

London Borough of Newham Parking Policy & Procedures



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1 Introduction

1.1 Parking in Newham

1.1.1 Everyone who uses Newham's streets is affected by parking issues even if they do not use or own a car. Parking policy is not just about allocating and managing scarce on-street and off-street space. It is also about enabling the safe and efficient movement of traffic, and providing an attractive street environment for everyone, as per Newham's Design Guide.

1.2 Purpose

1.2.1 The purpose of this document is to:

- Communicate the Council's parking policies and procedures to Members, our customers and staff by bringing our policies into a single comprehensive document.
- Explain how the Council's parking policies support its wider priorities and objectives.

1.3 Structure

1.3.1 The document has five parts:

- Part 1 sets out the purpose, structure and role of this document.
- Part 2 sets out the overarching factors that determine the Council's parking policies. It summarises the Council's legal powers and duties in relation to parking. It also provides an overview of the other bodies that are responsible for parking policy and operations in Newham.
- Part 3 sets out the policies and procedures for the implementation of Residential Parking Zones (RPZ's) in the borough.
- Part 4 sets out the Council's policies on on-street parking.
- Part 5 sets out the Council's policies on off-street parking.

1.4 Role

1.4.1 Parking is a very complex policy area. It is impossible for this document to cover all the situations that may arise in a definitive and detailed manner. Council staff will often need to use their professional and legal knowledge to interpret the policies and procedures set out. They will always do this in a fair and open manner.

1.4.12 It should also be noted that any matters relating to parking are discussed and the outcome/way forward agreed, in consultation with the Executive Member that holds the Portfolio responsibility for parking.

2 Powers, Responsibilities & Objectives

2.1 Powers and Responsibilities Context

2.1.1 Parking within Newham falls into six main categories:

- On-street parking
- Parking on Council (former Newham Homes) estates
- Public off-street car parking
- Private off-street car parking
- Off-street parking in Council car parks
- On-street parking on private roads

2.1.2 A number of public and private organisations are involved in setting parking policies and delivering parking services in the borough. It is sometimes unclear to the customer who is responsible for specific issues or activities. Sections 2.2 and 2.3 provide an overview of current responsibilities.

2.2 Council Powers and Responsibilities

2.2.1 In summary, the Council has powers to:

- Allocate road space for parking by specific users on borough roads
- Enforce parking restrictions on borough roads
- Set on-street parking charges on borough roads and off-street charges in the Council's car parks
- Determine the amount of parking at new developments

2.2.2 The Road Traffic Regulation Act 1984 (RTRA 1984), places a duty on the council to secure the expeditious, convenient, and safe movement of vehicular and other traffic (including pedestrians), and to provide suitable and adequate parking facilities on and off the highway. In particular, it provides the council with powers to control waiting and loading and to provide and charge for on-street parking. Subsequent Acts give the council powers to prohibit on-street waiting for all or part of the day, and may limit the duration of any permitted waiting. Restrictions may also be applied to prevent loading and unloading. Under the RTRA 1984, all parking offences were regarded as criminal offences and subject to criminal law.

2.2.3 Parking offences were decriminalised under the Road Traffic Act 1991. This enables local authorities to establish Special Parking Areas (SPAs). Within these areas, the local authority (or their representatives) can charge for and enforce all non-endorsable parking restrictions. Further powers in this area derive from the London Local Authorities Acts 1996 and 2000 and the Greater London Authorities Act 1999. The whole of Newham was designated a SPA in 1994. The Council is therefore responsible for on-street parking controls and their enforcement across most borough roads.

2.2.4 Using its powers, the council has introduced a number of Residential Parking Zones (RPZs). It has also developed a programme to propose extending these zones, or introduce new zones, to all areas of the Borough by April 2017, and to review the existing zones. RPZs are designed and delivered by the council's Highways and Traffic Group. All new parking zones are reviewed six months after their implementation. The Highways and Traffic Group is also responsible for designing and implementing most other on-street parking restrictions outside RPZs.

2.2.5 The Parking and Traffic Enforcement Service is responsible for implementing the Council's policy on the qualification criteria for all types of parking permits with the majority of this being issued on-line via the Council's Contact Centre and the East

Ham Local Service Centres. It is also responsible for the enforcement of all parking, bus lane and moving traffic (banned turns etc.) contraventions. It manages a private contractor, Mouchel Ltd who undertake the above enforcement on the Council's behalf.

2.2.6 The Parking and Traffic Enforcement Service works closely with Mouchel Ltd in relation to the performance, operation and monitoring of the enforcement contract.

2.2.7 The Parking and Traffic Enforcement Service is also responsible for dealing with representations against penalty charge notices (parking fines) issued by civil enforcement officers on all roads other than Red Routes. If someone is not happy with the Council's decision regarding their representation, they can apply to the London Tribunals Environment and Traffic Adjudicators (ETA) This organisation provides a free (to the public) independent adjudication service for disputes about parking penalties and its decisions are binding on all parties.

2.3 TfL Powers and Responsibilities

2.3.1 Transport for London (TfL) is responsible for parking on the Transport for London Road Network (TLRN) within the borough. On these roads, the Metropolitan Police Traffic Warden Service and Traffic Community Support Officers are responsible for enforcing most parking restrictions. The TLRN roads in the borough are:

- A13 - Newham Way and East India Dock Road (part)
- A117 - Woolwich Manor Way (south of Gallions Roundabout), Albert Road (east of Pier Road), Pier Road (south of Albert Road)
- A406 - North Circular Road
- A1020 - Royal Docks Road

2.3.2 Red Route controls apply on these roads and for approximately the first 30 metres of borough roads adjoining the TLRN roads. Queries about parking on the Red Routes should be directed to Transport for London.

2.4 Parking on Council Estates

2.4.1 Parking on Council estates is managed by the housing managers responsible for managing and enforcing parking and, where appropriate, issuing parking permits. See Section 5.2 for more details.

