

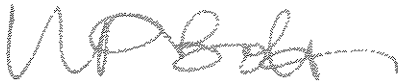
Haringey Council

Agenda item:

[No.]

Cabinet

15 December 2009

Report Title. Code of Practice on Civil Parking and Traffic Enforcement	
Report of : Niall Bolger , Director of Urban Environment	
Signed :  . 19 th November 2009	
Contact Officer : Ann Cunningham, Head of Parking Services Telephone: 0208 489 1355	
Wards(s) affected: All	Report for: Key decision
1. Purpose of the report 1.1 To seek Cabinet approval for the publication of a code of practice on Civil Parking and Traffic Enforcement.	
2. Introduction by Cabinet Member (if necessary) 2.1 I am pleased to present to the Cabinet this code of practice on Civil Parking and Traffic Enforcement as it will help residents and users of the service to be better informed on how we enforce our parking regulations. It includes advice on how to challenge a parking ticket and how the Council exercises discretion in cancelling tickets.	
3. State link(s) with Council Plan Priorities and actions and /or other Strategies: 3.1 The parking service contributes to: <ul style="list-style-type: none">▪ Making Haringey one of London's greenest boroughs▪ Creating a Better Haringey Publishing a code of practice on Civil Parking and Traffic Enforcement will also contribute to: <ul style="list-style-type: none">▪ Delivering excellent, customer focused, cost effective services.	

4. Recommendations

- That the Cabinet approve the publication of the Code of Practice on Civil Parking and Traffic Enforcement.

5. Reason for recommendation(s)

5.1 The operational guidance on Part 6 of the Traffic Management Act 2004 (TMA) requires Local Authorities to publish an enforcement code of practice and their policy on the exercise of discretion.

6. Other options considered

6.1 Not applicable

7. Summary

7.1 The council is required to publish a parking enforcement code of practice and policy on how we exercise discretion in cancelling penalty charge notices.

7.2 This code of practice gives general information that will help motorists to understand the parking regulations that apply in our borough and how we enforce them. It also explains how we exercise discretion and in what circumstances we may consider cancelling a penalty charge notice.

7.3 Parking enforcement policy was reviewed prior to implementation of Part 6 of the TMA and changes approved by Cabinet in September 2007. The code of practice has been compiled from existing policies, procedures and operational practices, which take account of the guidance issued by the Department for Transport (on the TMA), and additional guidance issued by London Councils.

7.4 The aim of the code of practice is to:

- Ensure that parking services' enforcement activities are transparent and consistent;
- Ensure clarity of enforcement policies and practices for motorists.

7.5 The key areas covered by the code of practice are parking and traffic contraventions, observation periods and exemptions. There is guidance on the statutory appeals process and examples of when we may cancel a PCN. It also clarifies the involvement of elected representatives in the appeals process who may ask for and receive information on behalf of a constituent about the progress of an appeal or representation, but may not play a part in deciding the outcome of individual cases.

7.6 Parking service staff will use this document in conjunction with the civil enforcement officer handbook and detailed guidance on considering representations (informal and formal) and appeals.

7.7 Additional explanatory literature is also being developed on parking arrangements in individual town centres, which will complement the code of practice.

8. Chief Financial Officer Comments

8.1 The Council is required to produce this document and the publication will have no direct financial cost as production costs can be contained within existing budgets. However, there is a possibility that there may be an indirect impact in that parking compliance may improve as residents understand the regulations better or the Council may face more appeals against PCN's as residents become better informed of the criteria. The impact here will be examined as part of the regular budget monitoring process and reported as necessary.

9. Head of Legal Services Comments

9.1 The adoption of this code of practice is in line with the recommendations contained in the Department for Transport Operational Guidance issued in March 2008. The code will assist in the training of civil enforcement officers and help them to operate fairly and consistently. The code will also improve consistency and transparency in the exercise of discretion by the parking service.

Legal Services have not been consulted or advised on the code itself and therefore legal cannot comment on the accuracy of the content of the code. Parking Services are invited to request advice from Legal Services should they have any concerns about the code.

10. Equalities & Community Cohesion Comments

10.1 There are no specific equalities issues arising from this report. The code of practice will improve public understanding of parking enforcement policies and practices, which will benefit the community as a whole.

11. Consultation

11.1 The code of practice was circulated to elected members for review and comment.

12. Service Financial Comments

12.1 There are no specific financial implications, however there may be an impact on revenue from penalty charge notices as the code of practice is intended to provide clear guidance to the public on enforcement policy. This should improve compliance and may also increase representations against PCN issue.

13. Use of appendices /Tables and photographs

13.1 Appendix 1 – Code of Practice on Civil Parking and Traffic Enforcement

14. Local Government (Access to Information) Act 1985

14.1 The following documents have been researched or referred to in writing this report

- Review of Parking Enforcement Policy
- Traffic Management Act 2004
- Department for Transport Guidance on Part 4 of Traffic Management Act 2004
- London Councils Code of Practice

London Borough of Haringey

Code of Practice for Civil Parking and Traffic Enforcement



Haringey Council

Part 1 – INTRODUCTION

It is the aim of Haringey Council to undertake parking enforcement for the following reasons:

- To ease congestion and improve public transport.
- To maintain the safety of all road users (including pedestrians).
- To promote the social and economical revitalization of the borough's town centres and other centres by improving accessibility for all means of travel.
- To ensure the limited amount of parking space available for parking is available for those who need it.
- To support Council Initiatives to improve air quality along with meeting environmental objectives.

This document informs the public of parking and traffic enforcement policies and regulations. It applies to on-street parking, publicly operated car parks and traffic enforcement. It does not include housing estates and privately operated car parks.

It is important to note that the policies and practices set out in this document may be subject to change and, while best efforts are made to ensure that the information in this document is up to date and accurate, drivers visiting Haringey should refer to the relevant parking and traffic signs and ensure that they are aware of the conditions that apply to any parking permit or dispensation issued. Any further enquires should be directed to our call centre on 0208 489 1000 or via parking@haringey.gov.uk

Differential Charging

Differential charging was introduced on 1st July 2007 and this was on the basis that there should be a difference in the charging between more serious and less serious parking contraventions. This resulted in an increase in the penalty charge for some contraventions and a decrease in others and as a result the penalty charges are now separated into two levels as shown in the table below:

	More Serious		Less Serious	
	Discount Rate (Paid within 14 days)	Full Charge	Discount Rate (Paid within 14 days)	Full Charge
Band A Roads	£60	£120	£40	£80
Band B Roads	£50	£100	£30	£60

Controlled Parking Zones (CPZ's)



There are a number of Controlled Parking Zones (CPZ's) in Haringey. Entry signs are displayed at the point of entry to each CPZ. This sign states the controlled hours of the zone that is being entered.

