

Tenants' Handbook

Parking

Introduction

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Many of the estates in Southwark were built before car ownership was common, with limited space for vehicles. Vehicles can create environmental, health and safety problems on housing estates. For these reasons we provide a parking service to manage vehicle parking.

There are two types of parking systems:

- On street parking
- Estate parking

On street parking or highway parking uses traffic management orders and various National Government Acts to control parking. Specific areas require permits and parking controls are indicated by signs and lines; failure to comply may result in the issue of a Penalty Charge Notice (PCN, commonly referred to as a parking ticket).

To contact us about on street parking you can telephone 0800 138 9081, 0344 800 2736 or email parking@southwark.gov.uk.

Estate parking is controlled by the Housing and Modernisation department. The council also have written traffic management orders and enforce on housing estates using the same powers as on the highway.

To contact us about estate parking you can telephone 020 7525 3587 or email estatesparking@southwark.gov.uk

On street permits cannot be used on estates and estate permits are not valid on street - Please refer to the signs adjacent to bays.

You can find out more about parking in Southwark on our website www.southwark.gov.uk/parking, including a guide to parking and permit costs as well as information on parking enforcement and fines.

The following forms part of your tenancy agreement:

You may only park a vehicle in a designated area and this must be in line with any parking scheme in place. The council has the right to take action, including moving vehicles and issuing penalties and charges, in accordance with these schemes.

A vehicle is defined by us as a mechanically propelled motor vehicle intended or adapted for use on roads.

The rules about parking and road use on housing estates are largely the same as the rules on public roads. You must always drive safely, within the law, and observe the parking rules.

Contents

- 1 On street parking
- 2 Estate parking
- 3 Estate parking for residents with disabilities
- 4 Estate parking permits
- 5 Parking conditions
- 6 Abandoned vehicles
- 7 Information about estate parking and services

1. On street parking

The council is responsible for managing parking restrictions on the public highway. Controlled parking zones (CPZs) are created to ensure that local residents, businesses and their visitors are able to park easily and conveniently. They also enable us to manage the limited kerb space available to park within the borough.

All on street parking transactions are available online or by calling **0800 138 9081, 0344 800 2736** or email parking@southwark.gov.uk

Most parking restrictions are marked using signs and lines but some are National or London wide and do not require specific signs or markings. So as well as complying with bays specified to users and not parking on yellow lines other controls include:

- You must not park on the footway, a verge, garden or space not part of the road or highway
- You must not park more than 50cm from the kerb line
- You must not park in front of a dropped (or raised) part of the footway designed to allow pedestrians to cross
- You must not park in front of a dropped kerb designed to allow vehicles to cross the footway

Resident parking permits

Permanent residents living within a controlled parking zone who own, keep or have sole use of a vehicle can buy a resident parking permit. You can work out which controlled parking zone you live in by viewing our controlled parking zone maps on our website: www.southwark.gov.uk/parking or looking at the local parking signs which will indicate a Zone designation, either one or two letters.

If you own a property within a controlled parking zone but do not live there you are not entitled to a resident's permit.

Applying and renewing a resident on street parking permit

You can apply for and renew a permit on our website by using the online application form and secure payment service.

To find out more about on street parking:

- Visit our website www.southwark.gov.uk/parking
- Telephone 0800 138 9081 or 0344 800 2736
- Email parking@southwark.gov.uk
- Contact a MySouthwark Service Point for more details

2. Estate parking

Estate parking services include:

- Parking enforcement schemes on the estates which operates in broadly the same way as on-street enforcement and using similar and sometimes the same contravention codes
- A permit service for all eligible residents on estates where tenant representatives have agreed to an estate permit scheme
- An enforcement team checking only vehicles with valid permits are parked in designated parking spaces and that parked vehicles are not in contravention of the parking rules in the same way we enforce on street
- Maintaining clear signs and road markings
- Special permits for vehicle users acting as residents' carers
- Parking bays for people with disabilities
- An abandoned vehicles pick up service
- Advice for residents who want to apply for a permit or who have questions about parking

Where we have developed permit parking schemes on estates, areas where tenants cannot park are marked with yellow lines. If you want to park on your estate and a

permit scheme is in place you must apply to us for a permit.

When we issue permits we give priority to residents but, if there is enough space on an estate, we will consider applications for residents' carers' permits.

3. Estate parking for residents with disabilities

We will carefully consider all applications from disabled tenants where a request is made to designate a parking space specifically and exclusively for disabled parking.

Where possible we will try to provide parking for residents with disabilities.

However, we will only guarantee parking spaces for residents with disabilities where we are satisfied that there is medical evidence indicating the need for a reserved parking space for their use.

If you have visitors with valid Blue Badges they must display this on the car's dashboard and keep to the time limits listed on it.

Your visitors should also be considerate and not use the bays excessively, to enable our residents with disabilities to also use the designated bays

Some of our sheltered schemes provide limited parking facilities for electric mobility scooters. Users of mobility scooters must not put the safety of residents at risk by restricting access or parking vehicles within the scheme itself. Please speak to your scheme warden for advice about restrictions or additional information.

4. Estate parking permits

We provide different types of parking permits. Most estate parking permits are for use in areas where the majority of residents voted for a controlled parking scheme. If you apply for a permit it will be valid for one year from the date of issue. If you use a company vehicle you must give us a letter of confirmation from your employer. If you do not it may delay your application.

