

INFORMATION FOR RESIDENTS ABOUT PERMIT SCHEMES

1. Who can apply for a parking permit?

If you live permanently in the area you can purchase one permit to use in your own vehicle, with a maximum of two resident permits being issued per property unless there are exceptional circumstances. You can also purchase day permits for your visitors (see note 9) if you live in a residential permit scheme.

Under the terms of the Parking Order, the Council will ask you to produce evidence that the address given is where you usually live in the form of your Council Tax number. In the case of business permit schemes, a Business Rates number will be required.

Please note that it is a serious offence to make a false statement in order to obtain a parking permit. You cannot purchase a permit under your name for a non-resident or a non-employee in the case of business permits. All permits issued are subject to verification and following any investigations, may result in a permit being revoked at the discretion of the North Essex Parking Partnership.

2. How much does a permit cost?

A resident permit costs £50.00 per year and a second permit costs £80.00 per year for a car. Two vehicles may be attached to one permit but only **one** vehicle is permitted to park at any one time. Should a second vehicle from one permit be found parked, a Penalty Charge Notice will be issued.

Permits for carers are available – please contact the North Essex Parking Partnership for further information on 01206 282316.

Blue badge holders do not require a permit as the blue badge can be used provided it is valid and clearly displayed in the vehicle. The blue badge clock is not required to be displayed

3. Where can I park?

At any of the parking places within the relevant scheme where the roadside signs indicate that parking is for permit holders. The issue of a permit does not carry with it any guarantee that a parking space will always be available. A permit does not entitle the holder to park where there are waiting restrictions e.g. yellow lines, or to exceed limits in bays where there is a time restriction.

4. How do I renew my permit?

A renewal notice will be sent to you via email about three weeks before your current permit expires. Please pay this as soon as possible to ensure your vehicle is covered at all times.

5. What happens if I change my address?

You will be entitled to claim a refund to the value of the time remaining from the date the permit is cancelled on your account. You are not entitled to continue using your permit once you have moved out of, or ceased employment within the permit area.

Please contact the North Essex Parking Partnership if you need to transfer your account to a new address.

6. What if I change my vehicle?

Any amendments to vehicle registrations can all be done electronically

7. Do Motorcycles need a permit?

No, motorcycles parked within a resident permit holder only zone/bay are exempt from the requirement of having a valid resident/visitor permit. When parking their motorcycle the resident/visitor is asked to do so in a manner which takes up as little space as possible.

8. Where can my visitors park?

Visiting motorists may use permit parking. Visitor permits cost £6.00 for 10, 6 hour stays. Please remember, not being able to obtain a visitor permit or running out of visitor permits are **not valid reasons** for cancelling penalty charge notices. Visitor permits must only be used for 'Bona Fide' visitors to the property.

9. How is the scheme enforced?

The parking regulations are strictly enforced. If a Civil Enforcement Officer comes across a vehicle in a permit parking space which does not have a valid virtual parking permit, a penalty charge notice will be issued and the driver may be held liable to pay the penalty charge.

Please note that the NEPP may contact you using the contact details provided to us, including via email. This will only be in instances where an important update concerning your permit or major changes to the permit scheme occurs.

Data Protection

North Essex Parking Partnership takes the management of personal data seriously and it does this in compliance with data protection laws. The information you supply will only be used to enable us to manage your permit application. We will never share personally identifiable information with third parties for promotional purposes, however, in order to deliver a service to you we may need to share your information with relevant staff and contracted service providers.

We will keep your personal information while you have an active parking permit and for 6 years after it has been returned or cancelled. After this time, your personal information will be deleted from the MiPermit system. For further information about how your data is used and stored, please go to:

<http://www1.parkingpartnership.org/north/privacypolicy>.

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