

**THE HIGHLAND COUNCIL
ESSENTIAL USER PERMIT PARKING SCHEME (EUP)**

CONDITIONS OF ISSUE

(1) ELIGIBILITY

A vehicle driven by an approved user for the purpose of delivering domiciliary care, nursing or health visits and registered with The Highland Council Parking Services as a vehicle approved for such use. A single permit will be issued to each qualifying applicant.

Dispensation grants the vehicle permission to park in **any permit zone bays or pay & display bays** for the purpose of domiciliary care delivery and for the duration of time as is reasonably required to deliver that care at the address being visited. Where maximum stay periods are displayed at the location the permit holder must abide by these.

Dispensation does **NOT** cover single/double yellow lines, taxi, bus, blue badge, loading or car club bays.

(2) PERMIT DETAILS

The permit may be:

- (a) In the form of an electronic record of the vehicle registration, service being provided and contact details for the driver and employer.
- (b) A paper permit showing service provider, permit reference number and vehicle registration

(3) PROOF OF ELIGIBILITY

Each application will be checked for eligibility

- (a) Written confirmation must be received showing that the vehicle is registered with their employer for the purpose of domiciliary Care delivery.
- (b) The employer will be asked to qualify the status of the vehicle including written confirmation that the vehicle is used on a daily basis to deliver domiciliary care and is adequately insured for this purpose.

(4) DISPLAY OF PERMIT

If a paper permit is issued it is to be displayed in a transparent holder on the left hand side of the front windscreen or dashboard of the vehicle in such a position that all details of the permit are clearly visible to an authorised person.

(5) NON-ELIGIBLE VEHICLES

The permit does not cover vehicles over 7.5 tonnes GVW, mini buses and the unattached parking of trailers, caravans or other towed vehicles.

(6) PERMIT COSTS (Permit Costs will be reviewed annually)

(a) An Essential User Permit will cost as per **table.1** below or such other sum as the Council may determine and be valid for 12 months. Prices include VAT.

Table.1	First Permit	Permits Thereafter		
EUP	*£30.00	*£30.00		

*These charges will be phased in from Sept 2022

(7) REPLACEMENT COST OF LOST OR DAMAGED PERMITS

(a) A lost or damaged permit will be replaced at a cost of £0.00 or such other sum as the Council may determine.

(b) Replacement of a permit due to a change of vehicle, within the current life of the permit, will be free on surrender of the previous permit.

(8) CONDITIONS OF USE

Permits are offered in terms of and subject to the provisions of :

**The Highland Council (Prohibition and restriction of waiting and loading and parking places) (Decriminalised parking enforcement and consolidation)
Order 2016 as amended**

And

The Highland Council (Off-Street parking places) (Decriminalised parking enforcement and consolidation) Order 2016 as amended

- (a) The Essential User Permit is non-transferable and must be surrendered if the applicant is no longer delivering the care as notified on the application form.
- (b) The Essential User Permit is only valid for permit and pay & display bays.
- (c) Failure to display the Essential User Permit during the permit period or in such a manner that details of the permit are obscured is a contravention and will lead to a Penalty Charge Notice being issued.
- (d) Failure to comply with conditions (a) and (b) is a contravention of use and will lead to a Penalty Charge Notice being issued and the permit may be withdrawn.
- (e) Do not display a copy of a permit on a vehicle (see part 12)
- (f) Essential User permits are not to be used for staff commuter parking.

(9) ANNUAL RENEWAL OF PERMITS

(a) Each permit will be valid for 12 months. Permits may be renewed up to 1 month before the expiry date, in which case the new expiry date will still be 12 months after the existing expiry date. It is the responsibility of the applicant to ensure that a renewal is applied for in the due time.

(b) To renew a permit the check of eligibility as defined in section (3) will be carried out.

(10) REFUND

Issued Essential User Permits are non-refundable.

(11) APPEALS

Any appeals with regard to the issue of parking permits will be referred to the Parking Services Manager.

(12) Offences and penalties

It is a criminal offence under section 115 of the Road Traffic Regulation Act 1984, for any person to lend or allow to be used a permit with intent to deceive; or for any person to make or have in their possession any document so closely resembling a permit as to be calculated to deceive; or for any person to forge or alter a permit. If such an offence is triable on indictment the maximum penalty is 2 years imprisonment. If such an offence is triable summarily the maximum fine is currently £2,000.

It is also a criminal offence under section 115 of the 1984 act for a person to knowingly make a false statement in order to obtain a permit for himself or any other person. The maximum fine for such an offence is currently £2,000.

(13) Contact details

We will be pleased to answer any questions you may have. Our contact details are:

PERMIT ELIGIBILITY

The Highland Council

Parking Services
Rose Street Multi Storey Car Park Offices
Faraline Park
Inveness

Telephone: 01463 239786

E-mail: parking@highland.gov.uk

Website: www.highland.gov.uk/parking