

Contraventions and how to avoid Penalty Charge Notices

The best way to deal with a Penalty Charge Notice is to avoid being issued with one in the first place. Below is a list of contraventions enforced and some general guidance on how you can ensure that your vehicle is legally parked.

Observation Periods

The Council has adopted a policy of allowing set observation periods in relation to some contraventions in an attempt to ensure that motorists are not penalised when they may be conducting some form of genuine and permitted operation, such as loading and unloading. These times are pre-set into the Civil Enforcement Officer's hand-held computers and Penalty Charge Notices cannot physically be generated until the observation period has elapsed. However, some contraventions may have potentially serious consequences or there may be a need to protect the bays for designated users, such as blue badge holders. In these instances a Penalty Charge Notice is issued instantly. Observation times are not a legal requirement and are entirely at the discretion of the Council.

Grace Periods

From 6th April 2015, the law required that a Penalty Charge Notice must not be issued to a vehicle which has stayed in a permitted parking place on a road or in a local authority car park beyond the permitted parking period for a period of time not exceeding ten minutes. The law applies both on-street and off-street whether the period of parking is paid for or free. However, if a vehicle is parked unlawfully, for example, without any pay and display ticket at all or out of a marked bay, the grace period would not apply. Grace periods similarly do not apply to restricted and prohibited parking areas, such as yellow lines.

Higher and Lower Rate Contraventions

The Secretary of State has agreed that authorities must set two levels of penalty charges with the higher level applying to the more serious contraventions. There is a perceived unfairness of receiving the same penalty regardless of the seriousness of the contravention. For this reason, and in order to emphasise the traffic management purposes of Civil Parking Enforcement, enforcement authorities must apply different parking penalties to different contraventions.

Higher Rate - £70

Lower Rate - £50

On-Street Codes

<u>Code</u>	<u>Contravention</u>	<u>Avoid a Penalty Charge Notice</u>
01	<u>Parked in a restricted street during prescribed hours</u>	<p>When parking on single yellow lines read the sign plate indicating the times that waiting is prohibited. In Controlled Parking Zones no sign will be present and the restriction will be effective during the same controlled hours of the zone. These times are shown on the zone entry signs.</p> <p>Double yellow lines do not require a time plate and prohibit waiting at all times. You may only wait on these lines if you are carrying out loading/unloading or allowing passengers to board or alight.</p> <p>Blue badge holders may wait on yellow lines for up to 3 hours but must ensure that their clock is correctly set and prominently displayed.</p> <p>It is not uncommon for restrictions to change or for times to differ on opposite sides of the road so read all signs present carefully.</p> <p>Higher Rate Observation Period: 5 minutes</p>