2.5 Blue Badges

2.5.1 The Blue Badge scheme provides special parking permits for people with disabilities. This is a European and National scheme although the Council issues the Blue Badges to local residents. See Sections 4.20 to 4.22 below for more details on the Blue Badge scheme.

2.6 Managing Demand for On-Street Space

2.6.1 Newham residents own over 61,000 cars or vans. Based on this ownership, the level of demand for parking spaces for residents is greater than in many other parts of the country. Demand for parking also comes from people who work and trade in the borough and from visitors. If current trends continue, demand is also likely to increase.

2.6.2 However, only around 50% of households in Newham have a car. A large number of residents of the borough therefore depend on public transport, walking and cycling to get around. The proportion of people from Newham using public transport to travel to work is 65%, while the proportion travelling to work in a car or van is 22%.

2.7 Managing Future Parking Demand

- 2.7.1 It is estimated that the projected increase in the population of Newham could generate an additional 12,000 cars by 2020 – an increase of 18%. If this demand is not managed, it will exacerbate existing pressures. The projected growth in employment space could provide in excess of 40,000 additional jobs in Newham, again leading to additional demand for car travel and parking space.

2.8 Managing Traffic Demand

- 2.8.1 Parking policy is an important traffic demand management tool. There are a large number of commuters who drive into and through the borough, contributing to the high levels of traffic congestion that exist. Traffic congestion is not only economically inefficient; it generates noise and air pollution, delays emergency vehicles and bus passengers, and detracts from the quality of life for local people.

2.9 Managing Traffic Congestion

- 2.9.1 Congestion and parking pressures are of increasing concern. Rapid economic development and improved infrastructure are driving increased congestion and parking pressure in Newham. This will only intensify further in the coming years with the completion of Crossrail in 2018, as well as increases in housing supply and job growth. New high quality housing and jobs are welcome, but we must ensure that residents and businesses are not unfairly impacted.
- 2.9.2 The Council's spatial vision and transport policies are set out in the Core Strategy. This plan was adopted following statutory procedures and consultation. This forms part of the Council's Local Development Framework which is a statutory plan that sets out the Council's planning policies, spatial vision, and the basis for the Council's planning decisions. The Council's objectives for transport are set out in the Core Strategy within policies INF1 and INF2.
- 2.9.3 The location and types of parking control help to further support the transportation policies by ensuring that vehicles park in locations that do not obstruct or constrict junctions to improve traffic flows, reducing congestion. This also further aids road safety by improving visibility and keeping clear crossing points for pedestrians, particularly near schools or community facilities.
- 2.9.4 In addition, the times and operational controls applied to the parking controls can greatly influence congestion by deterring certain types of vehicle or users from residential areas in favour of the primary, strategic routes. This can also have the effect of improving the general safety and environment of the residential streets for the benefit of other road users such as pedestrians or cyclists.

2.10 Promoting Road Safety

- 2.10.1 The Council is committed to meet both national and London wide road safety targets. Parking controls are an important road safety tool. Badly and illegally parked vehicles can reduce sight lines, and are dangerous to all road users, especially vulnerable road users. Vehicles masking pedestrians' sight lines are one of the most common causes of road accidents in the borough. The emergency services, police and bus operators often express concerns about the impact that badly and illegally vehicles have on their services.

2.11 Providing More Attractive Streets

- 2.11.1 Excessive numbers of parked vehicles also detract from the appearance and ambience of Newham's streets and make it more difficult for pedestrians and cyclists to get around.

2.12 Parking Objectives

- 2.12.1 Demand for parking space in Newham is very high and, in keeping with other parts of London, is therefore at a premium. In many areas, the number of motorists wishing to park is far greater than the number that can be accommodated safely on the street. The limited amount of on-street parking space in Newham means that the Council often has to make complex and difficult decisions about how much parking space is allocated to competing types of user, and the charges that are made for the use of that space. To assist in making these decisions, the Council considers and balances a number of parking objectives. They are to:

- Prioritise the parking needs of local residents, disabled people, suppliers of goods and services, businesses, and their customers
- Seek to reduce car commuting into and through the borough where alternatives exist
- Ensure the safe and efficient flow of traffic particularly for vulnerable and priority road users
- Reduce the environmental and visual impacts of traffic and parking particularly in sensitive areas
- Ensure that parking regulations are firmly and fairly enforced

- 2.12.2 These objectives currently flow directly from the Council's statutory Unitary Development Plan.

2.13 Parking Policy Tools

- 2.13.1 The main tools that the council uses to achieve its objectives are:
- The allocation of on-street space in line with its 'parking hierarchy'
 - The setting of fees and charges
 - Parking standards for off-street parking
 - Enforcement of parking regulations

2.14 Parking Hierarchy

- 2.14.1 In practice, Residential Parking Zones are the most common way in which the use of on-street parking space is allocated. In general, residential demand can take up somewhere around 80% of the available space in a Residential Parking Zone. Any space that is left over after demand from disabled people and residents is met is allocated to meet the needs of priority uses. The parking hierarchy is as follows:

- Disabled people
- Residents
- Resident's Visitors
- Local Businesses
- Suppliers of goods and services including trades people
- Business customers and shoppers

- 2.14.2 Safety will always be the overarching determinant of how much on-street parking can be supplied and where. The starting point for determining the number and allocation of parking spaces will therefore be the number of spaces that can be safely accommodated. These are distributed according to the hierarchy set out above,

specific local circumstances including land uses, and any feedback made during local consultation. The Council must also ensure that the use of parking space is managed effectively by setting charges at levels that will achieve an appropriate utilisation and turnover of spaces. Given the constraints on space, and the Council's wish to tackle traffic volumes and congestion in the borough, policies are designed to deter certain types of user i.e.:

- People who park in the borough, but who continue their journey on foot or by public transport to a destination outside the borough
- People who live in adjoining boroughs but who park in Newham's streets to avoid controls in their own streets
- People who commute into the borough to work

2.15 Parking Penalty Charges

- 2.15.1 Penalty charge levels are set by London Councils in conjunction with the Mayor of London. The band in which the borough is situated dictates the levels.
- 2.15.2 Newham is a Band A authority and its penalty charge notice levels, as approved by London Councils and the Mayor of London, are set out in Appendix B to this document.
- 2.15.3 The primary purpose of penalty charges is to create parking and driving compliance i.e penalty notices will not be issued if motorist park legally and observe the rules relating to bus lanes and moving traffic locations
- 2.15.4 The management and enforcement of parking space can generate a surplus income which is available to support expenditure on transport initiatives. This will depend on the level of demand for parking, the level of compliance and the enforcement of controls.