The Tottenham Hotspurs Match Day CPZ operates only during home games. We give advance warning of those games, by stating the date of the next match on the entry signs. Advance warning of Arsenal home games is displayed on the entry signs to the Finsbury Park CPZ. This CPZ operates daily, with extended hours on match days.

When introducing new CPZ's or extending existing zones, enforcement is by warning notice only for the first two weeks of operation.

Pay & Display Parking

There are a number of pay & display parking facilities offered across the borough. Those outside of CPZ's are referred to as 'Stop & Shop' parking. The operational hours of 'stop and shop' parking varies and the nearby signs indicate when parking is permitted. In many areas parking is only allowed at certain times during the day and it is important that motorists look carefully at those signs to ensure that they fully understand the restrictions that apply. The sign to the right is commonly used with off peak pay & display. This sign indicates that parking is permitted between 9.30am and 5pm Monday to Saturday. Waiting and loading restrictions apply between 8 to 9.30am and from 5 to 6.30pm, when no parking is permitted.



Penalty Charge Notices

Penalty Charge Notices (PCNs) can be issued by Civil Enforcement Officers (CEOs) patrolling on-street, or by CEOs that use CCTV to observe vehicles. Bus lanes and moving traffic contraventions are only enforced using CCTV. Most CCTV cameras are located in fixed positions. Haringey also uses 2 mobile CCTV enforcement units.

If a person appearing to be the driver of the vehicle is present then a CEO in attendance may ask for the vehicle to be moved on. A vehicle that continues to be parked in contravention is likely to receive a PCN.

A PCN issued on-street must be served by it being affixed to the vehicle or handed to the person appearing to be the driver. In instances when the CEO is prevented from serving a PCN, the Council may serve the notice by post.

Loading and Unloading

A vehicle stopping to load or unload goods may be exempt from the parking regulations. The use of a vehicle must be necessary, and it must be moved immediately loading has finished. There is no exemption for loading and unloading shopping, regardless of how briefly the vehicle is stopped. All commercial deliveries and collections (including multi-drop and couriers) are included in this exemption. This also allows reasonable time for the checking of paperwork. The maximum time allowed for loading where waiting restrictions apply is 40 minutes, and the vehicle must be moved once loading is complete.

Picking up and setting down passengers

Picking up and setting down passengers is stopping at the kerbside in order to drop off or pick up passengers. Waiting at the kerbside for the passenger to arrive, or after passengers have left the vehicle, is not allowed.

CCTV Enforcement and SMART Cars

For parking contraventions enforced by camera, the same exemptions apply as to enforcement by a CEO. CCTV enforcement is only carried out where no concessions are allowed i.e. where loading and unloading restrictions apply. Camera operators will in most situations observe footage for up to 2 minutes before issuing a PCN. This is to ensure that passengers are not being dropped off or picked up. The Council uses CCTV cameras to enforce the following contraventions only: 02, 25, 31, 32, 34, 47, 48, 50, 51, 61, 62 and 99. (Contravention Codes are detailed in part 2 and part 4)

Disabled Blue Badge parking

The Blue Badge Scheme provides a national arrangement of parking concessions for people with severe walking difficulties who travel either as drivers or as passengers. Blue badge holders may park for unlimited time in residential, shared use, pay and display and disabled bays. Holders may also park for up to three hours on yellow lines, providing that loading restrictions do not apply.

Haringey also offers a Disabled Companion Badge which gives the same concessions as the Blue Badge if used in Haringey. Vehicles displaying a valid Blue Badge or Haringey Disabled Companion Badge will not be removed; however a vehicle may be relocated to the nearest alternative space if causing an obstruction.

Motorcycle and moped parking

Motor cycles may park free of charge in residential, shared use and pay and display bays. They should be parked at right angles to the kerb, and at one end of the bay, in a manner that would not prevent other users from parking in that bay.

Maximum Size of Vehicle

Other than in specially designated areas, the maximum dimensions of a vehicle permitted to park in a permit bay or shared use bay within a Controlled Parking Zone is:

- Overall Height: 3.2 metres
- Overall Length: 6.5 metres
- Gross Weight: 5 tonnes

All vehicles must park wholly within the bay markings.

Removals

Vehicles parked in contravention on a yellow line (contravention Code 01 and 02) will be subject to immediate authorisation for removal to the vehicle pound following the issue of a PCN.

Any vehicle issued with a PCN for the following contraventions will be deemed to be parked in obstruction at the time of the issue of the PCN and may be authorised for immediate removal (contravention codes 21, 23, 24, 25, 26, 27, 40, 47, 49, 61, 62, and 99).

Any vehicle issued with a PCN for the following contravention codes (16, 22, and 30) may be removed 30 minutes after PCN issue, except for persistent evaders where the vehicle may be removed 15 minutes after PCN issue.

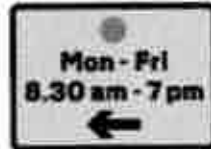
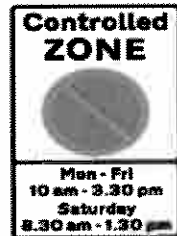
Vehicles parked in contravention in residents, pay & display or shared use parking bays (contraventions codes 05, 06, 12, and 19) will only be removed if it remains in contravention the following day when parking is restricted. The exception to this is situations where permit holders may be displaced on to yellow lines. The vehicle may only be removed 30 minutes after PCN issue on the relevant date, except for persistent evaders where the vehicle may be removed 15 minutes after PCN issue.

A vehicle displaying an expired residents' permit will not be removed until it has remained parked for seven days after the expiry of the permit. A PCN will be issued for each day the vehicle is parked without a valid permit.

(Contravention Codes are detailed in part 2 and part 4)

PART 2 – PARKING CONTRAVENTIONS AND EXEMPTIONS

Contravention Code 01- *Parked in a restricted street during prescribed hours*
(Higher Rate Penalty)



Single yellow lines indicate that a waiting restriction applies at certain times. The days and hours that the waiting restriction applies within a Controlled Parking Zone (CPZ) will be notified on signs at all entry points to that zone. Where different waiting restriction times apply to a section of road, a nearby sign will designate the hours of restriction.

