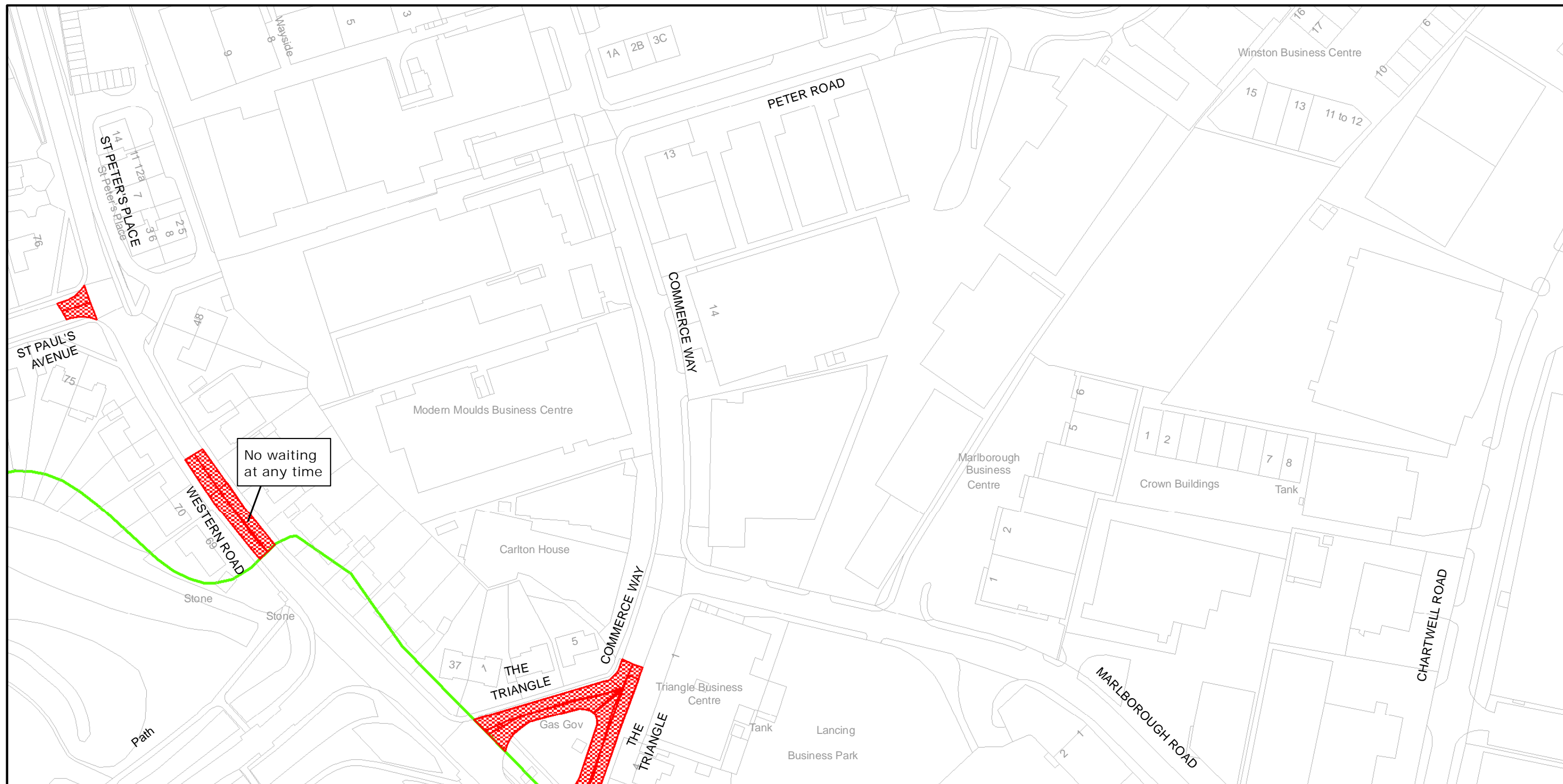
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TILE REF NO:  
TQ1605SES

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Chichester  
West Sussex  