2.16 Parking Income

- 2.16.1 The Road Traffic Regulation Act 1984 states that local authorities can only spend surplus parking income on traffic and transport measures. However, the Greater London Authority Act 1999 amended this legislation. It enables London local authorities to use any surplus parking income to implement the Mayor of London's Transport Strategy. The Transport Strategy states that parking surpluses can be used to fund:
- Bus priority measures and other measures to improve bus services
 - Structural maintenance of bridges and principal roads
 - Streets for People areas identified in the Local Implementation Plan
 - Environmental street improvement schemes in town centres;
 - Interchange projects
 - Measures to assist freight developed through Freight Quality Partnerships
 - Complementing congestion charging
 - Development of school travel plans and workplace travel plans
 - Vehicle emissions monitoring and enforcement
- 2.16.2 As the local planning authority, the Council can set parking standards, and reject planning applications that exceed these standards. The standards applied to different types of development are shown in the London Plan (Consolidated with Alterations since 2004). The parking standards indicate the number of parking spaces that are permitted for different sizes and types of development.

2.17 Policy Context

2.17.1 National Policy

The National Planning Policy Framework (NPPF) sets out the national policy in relation to parking standards for new development. This replaces both Planning Policy Statements (PPS) and Planning Policy Guidance (PPG) including PPG13 covering transport matters. The NPPF seeks to promote sustainable transport and recognise its contribution to wider sustainability and health objectives.

2.17.2 The NPPF provides more flexibility, and similarly states that the following factors should be considered if Local Authorities chose to set parking standards:

- The accessibility of development;
- The type, mix and use of the development;
- The availability of and opportunities for public transport
- Local car ownership level;
- An overall need to reduce the use of high-emission vehicles.

2.17.3 London Policy

The London Plan (adopted March 2015) sets out the overall strategic plan for London setting out an integrated economic, environmental, transport and social framework for development in London over the next 20-25 years.

The Mayors Transport strategy contains proposals for improving the transport system in the Capital over the coming years. Each London borough is required to have a Local Implementation Plan (LIP), setting out its own strategy for implementing the Mayor's proposals in the local area.

2.17.4 Local Policy

The Council's Core Strategy was adopted in January 2012 and forms part of the Local Development Framework (LDF), which is a statutory plan that sets out the Council's planning policies, spatial vision and provides a basis for the Council's planning decisions.

The Core Strategy reflects the Council's wider aims and objectives in creating a healthy, safe and enjoyable environment for all, contributing to the achievement of sustainable development. The aims set out in this document provide an overarching context for the Council's parking policies and include:

- **Environment** – To provide a high quality environment within sustainable communities including streets and spaces where pedestrians and cyclists feel safe.
- **Economic** - To encourage sustainable economic regeneration to deliver homes, business and industrial units, infrastructure and thriving local economy within mixed and balanced communities.
- **Sustainable Transport** – To secure a more sustainable pattern of movement in Newham, maximising the efficiency and accessibility of the borough's transport network on foot, cycle and public transport in order to reduce congestion, enable development, improve the health, fitness and well-being of residents and make necessary car journeys easier.
- **Town and Local Centres** – To maintain the vitality and viability of the borough's town and local centres to meet community needs.
- **Design and Conservation** – To ensure that all new development is of the highest design standards and seeks to improve the character and appearance of the borough.

- **Housing** – To ensure that all new housing is built to a high standard of design and with the provision of appropriate parking whereby residents feel safe and choose to live, work and stay.

2.18 Council Priorities

- 2.18.1 The Council's parking policies have been developed and reviewed in support of its wider priorities. They are:
- Regenerating the borough: working in partnership with Newham's diverse communities and local providers
 - Working towards a sustainable 'greener' future: making the borough a more environmentally friendly place to live and work
 - Improving the performance of our services: delivering value for money and high quality services that strive to continually improve
 - Focusing on the needs of our customers: organising ourselves to meet the needs of our customers and involving and empowering communities and individuals
- 2.18.2 The implementation of parking controls to reduce commuter parking and vehicular conflict assists local businesses as well as residents. Moreover, obstructive and illegal parking can lead to delays to other road users including motorists. This is economically inefficient and makes it more time consuming and frustrating to move around the borough. It also adds to business costs.
- 2.18.3 Many businesses need somewhere to park in order to carry out their business. They need flexible and customer friendly parking policies that balance their needs against the other demands for on-street parking spaces.

3 RPZ Implementation Procedures

3.1 Managing Demand

- 3.1.1 There is simply not enough road space to safely and efficiently accommodate everyone who wishes to park or drive in Newham today or in the future. Furthermore, meeting demand would further increase traffic congestion with all the associated problems that this would bring.
- 3.1.2 The Council must therefore make complex choices about the allocation and management of on-street parking space. In making these choices, the Council has to balance the needs of some groups with others, or to take actions that some motorists do not support. The Council aims to make things better for the majority of people whilst minimising inconvenience to others.
- 3.1.3 Safety will always be the overarching determinant of how much on-street parking can be supplied and where. The starting point for determining the number and allocation of parking spaces will therefore be the number of spaces that can be safely accommodated. These are distributed according to the Council's parking hierarchy (see below), specific local circumstances including land uses, and any feedback made during local consultation.

