

TOWER HAMLETS COMMUNITY HOUSING

Parking Control Policy

1. Statement of Intent

- 1.1 THCH will enforce strict parking controls on THCH land at all times in order to protect peoples' ability to park in allocated bays.
- 1.2 The term "resident" in this policy applies to tenants, leaseholders or any other person living in a THCH property who is allowed by law to drive a vehicle.

2. Guidance - Residents

- 2.1 Residents will be allowed to license a specific parking bay on THCH property as long as the allocation criteria are met and a bay is available.
- 2.2 Permits indicating authority to park on THCH land must be shown at all times.
 - 2.2.1 The allocation criteria are:
 - 2.2.1.1 Rent and service charge accounts must be up to date.
 - 2.2.1.2 The applicant must provide proof of ownership of the vehicle along with a current insurance certificate, MOT, a valid road tax disc and driving licence
- 2.3 THCH will make a charge for a parking bay except in the case of Registered Disabled residents for whom there will be no charge.
- 2.4 If a resident who uses the bay falls into arrears of rent or service charge or owes money to THCH for any other reason, the permit may be terminated.
- 2.5 Residents will only be allowed to park in the bay that is allocated to them. Permits will be issued showing which bay has been allocated for use. A second permit will be issued that allows any vehicle to park in the bay in the absence of the designated vehicle.

Responsible Director: Director of Housing
THCH- Policy and Procedure Manual- **Parking Control** Policy
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- 2.6 Permits indicating authority to park on THC land must be shown at all times. Any vehicle not displaying a valid permit is liable to receive a parking ticket and be removed.
- 2.7 No period of 'grace' will be allowed on the expiry of a tax disc. A current tax disc must be displayed at all times in a vehicle parked on THCH land.
- 2.8 Where demand is greater than the number of available spaces the local office will maintain a waiting list. Spaces will be allocated in date order, earliest first. The only exception will be in the case of disabled residents who will be given priority over all other applicants provided the allocation criteria are met.
- 2.9 Residents who need medical care or support will be able to rent a space without naming a specific vehicle. In this instance only one permit will be supplied and there be no charge.

3. Guidance – non residents

- 3.1 Where there are available spaces, non-THCH residents will be allowed to rent spaces at a higher rate. However, the non-resident will be made aware that should the need for a space arise, their permit will be terminated.
- 3.2 Non-residents will pay quarterly in advance. If the bay user falls into arrears the permit will be terminated.
- 3.3 Non-residents will only be allowed to park in the bay that is allocated to the. Permits will be issued showing which bay has been allocated for use. A second permit will be issued that allows any vehicle to park in the bay in the absence of the designated vehicle. Any vehicle not displaying a valid permit is viable to be ticketed and removed.
- 3.4 Permits indicating authority to park on THC land must be shown at all times. Any vehicle not displaying a valid permit is liable to receive a parking ticket and be removed.
- 3.5 No period of 'grace' will be allowed on the expiry of a tax disc. A current tax disc must be displayed at all times in a vehicle parked on THCH land.

4. **Contractors, staff and other visitors**

- 4.1 Visitor parking will be allowed in designated bays for vehicles displaying a valid Tower Hamlets visitors' permit and providing a current tax disc is displayed.
- 4.2 THCH will allow a ten-minute waiting period before enforcement is permitted.
- 4.3 LB Tower Hamlets Public Service Permits are not valid on THCH land.
- 4.4 Vehicles clearly displaying the "green badge" of the health emergency badge scheme will not be ticketed or removed from THCH estates if that badge is used in accordance with its conditions of use.
- 4.5 Approved THCH contractors in liveried vehicles will be allowed to park outside of parking bays only when they are not providing an obstruction.
- 4.6 THCH staff may park in contractor/visitor bays on THCH estates on THCH business only and when displaying a valid permit and current tax disc.

5. This policy will be reviewed every three years.