



Parking Services
Mid Sussex District Council
Oaklands
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Haywards Heath
West Sussex
RH16 1SS

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parkingpermits@midsussex.gov.uk

HEALTHCARE PERMITS TERMS AND CONDITIONS

By applying for a Healthcare Permit, you are agreeing with the terms and conditions and declaring that all the information submitted is true and to the best of your knowledge accurate. If any information is false, the Ticket will be cancelled and further action taken by the Council.

The Healthcare Permit remains the property of the Council

1. GENERAL ELIGIBILITY

A Healthcare Permit is issued to medical/care personnel in connection with legitimate domiciliary visits to residents within a Controlled Parking Zone. It may also be used for legitimate visits to residential care homes or doctors surgeries/clinics in residential areas where there is no off-street parking available, but only in order to escort a patient (e.g. for the purposes of dropping off / collecting a patient). The driver must re-locate the vehicle in between times. A permit does not enable the holder to visit a hospital, irrespective of the nature of that visit, as off-street parking should be available.

A maximum of twenty-five Healthcare Permits will be issued to any one organisation.

2. VEHICLE ELIGIBILITY

A Healthcare Permit is issued to a vehicle which meets the legal requirement to use the highway in order to use the public highway. A Healthcare Permit will not be issued on the basis of the following:

- a) The vehicle does not have valid tax
- b) The vehicle does not have a valid MOT Certificate
- c) The vehicle does not have valid insurance

If any of these issues are noted at the time of issue, or later during the period of the Permit Validity, it will either not be issued or withdrawn from use.

3. GENERAL USE

A Healthcare Permit is valid within all Zones within the Controlled Parking Zone. They are valid for a maximum of two hours stay, and are not interchangeable. A Healthcare Permit does not guarantee a parking place in the zone. The Council reserves the right to vary either permanently or temporarily the Traffic Regulation Order that the Healthcare Permit is valid for. The terms and provisions of the Council's current Traffic Regulation Order are implied in this agreement.

4. USE OF THE HEALTHCARE PERMIT

The Healthcare Permit will be displayed clearly, by use of the adhesive backing, to the front windscreen at all times with all details visible. The vehicle will be parked wholly within a marked bay specified for permit holders. They should not be used in pay and display bays unless there are exceptional circumstances. Healthcare Permits may not be displayed on any other vehicle other than that specified on the Permit. They are not transferrable and may not be sold to third parties.

5. CHANGE OF VEHICLE

Please notify the Council immediately, should there be a change of vehicle including a courtesy car. A temporary "virtual permit" will be issued to the car to facilitate this. If the vehicle is a replacement, the

invalid Healthcare Permit will need to be returned; otherwise an administration charge of £5.00 for a replacement will be applicable.

6. WITHDRAWAL OF HEALTHCARE PERMIT

If the Healthcare Permit is found to be misused, it will be cancelled immediately and no future applications accepted. Healthcare Permits may not be altered by the holder. If a Healthcare Permit has not been used in accordance with the terms and conditions, the Council reserves the right to withdraw the Healthcare Permit.

7. RENEWALS

The Council do not send out renewal letters. It is down to the Permit Holder to renew in good time.

A renewal must be received at least 10 working days in advance of the commencement date to guarantee sufficient time for processing & dispatch. Any omissions of information may result in a delay in the issue of a Healthcare Permit.

If the application is made too close to the expiry time, then alternative parking arrangements should be made, until the ticket is reissued.

8. CANCELLED HEALTHCARE PERMITS / REFUNDS

If a Healthcare Permit is surrendered before it expires, an application must be made in writing for a refund of the unexpired portion. If the payment has been made by credit or debit card, the amount will be refunded to that card. Payments made by cheque are refunded via BACs only, and therefore the appropriate bank account details should be enclosed. A refund will be given to the value of any unexpired months of the Healthcare Permit.

The Healthcare Permit must be returned in order for the refund application to be approved.

9. LOST HEALTHCARE PERMITS

Replacement Healthcare Permits for those lost will be reissued with an administration charge of £5.00. A replacement Healthcare Permit will be issued for the balance of the year remaining.

You must return your Healthcare Permit immediately for a replacement if it becomes damaged or unreadable. There is no charge for replacing a damaged/illegible permit.

10. MULTIPLE REGISTRATIONS

Where two vehicle registrations are present on a Healthcare Permit, the Healthcare Permit must be transferred between vehicles. A Healthcare Permit cannot be copied by any means.

11. LIABILITY

The council will not accept any liability whatsoever in respect of the theft, loss or damage to any vehicle or its contents whilst parked in the Zone.

12. PENALTY CHARGE NOTICE

If any of these points are not adhered to, or any of the regulations for the Traffic Regulation Order contravened, then a Penalty Charge Notice (PCN) could be issued. For more information on what to do if you receive a PCN please visit our website – www.midsussex.gov.uk. The Council has the right to refuse a Season Ticket if there are outstanding Penalty Charge Notices

13. NATIONAL FRAUD INITIATIVE

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information, see the National Fraud Initiative page on the West Sussex County Council website – www.westsussex.gov.uk

14. DATA PROTECTION STATEMENT

Data collected through the issuing of this permit will be used for enforcement of traffic contraventions, offences and other associated purposes. This data may also be disclosed to Councils and other enforcement agencies. All processing of this data will be accordance with the Data Protection Act 1998.