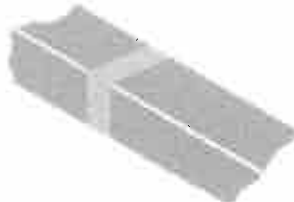
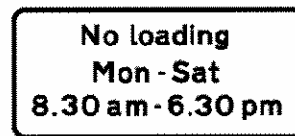
Double yellow lines indicate that waiting is not permitted "at any time". A sign is not required for double yellow lines.

Exemptions to Enforcement

- Vehicles completing a loading or unloading activity - 5 minute observation period should be given for private vehicles parked on yellow lines (subject to waiting restrictions) and 40 minute casual observation applies to commercial vehicles if there is evidence of loading or unloading taking place.
- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- Vehicles displaying a valid dispensation or waiver
- A vehicle displaying a disabled persons badge and clock or companion badge.
- Vehicles displaying a Health Emergency Badge (HEB) in accordance with conditions of use.
- Cleansing and refuse vehicles collecting rubbish from the side of the road.
- A Royal Mail vehicle which is being used for loading, unloading, delivering or collecting of postal packets to or from a postal box or premises.
- A courier showing evidence of delivering mail or postal packets will be given 20 minutes casual observation.
- A vehicle which being used by or in the services of military or visiting military forces.

- A vehicle waiting while a gate or barrier is opened or closed to allow access or departure to or from premises.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- Vehicles being used in connection with works on the carriageway that constitutes an exemption under the New Road and Street Works Act (1991).
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service is in attendance.
- Vehicles being used for building, demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in/or adjacent to the street.

Contravention Code 02 - *Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force* (Higher Rate Penalty)



In addition to waiting restrictions, some sections of roads will have loading bans in place. Yellow chevron marks on the kerb or at the edge of the carriageway indicate that loading or unloading is prohibited at the times shown on the nearby black and white plates. If no days are indicated on the signs the restrictions are in force every day including Sundays and Bank Holidays.

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- Cleansing and refuse vehicles collecting rubbish from the side of the road.

- A Royal Mail vehicle which is being used for loading, unloading, delivering or collecting of postal packets to or from a postal box or premises.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle waiting while a gate or barrier is opened or closed to allow access or departure to or from premises.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- Vehicles being used in connection with works on the carriageway that constitutes an exemption under the New Road and Street Works Act (1991).
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down or if the driver and/or recovery service is in attendance.

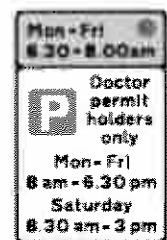
PARKING BAY TYPES

Bays for specific users

The Council provides bays for the sole use specific type of permit holder or for a certain type of vehicle. A nearby sign and/or road markings will indicate the type of permit or vehicle allowed to park in that place and the times the parking place is restricted (if no time is specified, then the restriction is in place 24 hours a day, seven days a week).

Contravention Code 16 (Higher rate penalty) - *Parked in a permit space without displaying a valid permit*

Vehicles parked in permit holder parking places, e.g. doctors, business and members of Car Clubs, will attract a PCN if the relevant valid permit is not displayed. Permits should be visible from the front or nearside of the vehicle.



Contravention Code 40 (Higher rate penalty) - *Parked in a designated disabled person's parking place without clearly displaying a valid disabled person's badge*

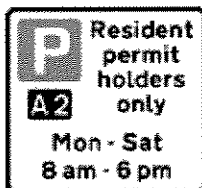


A PCN may be instantly issued to any vehicle parked in a disabled person's parking place without a valid Blue Badge on display. Vehicles displaying an expired Blue Badge may be relocated to nearest available space, but vehicles displaying a suspected fraudulent, stolen or counterfeit Blue Badge will be issued with an instant PCN and authorised for removal.

Exemptions to Enforcement

- Vehicles completing a loading/unloading activity – a 5 minute observation period should be given and 20 minutes casual observation if there is evidence of loading and unloading.
- Waiting to allow a person to board/alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- A Royal Mail vehicle which is being used for loading, unloading, delivering or collecting of postal packets to or from a postal box or premises.
- A vehicle which is being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.

Residents and Shared Use bays



Contravention Code 12 (Higher rate penalty)- *Parked in a residents' or shared use parking space without clearly displaying either a permit or voucher or pay and display ticket issued for that place*

A PCN may be issued when a vehicle has no valid document on display that would allow it to be parked in that particular parking place. For example, a vehicle displaying a Pay and Display ticket when parked within a resident parking place is considered to be a vehicle with no valid document on display for that parking place. Similarly, a vehicle displaying a resident's permit for a different CPZ would be classed as having no valid document on display.

If a visitor to a resident receives a PCN for a Code 12 contravention, and evidence can be provided that the visitor attempted to park legally (in the form of a letter from the resident or a visitors' permit valid on that date and at that time), we will offer the lower rate penalty charge.

A pay and display ticket will only be valid if used in a shared use bay. It will not be valid in a permit holders' only bay.

Contravention Code 19 (Lower rate penalty) - *Parked in a residents' or shared use parking space with an invalid permit, an invalid voucher or an invalid pay and display ticket*

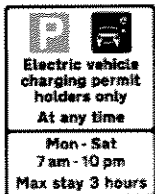
A PCN will be issued using this code when it is evident that some attempt has been made to park legally within the parking place but what has been displayed is incorrect. For example, a vehicle parked within a resident parking place displaying a visitor's permit that

has been incorrectly scratched out. Similarly, a code 19 PCN will be issued after the expiry of time on a pay and display ticket when a vehicle is parked within a shared use Resident Permit/Pay and Display parking place.

Exemptions to Enforcement

- Vehicles completing a loading or unloading activity - 5 minute observation period should be given for private vehicles parked on yellow lines (subject to waiting restrictions) and 20 minute casual observation applies to commercial vehicles if evidence of loading or unloading taking place.
- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- Vehicles displaying a valid dispensation or waiver.
- A vehicle displaying a disabled persons badge or companion badge.
- Vehicles displaying a Health Emergency Badge (HEB) in accordance with conditions of use.
- Vehicles displaying an Essential Services Permit (ESP) in accordance with conditions of use. (*except in the following streets; Cumberland Rd N22, Ringslade Rd N22, Warberry Rd N22, Selborne Rd N22, Ranelagh Rd N22, Wolseley Rd N22, Bradley Rd N22, Barratt Avenue N22, Parkland Rd N22, and Tower Terrace N22.*)
- Vehicles displaying a valid Traders Permit in accordance with conditions of use.
- Motorcycles and mopeds parked at right angles to the kerb and at one end of the bay.
- Cleansing and refuse vehicles collecting rubbish from the side of the road.
- A Royal Mail vehicle which is being used for loading, unloading, delivering or collecting of postal packets to or from a postal box or premises.
- A courier showing evidence of delivering mail or postal packets will be given 20 minutes casual observation.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- Vehicles being used in connection with works on the carriageway that constitutes an exemption under the New Road and Street Works Act (1991).

- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and driver and/or recovery service in attendance.
- Vehicles being used for building, demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in/or adjacent to the street.



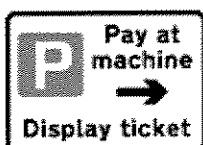
Contravention Code 14 - (Higher rate penalty)- *Parked in an electric vehicles' charging place during restricted hours without charging*

Any vehicle parked in the electric vehicle's charging place without charging will be issued with a PCN and removed.

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- A courier showing evidence of delivering mail or postal packets will be given 20 minutes casual observation
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/recovery service is in attendance.
- Vehicles being used for building, demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in/or adjacent to the street.
- Domestic or commercial removal vehicles carrying out their duties.

Pay And Display Parking Bays - All Lower rate penalty charges



Nearby signs inform drivers when pay & display parking is allowed. A pay & display ticket must be clearly displayed. Drivers must familiarise themselves with the conditions of use for parking in these bays before parking. The conditions of use are detailed on all ticket machines. CEO'S are advised to not to issue a PCN until paid time has expired by 5 minutes.

Contravention Code 05 –*Parked after the expiry of paid for time*

PCN will be issued if the pay and display ticket has expired by at least 5 minutes.

Contravention Code 06 – *Parked without clearly displaying a valid pay and display ticket*

A PCN may be issued if the vehicle is not displaying a valid pay and display ticket, displaying an obscured pay and display ticket or if the ticket is face down.

Contravention Code 07 - *Parked with payment made to extend the stay beyond initial time*

Only one ticket may be purchased when parking in a pay & display bay. Any ticket purchased after the initial ticket (even if within the maximum allowed time) is considered invalid.

Drivers wishing to stay in an area may move the vehicle to another pay and display bay. Simply purchasing a second ticket or moving the vehicle within the same parking place is not sufficient. The CEO may issue a PCN instantly for this type of contravention.

Contravention Code 22 - *Re-parked in the same parking place within one hour of leaving*

The contravention occurs when a vehicle leaves a time limited parking place and returns to any bay or space in the same parking place within the specified time. The nearby sign will state the specified time for example, no return within one hour.

Exemptions to Enforcement

- Vehicles completing a loading or unloading activity - 5 minute observation period should be given for private vehicles parked on yellow lines (subject to waiting restrictions) and 10 minute casual observation applies to commercial vehicles. 20 minutes casual observation applies if there is evidence of loading or unloading taking place.
- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- Cleansing and refuse vehicles collecting rubbish from the side of the road.

- A Royal Mail vehicle which is being used for loading, unloading, delivering or collecting of postal packets to or from a postal box or premises.
- A courier showing evidence of delivering mail or postal packets will be given 20 minutes casual observation
- A vehicle which being used by or in the services of military or visiting military forces.
- Motorcycles and mopeds parked at right angles to the kerb and at one end of the bay.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- Vehicles being used in connection with works on the carriageway that constitutes an exemption under the **New Road and Street Works Act (1991)**.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service in attendance.
- Vehicles being used for building, demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in/or adjacent to the street.

SUSPENDED PARKING PLACES

Contravention Code 21 – (Higher rate penalty) - *Parked wholly or partly in a suspended bay or space*



The Council is required to suspend parking facilities from time to time. The suspension of a parking place means that the location cannot be used at any time during the period of suspension. Enforcement action is taken to ensure that the parking place is kept clear for the person or company that requested the suspension.

We advise motorists of forthcoming suspensions by way of advance warning notices. These conditions apply to all vehicles, including Royal Mail and refuse vehicles.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.

All OTHER PARKING CONTRAVENTIONS

Contravention Code 23 (Higher rate penalty) - *Parked in a parking place or area not designated for that class of vehicle*

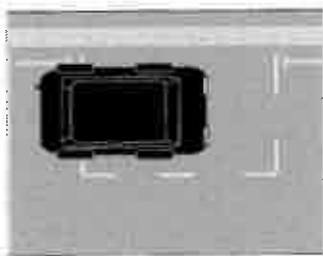


Some parking places are designated for certain class of vehicles. A contravention will occur when a vehicle other than the designated type is parked within the parking place.

Exemptions to enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- Cleansing and refuse vehicles collecting rubbish from the side of the road.
- A Royal Mail vehicle which is being used for loading, unloading, delivering, or collecting of postal packets to or from a postal box or premises.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- Vehicles being used in connection with works on the carriageway that constitutes an exemption under the New Road and Street Works Act (1991).
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and driver and/or recovery service in attendance.

Contravention Code 24 - (Lower rate penalty) - *Not parked correctly within the markings of the bay or space.*



A PCN may be issued where vehicles do not park correctly within the markings of the bay or space, for example, two wheels have been stopped outside the length or width. The CEO will take into consideration circumstances where there has been a genuine attempt to park correctly.

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service is in attendance.

Contravention Code 25 - (Higher rate penalty) - *Parked in a loading place during restricted hours without loading*



Vehicles are permitted to load and unload for as long as is necessary in a loading place. The activity should be continuous. The restrictions relevant to the loading place are indicated on a nearby sign. If no loading/unloading activity is observed, a PCN may be issued to a private vehicle after a period of five minutes casual observation, and to a commercial vehicle after ten minutes. A PCN may be issued in circumstances where the CEO has reason to believe that the loading/unloading activity has ceased.

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- Cleansing and refuse vehicles collecting rubbish from the side of the road.
- A Royal Mail vehicle which is being used for loading, unloading, delivering or collecting of postal packets to or from a postal box or premises.
- A courier showing evidence of delivering mail or postal packets will be given 20 minutes casual observation.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- Vehicles being used in connection with works on the carriageway that constitutes an exemption under the New Road and Street Works Act (1991).

- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service in attendance.
- Vehicles being used for building, demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in/or adjacent to the street.

