

Department of the Environment

Juliemma McLoughlin
Executive Director Environment



Email ian.hughes@cityoflondon.gov.uk

Date 21 October 2021

Dear Resident,

Electric Vehicle Charging - concession for Middlesex Street Residents

The City Corporation recognises the increasing demand for electric vehicles from residents on the City's estates in the Square Mile. The Environment Department and the Department of Community and Children's Services have cooperated to introduce additional temporary arrangements for residents owning electric vehicles.

We have approval for a temporary measure to offer residents a free permit for the sole purpose of accessing the electric vehicle (EV) charge points in Minories car park.

The Middlesex Street Estate Management Team will install new EV charging points in the estate car park. This arrangement is intended to provide residents with access to EV charging points whilst awaiting completion of the installation on the Estate.

This arrangement will allow access for residents with Estate car park permits and electric vehicles to use the charge point bays in the Minories car park for a 12-month period with immediate effect ending on the 25 October 2022.

To be clear, you must still register with the current EV charging point supplier (BP Pulse) in the car park to enable you to pay for the charging but the concession will otherwise allow you free entry and exit to the car park itself.

The Estate Office will administer the concession. Applicants will need to provide a current V5 document showing the electric vehicle is registered at their current address on the Middlesex Street Estate as well as a proof of address (council tax bill, rent book or lease agreement).

A pass card to access the Minories car park free of charge will be issued when the application has been received with the correct documents.

The pass card will be active every day for the resident's use. However, please be aware the peak demand is between the hours of 8am and 5pm on weekdays. We would appreciate it if you could charge your vehicle outside this period.

Please ensure that once your vehicle is charged it is removed, due to the demand currently on these EV charging points. You should not park and charge your vehicle for more than 4 hours in a day.

The City Corporation reserves the right to cancel a card for this concession in the event of any misuse including leaving vehicles for longer than is necessary to charge the vehicle.

Please note that when the EV installations in the Estate car park have been completed residents should return their pass cards to the Estate Office.

We expect to extend this offer to any residents who don't have an electric vehicle but intend to buy one in the next twelve months this offer is expected to remain valid until the 25 October 2022.

Please contact the Estate Office for information.

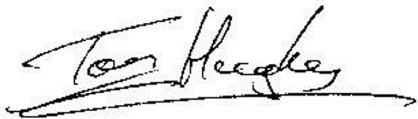
Opening times: Monday – Friday 8am - 4pm