3.2 RPZ Background

- 3.2.1 Newham currently have Residential Parking Zones (RPZs) covering roughly 65% of the geographical area of the borough. There is pressure to expand controlled parking in Newham for a number of reasons including:
- Increasing car ownership, resulting in pressure on residential roads particularly by commuters
 - Increasing parking controls both inside and outside of the borough which result in displacement parking problems
 - Key venues, which are placing great demands on the network, including West Ham United Football Club and the Excel Centre
 - High levels of parking stress near shopping areas, education sites, hospitals or public transport stations
 - Pressure from new developments including Westfield and the Queen Elizabeth Park
- 3.2.2 Immediately west of Newham, the London Borough of Tower Hamlets has controlled parking zones covering its entire area, and commuter parking around public transport stations is therefore not practicable. Commuter parking around public transport stations in Newham is possible at a number of locations, particularly the Docklands Light Railway stations.
- 3.2.3 RPZs are considered to be an effective way to manage the local roads in order to address issues such as traffic/parking congestion, access, safety and car borne pollution, subject to the majority of affected residents wanting them in the first place.
- 3.2.4 Parking stress is an issue reported to Councillors and Officers by residents from many parts of the borough. The approach set out in this document is to offer all areas of the borough the possibility of controls to help to address this issue.
- 3.2.5 The Council continues to liaise with TfL, and is working with them to understand what is required to manage parking and traffic. The Queen Elizabeth Park is also expected to generate parking and traffic issues, and an event zone has been put in place that is operative during key events at the park.

- 3.2.6 With many parts of the Borough experiencing high levels of parking stress, and the prospect of this increasing with the new developments and Crossrail taking place, it is important that the implementation of RPZs continues.

3.3 RPZ Procedures

Parking Policies

- 3.3.1 Guidance to London local authorities on parking controls is part of the Mayor of London's Transport Strategy. This Strategy document requires London Boroughs to detail their parking policy in a Parking and Enforcement Plan (PEP) which forms part of each Borough's LIP and that the PEP should:
- Be comprehensive, including consideration of parking provision, charging regimes, on-street controls and parking standards;
 - Be co-ordinated and compatible with surrounding authorities;
 - Provide a clear strategy for effective enforcement;
 - Support the economic viability of town centres, whilst reducing the overall availability of long-stay parking;
 - Ensure that the needs of disabled people, motorcycles, buses, coaches, business and freight are taken into account, along with loading and signing issues in relation to parking.
- 3.3.2 Newham currently has 18 Residential Parking Zones (RPZs), covering approximately 65% of the borough's road network. The zones have been incrementally introduced over a number of years to help ensure a fair deal for residents in neighbourhoods that have seen increased parking pressures.
- 3.3.3 This targeted approach has proved successful in protecting Newham residents' interests, and we want to retain a locally driven approach to RPZs. However, parking pressures are now rising rapidly across the whole of Newham – in part because of a successful regeneration and redevelopment programme, and in part because more of the road network is now covered by parking controls.
- 3.3.4 As this is becoming a Newham-wide issue, there is now a clear rationale for taking the best of our neighbourhood-level approach and combining it with a whole borough strategy for managing parking pressures. If we continue to take a staggered approach, we are likely to simply displace congestion – pushing traffic from the newly formed RPZs into neighbouring areas.
- 3.3.5 As part of the borough wide strategic approach to new zones or amended controls it is recognised that there is still the need to ensure that all residents and businesses (in conjunction with the local Community Neighbourhoods) are able to comment and be involved in developing parking proposals that best suit the localised area.
- 3.3.6 A staged approach to the introduction of new RPZ's has been developed and will be utilised to enable close engagement and consultation with all local residents and businesses by means of an informal design consultation stage followed by the formal statutory Traffic Order process. (as detailed in 3.4 below)
- 3.3.7 There are also a number of key considerations that must be considered by local Councillors and officers prior to the commencement of the informal design consultation stage.
- 3.3.8 An issue within the borough is the different times of operation of each of the RPZs, creating displacement parking from one zone to another. When implementing new RPZs or reviewing existing RPZ's, full consideration will be given by Councillors and Officers as to whether there should be an alignment of operational hours for adjacent

zones, bearing in mind the impact of parking/traffic generators. Options for differing zone operational times will be offered to residents as part of the design consultation to enable the schemes to be tailored to the needs of residents, although these should be limited to within a time range that does not encourage extensive displacement from surrounding zones or fail to take into consideration the effect of vehicle attractors (such as railway stations or retail facilities).

- 3.3.9 One significant issue that is encountered in the creation of new RPZ areas is the question of defining the extent of the zone. Larger zones are convenient for some car drivers as it allows for more useful intra-zone trips, for example, parking close to shopping facilities using a resident permit. This can however put stress on parking in the immediate vicinity of such facilities and the demand for parking can exceed the amount of available space. Smaller zones are considered to be the best way of protecting local residents who live close to facilities such as shopping areas.

3.4 Staged Approach

- 3.4.1 As part of the above procedures, a staged approach for the implementation of RPZs has been developed. It involves full engagement between Councillors, Officers and the local community in taking each stage forward as set out below:

Communication Exercise

- To inform everyone within the borough of the Council's intention for RPZs to be proposed across the remaining areas of the borough, through a high profile Communications exercise.
- This will include articles in the Newham Magazine, posters and branded documentation in public spaces and council buildings

This process will help ensure that all residents and businesses are aware of the proposed roll out of RPZs across the borough.

Stage 1 - Consultation Process

- Officers will work closely with the local Community Neighborhood Teams (elected local and lead Councillors) to develop a proposed draft parking scheme that takes into account all of the national design parameters whilst also incorporating a number of key design parameters such as cashless parking provision, "all Newham" permit bays and additional car club facilities, whilst still considering the local needs and any requests or petitions received. The size and boundaries of the zones will be agreed with the local Councillors.
- An informal consultation will be undertaken with local residents and businesses, (via consultation packs to each property, containing the zone proposals, questionnaires, detailed FAQ's and covering letters) to enable comments and input on the design details, layouts, and hours of operation, ensuring that the zone proposed for their area is tailored to meet the needs of the community.
- A number of key issues will be consulted upon, such as the zone operational hours, and design. For each of these questions put to the local residents and businesses a number of options will be proposed. The responses to each question will be logged and analysed, with the options receiving the most support being used to inform the final detailed design.
- The results and comments received will be discussed with the local Community Neighborhood Team before being incorporated into the detailed design and

formally agreed by the Head of Commissioning (Highways and Traffic) in consultation with the Cabinet Member for Building Communities, Public Affairs, Planning and Regeneration, giving permission to advance to the second stage.

