



# City of London Corporation (Open Spaces) Act 2018

## 2018 CHAPTER i

### *Enforcement*

#### **11 Fixed penalty notices**

- (1) An authorised officer may issue a fixed penalty notice to any person who the officer has reason to believe has committed an offence in an open space under—
  - (a) a byelaw having effect in relation to the open space;
  - (b) section 10(4) of this Act;
  - (c) section 9(5) of the City of London (Various Powers) Act 1971 (contravention of horse-riding restrictions in Epping Forest);
  - (d) section 7(6) of the City of London (Various Powers) Act 1977 (contravention of access restrictions in Epping Forest); or
  - (e) section 87 of the Environmental Protection Act 1990 (littering).
- (2) A fixed penalty notice is a notice offering the person to whom it is issued the opportunity of discharging any liability to conviction for the offence by payment of a fixed penalty to the Corporation.
- (3) A fixed penalty notice must be in writing and state—
  - (a) the particulars of the circumstances alleged to constitute the offence;
  - (b) the amount of the fixed penalty;
  - (c) the effect of subsection (6);
  - (d) the name and address of the person to whom payment of the fixed penalty may be sent;
  - (e) the permissible methods of payment (which include the method laid down by subsection (8)); and
  - (f) the effect of subsection (9).

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*Status: This is the original version (as it was originally enacted). This item of legislation is currently only available in its original format.*

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- (4) A fixed penalty notice may be issued in person or by post, and must identify by name the person to whom it is issued unless the authorised officer cannot reasonably ascertain the person's name.
- (5) Where a fixed penalty notice is issued by post, it is regarded as having been issued at the time at which it would be delivered in the ordinary course of post.
- (6) Where a person is issued with a fixed penalty notice—
  - (a) no proceedings may be taken in respect of the alleged offence in relation to which the notice was issued before the end of the period of 14 days following the date on which the notice was issued; and
  - (b) the person may not be convicted of that offence if the fixed penalty is paid to the Corporation before the end of that period.
- (7) The amount specified under subsection (3)(b) is to be an amount prescribed by the Corporation, which—
  - (a) may prescribe different amounts in relation to different classes of case; but
  - (b) may not prescribe an amount exceeding £100.
- (8) Payment of a fixed penalty may be made by pre-paying and posting to the person whose name is stated under subsection (3)(d), at the stated address, a letter containing the amount of the penalty (in cash or otherwise).
- (9) Where a letter is sent in accordance with subsection (8), payment is regarded as having been made at the time at which that letter would be delivered in the ordinary course of post.
- (10) In any proceedings, a certificate that—
  - (a) purports to be signed by or on behalf of the officer responsible for the Corporation's financial affairs; and
  - (b) states that payment of a fixed penalty was, or was not, received by the date specified in the certificate,is evidence of the facts stated.