Telephone: 020 7247 4839

Via email: MSE@cityoflondon.gov.uk

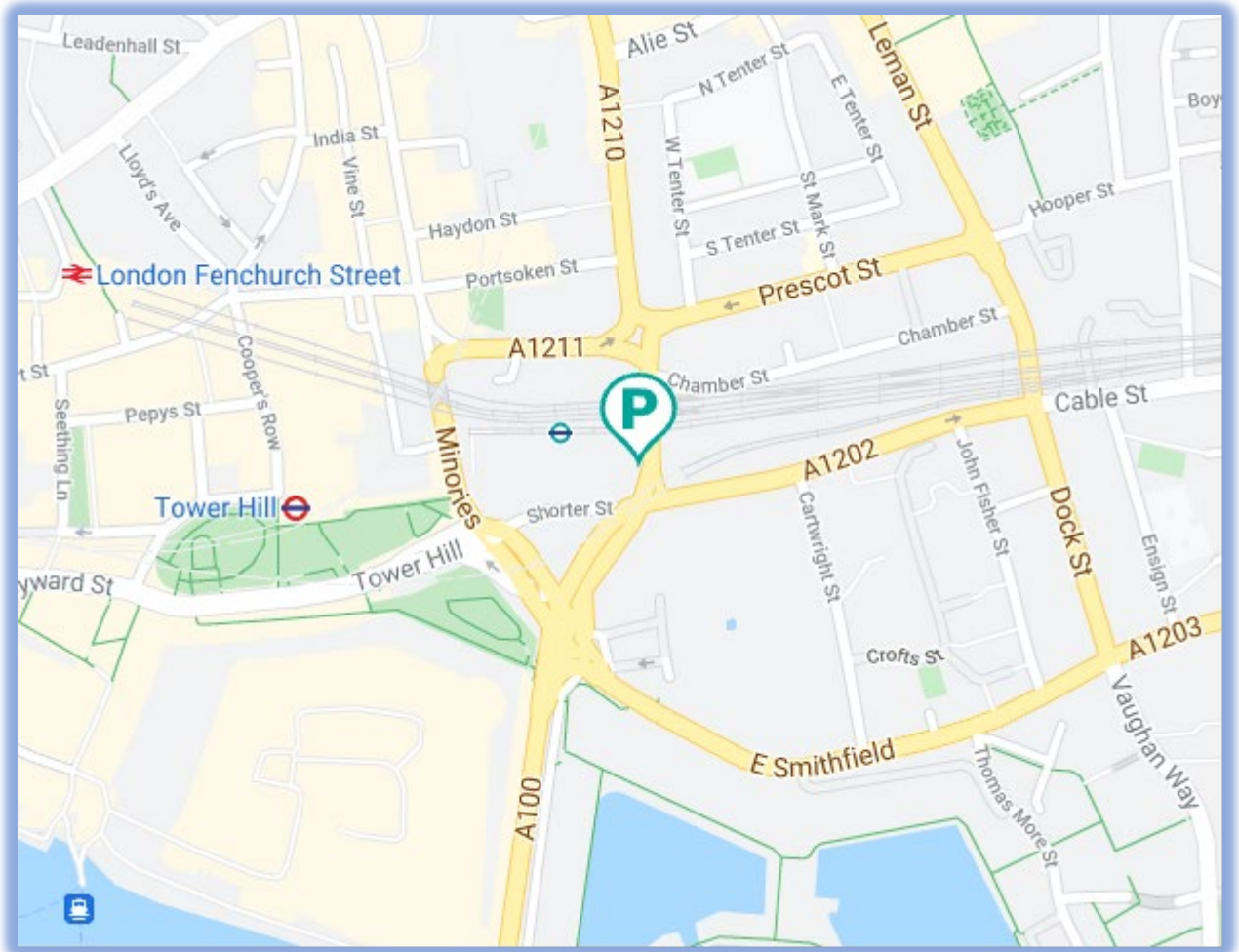
Address: Artizan Street, E1 7AF

Yours faithfully

A handwritten signature in black ink, appearing to read 'Ian Hughes', with a long horizontal flourish underneath.

Ian Hughes
Deputy Director, Transportation and Public Realm
The Built Environment
Department of the Environment

Map of the Minories Car Park





**CITY OF LONDON
STANDARD TERMS FOR USE OF CAR PARKS
*IMPORTANT NOTICE***

**ALL PERSONS ENTERING THE CAR PARK ARE DEEMED TO HAVE READ THE
FOLLOWING TERMS AND CONDITIONS**

1. Entry to Car Park

- 1.1 Entry to or use of this car park is subject to the following Terms and Conditions of the City of London. (hereinafter referred to as “we/us/our”) These Terms and Conditions shall be binding on every person entering the car park (with or without vehicle) (hereinafter referred to as “you/your”) and all "interested parties" being every person who may have any interest in the vehicle being parked in the car park (a "vehicle") or in any of the contents of such vehicle. By entering the car park you shall be deemed to have accepted these Terms and Conditions
- 1.2 These Terms and Conditions may not be varied save in writing by us
- 1.3 Upon entry to the car park you shall be liable to pay without any set-off or other deduction whatsoever our charges which are set out on the tariff board at the entrance to the car park (the "Tariff Board") The charges shown on the Tariff Board are set by us being the Local Authority responsible for the car park and shall be subject to change from time to time
- 1.4 You should note that a car parking Ticket is not transferable and shall be valid only in respect of the Vehicle in respect to which the Ticket was originally issued. All Tickets shall remain the property of us and any Season Ticket issued must be surrendered to either us and/or our Managing Contractor (hereinafter referred to as “MC”) as directed upon the expiry of the same You should further note that entry to the car park will not guarantee a particular space in the car park or give you any rights over any other person

2. Liabilities

- 2.1 The car park is open to the public during the hours specified on the Tariff Board We/Our MC will use reasonable endeavours to safeguard vehicles parked in the car park but we or our MC cannot accept any liability whatsoever for the loss of or damage to any vehicle

or its contents save to the extent that it is proved to be directly caused by the negligence, or wilful act or wilful default of us or our MC or its servants or agents You enter the car park at your own risk

- 2.2 We/Our MC, its servants and its agents will accept liability in respect of the death or personal injury sustained by you only to the extent that it is proved to be caused by the negligence or wilful act or wilful default of us or our MC or its servants or its agents
- 2.3. You shall indemnify us our servants or agents against any death or personal injury or damage to property arising as a result of any negligent act or otherwise

3. Notification of Damage, Theft etc.

- 3.1 You are required in the event of any accident at the car park (whether involving a vehicle or otherwise) or any theft from a vehicle at the car park to follow the following steps:-
 - (a) immediately inform a member of our MC staff of the occurrence and assist in the completion of an Incident Report Form
 - (b) in cases of theft to immediately inform the Police
 - (c) to notify your insurers promptly where appropriate
- 3.2 If you consider that you have a claim against us or our MC then you should within 7 days of the discovery of the loss, destruction, damage or theft, give written notice containing full details of the occurrence to our MC Contract Manager who is based at Tower Hill Car and Coach Park 50 Lower Thames Street London EC3R 6DP
- 3.3 We/Our MC shall not be liable for any claim (other than a claim arising under Condition 2.2 above) where you (or any other person as aforesaid) fails to notify us/our MC of such incident in accordance with these Conditions