Contravention Code 26 – (Higher rate penalty) - *Vehicle parked more than 50cm from the kerb and not within a designated parking place*

This contravention is commonly known as 'double parking'. It can cause an obstruction to the flow of traffic. Loading /unloading can take place providing the vehicle is not causing a danger to the public.

Exemptions to Enforcement

- Vehicles completing a loading or unloading activity, if loading or unloading cannot reasonably be carried out without double parking.
- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- Cleansing and refuse vehicles collecting rubbish from the side of the road
- A Royal Mail vehicle which is being used for loading, unloading, delivering or collecting of postal packets to or from a postal box or premises.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- Vehicles being used in connection with works on the carriageway that constitutes an exemption under the New Road and Street Works Act (1991).
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and / or recovery service is in attendance.
- Vehicles being used for building, demolition, excavation or construction; scaffolding lorries and glaziers carrying out work in/or adjacent to the street.

Contravention Code 27 – (Higher rate penalty) - *Parked adjacent to a dropped footway*

A PCN may be issued when a vehicle is parked alongside a dropped kerb used for access to and from a roadside property or for pedestrians to cross the road. Where the dropped footway provides access to a resident's premises, written permission must be given by the resident to allow the Council to take enforcement action (this exception does not apply in the case of a shared driveway).

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- Cleansing and refuse vehicles collecting rubbish from the side of the road.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- Vehicles being used in connection with works on the carriageway that constitutes an exemption under the New Road and Street Works Act (1991).
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service in attendance.

Contravention Code 30 - (Lower rate penalty) - *Parked for longer than permitted*

A PCN may be issued when a vehicle is parked in a time limited bay or on yellow lines with a valid Disabled Blue Badge and clock (or Haringey Companion badge) displayed for longer than permitted.

Exemptions to Enforcement

- Vehicles completing a loading or unloading activity - 5 minute observation period should be given for private vehicles parked on yellow lines (subject to waiting restrictions) and 20 minute casual observation applies to commercial vehicles if there is evidence of loading or unloading taking place.
- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service is in attendance.

Contravention Code 45 - (Higher rate penalty) *Parked on a taxi rank*

A PCN may be issued instantly to vehicles, other than licensed taxis with a hackney carriage license on the rear, parked on a taxi rank.

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or a recovery service in attendance.

Contravention Code 47 – (Higher rate penalty) *Parked on a restricted bus stop/stand*



A PCN may be issued instantly to vehicles parked in a marked bus stop/stand.

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or a recovery service in attendance.
- Vehicles being used in conjunction with the maintenance of the Bus Stop or Stand and the vehicle crew is in attendance.

Contravention Code 48 – (Higher rate penalty) *Stopped in a restricted area outside a school when prohibited*

A PCN may be issued instantly to vehicles parked in a restricted area outside of schools.

Exemptions to Enforcement

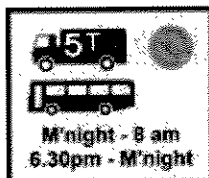
- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or a recovery service in attendance.

Contravention Code 49 - (Higher rate penalty) *Parked wholly or partly on a cycle track or lane.*

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or a recovery service in attendance.

Contravention Code 55 - (Higher rate penalty) - *Commercial vehicle parked in a restricted street in contravention of the Overnight Waiting Ban*



Hours: Midnight to 8.00am and 6.30pm to Midnight everyday.

An observation period may be given to heavy goods vehicles to establish if the vehicle is in the process of being loaded or unloaded. If no evidence of loading activity is observed, a PCN may be issued.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.

- A vehicle taking in petrol, oil, water or air at the kerbside e.g. a roadside garage.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and / or recovery service is in attendance.

FOOTWAY PARKING

Contravention 61 – (Higher rate penalty) – *A heavy commercial vehicle wholly or partially parked on a footway, verge or land between two carriageways.*

Contravention 62 - (Higher rate penalty) – *Parked with one or more wheels on or over a footpath or any part of a road other than the carriageway*

A footway is defined as any part of an urban road over which the public have right of access on foot and includes public land, crossovers and pavements unless a physical barrier prevents access, it does not include private roads. The same enforcement applies to vehicle crossovers as it does to pavement parking. A PCN may be issued instantly to vehicles parked on a footway.

Exemptions to Enforcement

- Vehicles completing a loading or unloading activity - 5 minute observation period should be given for private vehicles parked on yellow lines (subject to waiting restrictions) and 40 minute casual observation applies to commercial vehicles if there is evidence of loading or unloading taking place.
- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle taking in petrol, oil, water or air at the kerbside e.g. a roadside garage.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service is in attendance.

Contravention Code 99 - (Higher rate penalty) – *Stopped on a pedestrian crossing and/or crossing area marked by zigzags*

An instant PCN may be issued and the vehicle removed immediately after the PCN has been issued unless displaying a (unless displaying a valid Blue Badge or Disabled Companion Badge or Health Emergency Badge), in which case vehicle may be relocated to the nearest alternative space.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle taking in petrol, oil, water or air at the kerbside e.g. a roadside garage.
- A vehicle which being used by or in the services of military or visiting military forces.
- A vehicle which has been told to wait by a police constable in uniform or has to stop in order to avoid an accident.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service in attendance.

OFF-STREET (CAR PARK) CONTRAVENTIONS

Contravention Code 82 – (Lower rate penalty) *Parked in a car park after the expiry of paid for time.*

A PCN may be issued to a vehicle that is parked in a car park after the time on the pay and display ticket has expired.

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- Vehicles displaying a valid dispensation or waiver
- A vehicle displaying a disabled persons badge or companion badge.
- A Royal Mail vehicle which is being used for loading, unloading, delivering or collecting of postal packets to or from a postal box or premises.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and / or recovery service is in attendance.

Contravention Code 83 – (Lower rate penalty) - *Parking in a car park without clearly displaying a valid pay and display ticket, voucher or parking clock*

A PCN may be issued when a vehicle has no valid document clearly on display that would allow it to be parked in that particular parking place.

Contravention Code 84 – (Lower rate penalty) - *Parked in a car park with additional payment made to exceed the stay beyond the time first purchased*

A PCN may be issued to a vehicle that remains in a parking bay during the determined time after an additional payment has been made by feeding the machine or displaying a further ticket or voucher

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- Vehicles displaying a valid dispensation or waiver
- A vehicle displaying a disabled persons badge or companion badge.

- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or if a recovery service is in attendance.

