HRA Parking and Crossover Policy

# Introduction

* 1. Housing Services recognises that residents may wish to convert their gardens into parking areas due to lack of parking provisions, restrictions, and security.
	2. Housing Landlord Services are authorised to approve requests from residents (tenants, freeholders, and leaseholders) for parking in garden areas that are still in Housing Services ownership that may involve a crossover to be constructed, at their own expense.
	3. Such approval is subject to permission for front garden parking and the agreement of Highways Maintenance, Greenspaces, Planning and Legal Services.

# Purpose

* 1. To set out the policy adopted in relation to requests made for front garden, open plan frontage parking (open plan frontage being the areas of grass between the footpath and the land directly in front of houses that is generally maintained by the grounds maintenance contractor).

# Scope

* 1. The HRA Parking and Crossover Policy will apply to requests for current tenants or residents in formerly owned Council properties to park their vehicles within the curtilage of their homes.

# Legislation and Guidance

* 1. External
	2. Internal
		1. Tenancy Agreements

# Policy

## Driveways / Hard standing

* 1. Many of our homes have room for off street parking to be created to the front or small driveways to the side. Permission will only be granted for a hard standing be created where the tenant agrees to and complies within the following conditions:
	2. Conditions associated with permission:
	3. That properly well-constructed concrete hard standings (parking bays) are created, and all costs associated are met by the resident.
	4. Any damage caused to the public highway or other surroundings areas caused as a result of undertaking this work be reinstated to the full satisfaction of Council Officers and at the resident’s expense.
	5. No nuisance or annoyance to be caused to neighbours.
	6. All cars must have a valid road tax license.
	7. It should not be used to park caravans, motorhomes, boats, trailers, or horseboxes.
	8. No breach of any planning permission or covenant such as works vehicles and caravans.
	9. Vehicles should be in reasonable, roadworthy condition and not dangerous.
	10. The tenant or a member of the household must be the owner of the vehicle.
	11. The tenant can allow other neighbours to use their drive if it would alleviate potential or current parking issues within the area.
	12. Permission will be withdrawn if:
1. Damage is being caused to the driveway or hard standing.
2. Nuisance or annoyance is caused to neighbours.
3. There is any breach of any planning permission or covenant.
	1. Permission will not be given where a grassed area exceeding 1 metre will need to be crossed to access the front garden of the dwelling.
	2. Permission will also not be granted if the size of front garden is less than 6 metres in length by 2 metres wide.
	3. In making decisions following a request, housing services will also take in to account the footfall of the proposed cross over, current parking restrictions and capacity in the immediate area.
	4. If permission is not given, the reason for this will be stated in writing to the applicant.

## Lifting of Covenants

* 1. Some residents who have purchased their property from Medway Council may have been assigned a covenant preventing them from crossing a HRA grassed amenity area.
	2. It is possible, at the discretion of the Assistant Director of Legal and Corporate Services for this to be waivered. There may be costs for this and in this eventually all costs will need to be covered by the resident.

## Untaxed vehicles or unauthorised parking on land owned / managed by HRA Housing Services

* 1. Residents will not be permitted to park any vehicle on Medway Council Housing Estates e.g., grass verges, green spaces or any other land which is clearly not designed to be used as a parking area. Action may be taken against the owner of the vehicle where this occurs.

## Off road parking for disabled residents

* 1. The Council recognises that some residents need to park near to their homes due to problems with mobility.
	2. Where permission cannot be granted for the resident to park within the curtilage of their home, Housing Services will liaise with Highways Services to establish the possibility of a Disabled Persons parking bay to be created on the Highway.
	3. Grants may be available for disabled residents. Medway Council’s Occupational Health Team deals with these grant applications.

## Environmental Improvements

* 1. The Council regularly undertakes Environmental Improvements on its Estates where it has Council owned housing stock.
	2. As part of the annual development of programmes of work, Officers will consider the inclusion of schemes of work to create additional off-road parking whilst also taking account of the need to maintain green open space areas within neighbourhoods.
	3. In taking into account the development of such programmes of work, consideration will be given to feedback from residents about consistent problems with parking.

# Role, responsibilities, and authority

* 1. The Assistant Director RCET retains the overall responsibility for the implementation of this policy.
	2. The Head of Tenant Services is responsible for the operational delivery of this policy and the associated procedures. This includes responsibility for monitoring and review, staff awareness and training, policy development and communication to customers.

# Monitoring, review, and evaluation

* 1. This policy will be reviewed on a biennial basis or in line with legislative or regulatory changes.

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