

GREATER LONDON AUTHORITY ACT 1999

The [] Workplace Parking Levy Order 20[]

<i>Made</i> - - - -	20[]
<i>Confirmed [with or without modification]</i>	20[]
<i>Coming into force</i> - -	20[]

ARRANGEMENT OF INSTRUMENT THE ORDER

Article

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2. Workplace Parking Levy Licensing Scheme

THE SCHEDULE

SCHEME FOR IMPOSING CHARGES IN RESPECT OF THE PROVISION OF
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[]'S GENERAL PLAN FOR APPLYING THE NET PROCEEDS OF
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Whereas [] (“the Council”) is a London borough council within the meaning of the Greater London Authority Act 1999(a) (“the Act”) and by virtue of the Act has power by order of the Council to make a licensing scheme for imposing charges in respect of the provision of workplace parking places at premises in the area covered by the scheme (referred to below as a workplace parking levy);

And whereas it appears to the Council desirable that it should make such an Order and Scheme for the purpose of directly and indirectly facilitating the achievement of the Mayor’s transport strategy;

And whereas the Council considers that the Scheme is in conformity with the Mayor’s transport strategy;

And whereas the Council considers that such a Scheme should cover the whole of its area;

And whereas the Council has consulted with regard to its proposals for such a Scheme and considered the responses to that consultation;

And whereas the Council has determined to make this Order.

Now, therefore, [], in exercise of the powers conferred on it by section 296 of the Act and of all other powers enabling it in that behalf, hereby makes the following Order—

Citation and commencement

1. This Order may be cited as the [] Workplace Parking Levy Order 20[] and comes into force on the day following the day on which the Authority confirms it under paragraph 7 of Schedule 24 of the Act.

Workplace Parking Levy Licensing Scheme

2.—(1) The Scheme in the Schedule to this Order has effect upon the Council making a resolution that the Scheme should do so, in accordance with paragraph (2).

(2) If the Council resolves to give effect to the Scheme, the Council must by resolution appoint—

(a) the day on which paragraphs 1, 2, 3(3) to (6), 4 to 8 and 10 and 11 of the Scheme comes into force; and

(b) the day on which paragraphs 3(1) and (2) and 9 of the Scheme comes into force,

and the day appointed in relation to the paragraphs of the Scheme mentioned in sub-paragraph (b) must be no earlier than three months after the day appointed in relation to the paragraphs of the Scheme mentioned in sub-paragraph (a).

(a) 1999 c. 29.

(3) No later than the day appointed in relation to the paragraphs of the Scheme mentioned in paragraph (2)(a), the Council must publish a notice of the resolution in at least one newspaper circulating in [], specifying the days appointed in relation to the paragraphs of the Scheme mentioned in paragraphs (2)(a) and (2)(b).

The Common Seal of
[]
was hereunto affixed in the presence of:

.....

[Name]
[Designation]
Duly authorised representative

Dated []

DRAFT

THE SCHEDULE

Article 2(1)

SCHEME FOR IMPOSING CHARGES IN RESPECT OF THE PROVISION OF WORKPLACE PARKING PLACES IN []

Interpretation

1.—(1) In this Scheme—

“the Act” means the Greater London Authority Act 1999(a);

“the additional charge” means the charge payable under paragraph 7(9);

“the administration charge” means the charge, of a sum to be determined by the Council from time to time, payable on the making of an application by the charge payer under paragraph 7 or 8;

“the annual charge” has the meaning given in sub-paragraph (2);

“the charge payer” is to be construed in accordance with sub-paragraphs (3) and (4) and includes a person who would have been liable to pay a licence charge but for paragraph 4(3);

“the []” means the area within the Council’s jurisdiction as a London borough council pursuant to the [](b);

“the Council” means [];

“deposited plan” means the plan which has been deposited at [] bearing the drawing number [] and signed by [];