4. Use of Car Park

- 4.1 It is your responsibility to ensure that your vehicle left in the car park and any other personal items are properly secured You must not leave your vehicle unsecured even if requested so to do by a member of our MC staff
- 4.2 All Motor Bikes and Bicycles shall be parked in designated bays identified within the Car Park and shall not be parked in any other area within the Car Park unless instructed to do so by either us or our MC
- 4.3 You shall not park your vehicle(s) in designated disabled bays within the Car Park unless instructed to do so by either us or our MC

4.4. The directional and other signs including (but without limitation) speed restrictions displayed in the car park form part of these Terms and Conditions. Our MC reserves the right to eject and to refuse future admittance to any person or vehicle which has failed to obey such signs or has otherwise failed to comply with these Terms and Conditions (or any of them) or who in our or the MC's sole opinion has misbehaved or otherwise failed to act responsibly in the Car Park or in any other car park which may from time to time be in the MC's, control or management within our ownership.

4.5. You are required:

4.5.1. after parking your vehicle to proceed with all accompanying persons to the nearest passenger lifts, stairs or exits which are sign-posted at all levels

4.5.2. to ensure that any accompanying persons being minors are prohibited from playing anywhere within the Car Park

Should you fail to abide by these Terms and Conditions you will be held responsible by us for any damage occasioned to any vehicle or the car park or otherwise whether such damage arises by virtue of the acts or omissions of you or of any person (whether a minor or not) accompanying you

4.6. In no circumstances whatsoever save in the event of an emergency only should you utilise the car park for:-

(a) towing another vehicle or being towed; or

(b) working on or cleaning a vehicle; or

(c) any activity connected with the sale, hire or other disposal of a vehicle

4.7. In no circumstances should you or any other person bring an animal not regarded as a "domestic pet" into the car park. You shall ensure that any domestic pet brought into the car park shall at all times be properly restrained so that it does not interfere with any other person or affect the operation of the car park in any way

5. Exit from the Car Park

5.1 We reserve the right to refuse to permit the exit of any vehicle except on the production of a valid Ticket. A Ticket must not in any circumstances be left in a vehicle

5.2 If you cannot produce your parking ticket on departure then you will be charged the full daily rate for each day or part thereof that the vehicle has been in the car park

5.3 Upon any failure to produce on exit from the car park a valid ticket therefor our MC may refuse to permit such vehicle to leave the car until such time as the MC has been provided with evidence wholly acceptable to the MC as to ownership of the vehicle. For the avoidance of doubt in any such circumstances pending the supply of such evidence you shall continue to be liable to pay our charges as shown on the Tariff Board.

6. Moving and Relocation of Vehicles

- 6.1 Entry to the car park shall be conclusive evidence of authority granted by you to our MC to reserve the right to move your vehicle within the car park by driving or otherwise to such extent as may be reasonably necessary to avoid obstruction of or for the more efficient arrangement of parking facilities at the car park. An example of obstruction shall be the parking of a vehicle across two bays.

7. Liens and Disposal of Abandoned Vehicles

- 7.1 Entry to the car park with a vehicle shall for the avoidance of doubt confer upon us a lien (i.e. a right to detain the vehicle and recover costs) over such vehicle in respect of all charges due to us in respect of the use of the car park including (but without limitation) the costs of any damage to the car park or any of our property occasioned by such vehicle, its driver or other persons accompanying such vehicle.

- 7.2 We reserve the right to refuse exit from the car park until all charges due in respect of the use of the car park by such vehicle (as specified in Condition 7.1) have been fully paid or otherwise secured to the satisfaction of us.

- 7.3 Save where you have notified us in writing of a contrary intention any vehicle left in the car park for a period of 28 days or more shall be deemed to have been abandoned in which case we shall have the right (but shall have no obligation) to

7.3.1 remove the vehicle and dispose of the same by auction or any other sale procedure. Any monies obtained by us from the sale of the vehicle shall be utilised as follows (and in the following order):-

- (a) to pay the costs of the auctioneer or other sale related costs;
- (b) to pay at our discretion the costs of removal of the vehicle of delivery of the vehicle to the auctioneer or otherwise and any costs incurred pursuant to Condition 7.4;
- (c) to pay to us the costs of parking the vehicle in the car park from the date of entry until date of sale;

7.3.2 If in our reasonable opinion the value of any vehicle which appears to have been abandoned is unlikely to equal or exceed the sale costs THEN and in such event we may in our discretion arrange for the direct removal of the vehicle for scrap, salvage and recover any actual costs arising from such disposal of vehicle including a sum of not less than £100 in respect of administration costs.

Nothing in the foregoing shall relieve or abate the obligation of you to meet the daily rate for each day passing prior to the removal of the vehicle.

- 7.4 Prior to disposing of an abandoned vehicle we will:

- (a) make reasonable enquiries with a view to identifying and contacting the registered keeper of the vehicle in question;
- (b) give 28 days' notice of our intention to do so to the registered keeper by pre-paid post addressed to the registered keeper's last known address

but our costs of making such enquiries shall be borne by you or other person entitled to the proceeds of any sale thereof.

The following is a link to the Car Park web page: [Minorities Car Park \(for website use only\)](#)