Contravention Code 85 – (Lower rate penalty) - *Parked in a permit bay without clearly displaying a valid permit*

Vehicles parked in permit holder parking places, e.g., for the disabled, doctors, and members of Car Clubs, will receive a PCN if the relevant valid permit is not clearly displayed

Exemptions to Enforcement

- Waiting to allow a person to board or alight the vehicle and load or unload any personal luggage but this should not take longer than 2 minutes unless the person suffers from any disability.
- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle displaying a disabled persons badge or companion badge.
- A vehicle displaying a Health Emergency Badge (HEB) in accordance with conditions of use.
- Cleansing and refuse vehicles collecting rubbish from the side of the road.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service is in attendance.

Contravention Code 86 – (Lower rate penalty) - *Parked beyond the bay markings*

A PCN may be issued where vehicles do not park correctly within the markings of the bay or space, for example, two wheels have been stopped outside the length or width. The CEO will take into consideration circumstances where there has been a genuine attempt to park correctly.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service is in attendance.

Contravention Code 87 – (Lower rate penalty) - *Parked in a designated disabled person's parking place within a car park without displaying a valid disabled person's badge in the prescribed manner*

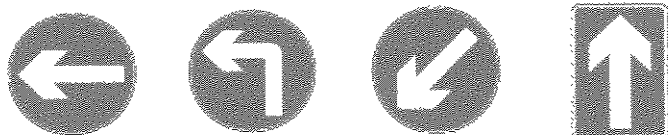
A PCN may be instantly issued to any vehicle parked in a disabled person's parking place without a valid Blue Badge on display. Vehicles displaying an expired Blue Badge may be relocated to nearest available space, but vehicles displaying a suspected fraudulent, stolen or counterfeit Blue Badge will be issued with an instant PCN and authorised for removal.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle is prevented from moving by circumstances beyond driver's control – broken down and the driver and/or recovery service is in attendance.

MOVING TRAFFIC CONTRAVENTIONS

Contravention Code 32 – *Failing to drive in the direction shown by the arrow on a blue sign*



This arrow can be pointing in any direction including straight ahead as shown above. There are actually 4 suffixes to the above contravention which are:

- d = Proceeding in the wrong direction
- p = Passing on the wrong side of the sign
- t = Turning in the wrong direction
- w = One way traffic

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by/in the services of military/ visiting military forces.

Contravention Code 50 – *Performing a prohibited turn*



This arrow can be pointing left or right and also showing a U-turn as shown above. There are actually 3 suffixes to the above contravention which are:

- l = No left turn for vehicular traffic.
- r = No right turn for vehicular traffic
- u = No U Turn

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.

Contravention Code 37 – Failing to comply with a give way to oncoming vehicle - (Suffix j)



A judgement will have to be made whether a driver failed to give priority, with an assumption that this caused an oncoming vehicle to take evasive or other action.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.

Contravention Code 51 – Failing to comply with a no entry sign – (Suffix j)



This is an Instant PCN where evidence shows that the vehicle did not comply with the above sign. This contravention also includes reversing past the sign.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.

Contravention Code 52 – Failing to comply with a prohibition on certain types of vehicle



This is an Instant PCN where evidence shows that the vehicle has passed the above relevant sign without following the instruction.

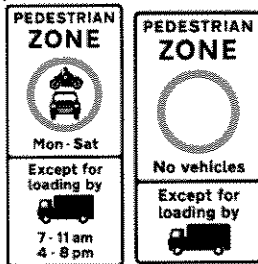
There are 5 Suffixes:

- g = Goods vehicles exceeding max gross weight indicated
- m = Motor vehicles
- s = Solo motorcycles
- v = All vehicles except non-mechanically propelled ones being pushed
- x = Motor vehicles except solo motorcycles

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.

Contravention Code 53 – Failing to comply with a restriction on vehicles entering a pedestrian zone – (Suffix j) (not applicable in Haringey)

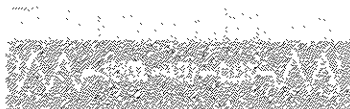


This is an Instant PCN where evidence shows the vehicle approaching and passing sign without complying with instruction.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.

Contravention Code 48 – Stopped in a restricted area outside a school – (Suffix j)



This is an Instant PCN if vehicle parked within controlled times during term-time on zigzag on area with the words 'School-Keep-Clear'

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.

Contravention Code 31 - Entering and stopping in a box junction when prohibited



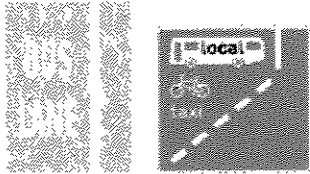
This is an instant PCN. The motorists must not enter the box junction when the exit is not clear and having to stop in the junction as a consequence of this action.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.

- A vehicle which being used by or in the services of military or visiting military forces.
- Vehicle was delayed by oncoming traffic waiting to turn right.
- Vehicle was forced to stop in the junction due to the braking of traffic ahead, although the exit was clear at the time the vehicle entered the box junction.

Contravention Code 34 - *Being in a bus lane - (Suffixes j 0)*



An instant PCN will be issued to all vehicles except bicycles, taxis registered as Hackney Carriages (Black Cabs) and buses unless an exemption applies. No exemption is granted to mini cabs.

Exemptions to Enforcement

- Vehicles when used for fire brigade, ambulance or police purposes.
- A vehicle which being used by or in the services of military or visiting military forces.
- Vehicle is being used for the laying, erection, alteration or repair of any main services (gas, water, electricity and telecommunication).
- Vehicle is a scheduled bus, pedal cycle, licensed Hackney cab (black cab or displaying a Hackney carriage licence plate on the rear of the vehicle).
- Person is required to do so by law in accordance with restrictions or requirements indicated by traffic signs.
- Vehicle is being used for ambulance, fire brigade or police purposes and it is reasonably necessary for that vehicle to enter or proceed in the bus lane.
- Vehicle crosses over the bus lane to a point opposite, where this point is a footway crossing or a vehicle access way; or in order to leave such a point.
- Vehicle crosses over the bus lane through a gap in the white line at a junction.
- Person is entering or stopping in the bus lane to avoid an accident.
- Done with the permission or the direction of a police officer in uniform.
- Cleaning and refuse vehicles collecting rubbish from the side of the road. This applies to Haringey refuse vehicles and commercial refuse company vehicles.