“electric vehicle” means a vehicle—

- (i) for which a nil licence is in force by virtue of its being an exempt vehicle for the purposes of the Vehicle Excise and Registration Act 1994 in accordance with paragraph 20G (electrically propelled vehicles) of Schedule 2 to that Act; or
- (ii) which the Council is satisfied operates wholly by means of an electrically powered propulsion system that draws its motive power from either a hydrogen fuel cell or from a battery that can be fully recharged from an external source of electricity and has tailpipe CO₂ emissions of 0 grams per kilometre;

“emergency services vehicle” means a vehicle which is an exempt vehicle for the purposes of the Vehicle Excise and Registration Act 1994 by virtue of its falling within any of the following paragraphs of Schedule 2 to that Act—

- (i) paragraph 3A (police vehicles);
- (ii) paragraphs 4 and 5 (fire engines etc.);
- (iii) paragraphs 6, 7 and 8 (ambulances and health service vehicles);
- (iv) paragraph 11 (lifeboat vehicles);
- (v) paragraphs 18, 19 and 20 (certain vehicles used by or for the carriage of disabled persons);

“licence” means the licence required by paragraph 3(1);

“the licensing area” means [];

“the licence charge” means the charge payable for a licence under paragraph 4(1);

“licensing day” means the period of twenty four hours from midnight on any day of the year;

“licensing year” means the period of 12 months running from [] in any year to [] in the following year;

(a) 1999 c. 29.

(b) **** c. **,.

“motor vehicle” has the meaning given in section 185(1) of the Road Traffic Act 1988(a), except that section 189 of that Act (exception for certain pedestrian controlled vehicles and electrically assisted pedal cycles) applies as it applies for the purposes of what that Act refers to as the Road Traffic Acts;

“premises” means any land or building;

“the retail prices index” means the general index of retail prices (for all items) published monthly by the Office for National Statistics, or any replacement of that index or, if that index is not published for any month, such other index or substitute for an index as the Council may specify for the purposes of this Scheme; and

“workplace parking place” is to be construed in accordance with paragraphs 3(3) and 3(6).

(2) [Subject to sub-paragraph (3),] in this Scheme “the annual charge” means,

[“£[].”]

OR

[“£[] which will be increased annually by a percentage equivalent to the percentage increase between the retail prices index for [insert date order is made] and the retail prices index for the [insert month 5 months before start of licencing year] immediately preceding the commencement of that year, and rounding the resulting figure to the nearest one pound.”]

OR

[“in relation to each of the licensing years mentioned in the following table, the amount arrived at by increasing the charge listed in the right hand column of the table opposite that year by the same percentage as the percentage increase between the retail prices index for [insert month 5 months before start of licencing year] and the retail prices index for the November immediately preceding the commencement of that year, and rounding the resulting figure to the nearest one pound.”]

<i>Licensing Year</i>	<i>Annual Charge (at [] prices)</i>
The licensing year commencing []	£
The licensing year commencing []	£
The licensing year commencing []	£
The licensing year commencing []	£
The licensing year commencing [] and any subsequent licencing year	£

”

(3) [No charge is payable for the first six months of the operation of the Scheme.]

(4) Subject to sub-paragraphs (5) and (6), in this Scheme “the charge payer” means the occupier of the premises at which the workplace parking place is provided and if there is more than one occupier of those premises the charge payer is the occupier for the time being responsible for providing the workplace parking place.

(5) Subject to sub-paragraph (6), where the occupier of any premises has entered into arrangements with another person (P) for the provision by P of a parking place at those premises (whether or not for P’s own use), the charge payer is P.

(6) For the purposes of sub-paragraph (5), the occupier of the premises remains the charge payer in circumstances where it fails to provide the licensing authority with such evidence of those arrangements as the authority may reasonably require.

(7) For the purposes of this Scheme—

(a) 1988 c. 52.

- (a) a licence charge, additional charge, administration charge, or an instalment of any of those charges, is to be taken to have been paid on the date on which cleared funds are received by the Council; and
- (b) [except as is provided for in paragraph 3(5), any two persons are associated if—
 - (i) one is directly or indirectly controlled by the other; or
 - (ii) both are directly or indirectly controlled by a third person.]