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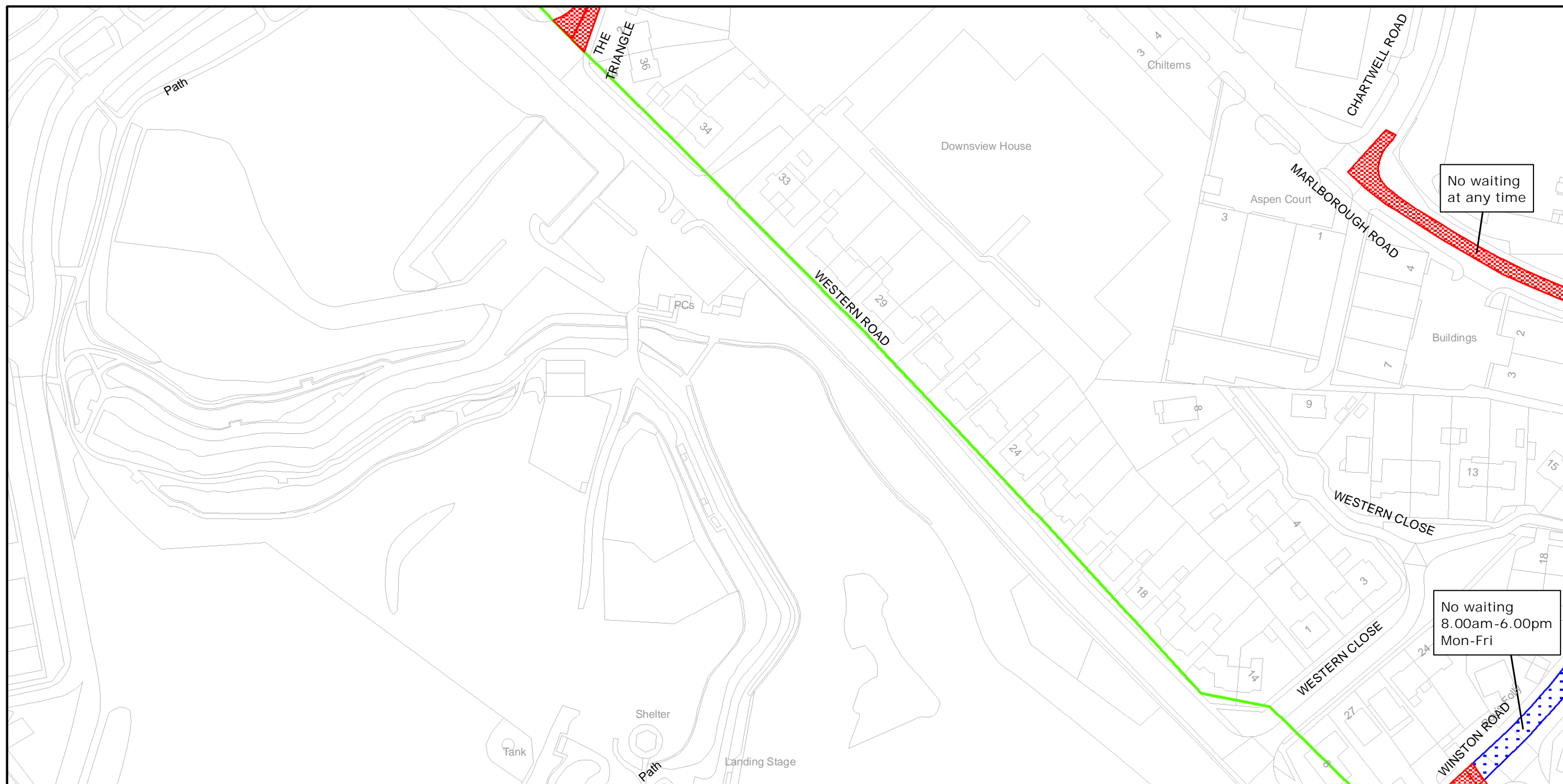
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TQ1703NWN

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West Sussex  