Stage 2 - Statutory Consultation

- This statutory process is required by law and enables the highway authority to introduce controls and enforce them. Sections 6 and 45 of the Road Traffic Regulation Act 1984 allow a highway authority to introduce controls on a permanent basis.
- Officers will draft notices detailing the highway authority's proposals for new controls, placing these notices in the relevant publications and on site as detailed within the traffic order procedure regulations. These notices include the timescales and methods enabling people to comment or object to the proposals and also give contact details should any further information on the proposals be required.
- During the traffic order process there is a 21 day objection period. The details of the objection period is on the proposal notices. All objections received during this period will be required to be duly considered prior to any decision on whether to implement a RPZ.
- To ensure that all residents are aware of the statutory process, details of the estimated dates of the objection period will be detailed in the covering letter of the Stage 1 consultation pack/ Notices will also be placed in the press and on site in accordance with the procedure regulations.
- Officers will collate the responses and any objections received before drafting a report detailing the matters raised and making recommendations on the way forward. This may include amending or deleting part of the scheme.
- The objections along with the recommendation report will then be considered by the Head of Commissioning (Highways and Traffic) in consultation with the Cabinet Member for Building Communities, Public Affairs, Planning and Regeneration, giving a final decision on how to proceed after due consideration to each individual objection
- Officers will then make the required amendments before either 'making' the order or delaying or amending the scheme (as required), and notifying the objectors of the outcome.

Stage 3 - Implementation

- At the implementation stage letters will be delivered to all addresses in the affected area setting out when the lines and signs for the zone will be implemented, when the zone will become operational, and letting people know how to obtain their permits – there is normally a 2 week period after the scheme becomes operational when only warning notices are issued, to enable people to get used to the scheme. As well as letters being sent out, notices will also erected at each end of the affected streets also giving dates of the implementation and operation. Following this, Officers mark out the extent of the lines and signs on street, and the contractors then undertake the implementation work.

3.4.2 A checklist is in place for taking each RPZ forward, to ensure the above approach and procedures are adhered to.

3.5 Parking Hierarchy

- 3.5.1 The Council has set five parking objectives. They are to:
- Prioritise the parking needs of people with disabilities, local residents, visitors of local residents, suppliers of goods and services, businesses and their customers
 - Seek to reduce car commuting into the borough
 - Ensure the safe and efficient flow of traffic particularly where this will benefit vulnerable road users, pedestrians, cyclists and bus passengers
 - Reduce the environmental and visual impacts of traffic and parking particularly in residential and other sensitive areas
 - Ensure that parking regulations are firmly and fairly enforced
- 3.5.2 For RPZ's there is a hierarchy for the allocation of on-street space with priority being made for people with disabilities and residents as follows:
- People with disabilities
 - Residents
 - Residents' visitors
 - Local businesses
 - Suppliers of goods and services including tradespeople
 - Business customers and shoppers
- 3.5.3 The Council must also ensure that the use of parking space is managed effectively by setting charges at levels that will achieve an appropriate utilisation and turnover of spaces, although for all residents within Newham, the cost of the first parking permit per household within a RPZ is free. It must also ensure that any parking controls are fairly and firmly enforced.

4 On-Street Parking

As previously set out, demand for on-street parking often out-strips the amount of available kerb space, and difficult decisions must be made as to which users should have priority in terms of use of that space. This section of the plan explains the Council's on-street parking policies and how they are enforced. A full list of available permits and the current level of charges are shown at Appendix A.

4.1 Resident Parking

- 4.1.1 Within Residential Parking Zones (RPZs) residents can apply for a permit which entitles them to park within permit holder bays at any time during the controlled hours. Whilst ownership of a permit allows the use of a space in an RPZ, there is no entitlement or guarantee of a specific space within the zone. However, by discouraging certain groups of non-residents from parking in an area, an RPZ increases the likelihood that a resident can park close to their home.
- 4.1.2 There is no limit on the number of resident permits per household, although applications for permits must meet strict criteria as set out below.
- 4.1.3 In Newham it has been agreed that there should be no charge for the first resident parking permit issued per household. The costs associated with a second permit and any subsequent permits are set out at Appendix A.
- 4.1.4 In addition to the standard usage of resident permits within the zone they are issued for, the Council will be rolling out the facility for all residents displaying a valid Newham permit to park for a limit time, free in any other zones. This will be undertaken by the implementation (in new zones and then by amendments to existing zones) of dedicated short stay 'all permit holder' bays in a number of locations throughout the zones. These bays will allow residents to park for free for 20 minutes provided that they have a resident parking permit for another zone in the borough.

4.2 Resident Parking Permit Eligibility Criteria

- 4.2.1 To be eligible for a resident parking permit, an applicant's main place of residence must fall within the boundary of an RPZ.
- 4.2.2 Applicants must be able to support their application with original documentary evidence as detailed at Appendix A.
- 4.2.3 A copy of the resident permit application form can be found online at: www.newham.gov.uk/ParkingAndTransport/ParkingPermits
- 4.2.4 Residents living on the Transport for London Road Network (see Section 2.3 above) may apply for a resident parking permit if their address falls within the boundary of a Residential Parking Zone.
- 4.2.5 More than one permit can be issued to a resident but, as set out in Appendix A, a fee is payable for the second and subsequent resident permits at each address.