The licensing area

2. “[insert borough] is the area to which this Scheme applies.”

OR

“This Scheme applies to the area shaded [] on the deposited plan [].

Licences for workplace parking places

3.—(1) A licence is required for each licensing day on which a workplace parking place is provided at any premises within the licensing area.

(2) The obligation to have a licence for each licensing day on which a workplace parking place is provided at any premises within the licensing area lies with the charge payer, and a separate licence is required—

- (a) in respect of any premises, for each charge payer occupying those premises; and
- (b) in respect of any one charge payer, for each premises within the licensing area at which a workplace parking place is provided by the charge payer.

(3) Subject to sub-paragraph (7), for the purposes of this Scheme a workplace parking place is provided at any premises within the licensing area if a parking place provided at the premises is occupied by a motor vehicle used—

- (a) by a relevant person;
- (b) by an employee, agent, supplier, business customer or business visitor of a relevant person;
- (c) by a pupil or student attending a course of education or training provided by a relevant person; or
- (d) where a body whose affairs are controlled by its members is a relevant person, by a member of the body engaged in the carrying on of any business of the body,

for attending a place at which the relevant person carries on business at or in the vicinity of the premises.

(4) In sub-paragraph (3) “relevant person” means—

- (a) the person who provides the parking place in question (“the provider”);
- (b) any person with whom the provider has entered into arrangements to provide the parking place (whether or not for that person’s own use); or
- (c) any person who is associated with the provider or a person within paragraph (b).

(5) For the purposes of sub-paragraph (4)(c) any two persons are associated if and only if—

- (a) one is a company of which the other (directly or indirectly) has control; or
- (b) both are companies of which a third person (directly or indirectly) has control.

(6) For the purposes of sub-paragraph (3)—

- (a) “business” includes—
 - (i) any trade, profession, vocation or undertaking;
 - (ii) the functions of any office holder;
 - (iii) the provision of any course of education or training; and

- (iv) the functions of, or any activities carried on by, a government department or a local authority or other statutory body;
- (b) “business customer”, in relation to a relevant person, means a client or customer of the relevant person who is attending at the premises of the relevant person for the purposes of a business carried on by that client or customer;
- (c) “business visitor”, in relation to a relevant person, means an individual who—
 - (i) in the course of their employment, or
 - (ii) in the course of carrying on a business or for the purposes of a business carried on by them, is visiting the relevant person or any premises occupied by the relevant person;
- (d) “employee”, means a person employed under a contract of service or apprenticeship, whether express or implied, and (if express) whether oral or in writing;
- (e) “pupil” means a person for whom a course of secondary education is being provided at a school;
- (f) “student” means a person aged 16 or over, not qualifying as a “pupil” under sub-paragraph (d), who is enrolled to attend a full time course of education or training, or a part time course of education or training which lasts for at least three months; and
- (g) “supplier”, in relation to a relevant person, means—
 - (i) a person supplying, or seeking to supply, goods or services to the relevant person for the purposes of a business carried on by the relevant person, or
 - (ii) any agent or sub-contractor of such a person.

(7) A workplace parking place is not provided at any premises within the licensing area for the purposes of this Scheme if a parking place provided at the premises is occupied by—

- (a) a motor vehicle used by a business customer;
- (b) a motor vehicle used by a supplier or business visitor of a relevant person who is not attending their regular place of work;
- (c) a motor vehicle parked for the purpose of delivering or collecting goods or providing services in the course of the relevant person’s business, provided it is not also used by a person referred to in sub-paragraph (3) for the journey between their place of residence and place of work; or
- (d) an emergency services vehicle.

Charges for licences

4.—(1) Subject to the following provisions of this paragraph, the charge for a licence is to be calculated by multiplying the annual charge at that time by the maximum number of workplace parking places to be provided at the premises at any one time during the period of the licence.

