

## ENFORCEMENT OF A DROPPED KERB - APPLICATION FORM

### ONLY USE THIS FORM IF YOU MEET THE FOLLOWING CRITERIA:

1. You have a dropped kerb that has been installed by Ealing Council. Please do not submit this application form if you do not have a dropped kerb. If you would like to apply for a dropped kerb please access [www.ealing.gov.uk](http://www.ealing.gov.uk) for information on how to apply for a dropped kerb.
2. You are the occupier of the residential property and have a driveway, which is not shared by other properties.
3. The purpose of the dropped footway is to assist vehicles to enter or leave the road from or to the driveway.

### PLEASE COMPLETE IN BLOCK LETTERS

#### 1. APPLICANT

TITLE: \_\_\_\_\_ FORENAME(S): \_\_\_\_\_

SURNAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTCODE: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

EXACT LOCATION OF DROPPED FOOTWAY: \_\_\_\_\_

#### 2. SUPPORTING DOCUMENTS

PLEASE SUPPLY A COPY OF ONE PROOF OF ADDRESS DATED WITHIN THE LAST THREE MONTHS (*SUCH AS: A UTILITY BILL, COUNCIL TAX BILL OR BANK STATEMENT*) AND A RECENT PHOTOGRAPH OF YOUR DROPPED KERB.

#### 3. DECLARATION

I hereby declare that by submitting this application I am authorising the Council of the London Borough of Ealing to enforce the dropped footway outside my premises for the purposes of Section 86 of the Traffic Management Act 2004 and any other subsequent relevant legislation. I understand that if the council accepts my application, then I will be required to notify the council of any illegally parked vehicles in front of my dropped footway, so that the council can take the necessary enforcement action. I also understand that it would not always be possible for the council to take prompt enforcement action. The Council of the London Borough of Ealing can at any time decide to cancel my registration and remove my dropped footway from their enforcement list.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Please send your completed application and supporting documentation to **Ealing Council, Parking Services, PO Box 46264, London W5 2UN** or by email to [ParkingServices@ealing.gov.uk](mailto:ParkingServices@ealing.gov.uk) (preferred option). The Council will write back to you regarding the outcome of your application. Applications can take up to four weeks to be processed from the date they are received by Parking Services.

**Please note:** Parking Services are unable to enforce a dropped footway/driveway if there is a parking bay or yellow line(s) in front of the dropped footway/driveway. We are also unable to enforce against vehicles parked in a bay displaying valid documentation during the controlled parking zone hours of restrictions. If these restrictions are present then we can enforce the parking bay or yellow lines restrictions. Outside the enforcement times for the parking bay or yellow line(s) we will be able to take enforcement action against vehicles parked adjacent to your dropped footway/driveway.

## GDPR

The data you are providing on this application is for the purposes of processing your application for a permits and vouchers.

Ealing Council may use the data collected through the issuing and administration of permits and visitor vouchers for the purpose of enforcement of parking and traffic contraventions and traffic management administration.

The data will be used by Ealing Council, its agents, and London local authorities and may be disclosed to other law enforcement agencies for those purposes and when it is considered necessary for the prevention and detection of crime, and when otherwise legally required.

Your information may be:

- Shared with third parties for appeals and enforcement, such as London Tribunals and the Traffic Enforcement Centre (TEC).
- Shared with organisations such as British Parking Association (BPA) and London Councils for statistical purposes only.
- Shared within departments of the council where it is essential to carry out statutory functions.
- Shared with our contractors in order to carry out our legal obligations. These include providers of services such as our cashless parking system, IT system, parking enforcement and print and scanning providers.
- Shared with the police and law enforcement agencies.

If you want to have a copy of the information held about you this is called a subject access request under the Data Protection Bill 2018 and General Data Protection Regulations (GDPR). For more information regarding your rights and how we handle personal data please see the council's corporate [privacy statement](#). This can also be found at [https://www.ealing.gov.uk/info/201045/data\\_protection/1420/privacy\\_statement](https://www.ealing.gov.uk/info/201045/data_protection/1420/privacy_statement)