02	<u>Parked where loading or unloading is prohibited</u>	<p>You must not wait at a location where loading restrictions are in force. They apply to both single and double yellow lines and will be supported by signage and yellow chevrons on the kerb. A single chevron denotes a loading restriction between specific times and a double chevron prohibits loading at all times. Blue badge holders are not permitted to park where loading is prohibited.</p>
		<p>Higher Rate Observation Period: None.</p>
05/05s	<u>Parked after expiry of paid for time at a pay and display/voucher bay</u>	<p>Ensure that you purchase adequate time to allow for the duration of your stay and move your vehicle following expiry of the pay and display ticket. Any voucher relied upon must be correctly validated and you should check that all tickets or vouchers displayed are clearly visible before leaving your vehicle, particularly after closing doors. Blue badge holders may park in pay and display bays or shared use bays without any time restriction.</p>
		<p>Lower Rate Grace Period: 10 minutes.</p>
06/06s	<u>Parked without payment of the initial charge without a clearly displayed ticket/permit/voucher</u>	<p>Ensure that you have the means to make payment upon arrival at a location where payment is required. Ensure that any voucher relied upon is correctly validated and that all tickets or vouchers are prominently displayed, prior to leaving your vehicle, particularly after closing doors. It is advisable to ensure that any old tickets or vouchers are removed from your vehicle to avoid any confusion. Pay and display holders are available from the Parking Centre free of charge.</p>
		<p>Lower Rate Observation Period: 5 minutes.</p>
07/07s	<u>Parked where additional payment made to extend the stay beyond the time initially purchased (meter feeding)</u>	<p>Ensure that you purchase adequate time to allow for the duration of your stay. Upon expiry of the time shown on your pay and display ticket the vehicle must be moved to another location. Do not purchase any additional tickets beyond the initial ticket paid for.</p>
		<p>Lower Rate Grace Period: 10 minutes from expiry time of original pay and display ticket.</p>
12	<u>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</u>	<p>Read all applicable signage upon entering a controlled parking zone and any signs alongside the bays that you wish to park within. You can then be sure that you have parked within the correct bay. Ensure that any voucher relied upon is correctly validated and that all tickets or vouchers are prominently displayed, particularly after closing doors.</p>
		<p>Higher Rate Observation Period: 5 minutes.</p>
19	<u>Parked in a residents' or shared use parking place displaying an invalid voucher or an invalid pay and display ticket</u>	<p>Read all applicable signage upon entering a controlled parking zone and any signs alongside the bays that you wish to park within. This will tell you when the restrictions are in force and when they apply. Ensure that all visitor vouchers or pay and display tickets relied upon are correctly validated and displayed. Blue badge holders may park in shared use and pay and display bays without time limit.</p>
		<p>Lower Rate Grace Period: 10 minutes.</p>

20	<u>Parked in a loading gap marked by a yellow line</u>	<p>Ensure that you read all applicable signage alongside the location where you wish to park. You should not park on a loading gap unless you have a genuine need to load or unload. Blue badge holders are not permitted to park in loading areas, unless loading or unloading.</p> <p>Higher Rate Observation Period: 5 minutes.</p>
21	<u>Parked in a suspended bay/space or part of bay/space</u>	<p>Ensure that you read the signage at the location where you wish to park. This will tell you which bays have been suspended and the times and dates that parking is prohibited, No vehicle is permitted to park within a suspended bay unless they have been granted express permission to do so.</p> <p>Higher Rate Observation Period: None.</p>
22	<u>Re-parked during determined time of leaving a bay/space in the same parking place</u>	<p>Ensure that you have read the signage and do not return to any location within the no return period stated. Upon expiry of any paid for or permitted time ensure that the vehicle is moved to another location and is not returned within any no return period stated.</p> <p>Lower Rate Observation Period: None.</p>
23	<u>Parked in a parking place or area not designated for that class of vehicle</u>	<p>Ensure that you read any applicable signage alongside the location where you wish to park. Do not park in bays which are marked for the use of specified vehicles, such as motorcycles, unless you are driving that class of vehicle.</p> <p>Higher Rate Observation Period: 5 minutes.</p>
24	<u>Not parked correctly within the markings of the bay or space</u>	<p>Ensure that you check that your vehicle is correctly parked prior to leaving the location where you have parked. You should seek alternative parking in the event that all the wheels of your vehicle cannot fit fully within the bay markings.</p> <p>Lower Rate Observation Period: None.</p>
25	<u>Parked in a loading bay with no sign of loading</u>	<p>Only park within a loading bay when you have a genuine need to load or unload goods. Ensure that you have read the signage indicating when loading is permitted or prohibited. Any loading should be necessary and not simply convenient. Blue badge holders are not permitted to park within these bays, other than to load and unload.</p> <p>Higher Rate Observation Period: 5 minutes.</p>
27	<u>Parked in a special enforcement area adjacent to a dropped footway</u>	<p>Ensure that you are aware of the presence of dropped kerbs when parking your vehicle, both those provided as pedestrian crossing points and those allowing vehicular access to residential or commercial driveways. Penalty Charge Notices will be issued instantly to any vehicle parked with one or more wheels alongside the transition of the dropped kerb.</p> <p>Higher Rate Observation Period: 5 minutes.</p>
30	<u>Parked in a free parking space for longer than the maximum period</u>	<p>Read the signage and take note of the permitted length of stay and no return period. Ensure that your vehicle is moved to</p>

another location upon expiry of the stated period.
Blue badge holders may park in free bays without time restriction.

