



**REVISED AND UPDATED FEBRUARY 2023
(APPENDIX 4 TO TRAFFIC MANAGEMENT POLICY)**

Entry Permit Conditions of Use

1. Vehicle Entry Tags ("Tags"), and the required and appropriate Windscreen Stickers ("Stickers") stipulating the approved access level and Tag category are available to New Covent Garden Market tenants, customers and suppliers for the purpose of gaining entry to conduct genuine business within the Market, and for the purposes of these Conditions of Use and the Conditions of Entry at Appendix 1 "Market" means all the land and buildings vested in Covent Garden Market Authority ("CGMA") and comprising New Covent Garden Market.
2. The definition of 'vehicle' in the Conditions of Use and Conditions of Entry is not limited, as the Authority may need to respond to changing circumstances on the Market by regulating different types of vehicle under this scheme, that it was not previously considered necessary to regulate.
3. Casual entry tickets are limited to an aggregate 3 hour stay in either or both of the Fruit and Vegetable Market and Flower Market. The Multi-Storey Car Park and Flower Market are subject to a separate pricing structure, details of which are displayed at both locations. Customer entry tags allow access for up to 3 hours only.
4. Tags and Stickers will be valid from 1 April 2023 until 31 March 2024. The issue of Tags and Stickers is at the discretion of CGMA.
5. Any misuse of Tags or Stickers entitles CGMA to cancel the Tags or Stickers used by the vehicles involved immediately and without refund, whether the vehicles are involved directly or indirectly.
6. The following activities (without limitation) constitute misuse of Tags or Stickers:
 - a. "Fly tipping", or the depositing of waste or unwanted items on the Market (including waste deposited as a result of sweeping out of vehicles), save that tenants are (subject to 6b) permitted to deposit waste in the bins provided on the Market;
 - b. bringing waste or unwanted items onto the Market for disposal, whether in designated areas or otherwise;
 - c. using a Tag or Sticker that was issued to a different business (whether company, partnership or sole trader);
 - d. abusive behaviour by vehicle drivers or crew towards any CGMA employees or representatives, any tenant, tenant staff, customer, supplier or authorised visitor;
 - e. parking anywhere on the Market otherwise than in accordance with a valid permit or as authorised by CGMA;
 - f. exceeding the site speed limit of 20mph or any other temporary speed limit in force;
 - g. using a commercial Tag or Sticker for private vehicle entry (or vice versa);
 - h. using a single Tag and/or Sticker to allow more than one vehicle to access the Market at the same time;
 - i. committing a traffic offence on any 'market road' (as that term is defined in section 6 of the Covent Garden Market Act 1969);
 - j. any breach of these Conditions of Use or the Conditions of Entry set out at Appendix 1 to these Conditions of Use; and
 - k. any breach of the Market Byelaws involving the relevant vehicle(s).
7. Where Tags or Stickers are allocated to a tenant of the Market, the Authority is entitled to cancel those Tags or Stickers immediately and without refund in the event the tenant:
 - a. commits or allows a breach of its lease involving the use of vehicles; or
 - b. is in arrears of rent or service charge, and either:
 - i. fails to regularise those arrears by either payment in full or entering into a payment plan upon 14 days' written notice from the Authority; or
 - ii. fails to make payments due under a payment plan.
8. Tags allow single vehicle entry only and cannot be passed back to another vehicle for re-use.
9. All vehicles entering the New Covent Garden Market are driven and left entirely at the owner's risk.

10. Vehicles must display the correct windscreen Sticker **and** Tag at all times whilst in New Covent Garden Market.
11. Any temporary loading pass (golden permit) is time restricted to 30 minutes expressly for collecting and loading produce within the Market.
12. Any vehicle without a valid Tag and Sticker must pay the casual entry or relevant ticket charges which will not be refunded by CGMA. Any vehicle within the Market not displaying a Tag and the correct Sticker, or valid entry ticket will be subject to enforcement measures.
13. Any vehicle with a valid Tag that encounters an issue accessing the Market will be expected to pay the casual entry charge. A refund will be given if the Tag is proven to be faulty or there is mechanical malfunction.
14. Report lost or stolen Tags and Stickers to CGMA quoting the Tag number. Tags will only be replaced on cancellation of original. Tag replacements are chargeable at £30 + VAT.
15. CGMA reserves the right to relocate vehicle areas as required.
16. Vehicles must only use such Market Roads (as defined in the Byelaws) as designated by CGMA from time to time. CGMA reserves the right to change the layout of the Market Roads (as defined in the Byelaws) from time to time and divert traffic as it considers reasonably necessary.
17. Vehicles within the market must comply with directional signage (including temporary diversions) as installed by CGMA from time to time.
18. Purchase and display of a Tag will be deemed as acceptance of these conditions.
19. Space for vehicles within New Covent Garden Market is not guaranteed and during the redevelopment vehicle areas may be subject to change at short notice. CGMA reserves the right to refuse admission for health and safety or operational reasons.
20. Purchase of a tag does not entitle the holder to park vehicles for prolonged periods and CGMA reserves the right to remove or relocate vehicles identified as not being used for commercial operation. This also applies to commercial vehicles being used as commuter transport.
21. In the event of being unable to find a space to park or unload, drivers should exit the Market and make alternative arrangements elsewhere. Lack of free spaces within the vehicle areas will not be an acceptable reason to stop in unauthorised areas.
22. Tags cannot be transferred/sold/loaned etc. between businesses (whether companies, partnerships or sole traders).
23. Refunds will be issued for returned tags for all full remaining months of the period to 31st of March 2024.