4.3 Visitor Parking Permits

- 4.3.1 Residents living in RPZs can buy visitor parking permits, which enable their visitors to park their vehicles in permit holder parking spaces during controlled hours. Currently permits are valid for three time durations;
- up to six hours continuous parking;
 - up to ten hours continuous parking; and

- up to 24 hours continuous parking.
- 4.3.2 Residents can choose to buy the permit type most appropriate for their visitors and for the RPZ they live in or buy a mixture. (Some zones in the Stratford area only operate for two hours. In these zones, visitor-parking permits are valid for two hours).
- 4.3.3 Residents are limited to a maximum of two packs (20 cards in total) per month - regardless of whether these are six hour, ten hour or full day permits. Any requests for more than 20 permits will require the prior approval of the parking and traffic enforcement team who will make their decision based on the merit of the application.
- 4.3.4 Details on how to apply for and purchase visitor parking permits are given in Appendix A to this report.
- 4.3.5 Residents who do not have a vehicle registered at their address can apply for up to three packs (30 cards) of all day visitor parking permits at no charge per year.
- 4.3.6 Each Council Tax payer is able to apply for up to 10 free visitor, single day use parking permits per year to enable visitors to park – for example when attending community or family events. As set out in 4.33.6, these permits may also be used for residents to park in any permit bay throughout the borough.

4.4 Sub-divided Properties and Multiple Occupancy

- 4.4.1 Where a property has been officially sub-divided and this is recognised by the Local Land and Property Gazetteer, each sub-divided property will have its own parking permit entitlement – that is to say each property will be entitled to one free first resident parking permit and up to four packs of visitor parking permits.
- 4.4.2 Where a single property has multiple occupancy (for example, a house share or individually rented rooms) then the permits will be issued on a first-come, first-served basis, so the first resident to apply for a resident parking permit will receive the free first permit and the visitor parking permit quota will apply to the property and not to each resident.
- 4.4.3 For the purpose of permit issue, Care Homes may apply for up to 10 free, visitors, single day use parking permits per residential unit each year.

4.5 Car Free Developments

- 4.5.1 Some properties are subject to a car free development agreement under Section 106 of the Town and Country Planning Act 1990. Residents of car free developments cannot apply for parking permits, even if their address falls within the boundary of a residential parking zone (unless they have a valid disabled blue badge). Residents can apply for visitor permits for the zone within which they live.

4.6 Additional On-Street Parking Permits

- 4.6.1 In addition to resident and visitor parking permits the Council offers a number of additional on-street parking permits (see Appendix B):
- **Disabled resident parking permits** – Some residents have disabled resident bays located outside their property. These residents are entitled to apply for a free disabled resident parking permit which allows the holder to park in disabled resident bays located within their residential parking zone. If a free disabled resident parking permit is issued, the household is not entitled to a free resident

parking permit, so any subsequent residential parking permit applications will be subject to the relevant 2nd and 3rd permit charges.

- **Carer parking permits** – If a resident lives in a residential parking zone and requires home visits from one or more carers they can apply for a carer parking permit. These permits are transferable allowing a single permit to be used by multiple carers – although not at the same time.
- **Business parking permits** – These permits are available to non-residential addresses based within a residential parking zone that use their vehicles for business purposes around the borough. Currently, business parking permits allow parking in all RPZs.
- **Courtesy vehicle parking permits** – If a resident, disabled resident or business parking permit holder is using a courtesy vehicle, provided by their insurance company, they can apply for a two-week courtesy vehicle-parking permit.
- **Trade parking permits** – These permits are available to trades people working on the homes of residents based within a residential parking zone.
- **Staff business parking permits** – For use by Newham Council staff using a vehicle for council business.
- **School visitor parking permits** – These are available to schools allowing school visitors to park for a maximum of 3 hours.

4.6.2 The eligibility criteria for the above (based on required documentation) and charge for each of the above permits is listed at Appendix A.

4.7 Suspensions

4.7.1 Within residential parking zones, parking spaces may be suspended to allow for certain circumstances. These include:

- Weddings
- Funerals
- Business or domestic removals
- Building works
- Maintenance and repairs to the highway
- Maintenance and repairs to services (gas, water, electric, telecoms etc) buried within the highway
- Filming

4.7.2 Please note that disabled parking bays will only be suspended if it is absolutely necessary or if emergency maintenance works need to be undertaken.

4.7.3 Advice on how to apply for a bay suspension and to also confirm the appropriate charges is given in Appendix B

4.8 Large Vehicles

4.8.1 Large vehicles can cause obstructions for vehicles and pedestrians, reduce sight lines (thereby increasing accident risk), and detract from the appearance of local streets. Restrictions on vehicle dimensions for residents and business permits are therefore in place to avoid very large vehicles parking on-street, especially on residential streets. Vehicles, which exceed 5.3 metres in length and 2.3 metres in height, are not eligible

for any permits. Civil enforcement officers are able to issue penalty charge notices to vehicles that are clearly larger than the maximum dimensions and any permit for that vehicle can be withdrawn.

4.9 Waiting and Loading Restrictions

4.9.1 Matters associated with waiting and loading restrictions are set out in the sections below.

4.10 Dispensations

4.10.1 From time to time it necessary for the Council to allow parking on waiting and/or loading restrictions for a specific purpose. In such circumstances the Council may issue a dispensation. The cost of the dispensation is detailed in Appendix B.

4.10.2 Dispensations are issued subject to approval and require 10 working days notice.

4.11 Temporary Prohibitions and Waiting Restrictions

4.11.1 The council can occasionally introduce, or allow the introduction of temporary parking prohibitions, or waiting restrictions. However, a Temporary Traffic Order is required. Most commonly, these restrictions are required for works on or near a road, i.e. resurfacing, road works, street works, building operations (including demolition), or for special events, e.g. sporting events, carnivals, processions, etc, these may include full closures of the road. Before being introduced, public notices must be displayed to inform the public of the closure, prohibition, or the temporary restriction.