PART 3 – CANCELLATION OF PENALTY CHARGE NOTICES

Informal representations

Motorists may challenge the issue of a PCN if they believe an exemption applied or that there are mitigating circumstances that need to be considered. The motorist has a period of 28 days from service of the PCN to send an informal representation.

If the informal representation is received within the period allowed for payment of the discounted charge (14 days from service of the PCN), motorists will be given the opportunity to pay the discounted charge (within 14 days from receipt of response) if the PCN cannot be cancelled. This ensures that motorists are not disadvantaged by querying the issue of the PCN.

Formal representations

The formal process of disputing a PCN commences on receipt of a Notice to Owner, which will be sent to the owner of the vehicle not less than 28 days after the PCN was served. Drivers may make representations on the statutory grounds, but the Council will also consider all representations received. The owner of the vehicle is defined in law as the person in whose name the vehicle is registered at the DVLA in Swansea. The Council will either accept or reject those representations. We are required to reply to representations within 56 days. If we reject representations we will inform motorists how they can appeal against our decision.

Appeals

A motorist may appeal against the decision of the Council to reject their representations. The appeal must be lodged within 28 days of receipt of the notice of rejection. This offers the motorist the only opportunity to have their case heard by someone who is independent of the Council. The appeal will be considered by an Adjudicator who is legally qualified (solicitor's or barristers for example) and is independently appointed by the Lord Chancellor.

The role of elected representatives

Consideration of challenges to enforcement is a quasi-judicial function and only fully trained staff will make a decision about the cancellation of a penalty charge notice. Elected representatives may ask for and be given information on behalf of a constituent on the progress of a representation or appeal. They should not play a part in deciding the outcome of individual challenges or representations.

Discretion

Mitigation is the primary factor in most informal or formal representations. The Council has the discretion to cancel any PCN where it believes that the circumstances warrant such an action, and there will always be cases that do not meet any of the standard criteria for cancellation where the circumstances are such that the Council may choose to cancel the PCN anyway.

Under general principles of public law, authorities have a duty to act fairly and proportionately and are encouraged to exercise discretion sensibly and reasonably and with due regard to the public interest.

Making a fair decision on cases does not require that all cases are treated equally. It means that the individual circumstances of the case will be taken into consideration.

The Council's approach to the exercise of discretion is objective and without regard to any financial interest in the penalty or decisions that may have been taken at an earlier stage in proceedings.

Equally when a motorist or vehicle owner writes to the Council regarding the issue of a Penalty Charge Notice they should include with their letter full details of why they are contesting the issue of the PCN and provide copies of any evidence to support their claim.

Below are some examples of mitigating circumstances and possible evidence that could be supplied.

Mitigation	Evidence Required	Comments
The motorist claims that the vehicle had broken down and could not be moved.	Confirmation from a garage or receipt for parts. An AA or RAC attendance sheet.	Cancellation will depend on whether the breakdown was unforeseen.
The motorist claims that they were delayed in returning to their car.	Appropriate evidence to support that the delay was caused by circumstances that were entirely unforeseen, and beyond the motorist's control.	Cancellation will depend on evidence provided.
The motorist claims that they were attending an emergency	Reasonable proof of an emergency eg credible report of an accident or incident.	Cancellation will depend on the proof provided.
Disabled badge holders forgetting to display the Blue badge and / or time clock or displaying the Blue badge incorrectly.	Confirmation that a valid badge was held (copy of badge, details of badge)	Cancellation will depend on whether the motorist has previously had a PCN cancelled for the same contravention and has been advised to display a valid badge and / or time clock. The notice will not be cancelled if a motorist exceeded the 3 hours time permitted on yellow lines or parked where the Blue Badge does not provide an exemption.
The motorist claiming	Medical evidence of a	Cancellation will depend on

that they became unwell while driving or needed to stop due to their medical condition.	condition that is consistent with the conditions described.	evidence provided.
The motorist claimed that they stopped to collect (prescribed) medication from a chemist.	Medical evidence to support that this was an exceptional situation.	Cancellation will only be considered if evidence is supplied to support exceptional circumstances. Motorists are expected to park legally when collecting prescribed medication.
Pay and display not displayed or incorrectly displayed.	Evidence of purchased pay and display ticket should be provided.	Cancellation will depend on evidence supplied and the individual circumstances that apply.
A motorist forgot to renew or properly display their permit or incorrectly scratched off details on a visitors permit.	Permit records should be checked to ensure valid permit has been issued. Voucher should be produced as evidence	Cancellation will depend on whether the resident had applied to renew their permit on time and if they have previously been issued PCNs in similar circumstances.

PART 4 – CONTRAVENTION CODES

Code	Observation period	Description	Differential level	Notes
01	5 Mins PV* 10 Mins GV	Parked in a restricted street during prescribed hours	Higher	
02	instant	Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force	Higher	
04		Parked in a meter bay when penalty time is indicated	Lower	Not used in Haringey
05	5Mins	Parked after the expiry of paid for time	Lower	Instant if P&D ticket expired by 5 Minutes or more
06	5Mins	Parked without clearly displaying a valid pay & display ticket or voucher	Lower	
07	5Mins	Parked with payment made to extend the stay beyond initial time	Lower	'meter feeding'
08		Parked at an out-of-order meter during controlled hours	Lower	Not used in Haringey
09		Parked displaying multiple pay & display tickets where prohibited	Lower	Not used in Haringey
10		Parked without clearly displaying two**** valid pay and display tickets when required	Lower	Not used in Haringey
11		Parked without payment of the parking charge	Lower	Not used in haringey
12	5Mins	Parked in a residents' or shared use parking place or zone without clearly displaying either a permit or voucher or pay and display ticket issued for that place	Higher	
14	5Mins	Parked in an electric vehicles' charging place during restricted hours without charging	Higher	
16	5Mins	Parked in a permit space without displaying a valid permit	Higher	
18		Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited	Higher	Not used in Haringey
19	5 Mins	Parked in a residents' or shared use parking place or zone displaying an invalid permit, an invalid voucher or an invalid pay & display ticket	Lower	
20		Parked in a loading gap marked by a yellow line	Higher	Not used in Haringey

