



Islington & Shoreditch Housing Association – car parking policy

1. INTRODUCTION

1.1 The Parking Policy 2023 has been developed to provide a clear, consistent, and streamlined approach to our operational practices. It draws together existing policy as well as incorporating additional terms to support the implementation of a new self-service website that will improve residents parking management and access.

1.2 This policy also provides a framework to guide parking management activities in a way that develops our existing arrangements and focuses on challenging some of our longer-term aims, to improve our parking offering and the service that we provide.

2. AIMS

2.1 Islington & Shoreditch Housing Association's (ISHA) car parking policy aims to outline its approach to car parking on its estates and ensure there is consistency in parking management and enforcement across our estates.

3. ESTATES CAR PARKING FACILITIES

3.1 ISHA (Islington & Shoreditch Housing Association) owns purpose-built estates car parks where residents can apply to park their vehicles. These car parks are regulated by our nominated car parking patrol contractor: Some of our sites have Automatic Number Plate Recognition (ANPR) and others are patrolled on a rota basis by UKPC.

3.2 An ISHA resident must hold a valid parking permit or parking exemption in order to park within an ISHA car park. Residents with a disabled parking permit must display their blue badge to avoid being ticketed.

3.3 See Point 9 – list of ISHA sites with parking facilities.

4. CHARGES TO RESIDENTS

4.1. The cost of an ISHA parking permit will be £115 per annum.

4.2 The parking facility at Vivian Comma Close is shared between ISHA residents and ISHA staff. Residents at this scheme who require parking permit will pay £115 per annum in line with ISHA's residents at other schemes where we provide parking facilities.

ISHA also offer part-time parking permits for residents to park between the hours of 6.00pm and 8.00am Mondays to Fridays and the full duration of the weekends, 6.00pm Friday to 8.00am Monday. The cost for this part-time parking permits is £75 per annum and this type of parking permit is only available to residents who live at Vivian Comma Close and meet the other parking terms and conditions.

4.3 Note Residents who are registered disabled and blue badge holders will not be charged an annual parking fee, but still need to provide evidence of their blue badge each year of the renewal stage for a valid resident parking permit and submit relevant documents.

5. PARKING PERIOD

5.1 The ISHA parking year operates from 13 December to 13 November annually. If a resident purchases their permit before or after January, it will be valid until the permit year ends on 31st December. A pro rata fee will be applied for any mid-year applications, charge on a quarterly basis. If you purchase your permit within the middle of any month you will still be required to pay for the full month of which parking commences.

6. CHARGES FOR VISITORS

6.1 From 1st October 2023, charges for visitors' bays will be £4.50 for a 4-hour slot booked. All Visitor slots are allocated as 4-hour blocks and can only be booked one slot at a time to ensure accessibility for all residents on site, with a maximum of 2 slot bookings per day.

7. REQUEST FOR VISITORS PERMIT

7.1 A resident can request a visitor parking permit for the ISHA car park where they are resident. These applications can be made directly with our parking contractor.

CONDITIONS A RESIDENT MUST SATISFY TO OBTAIN A PARKING PERMIT

7.2 If an applicant is in rent arrears, they will not be allocated a parking permit until their account is in credit or you have an arrears repayment arrangement in place, and you have been maintaining this for at least 3 months.

7.3 Before you apply, please check that your rent is up to date, you will not be issued a permit if your account is in 4 weeks or more in arrears. Please check with your Income Officer

CONDITIONS OF PERMIT WITHDRAWAL

7.3 We may refuse or withdraw a parking permit if you have rent arrears, have breached other conditions of your tenancy or if your vehicle is abandoned

Please note if a resident is found to be selling on visitor's parking permit, they will lose their right to purchase visitor permits in the future and further action may be taken.

8. BLUE BADGE HOLDERS

8.1 Blue badge holders who have visitors also need to purchase visitors permits to park in a visitor's bay. Please note the visitor's policy does NOT apply to registered care staff.

We will provide exception for care staff

9. ISHA SITES WITH PARKING FACILITIES

9.1 All parking bays are allocated on a first come first serve basis. ISHA will maintain a parking waiting list for all ISHA car parks and the resident will be contacted if a parking bay becomes available. Please note – there is no guarantee for a resident joining a waiting list, that a parking bay will become available.