(2) Where a licence is to run for a period of less than one year, the licence charge is to be calculated by dividing the amount arrived at in accordance with sub-paragraph (1) by 12 and multiplying it by the number of months, rounded up to the next month, running from the date of commencement of the licence to the date the licence expires.

(3) No licence charge is payable in respect of a disabled person’s workplace parking place.

(4) In sub-paragraph (3) “disabled person’s workplace parking place” means a parking place occupied by a motor vehicle—

- (a) whose driver or one of whose passengers is the holder of any badge issued, or having effect as issued, to that person under the badges regulations which is fully displayed in accordance with those regulations;
- (b) used to carry disabled persons by or on behalf of an institution concerned with the care of the disabled, which has been issued a badge under the badges regulations which is fully displayed in accordance with those regulations; or

- (c) whose driver or one of whose passengers is the holder of any parking card for people with disabilities issued to that person by the competent authority of any other Member State of the European Union, which takes the form of the Community-model parking card set out in the Annex to Council Recommendation 98/376/EC and is fully displayed;

and in this sub-paragraph, “the badges regulations” means the regulations for the time being in force under section 21 of the Chronically Sick and Disabled Persons Act 1970^(a) or section 14 of the Chronically Sick and Disabled Persons (Northern Ireland) Act 1978^(b).

(5) [No licence charge is payable in respect of any workplace parking place where the charge payer in relation to that workplace parking place, and any person associated with the charge payer are, when taken together, the charge payer in respect of [10] or fewer liable workplace parking places in total within the licensing area.]

(6) [In sub-paragraph (5) “liable workplace parking places” means workplace parking places in respect of which, but for sub-paragraph (6), the licence charge would be payable under this Scheme.]

(7) [[Up to and including the [insert date]]No licence charge is payable in respect of any workplace parking place occupied by an electric vehicle[for the first [] years of the operation of the scheme].]

Application for licences

5.—(1) Application for a licence must be made by the charge payer and may be made at any time.

(2) The application must be made by completing the form specified by the Council for the purpose and in doing so the charge payer must—

- (a) for each premises within the licensing area at which a workplace parking place is provided by the charge payer, give details of—
 - (i) the maximum number of workplace parking places the charge payer wishes to provide at the premises at any one time during the period of the licence;
 - (ii) the location and nature of those workplace parking places;
 - (iii) the commencement date for the licence for the premises, which may be a date earlier than the date on which the licence is applied for; and
 - (iv) such other information and supporting details as the Council may require; and
- (b) give such information and supporting details as the Council may require about persons associated with the charge payer who are providing workplace parking places within the licensing area.

(3) The application must be submitted to the Council in such manner as the Council may specify on its website and subject to sub-paragraph (5) it must be accompanied, for each premises included in the application, by payment of—

- (a) any licence charge payable in full; or
- (b) where the Council provides for payment of any licence charge payable to be made by instalments, such proportion of the licence charge (if any) as the Council may in the particular circumstances of the case require to be paid on submission of the application; or
- (c) such other sum as the Council may in the particular circumstances of the case accept.

(4) For the purposes of sub-paragraph (3), where the Council provides for payment of any licence charge payable to be made by instalments, an application that proposes to pay the licence charge by instalments must provide sufficient information to enable any outstanding amount of the

(a) 1970 c. 44.

(b) 1978 c. 53.

licence charge to be paid in instalments of a frequency and in such proportions as may be determined by the Council by direct debit to such bank account as the Council may specify.

(5) Where the Council permits all or part of the licence charge to be paid after the application is submitted, payment of the outstanding sum must be made by the date and in the manner specified in an invoice provided by the Council.

(6) Where, within the same licensing year—

- (a) a licence in respect of premises at which workplace parking is being provided is surrendered under paragraph 8; and
- (b) the holder of the licence referred to in paragraph (a), or a person associated with the holder, makes an application for a licence in respect of the same premises with a commencement date within three months of the date on which the licence referred to in paragraph (a) was surrendered,

the licence charge payable includes the sum that would have been payable had the application to surrender the licence under paragraph 8 not been made, unless the Council in the particular circumstances of the case accepts otherwise.