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ADUR DISTRICT: LANCING & SOMPTING  
WAITING RESTRICTIONS

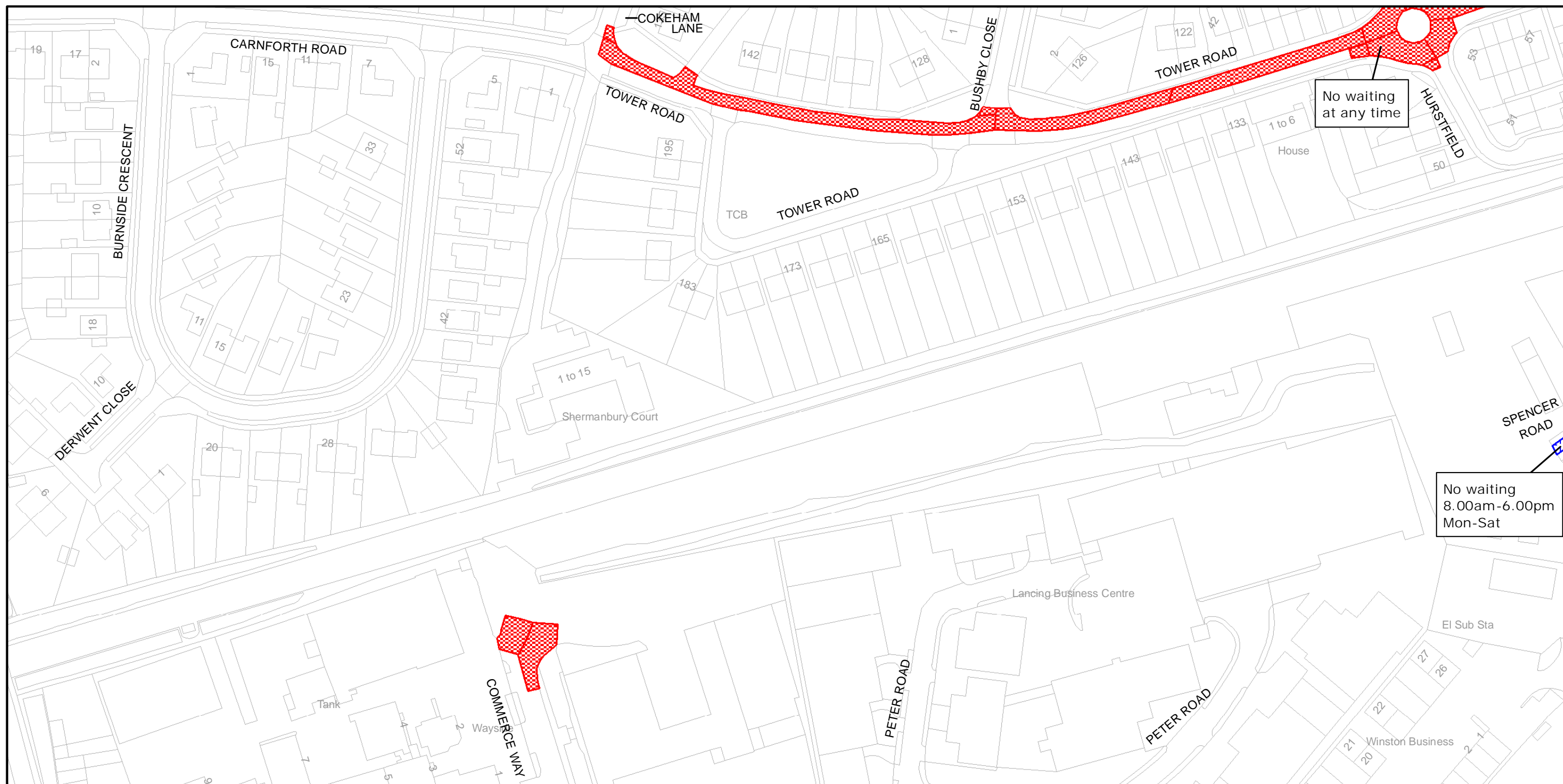
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ADUR DISTRICT: LANCING & SOMPTING

