

INTRODUCTION

This policy sets out the Aragon Housing Association (AHA) and South Northants Homes (SNH) approach to parking provision on our estates.

POLICY STATEMENT

The Associations recognise that parking issues can impact on the quality of life of residents and the desirability of housing schemes. The Associations aim to work with residents and other agencies to provide quality services on our estates, including the provision and maintenance of parking facilities close to residents' homes where possible.

OBJECTIVES

The key objectives of the Parking Policy are as follows:

- To clarify how new parking areas are identified by the Associations and agreed
- To set out the procedure for tenants wishing to construct a parking area within the boundaries of their property
- To state the process for garage rental
- To clarify the process for dealing with parking problems

REGULATORY CODE AND GUIDANCE

3.5 Housing Associations must provide good quality housing services for residents and prospective residents.

RELATED KEY LINES OF ENQUIRY (KLOE)

KLOE 3 . Stock Investment
KLOE 5 . Resident Involvement
KLOE 6 . Tenancy and Estate Management
KLOE 12 . Home Ownership

OTHER RELATED POLICIES

Aids & Adaptations Policy
Allocations Policy
Asset Management Strategy
Equality & Diversity Strategy
Estates Management Policy
Estates Improvement Policy
Garages & Hardstandings Policy
Nuisance & Anti-Social Behaviour Policy

PROVISION OF PARKING ON NEW BUILD SCHEMES

Parking provision in new schemes will be made in accordance with the Design Brief and Planning requirements.

Identified parking areas may be included in the leases for shared ownership properties.

PROVISION OF NEW PARKING AREAS BY THE ASSOCIATION

The need for additional parking provision can be identified by numerous sources, often by staff and residents. Staff use their Association's estates improvement procedure where the need for additional parking is identified and an estate improvement project is feasible.

The Customer Committees approve the environmental/estate improvement programme on an annual basis, which can include the provision of new parking areas. Appropriate consultation with residents and other agencies is required before a proposed project can commence.

Where the Association funds new parking schemes it aims to construct these in accordance with the constraints of the site. Although the preferred solution is to provide individual parking bays within the curtilage of the garden, this is often neither practical nor cost effective. In such an event communal car parking areas will be considered.

It is recognised that the Associations do not have the resources to effectively monitor the use of communal parking areas and, therefore, parking spaces in communal areas may not be allocated.

The Association will liaise with other agencies about the provision of new parking, including the possibility of joint funding.

LIGHTING TO GARAGE/PARKING AREAS

Requests for new/additional lighting provision are dealt with in accordance with the project briefing procedure and environmental improvement programme as outlined above. The Association will liaise with the parish/town council for the area regarding their adoption of the lighting provided.

Where the parish/town council are not willing to adopt the lighting required, the Property Manager (AHA)/Projects Manager (SNH) will report this to Customer Committee for a decision whether to proceed with the project if alternative solutions cannot be found.

PROVISION OF NEW PARKING AREAS BY TENANTS

In accordance with the Tenancy Agreement, tenants must ask for the Association's written permission to carry out improvements to their home, including the construction of parking within the boundaries of the property.

The Association will grant permission for such work where possible. The tenant will be required to comply with reasonable requirements, for example:

- Planning permission is required if the new access will be onto a classified road, which the tenant is responsible for obtaining
- The tenants must, at their own expense, construct a crossing of the verge or footpath to the satisfaction of the relevant local authority.
- A properly constructed concrete or paved base, as a hard standing upon which the vehicle should be parked, must be provided and maintained at the tenant's expense
- Where hard standings are constructed over drains proper access to those drains must be maintained. The Association's Maintenance Surveyor and/or Engineer can advise on any particular requirements e.g. manholes, rodding points etc.
- The tenants must, at their own expense, make the opening in the front boundary
- Where possible the vehicle should be parked at the side of the house and behind the building line and should be sited so as to avoid drainage or other service runs .
- The vehicle to be parked shall at all times display a current vehicle licence.
- No nuisance or annoyance is caused to neighbours.

The Association will not generally grant permission for a caravan, motor home, boat, heavy goods vehicle or mini bus to be parked in front of the building line of the property.

PARKING PROVISION FOR RESIDENTS WITH DISABILITIES

Designated properties for people with disabilities may have allocated parking provided, which is usually adjacent to the property or within the garden.

Requests for the provision of parking facilities at other properties will be considered in accordance with the Aids & Adaptations Policy.

GARAGES

The Association currently own approximately 2368 (AHA) and 1391 (SNH) garages, which are let separately to houses.

A waiting list of applicants is maintained. Applicants choose the location(s) they would like to rent a garage.

Garages are allocated as promptly as possible when vacancies occur. Garage tenancies will be allocated in accordance with the Garages and Hardstandings Policy.

Garage tenancies are not offered to applicants who owe rent arrears or other debt to the Association.

GARAGE STOCK REVIEW

Garage stock reviews have been undertaken for the Aragon stock and form part of the area based assessment process in South Northants, resulting in/may result in changes as deemed necessary, in consultation with residents, customers and local planning department e.g. the demolition of garages and re-development of a small number of garage sites.

COMMUNAL PARKING AREAS

The Associations expect that vehicles parked in communal parking areas should display a current vehicle licence. The following are examples of vehicles that should not be parked in communal parking areas:

- Vehicle with a Statutory Off Road Notice (SORN)
- Caravans or motor homes
- Boats
- Trailers
- Heavy goods vehicles
- Buses or mini buses

ESTATE INSPECTIONS

Garage and parking areas owned by the Association are inspected on a regular basis. Any estate inspection and walkabout will include garage areas and customers will be invited to carry out these inspections jointly with staff through the community/walkabout programmes.

Inspections are carried out to monitor and deal with issues such as litter, access problems, unauthorised parking and abandoned vehicles.

ABANDONED VEHICLES

The Association will investigate and consult with other relevant bodies with regard to abandoned vehicles, un-roadworthy vehicles and parking problems. Staff will refer abandoned vehicles and those not displaying a current vehicle licence to the local authority for attention in accordance with the abandoned vehicles procedure.

PARKING PROBLEMS

Complaints about nuisance caused by vehicle and parking problems will be dealt with in accordance with the relevant Association's Anti-Social Behaviour Policy and procedure.

TENANTS HANDBOOK

A section regarding garages and parking is included in the tenant's handbook.

MONITORING

Annual review by policy review programme and whenever necessary we will report on delivery of new parking areas to Customer Committee.

Customer Consultation: Policy Reading Group November 2009

Equality Impact Assessment carried out: Initial screen

Person responsible for review: Housing Manager/Housing Services Manager

Date of review: January 2010

Date of next review due: January 2011