21	Instant	Parked in a suspended bay or space or part of bay or space	Higher	
22	Instant	Re-parked in the same parking place or zone within one hour* of leaving	Lower	
23	5 Mins	Parked in a parking place or area not designated for that class of vehicle	Higher	
24	5 Mins	Not parked correctly within the markings of the bay or space	Lower	
25	5 mins PV 10 MinsGV	Parked in a loading place during restricted hours without loading	Higher	On-street loading bays
26	Instant	Parked in a special enforcement area more than 50 cm [†] from the edge of the carriageway and not within a designated parking place	Higher	
27	instant	Parked in a special enforcement area adjacent to a dropped footway	Higher	
30	5 minutes	Parked for longer than permitted	Lower	
31		Entering and stopping in a box junction when prohibited	n/a	Moving traffic
32		Failing to drive in the direction shown by the arrow on a blue sign	n/a	Moving Traffic
33		Using a route restricted to certain vehicles	n/a	Moving traffic
34		Being in a bus lane	n/a	Moving Traffic
35		Parked in a disc parking place without clearly displaying a valid disc	Lower	Not used in Haringey
36		Parked in a disc parking place for longer than permitted	Lower	Not used in Haringey
37		Failing to give way to oncoming vehicles	n/a	Moving traffic
38		Failing to comply with a sign indicating that vehicular traffic must pass to the specified side of the sign	n/a	Moving Traffic
40	5 mins	Parked in a designated disabled person's parking place without displaying a valid disabled person's badge in the prescribed manner	Higher	
41		Parked in a parking place designated for diplomatic vehicles	Higher	Not used in Haringey
42		Parked in a parking place designated for police vehicles	Higher	Not used in Haringey
45		Parked on a taxi rank	Higher	
46		Stopped where prohibited (on a red route or clearway)	Higher	Not used in Haringey
47	instant	Stopped on a restricted bus stop or stand	Higher	
48		Stopped in a restricted area outside a school when prohibited	Higher	

49		Parked wholly or partly on a cycle track or lane	Higher	
50		Performing a prohibited turn	n/a	Moving traffic
51		Failing to comply with a no entry sign	n/a	Moving traffic
52		Failing to comply with a prohibition on certain types of vehicle	n/a	Moving traffic
53		Failing to comply with a restriction on vehicles entering a pedestrian zone	n/a	Not used in Haringey
54		Failing to comply with a restriction on vehicles entering and waiting in a pedestrian zone	n/a	Moving traffic
55	Instant	A commercial vehicle parked in a restricted street in contravention of the Overnight Waiting Ban	Higher	
56		Parked in contravention of a commercial vehicle waiting restriction	Higher	Not used in Haringey
57		Parked in contravention of a coach ban	Higher	Non used in Haringey
58		Using a vehicle on a restricted street during prescribed hours without a valid permit	n/a	Moving traffic
59		Using a vehicle on a restricted street during prescribed hours in breach of permit conditions	n/a	Moving traffic
61		A heavy commercial vehicle wholly or partly parked on a footway, verge or land between two carriageways	Higher	
62		Parked with one or more wheels on or over a footpath or any part of a road other than a carriageway	Higher	
63		Parked with engine running where prohibited	Lower	Not used in Haringey
99	jo	Stopped on a pedestrian crossing or crossing area marked by zigzags	Higher	

Off-Street – (Car Parks)

70		Parked in a loading area during restricted hours without reasonable excuse	Higher	Not used in Haringey
73		Parked without payment of the parking charge	Lower	Not used in Haringey
74		Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited	Higher	Not used in Haringey

80		Parked for longer than the maximum period permitted	Lower	Not used in Haringey
81		Parked in a restricted area in a car park	Higher	Not used in Haringey
82		Parked after the expiry of paid for time	Lower	Instant if P&D tickets expired by more than 5 minutes
83	5mins	Parked in a car park without clearly displaying a valid pay & display ticket or voucher or parking clock	Lower	
84	5 mins	Parked with additional payment made to extend the stay beyond time first purchased	Lower	
85		Parked in a permit bay without clearly displaying a valid permit	Higher	
86	5Mins	Parked beyond the bay markings	Lower	
87	5 mins	Parked in a designated disabled person's parking place without displaying a valid disabled person's badge in the prescribed manner	Higher	
89		Vehicle parked exceeds maximum weight or height or length permitted in the area	Higher	Not used in Haringey
90		Re-parked within one hour* of leaving a bay or space in a car park	Lower	Not used in Haringey
91	Instant	Parked in a car park or area not designated for that class of vehicle	Higher	
92	Instant	Parked causing an obstruction	Higher	
93	Instant	Parked in car park when closed	Lower	Not used in Haringey
94		Parked in a pay & display car park without clearly displaying two**** valid pay and display tickets when required	Lower	Not used in Haringey
95		Parked in a parking place for a purpose other than the designated purpose for the parking place	Lower	Not used in Haringey
96		Parked with engine running where prohibited	Lower	Not used in Haringey

* = Or other specified time

**** = or other number

Suffixes

General suffixes :—

- | | | | | |
|--|-----------------------|------------------------------|---------------------|----|
| a) temporary traffic order | b) business bay | c) coach parking bay | d) doctor's bay | |
| e) double parked/obstruction | motor cycle bay | h) hospital bay | f) free parking bay | g) |
| i) wrong type of voucher loading place | j) camera enforcement | k) ambulance bay | l) | |
| m) parking meter & display | n) red route | o) blue badge holder | p) pay | |
| q) market traders' bay | r) residents' bay | s) shared use bay | | |
| t) voucher/P&D ticket used in permit voucher | | u) mobile phone parking | v) | |
| w) wrong parking zone | x) incorrect VRM | y) obscured/illegible permit | | |
| z) out of date permit | | | | |

0) local buses / trams only

Footway parking only:—

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

Moving traffic contraventions only:—

- | | |
|---|--|
| 32 d) proceeding in the wrong direction | p) passing to the wrong side of the sign |
| t) turning in the wrong direction | w) one way traffic |

- | | | | | |
|--------------------------------|---------------------------------------|---------------------------------|----------------------------------|---------------------|
| 33 b) buses only | c) buses and cycles only | e) buses, cycles and taxis only | f) buses and taxis only | g) local buses only |
| h) local buses and cycles only | i) local buses, cycles and taxis only | k) local buses and taxis only | q) tramcars and local buses only | |
| r) tramcars only | s) tramcars and buses only | | | |

- 50 r) no right turn l) no left turn u) no U turn

- | | |
|--|--|
| 52 v) all vehicles except non-mechanically propelled ones being pushed | m) motor vehicles |
| x) motor vehicles except solo m/cycles | |
| s) solo motorcycles | g) goods vehicles exceeding max gross weight indicated |