Lower Rate
Grace Period: 10 minutes.

40	<u>Parked in a designated disabled persons parking place without clearly displaying a valid disabled persons badge</u>	Only park within a disabled bay if you are the holder of a valid blue badge or conveying the badge holder. Read all signage and ensure that you are aware of the times that blue badge parking is permitted. Ensure that the blue badge and time clock are clearly and correctly displayed before leaving the vehicle. Blue badge holders should not park within a disabled bay situated within a controlled parking zone unless they also hold a valid residents permit.
		Higher Rate Observation Period: None.
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45	<u>Parked in a taxi rank</u>	Only park within a taxi rank if you are driving a licensed Dacorum Hackney Carriage. Taxi drivers should only leave their vehicle unattended where it is absolutely necessary to provide assistance to passengers. Read all applicable signage to ensure that you are aware of the times the rank permits or prohibits.
		Higher Rate Observation Period: Taxis – 10 minutes, Others – None.
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47	<u>Parked in a restricted bus stop or bus stand</u>	No vehicle other than a bus may wait within a bus stop or bus stand.
		Higher Rate Observation Period: None.
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48	<u>Parked in a restricted area outside of a school during school term time</u>	Read all signage to ensure that you are aware of the days and times that the restriction applies. No vehicle is permitted to wait on zig-zag restrictions outside of a school under any circumstances and penalty charge notices will be issued instantly on all occasions.
		Higher Rate Observation Period: None.
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49	<u>Parked wholly or partly on a cycle track</u>	Ensure that you check all visible signage and road markings at the location where you wish to park your vehicle and that you are not parked causing an obstruction to the cycle track.
		Higher Rate Observation Period: None.
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55	<u>A commercial vehicle parked in a restricted street in contravention of overnight waiting ban</u>	All vehicles in excess of 5 tonnes are excluded from waiting on yellow lines when this restriction is in force. It includes vans or other hired vehicles that exceed the weight limit. Read the signage and ensure that you are aware of the times that the restriction is effective.
		Higher Rate Observation Period: None.
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56	<u>Parked in contravention of a commercial vehicle waiting restriction</u>	All vehicles in excess of 5 tonnes are excluded from waiting at a location when this restriction is in force. It includes vans or other hired vehicles that exceed the weight limit. Read the signage and ensure that you are aware of the times that the restriction is effective.
		Higher Rate Observation Period: None.

99	<u>Stopped on a pedestrian crossing area marked by zig-zags</u>	No vehicle should stop on the zig-zag markings at a pedestrian crossing for any reason. You should be aware that this contravention is also considered to be a traffic offence and a Fixed Penalty Notice may be issued by the Police.
		Higher Rate Observation Period: None.

Off Street Codes

70	<u>Parked in a loading area during restricted hours without reasonable excuse</u>	You must not wait in a loading area unless you have a genuine need to load or unload. Always check all signage to ensure that you are parked within a permitted bay and you are aware of the times that loading restrictions may apply.
		Higher Rate Observation Period: 5 minutes.
71	<u>Parked in an electric vehicles' charging place during restricted hours without charging</u>	Ensure that you check all signage and bay markings at the location where you wish to park. This will tell you if the selected location is reserved for electric vehicles whilst charging. You should seek alternative parking if the purpose does not apply to your vehicle.
		Higher Rate Observation Period: None
73	<u>Parked without payment of the parking charge</u>	Read all signage so that you are aware of the times and charges that apply. Ensure that all tickets purchased are clearly and correctly displayed prior to leaving your vehicle. Blue badge holders must make payment unless signage specifies to the contrary.
		Lower Rate Observation Period: 5 minutes.
74	<u>Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited</u>	It is not permissible to sell or offer for sale any goods by using any vehicle within a Council car park, without the express permission of the Council.
		Higher Rate Observation Period: None.
80	<u>Parked for longer than the maximum period permitted</u>	Read the signage and take note of the permitted length of stay and no return period. Ensure that your vehicle is moved to another location upon expiry of the permitted period.
		Lower Rate Grace Period: 10 minutes.
81	<u>Parked in a restricted area in a car park</u>	Ensure that you check all markings and signs at the location where you wish to park your vehicle. Do not park within hatched areas or any space which is signed as prohibited.
		Higher Rate Observation Period: 5 minutes.
82	<u>Parked after the expiry of paid for time</u>	Ensure that you purchase adequate time to allow for the entire duration of your stay and move your vehicle upon expiry of the pay and display ticket. You should check that all pay and display tickets are clearly visible before leaving your vehicle, particularly after closing doors.
		Lower Rate Grace Period: 10 minutes.