Grant of licences

6.—(1) The Council must grant to the charge payer applying for a licence, in respect of each premises included in the application, a licence for the maximum number of workplace parking places the charge payer wishes to provide at the premises pursuant to the licence, if the Council is satisfied that the application has been validly made.

(2) Any licence granted by the Council pursuant to this Scheme must—

- (a) state the name of the charge payer to whom it is granted;
- (b) identify each premises to which it relates;
- (c) specify the maximum number of workplace parking places that may be provided at each premises at any one time pursuant to the licence;
- (d) state the dates on which the licence commences and expires;
- (e) state the amount of any licence charge payable and set out how that amount has been calculated; and
- (f) be subject to a set of standard conditions.

(3) A licence may commence on a date earlier than the date on which the licence is granted if specified by the charge payer pursuant to paragraph 5(2)(a)(iii), and it expires on [] [*insert date on which licensing year ends*] immediately following the commencement of the licence unless the Council in the particular circumstances of the case accepts an alternative expiry date, but no licence granted by the Council may be valid for a period of more than one year.

(4) The Council may from time to time publish the set of standard conditions referred to in subparagraph (2)(f) in such manner as it may determine.

(5) Where the Council grants a licence in respect of which payment due is not subsequently received in the time and in the manner required by the Council, the licence may be treated by the Council as terminated.

Variation of licences

7.—(1) Subject to the provisions of this paragraph, an application may be made by the charge payer to the Council to vary a licence in order to—

- (a) increase; or
- (b) decrease,

the maximum number of workplace parking places that may be provided at the premises at any one time during the period of the licence.

(2) An application under sub-paragraph (1) must be made by completing the form specified by the Council for the purpose and in so doing the charge payer must—

- (a) give details of the revised maximum number of workplace parking places that the charge payer wishes to provide at any one time during the period of the licence;
- (b) give details of the location and nature of those workplace parking places;
- (c) give details of the commencement date for the variation concerned, which—
 - (i) in the case of an application under sub-paragraph (1)(a), may be a date earlier than the date on which the variation is applied for; and
 - (ii) in the case of an application under sub-paragraph (1)(b), must be a date no earlier than one month after the date on which the application is submitted to the Council; and
- (d) provide such other information and supporting details as the Council may require.

(3) An application under sub-paragraph (1) must be submitted to the Council in such manner as the Council may specify on its website or in any other manner by agreement with the Council and, where an additional charge is payable pursuant to sub-paragraph (8) the application must, subject to sub-paragraph (4), be accompanied by payment of—

- (a) the additional charge in full; or
- (b) where the Council provides for payment of the additional charge to be made by instalments, such proportion of the additional charge (if any) as the Council may in the particular circumstances of the case require to be paid on submission of the application; or
- (c) such other sum as the Council may in the particular circumstances of the case accept.

(4) Where the Council permits all or part of the additional charge to be paid after the application under sub-paragraph (1) is submitted, payment of the outstanding sum must be made by the date and in the manner specified in an invoice provided by the Council.

(5) The Council must grant to the charge payer a variation in respect of the maximum number of workplace parking places that the charge payer wishes to provide at any one time during the period of the licence if the Council is satisfied that the application under sub-paragraph (1) has been validly made.

(6) A licence variation granted under sub-paragraph (5)—

- (a) takes effect from the commencement date for the variation specified by the charge payer and, where an application is made under sub-paragraph (1)(a), that date may be earlier than the date on which the variation is granted; and
- (b) has effect until the licence expires, unless a subsequent application made under sub-paragraph (1) is granted.

(7) Where the Council grants a licence variation under sub-paragraph (5) in respect of which payment due is not subsequently received in the time and in the manner required by the Council, the licence may be treated by the Council as not having been varied.

