

<b>Policy Name</b>	<b>Car Parking Policy</b>
<b>Policy No.</b>	<b>032</b>

## **1. Purpose**

- 1.1 The purpose of this policy is to ensure the effective, allocation/management /control of parking spaces on GHA housing schemes.
- 1.2 GHA aims to provide residents with information as to where they can and cannot park and where any visitors are allowed to park.

## **2. Overall parking on GHA schemes**

- 2.1 Any vehicles using the scheme or estate must keep roadways or other vehicle access clear. It is vitally important that refuse vehicles and emergency vehicles have clear access to the scheme at all times.
- 2.2 Tenants, household members and visitors must not park on any grass verges, footpaths, other open spaces or turning areas.
- 2.3 Tenants are responsible for all vehicles belonging to household members and any visitors to their property.
- 2.4 Parking is at the vehicle user's own risk and GHA take no responsibility for any damage caused to property or vehicles.
- 2.5 Tenants and household members are NOT permitted to park any vehicles in other resident's parking spaces or to park their vehicles in allocated Visitors parking bays.

## **3. Allocation of parking**

- 3.1 Where the GHA development allows, one parking space will be allocated to the tenant or a member of their household at no charge if they have a vehicle that is:
  - In a roadworthy condition.
  - Has valid insurance which is displayed at all times.
  - Is registered in the tenant's name or a member of the household (exception made for a vehicle registered in an employer's name and the employee is a tenant or member of the household).
  - Is not oversized for the allocated space.
  - The driver has a valid driving licence.

## **4. Revoking permission and additional spaces**

- 4.1 GHA maintains the right to revoke, alter or re-allocate spaces (with the exception of some partial ownership tenants).

4.2 Either party may terminate Car Parking Licence(s) upon giving not less than one month's written notice (with exception of some partial ownership tenants).

4.3 Should household members have additional vehicles they need to either:

- Rent an additional space where possible.
- Find alternative parking off site.

4.4 Where the scheme allows, a second space may be available to rent to members of a household at a monthly charge the cost of which will be confirmed at the time of allocation. This space is payable by standing order only.

4.5

If the tenant of a property is in arrears, then no additional spaces will be allocated. GHA will also revoke any additional spaces that have been allocated should the tenant fall into arrears.

## **5. Visitors' spaces**

5.1 On some developments there are a limited number of visitor spaces. These spaces are not to be used by tenants or other members of the household who live on the development. The maximum period for parking in a visitor space is one overnight stay during a consecutive 7 night period. Should all the visitors spaces be full, visitors must find alternative parking away from the scheme and NOT park in other resident's spaces. All tenants are responsible for the parking of any people visiting their property.

## **6. Loading and unloading Parking**

6.1 At developments where there are loading or unloading bays, these bays are clearly sign posted to show that parking is limited to 20 minutes for tenants or visitors to the scheme. It is not permissible to use these spaces for any greater amount of time.

## **7. Terre a l'Amende**

7.1 Where a Terre a l'Amende system operates on the estate, any tenant /householder/visitor who parks in breach of this parking policy will be ticketed and fined £50.00. If payment is not received, GHA will recover the money owed through Petty Debts.

7.2 Should the tenant/ householder/ visitor continue to park in breach of this Policy, this will constitute a breach of lease or tenancy agreement and a warning letter will be sent advising that legal action may commence. Payment of any outstanding fines will be referred to Petty Debts.

7.3 Should the problem continue and GHA has clear evidence to demonstrate this breach GHA will commence legal action and serve a Notice to Quit.

<b>Date Approved :</b> December 2016	<b>Date for Review :</b> January 2018
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