WAITING RESTRICTIONS

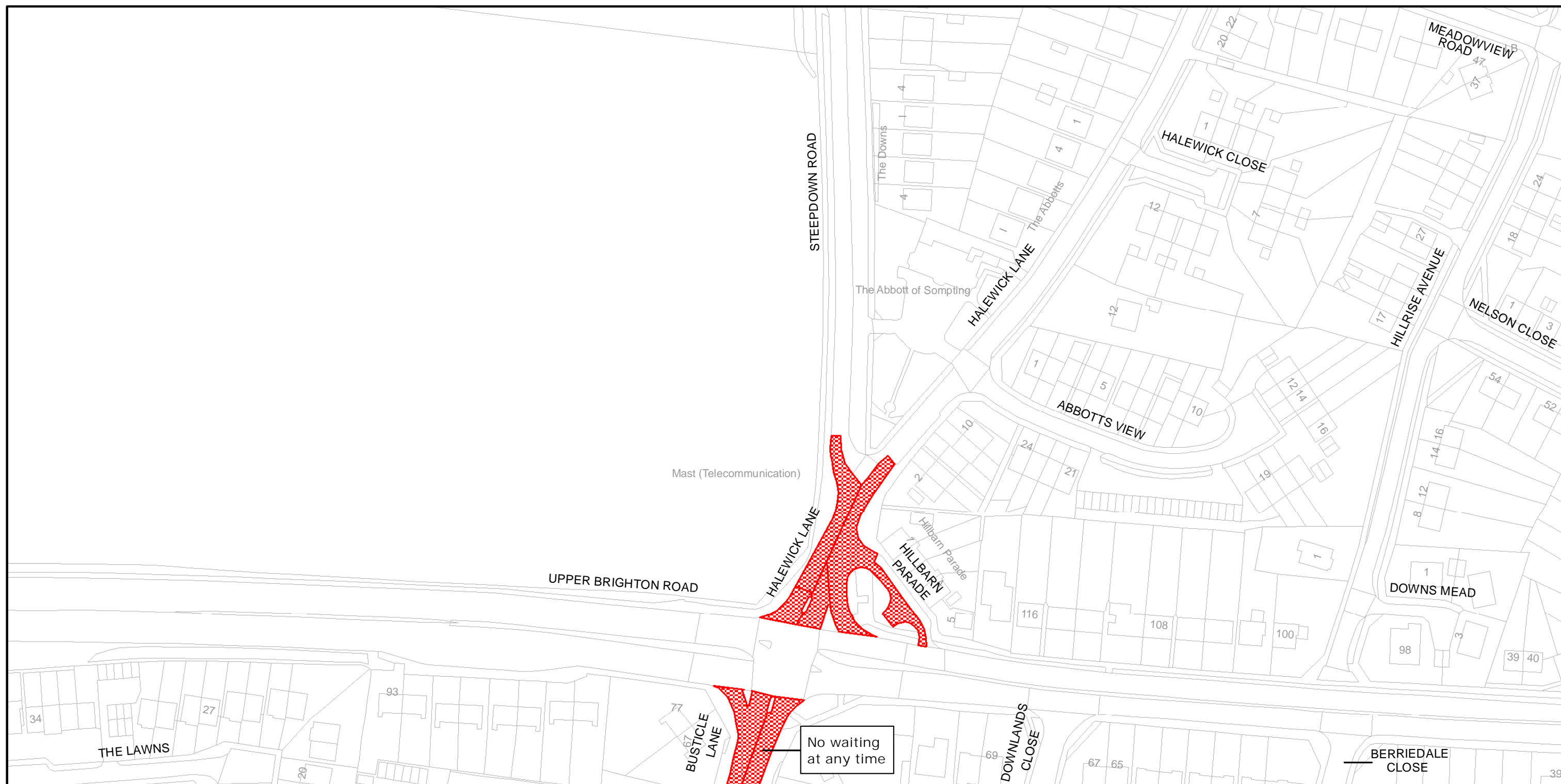
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No waiting  
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