You can renew your permit up to 21 days before the expiry date. We always recommend renewing early for the best result.

Who can apply for a a resident's estate parking permit?

Any tenant or someone living permanently with a tenant or a leaseholder on any Southwark Council managed estate may apply for a resident's estate parking permit.

Applying for a parking permit

- You can apply for a resident's estate parking permit online at www.southwark.gov.uk/parking
- You can also visit MySouthwark Service Point to collect a paper form to complete.

Your permit is valid for 12 months if your vehicle is less than three years old, otherwise it is valid for the length of your vehicle's current MOT certificate. The expiry date will be shown on the permit.

Renewing your existing permit

You can also renew your permit online:
www.southwark.gov.uk/parking

Carers' permits

You can apply for a carer's permit if you are an estate resident and receive regular support from a carer, or if you care for an estate resident.

If you would like to apply for a carer's permit, you must provide:

- Medical evidence of the care that you need or that you provide, which satisfies us as to such need
- Your vehicle's relevant details and documentation
- A completed application form

There is a fee for the permit and you must display the permit in your vehicle once issued. Please check the website www.southwark.gov.uk/parking for current fee details or ask at MySouthwark Service Point.

Visitors' permits

If you would like your visitors to be able to park on your estate you can buy visitors' permits.

Permits are available in strips for a fee, with details online at: www.southwark.gov.uk/parking or via [MySouthwark Service Point](#), where you can also buy the permits.

Permits and charges:

- If there is a permit parking scheme on your estate you are eligible to apply for a resident permit for your household
- Holding a parking permit will not entitle you to a parking space or guarantee that parking will be available to you
- In some situations we may allow a second permit for a household, for which a fee will be charged
- You cannot lend or give your resident's estate permit to anyone else as it is vehicle specific
- It normally takes seven working days to process a permit application but we will try to give priority to you if you are elderly or have a disability

- If you lose your permit you can ask for a new permit but we will charge a fee for this service.

Whether you are a resident or a visitor you must display a valid permit in the windscreen of your vehicle so that our enforcement contractor can see that the information is correct and that the permit is valid.

The details of the estate on which the permit is valid must be also be visible. If you make a mistake when you are filling in your visitor's permit you must fill in a new box. If you alter a permit without our permission or a valid reason we will take action against you.

It is your responsibility as a tenant to tell your visitors and friends what will happen if they park their vehicles in a way that breaks our parking rules.

We review the charges for permits each year and you can check current valid prices by telephone 020 7525 3587 or at MySouthwark Service Point.

If you want to find out if there is a permit parking scheme on your estate please go online at: estatesparking@southwark.gov.uk for more information telephone us on 020 7525 3587, or visit MySouthwark Service Point.

5. Parking conditions

To avoid us taking enforcement action against you, including moving your vehicle, please follow the following rules:

- Park only in a designated parking area or your garage
- Have a valid current tax disc; SORN vehicles are not allowed to park
- Ensure your vehicle has a valid MOT certificate and is roadworthy
- Ensure your vehicle is not more than
 - 2 metres (six foot and six inches) high
 - 1.83 metres (six foot) wide
 - 4.8 metres (16 foot) long
 - 7.5 tonnes in weight.

(you may exceed these dimensions only with our written permission and if your vehicle is not used commercially).

- Your vehicle must not have any serious damage unless you have told us about it and we agree it is not dangerous
- You must not park anywhere that stops other residents from accessing their homes or using their parking space or other facilities, including garages and bin areas
- You must not park anywhere that prevents police cars, fire engines, ambulances and any other emergency vehicles from getting to an emergency.

Exceptions

As long as you are not causing a health and safety risk we will not normally take action against you if you follow the rules and you:

- Have a national valid Blue Badge clearly displayed on your vehicle's dashboard or our Southwark alternative disability (AD) permit
- Have a valid Southwark Housing parking permit clearly displayed on your vehicle's windscreen
- Are registered as an undertaker and are on our estates on business
- Are in an ambulance, police car or fire engine

6. Abandoned vehicles

Do not abandon your vehicle anywhere.

If you suspect a vehicle is abandoned you can use our website: www.southwark.gov.uk to report this online, email: abandonedvehicles@southwark.gov.uk or telephone 020 7525 2600.

7. Information about estate parking and services

Estate parking schemes normally run from 7am to 7pm, seven days a week, with an emergency only service during public holidays. This may vary if your local tenants and residents' association has decided on other arrangements.

Our enforcement service deal with vehicles that cause health and safety risks, such as blocking access for emergency vehicles, and may operate 24 hours a day in extreme circumstances.

To find out more about the parking scheme on your estate:

- Visit our website www.southwark.gov.uk/parking
- Telephone 020 7525 3587
- Email estatesparking@southwark.gov.uk
- Contact a MySouthwark service point for more details.

There are garages and parking spaces for rent in a number of estates and areas of Southwark.

If you would like to rent a garage or parking space, please visit MySouthwark service point, go online to www.southwark.gov.uk/garages or email garages@southwark.gov.uk.

Where you rent a garage from us you must keep to the terms of your garage agreement.

There is also more information at www.southwark.gov.uk/parking.