

Service name	Records description	Legislation name	Retain permanently	Start event	Retention period (years)	Retention period (months)	Retain until
Council car parks	All records relating to the development, implementation and management of car parks which are owned and run by the local authority	Limitation Act 1980 (Section 2)	FALSE	Year records created	6	0	
Council car parks	List of car parks owned and run by the local authority , their locations and tariffs.		FALSE	Year records created	1	0	
Disabled people - parking bays	All records relating to the provision of designated parking bay areas may be provided for registered disabled drivers	Limitation Act 1980 (Section 2)	FALSE	Year records created	6	0	
Disabled people - parking permits	All records relating to the management of parking permits for disabled people		FALSE	Date of application	3	6	
Estate parking	All records relating to the determination of parking regulations (residents and visitor parking) on council property and for enforcement of those regulations	Limitation Act 1980 (Section 2)	FALSE	Year records created	6	0	
Lorry parking	All records relating to the provision of parking areas for heavy goods vehicles	Limitation Act 1980 (Section 2)	FALSE	Creation of records	6	0	
Parking permits	All records relating to the management of parking permit schemes for residents who keep and use a car, a van or motorcycle on a full-time basis within a controlled parking zone	Limitation Act 1980 (Section 2)	FALSE	Date permit expires	6	0	
Parking zones	All records relating to the creation, implementation and monitoring of controlled parking schemes	Limitation Act 1980 (Section 2)	FALSE	Year records created	6	0	
Pavement parking	All records relating to the monitoring of pavement parking	Limitation Act 1980 (Section 2)	FALSE	Date of enforcement actio	6	0	
Private car parks	All records relating to the monitoring of car parks owned and operated by private companies	Limitation Act 1980 (Section 2)	FALSE	Year records created	6	0	
Street parking enforcement	All records relating to the enforcement of on street parking regulations (meters, residential parking bays, yellow lines etc.) within the local authority area	Limitation Act 1980 (Section 2)	FALSE	Year records created	6	0	
Vehicle clamping and removal	All records relating to the use of vehicle clamps to immobilise illegally parked vehicles.	Limitation Act 1980 (Section 2)	FALSE	Year records created	6	0	