(8) Where an application is made under sub-paragraph (1)(a), an additional charge is payable which, subject to sub-paragraph (9), is to be the sum of the administration charge and the amount arrived at by—

- (a) multiplying the annual charge by—
 - (i) the additional number of workplace parking places that may be provided at the premises at any one time during the period of the licence; or
 - (ii) the revised total number of workplace parking places that may be provided at the premises at any one time during the period of the licence, where the result of the application made under sub-paragraph (1)(a) is that paragraph 4(7) no longer applies to the charge payer; and

- (b) reducing the amount arrived at in accordance with paragraph (a) by a percentage, which is the same as the percentage of the licensing year that has expired at the date of commencement of the variation.

(9) Where the charge payer makes an application under sub-paragraph (1)(a) within three months of an application made under sub-paragraph (1)(b) in respect of the same licence, the additional charge must include the sum that would have been payable had the application under sub-paragraph (1)(b) not been made, unless the Council in the particular circumstances of the case accepts otherwise.

(10) Where an application is made under sub-paragraph (1)(b) the Council must, on granting the variation of the licence—

- (a) where the licence charge (and any previous additional charge) has been paid in full at the date the variation is granted, issue to the charge payer a refund of the amount specified in sub-paragraph (11), less the administration charge; or
- (b) where the licence charge (and any previous additional charge) is being paid by instalments, and payment is due on one or more of those instalments after the date the variation is granted, adjust the amount of those remaining instalments by such amounts as the Council may determine, so that the sum of those remaining instalments is equal to the amount specified in sub-paragraph (12); or
- (c) where the licence charge (and any previous additional charge) is being paid by instalments, and the result of the application made under sub-paragraph (1)(b) is that paragraph 4(5) now applies to the charge payer, cancel payment of any instalments due after the date of commencement of the variation and issue to the charge payer a refund (if any) of the amount specified in sub-paragraph (13).

(11) The amount referred to in sub-paragraph (10)(a) is to be calculated by—

- (a) multiplying the annual charge by—
 - (i) the number of workplace parking places removed from the scope of the licence on its variation; or
 - (ii) the total number of workplace parking places covered by the licence prior to the application under sub-paragraph (1)(b), where the result of the application made under sub-paragraph (1)(b) is that paragraph 4(5) now applies to the charge payer; and

- (b) reducing the amount arrived at in accordance with paragraph (a) by a percentage, which is the same as the percentage of the licensing year that has expired at the date of commencement of the variation.

(12) The amount referred to in sub-paragraph (10)(b) is to be the sum of—

- (a) the licence charge less a percentage of that amount, which is the same as the percentage of the period of validity of the licence that remains at the date of commencement of the variation;
- (b) such proportion of any previous additional charge payable at the date of commencement of such variation;
- (c) the amount calculated by—
 - (i) multiplying the annual charge by the revised number of workplace parking places that may be provided at any one time during the period of the licence on its variation; and
 - (ii) reducing the amount arrived at in accordance with sub-paragraph (i) by a percentage, which is the same as the percentage of the licensing year that has expired at the date of commencement of the variation; and
- (d) the administration charge,

less such proportion of the licence charge and any previous additional charge that has already been paid at the date the variation is granted.

(13) The amount referred to in sub-paragraph (10)(c) is to be such proportion of the licence charge and any previous additional charge that has already been paid at the date of commencement of the variation less—

- (a) the licence charge, reduced by a percentage, which is the same as the percentage of the period of validity of the licence that remains at the date of commencement of the variation;
- (b) such proportion of any previous additional charge payable at the date of commencement of the variation; and
- (c) the administration charge.

(14) Any variation of the maximum number of workplace parking places that may be provided at any one time under a licence must apply for a minimum period of [one month].

Surrender of licences

8.—(1) Subject to the provisions of this paragraph, the charge payer may apply to the Council to surrender a licence.

(2) An application under sub-paragraph (1) must—

- (a) be made by completing the form specified by the Council for the purpose and submitting it to the Council in such manner as the Council may specify on its website or in any other manner by agreement with the Council;
- (b) specify the date on which the licence is to be surrendered, which must be a date no earlier than one month after the date on which the application is submitted to the Council; and
- (c) include such other information as the Council may require.