83	<u>Parked in a car park without clearly displaying a valid pay and display ticket or voucher</u>	<p>Ensure that all tickets are correctly displayed prior to leaving your vehicle, particularly after closing doors.</p> <p>Lower Rate Observation Period: 5 minutes.</p>
84	<u>Parked with additional payment made to extend the stay beyond time first purchased</u>	<p>Ensure that you purchase adequate time to allow for the entire duration of your stay. Upon expiry of the time shown on your pay and display ticket the vehicle must be moved to another location. Do not purchase any additional tickets beyond the initial ticket paid for.</p> <p>Lower Rate Grace Period: 10 minutes from expiry time of original pay and display ticket</p>
85	<u>Parked in a permit bay without clearly displaying a valid permit</u>	<p>Read all applicable signage and any signs alongside the bays that you wish to park in. This will tell you if the selected bay is reserved for permit holders or if a permit is required. Ensure that any permit relied upon is correctly displayed prior to leaving your vehicle.</p> <p>A blue badge is not a permit and does not allow parking in a permit bay.</p> <p>Higher Rate Observation Period: 5 minutes.</p>
86	<u>Parked beyond the bay markings</u>	<p>Ensure that you check that your vehicle is correctly parked prior to leaving the location where you have parked. You should seek alternative parking in the event that all the wheels of the vehicle cannot fit fully within the bay markings.</p> <p>Lower Rate Observation Period: None.</p>
87	<u>Parked in a designated disabled persons parking place without displaying a valid disabled persons badge</u>	<p>Only park within a disabled bay if you are the holder of a blue badge or conveying the badge holder. Read all signage and check bay markings to ensure that the bay is not reserved for use.</p> <p>Higher Rate Observation Period: None.</p>
89	<u>Vehicle parked exceeds the maximum weight or height or length permitted</u>	<p>Read the signage within the car park, which will state any weight, height or length restrictions that may apply. Seek alternative parking if your vehicle exceeds any of the restrictions shown.</p> <p>Higher Rate Observation Period: None.</p>
90	<u>Re-parked within determined time of leaving a bay or space in a car park</u>	<p>Ensure that you have read the signage and do not return to any location within the no return period stated. Upon expiry of any paid for or permitted time ensure that the vehicle is moved to another location and is not returned within any no return period stated.</p> <p>Lower Rate Observation Period: None.</p>
91	<u>Parked in a car park or area not designated for that class of vehicle</u>	<p>Ensure that you check all signage and bay markings at the bay where you wish to park. Do not park in bays marked for a specific type of vehicle, such as motorcycles, unless you are driving that type of vehicle.</p> <p>Higher Rate Observation Period: 5 minutes.</p>

<u>92</u>	<u>Parked causing an obstruction</u>	Ensure that you only park within marked and designated bays within a car park. Do not park in hatched or restricted areas or outside of bay markings. Higher Rate Observation Period: None.
<u>93</u>	<u>Parked in a car park when closed</u>	Ensure that you read the car park signage and note the closure time stated. Lower Rate Observation Period: None.
<u>95</u>	<u>Parked in a parking place for a purpose other than the designated purpose for the parking place</u>	Ensure that you check all signage and bay markings at the location where you wish to park. This will tell you if the selected location is reserved for a specific purpose. You should seek alternative parking if the purpose does not apply to your vehicle. Lower Rate Observation Period: 5 minutes.