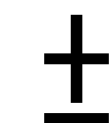
West Sussex County Council  
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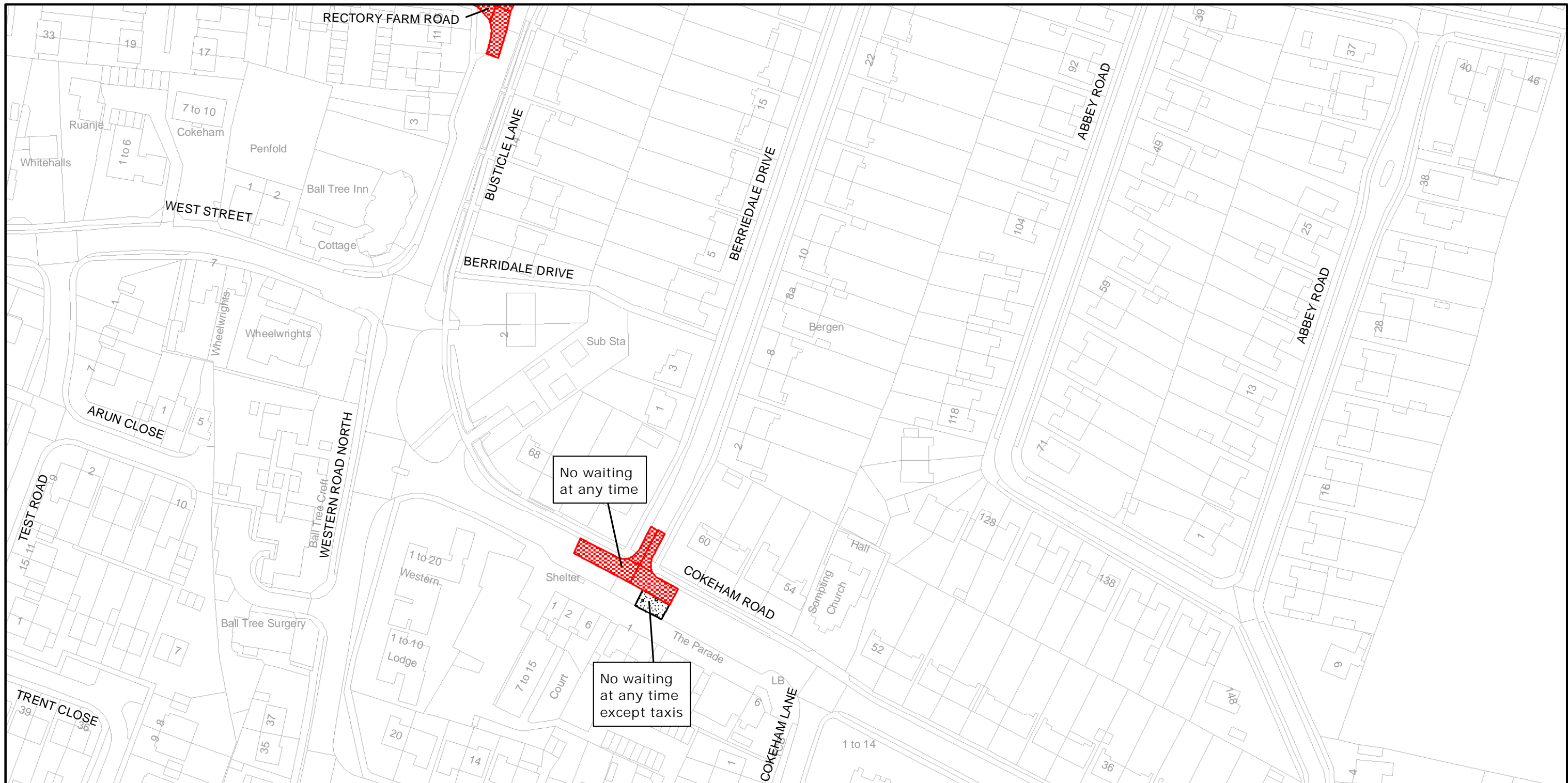
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