4.11.2 The amount of notice given prior to introduction of the temporary closures, prohibitions, or restrictions varies and does not require consultation. Working with the Council works promoters and event organisers attempt to give those who might be affected as much notice as possible. Depending on the duration of the closure, prohibition, or restriction in certain circumstances press notices are legally required. Under normal circumstances, the council aims ensure that the works promoter or event organiser erects copies of the Public Notices at least five working days before the Order comes into force and circulates information within the area affected in the form of a letter drop.

4.11.3 Enforcement can take place but only when signs are clearly displayed during the periods of operation, and for any other restrictions stated in the Temporary Traffic Order.

4.12 Mandatory School 'Keep Clear' Marking

4.12.1 Ensuring the safety of children attending schools in Newham is a top priority. The Council is committed to meeting the national and London wide target of reducing the number of child casualties by 40% before 2020 and this is a key priority in the Council's Road Safety Plan. One of the main ways in which the council can reduce the number of accidents involving children is to ensure that areas close to schools are kept clear of parked vehicles. This ensures that passing vehicles can see children wishing to cross the road.

4.12.2 School 'keep clear' markings, or zigzags, provide a clear indication of where parking is banned outside schools during their hours of operation. No stopping is allowed on zigzags, even to pick up or drop off children. The council will also ensure that these restrictions are properly enforced. Sometimes zigzags are provided in conjunction with other parking restrictions such as single or double yellow lines. However, the periods during which the two sets of restriction are in force may differ. Care must be taken to ensure that drivers comply with both sets of restrictions. To clarify the situation to

motorists LB Newham will mark the additional restriction behind the zig zags and erect a waiting restriction time plate within the area designated with school keep clear markings.

- 4.12.3 All keep clear markings outside of schools will operate from 8am to 5pm Monday to Friday, to standardise the operating hours across the borough and to cover school times and after school and holiday clubs. The enforcement of keep clear markings will be relaxed during school holidays, subject to there being no events taking place at the school or dangerous parking.

4.13 Parking at Schools and Nurseries

- 4.13.1 The council's overall approach is to encourage people to consider safe alternatives to the car for the journey to school or nursery. This is beneficial for the child's health and physical well being as well as the local environment around nurseries and schools. It is also an effective means of reducing traffic volumes and tackling traffic congestion during peak periods. To this end, the council has a successful School Travel Plan program in place.
- 4.13.2 People escorting their child into school or nursery must park their vehicles legally, for example, by using short-stay paid parking bays if appropriate. When designing new Residential Parking Zones the Council will seek to provide an appropriate number of short stay paid parking bays around schools and nurseries wherever possible, and school parking permits are available with a three hour limit (costs are detailed in Appendix A).

4.14 Waiting and Loading Restrictions in Cycle Lanes

- 4.14.1 The convenience, safety and security of cyclists are important factors in the design of all our traffic schemes. The Council will continue to develop programmes for new cycle facilities and consult on proposals for new traffic schemes.
- 4.14.2 Inconsiderate parking in cycle lanes can be inconvenient and dangerous for cyclists, especially when this forces the cyclist to enter the flow of oncoming traffic.
- 4.14.3 No parking of any kind is allowed in mandatory cycle lanes. These are separated from the main carriageway by a thick, solid white line.
- 4.14.4 Waiting and loading is allowed in advisory cycle lanes, although it may be restricted at certain times of the day. Advisory cycle lanes are separated from the main carriageway by a thick dashed white line.

4.15 Waiting and Loading on Transport for London Road Network Red Routes

4.15.1 Waiting and loading restrictions on the Transport for London Road Network (TLRN) Red Routes are different from those on other roads in the borough, and are indicated using red and white lines and boxes. In summary, the controls used on TLRN Red Routes are:

- Double red lines - No stopping is allowed at any time.
- Single red lines - No stopping allowed during part of the day.
- Red boxes - Waiting and/or loading / parking is allowed for part of the day for short periods.
- White boxes - Waiting and/or loading allowed for the whole working day.

4.15.2 Enforcement of waiting and loading restrictions on TLRN Red Routes has been transferred from the Metropolitan Police to Transport for London.

4.16 Loading Bays

4.16.1 There are a number of enforceable Loading Bays on borough roads. Loading bays permit general motor vehicles to load or unload. Drivers must show that loading or unloading is taking place for the duration of their stay. Parking, even for Blue Badge holders, is not permitted in these bays. Some loading bays may be restricted to goods vehicles only.

4.17 Review of Waiting and Loading on Borough Roads

4.17.1 When it implements or reviews RPZs the Council reviews waiting and loading restrictions at the same time. It aims to balance the needs of local residents and businesses as well as the need to ensure that journey times for emergency vehicles and buses are maintained.

4.18 On-Street Paid for Parking

4.18.1 There are a number of free short term bays in the borough, which range from a maximum stay of 30 minutes to 4 hours, however these bays are to gradually become paid for (cashless) bays.

4.18.2 Newham offers short-term, on-street parking usually in the form of paid for parking bays in certain RPZs – particularly for people visiting shops, religious establishments and businesses. The council charges for this parking and can vary charges in order to ensure that the turnover of spaces meets local needs. Paid for bays are generally available for a maximum of 2 hours. However, there is also a selection of 30-minute bays and 4-hour bays.

4.18.3 The level of charges is detailed in Appendix B.

4.18.4 Blue Badge holders may park free of charge and without time limit at paid for and permit holder bays. The only exception is the 30-minute bays in Green Street, where signs indicate that they are not permitted.

4.18.4 Paid for parking in Newham and other Local Authorities has traditionally been via the use of on street parking meters or ticket machines. Whilst these have worked well and are still in use in many locations, advances in technology have now allowed for different types of payments to be able to be accepted.

- 4.18.5 To enable flexibility for the motorist whilst reducing the reliance on cash transactions, a cashless payment option is to be rolled out to into all new zones and the retrofitted into all existing zones. This payment option will be introduced in both the 'shared use' bays and the 'short stay' bays to help reduce the need of residents to purchase and hand out visitor parking vouchers, giving further flexibility to the way and nature, the councils controls operate.
- 4.18.6 The cashless payment system operates by the motorist phoning a designated number and entering location and payment details. The council's current provider of these services is Paybyphone.