APPENDIX 1 (APPENDIX 5 TO TRAFFIC MANAGEMENT POLICY)

CONDITIONS OF ENTRY

1. INTRODUCTION

- 1.1. **General** - The HSE and Wandsworth Council are the Enforcing Authorities for health and safety on the Market – this includes traffic management. As owner and landlord of the Market, CGMA is responsible for the management of traffic within the common areas on the site.
- 1.2. **Safety** - It is the duty of all market users to co-operate with CGMA in maintaining a safe working environment. By entering the Market the person has accepted the conditions of entry listed below. Compliance with these Conditions of Entry and where relevant the Market Byelaws and CGMA's Traffic Management Policy is required at all times copies of are available from CGMA

2. GENERAL CONDITIONS

- 2.1. Where possible pedestrians should use pavements, first floor corridors and defined pedestrian walkways to minimise the interface with workplace transport. Roads should only be crossed at designated crossing points. Pedestrians within the Fruit and Vegetable Market should use the buyers walk, not the front of unit aprons as a walkway. Drivers and pedestrians must read and take notice to site instructions and notices relating to any changes to vehicle or pedestrian routes due to the re-development of the Market. Signs and notices are displayed at the main entrances and in areas where development work is taking place within the Market.
- 2.2. Pedestrians in loading and unloading areas should be fully aware of fork-lift truck (FLT) activity and make every effort to use the nearest marked walkway. Pedestrians must be aware of the 'Keep clear' lane, which is used for FLT activity, marked in front of unit aprons on 'D' road in the Fruit and Vegetable Market.
- 2.3. Any person entering the Market who may be considered at risk should be supervised and controlled. Children are not permitted in the Market.
- 2.4. Care should be taken to avoid slip, trip and fall hazards associated with the work and environment of the Market.
- 2.5. Driving on site must be in accordance with applicable road traffic legislation and the Highway Code. Designated speed limits must be observed across the whole site. Drivers must adhere to all traffic controls on site (including any directional signage (whether temporary or otherwise)) and only operate those vehicles for which they hold the relevant qualification.
- 2.6. "Tailgating" at entrances and exiting is prohibited.
- 2.7. Vehicles must load and unload in designated areas which are Aprons, the Fruit & Veg Centre Road and Dock areas or any other designated hardstanding areas. Parking, the storage of goods or any other such obstruction on pedestrian routes when unavoidable to enable unloading of goods must be always supervised by the relevant tenant. Dock areas are restricted to use by HGVs only.
- 2.8. Vehicles entering the Market must be roadworthy, insured and have the appropriate Road Fund Licence and certification.
- 2.9. Vehicles must be secured when unattended and engines and refrigeration equipment turned off.
- 2.10. Vehicles contravening any of the conditions of entry may be subject to parking control measures including the removal of abandoned vehicles at the owner's cost.
- 2.11. All vehicles, both commercial and private, must park in the designated car parks within marked bays. Parking is prohibited on double yellow lines, hatched areas, and (unless a valid disabled badge is displayed) disabled bays.
- 2.12. NCGM Tenants' employees and other Market user vehicles may park whilst at work or conducting business. Except by permission of CGMA overnight or extended periods of parking and storage of vehicles on site is prohibited.
- 2.13. High visibility clothing should be worn by anyone regularly working in close proximity to workplace transport and is mandatory for drivers of FLTs and reach trucks.
- 2.14. "Fly tipping", or the depositing of waste or unwanted items on the Market (including waste deposited as a result of sweeping out of vehicles), is not tolerated and offenders may be refused readmission and/or prosecuted under the Byelaws, save that tenants are permitted to deposit waste in the bins provided on the Market as long as that waste has not been brought onto the Market as waste for disposal.
- 2.15. Transhipment of any kind is not permitted within the confines of the Market.
- 2.16. Under the Market's Byelaws CGMA has the power to remove and exclude persons from entering the Market, including minors.
- 2.17. Contravention of the Market Byelaws may lead to prosecution.