(3) On receipt of a valid application for surrender of a licence, the Council must consent to the surrender of the licence and—

- (a) where the licence charge has been paid in full at the date on which consent is given to surrender the licence, the Council must issue to the charge payer a refund of the amount specified in sub-paragraph (4), less the administration charge; or
- (b) where the licence charge is being paid by instalments, and payment is due on one or more of those instalments after the date on which the licence is to be surrendered—
 - (i) the Council must cancel payment of any instalments due after the date on which the licence is to be surrendered; and
 - (ii) after the date on which the licence is surrendered, the Council must issue to the charge payer a refund of the amount specified in sub-paragraph (5).

(4) The amount referred to in sub-paragraph (3)(a) is to be the licence charge less a percentage of that amount, which is the same as the percentage of the original period of validity of the licence that has expired at the date the licence is surrendered.

(5) The amount referred to in sub-paragraph (3)(b)(ii) is to be such proportion of the licence charge that has already been paid at the date the licence is surrendered less—

- (a) the licence charge, reduced by a percentage, which is the same as the percentage of the period of validity of the licence that remains at the date the licence is surrendered; and
- (b) the administration charge.

Penalty charges

9.—(1) This paragraph has effect only to the extent that regulations made under sections paragraphs 18(1), 18(2), 18(3) and 19 of Schedule 24 of the Act make provision for penalty charges and to the extent that this paragraph is compatible with those regulations.

(2) A penalty charge is payable for each licensing day where—

- (a) any workplace parking place is being provided at premises without a licence or a licence covering all the workplace parking places being provided; or

- (b) there is or has been any contravention of the conditions of a licence in respect of the premises.
- (3) A penalty charge payable under sub-paragraph (2) must—
- (a) be paid by the charge payer; and
 - (b) be paid within the period (“the payment period”) of 28 days beginning with the date on which notice of the penalty charge is served on the charge payer.
- (4) The amount of a penalty charge payable under sub-paragraph (2) is to be—
- (a) in the case of a penalty charge payable under sub-paragraph (2)(a), [half the licence charge payable at that time for a licence for one workplace parking place for a year, in respect of each workplace parking place being provided without a licence]; and
 - (b) [in the case of a penalty charge payable under sub-paragraph (2)(b), the annual charge at that time.]
- (5) If the penalty charge is paid before the end of the fourteenth day of the payment period, the amount of the penalty charge is to be reduced by one quarter.
- (6) Where a charge certificate is issued by the Council pursuant to regulations mentioned in sub-paragraph (1), the amount of the penalty charge to which it relates is to be increased by one half.
- (7) Where notice of a penalty charge payable under sub-paragraph (2)(a) or (2)(b) is served on the charge payer, no further penalty charge is payable under the same sub-paragraph by the charge payer in respect of the same premises within 28 days of service of the notice.

Ten year general plan for net proceeds

10. Annex 1 to this Scheme constitutes the Council’s general plan, under paragraph 25(1) of Schedule 24 to the Act, relating to the application of the net proceeds of this Scheme during the period which begins with the date on which this Scheme comes into force and ends with the tenth financial year that commences on or after that date.

Duration of Scheme

11. [This Scheme will remain in force indefinitely.]

OR

[This Scheme will remain in force for [] years from [].]

THE ANNEX TO THE SCHEME

Paragraph 10

[]'s GENERAL PLAN FOR APPLYING THE NET PROCEEDS OF THIS SCHEME DURING THE OPENING TEN YEAR PERIOD

1. It is proposed that the Scheme will start in [], with charging commencing in [].
2. In the opening ten year period the net proceeds of the Scheme will be applied, in such proportions to be decided by the Council, towards[—]
 - (a) []; and
 - (b) [].

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GREATER LONDON AUTHORITY ACT 1999

The [] Workplace Parking Levy Order 20[]

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