9.2 Hackney

Belvedere Court, 65 De Beauvoir Crescent, N1 - 6 BAYS

Gopsall Street & Penn Street, E8 - 6 BAYS

Halley House & Ken Wilson House, E2 - 16 BAYS

Lyme Grove House & Protea Place, E9 - 9 BAYS

New North Road & Mintern Street, N1 - 9 BAYS

Portfleet Place, N1 - 18 BAYS

Queensbridge Road, E8 - 5 BAYS

Stables Lodge, E8 - 6 BAYS

Sojourner Truth Close, E8 - 9 BAYS

9.3 **Islington**

Brooksby House & Lofting House, N1 - 7 BAYS

Porter Square, N1 - 22 BAYS

Robinson Court, N1 - 7 BAYS

Salisbury House, N1 - 8 BAYS

St Mary's House, N1 - 11 BAYS

Summerhill Road, N15 - 6 BAYS

Tray's Hill Close, N19 (car free zone - Blue badge holders only) - 5 BAYS

Vivian Comma Close, N4 - 11 BAYS

9.4 **Waltham Forest**

Adams House, E10 - 12 BAYS

Almond Close, 82-84 Forest Road, E17 - 7 BAYS

Celebration Way, Repton House, E4 (for all adapted properties) - 14 BAYS

Chingstone Terrace, E4 - 10 BAYS

Corbett Road, E17 - 23 BAYS

276-278 Forest Road, E17 - 11 BAYS

544-558 Forest Road, E17 - 18 BAYS

Hawkesley House, 400 Hoe Street, E17 (Blue badge holders only) - 3 BAYS

33 Higham Hill Road & Willow Tree Court, E17 - 7 BAYS

857 Lea Bridge Road, E17 - 15 BAYS

West Central Apartments, E17 (disabled properties only) - 4 BAYS

Wilton Place, E4 - 19 BAYS

10. ISHA SITES WITH PARKING FACILITIES (UNDER MANAGING AGENTS CONTROL)

Bramble Close Broad Lane, N15 4NF

Lake House, 2 Green Lanes Walk, N4 2GE

Merriam Close London E4 9JQ

Parkhurst Road (Ronalde Court, Louis Close, N7 0FP & Niemann Court, Louise Close N7 0FQ)

Shingly Place E4 6AE

11. HEALTH AND SAFETY

11.1 The health and safety of our parking facilities and that of our residents who utilise these facilities are of the utmost importance. The ISHA Neighbourhoods Team will regularly visit all ISHA parking sites to ensure that the parking areas are fit for purpose, well maintained and have general upkeep including but not limited to; tree surgery, security gates and road surfacing to minimise the potential risk of any health and safety issues.

12. EQUALITY AND DIVERSITY

12.1 Allocation of ISHA parking permits and joining the ISHA parking waiting list will be carried out on a first come first served basis to ensure that there is equality for all residents who wish to apply or express an interest in parking. We do however prioritise the needs of our residents with a disability who hold a blue badge to ensure equality and fairness and no disability is deemed of greater standing than another. There is no need for a disclosure or assessment of the individual's disability. As part of our commitment to our residents with a disability, we do not charge residents an annual parking fee and will ensure that we make the parking allocation process as seamless as possible for our residents with a disability.

13. TRAINING

13.1 The ISHA Customer Service Team will manage the parking stock for the Organisation. The team will be trained on the policy and the parking portal website to ensure that the monitoring and enforcement of this policy is streamlined and consistent.

14. DATA PROTECTION CONSIDERATIONS

14.1 ISHA will ensure that we comply with data protection principles in the enforcement of this policy. We will only process personal data once the data subject has given their consent.

15. STATUTORY AND REGULATORY FRAMEWORK

15.1 Parking laws are different on public and private land. Section 56 and Schedule 4 to the Protection of Freedoms Act 2012 represented a notable change to the law on parking on private land. The Act enables private landowners to recover parking charges from the keepers of vehicles parked on their land where they have in effect entered a contract regarding the conditions upon which they have come onto that land to park.

15.2 Parking on Private Land where there is clear signage means that you are agreeing to the contractual terms and conditions which are displayed on the signage

15.3 Parking enforcement companies may apply to the Department for Vehicle Licencing Agency (DVLA) for information about drivers who use their facilities, information including the name and address of the registered owner of a vehicle. They may use this information to issue a parking charge to a motorist who has contravened the regulations of their car park.

16. MONITORING

16.1 We will monitor the performance of the contract in accordance with the contract terms and conditions, procedures and policy.

17. REVIEW

17.1 This policy will be reviewed every three years or when legislative, regulatory or business process changes take place that could affect the policy.

18. ASSOCIATED DOCUMENTS

18.1 Parking terms and conditions.

18.2 ISHA's Car Parking Procedure.

18.3 ISHA's Income & Rent Arrears Recovery Policy

Reference	Version	Created	Author	Review	LT (Leadership Team) approved
ISHA Car Parking Policy	2	October 2023	Akello Thomas, Customer Service Team Leader	October 2026	