4.19 Short Stay Parking

- 4.19.1 The Council will facilitate paid for (cashless) short stay parking on residential roads in order assist businesses in the area. As road space is limited, and the council wants to allow for a high level of vehicle turnover. The council offers a mixture of short-stay parking bays, allowing from 30 minutes to four hours maximum stay (as considered appropriate for the particular location). The council will seek to introduce the shortest appropriate duration parking bays to suit the locality.
- 4.19.2 Those wishing to park for longer periods than the local on-street parking bays allow will be directed to the various car parks in the local area.
- 4.19.3 In addition to the paid for parking, a number of short stay bays for use by Newham Permit holders will be made available in each zone. This will enable residents displaying a valid Newham permit from any zone to park (in the designated, signed bays) for a short duration. The location and exact amount of the 'all permit short stay bays' will be determined by local need following the feedback from the design consultation stage. These bays will be introduced into all parking zones to enable greater flexibility for residents to undertake visits to other zones to visit relatives, retail/commercial properties or for general purposes. This will aid residents and help support local businesses.

4.20 Parking for Disabled people

- 4.20.1 One of the council's key objectives is to reduce and remove those barriers which prevent certain groups within our society from making full use of the facilities and services available to them. One group particularly affected by these barriers are people with disabilities.
- 4.20.2 The council participates in the European Blue Badge scheme.

4.21 The Blue Badge Parking

- 4.21.1 Residents who wish to find out if they are eligible for a Blue Badge can visit <https://bluebadge.direct.gov.uk/directgovapply.html> (and can also make an on-line application if they are eligible or enquire at their nearest Local Service Centre. Blue Badges are issued on behalf of Adult Services.
- 4.21.2 Residents who wish to find out if they are eligible for a Blue Badge can enquire at their nearest Local Service Centre. The Blue Badge scheme is administered by the Local Service Centres on behalf of the Transport and Concessionary Travel Commissioning Manager in Adult Services.
- 4.21.3 The Badge allows badge holders to park close to their destination. Once issued, Badges remain valid for up to a maximum of three years, at which time a reassessment of the holder's needs is made to see if the Badge should be renewed.

- 4.21.4 The scheme is operational on all of Newham’s public roads but does not apply on private roads (such as those on public or private housing estates) In Newham, Blue Badge holders can park free of charge in off-street car parks, except for Stratford Multi-Storey Car Park. Some bays in car parks are reserved for use by Blue Badge holders for up to three hours. The Blue badge can also be used throughout the UK (except in parts of central London) and while travelling abroad within the European Union (EU) and in some other European countries.
- 4.21.5 The Badge entitles holders to special concessions only if it is displayed in the windscreen of vehicle in which they are travelling. The use of Blue Badges is only permitted if the disabled person to whom the Badge has been issued is a driver or passenger in the vehicle at the time of parking.
- 4.21.6 The parking concessions available are detailed in the Department for Transport leaflet “The Blue Badge Scheme”. The council offers an extra concession permitting Badge holders to park for an unlimited period in permit bays, with the Badge displayed. The table below sets out the available concessions in full.

Blue Badge Concessions

Road Marking	Concession
Pay & Display bay	Park free of charge (a time limit applies at some locations). The Badge must be displayed.
Resident’s Permit bay	Park free of charge without time limit. (except in a disabled resident parking bay, where parking is NOT permitted).The Badge must be displayed.
Single and double yellow lines	Park free of charge for up to three hours (except where there is a ban on loading or unloading shown by yellow ‘blips’ on the kerb at 90 degrees to the yellow line. The times of the loading ban are shown on a white sign beneath the yellow ‘no parking’ sign.) The Badge and clock must be displayed.
Zigzags	No parking allowed
Single / double red lines (on Red Routes)	No parking allowed. Picking up or setting down on red routes is permitted.
Loading / unloading bays on Red Routes)	Parking allowed in some bays (refer to signs) for maximum of three hours

- 4.21.7 When parking on single or double yellow lines a “clock” must be displayed with the Blue Badge and set to indicate the arrival time. Outside of the loading ban times, normal Blue Badge rules apply on single or double yellow lines. Stopping briefly to set down or pick up passengers is allowed even if there is a loading ban or on a Red Route.
- 4.21.8 The Council does not remove vehicles displaying a valid Blue Badge unless there are emergency, security or ceremonial reasons or the vehicles are causing a serious safety hazard or obstruction. This is in line with Government guidance.
- 4.21.9 Sadly, misuse of Blue Badges is becoming more common, as is the theft and illegal duplication of Badges. Any misuse of a Badge is an offence and the badge can be withdrawn if it is misused or others are allowed to misuse it. Specifically, it is a criminal offence:
- For non-disabled people to use a badge – if they do so, they are liable to a fine of up to £1,000; or

- To drive a vehicle displaying a Badge unless the Badge holder is in the vehicle, or the vehicle is being driven to or from an area, which is accessible only to vehicles displaying a Badge in order to pick up or drop off the holder.

4.21.10 As the concessions offered by Badges are considerable, they are particularly valuable and therefore prone to theft whilst being displayed in vehicles. These badges are then used illegally, duplicated or sold on. The Badge does not show a vehicle registration number and thus any vehicle may be used. This is useful to badge holders who are passengers and rely on transport from a number of sources. It is not obvious however that the Badge has been stolen until the owner notifies the Council. If a Civil Enforcement Officer suspects that a Badge is being illegally used, they will issue a Penalty Charge Notice. They may also remove the vehicle in order to confiscate the Badge.

4.22 Parking Bays for Blue Badge holders

4.22.1 Blue Badge holders who experience difficulty in parking close to their home can apply for a special bay, known as a Disabled Persons' Parking Bay outside residential parking zones (RPZs), or a Disabled Resident Permit Parking Bay within RPZs, if they meet the following criteria:

1. A valid Disabled (Blue) Badge must be held;
2. The Applicant receives the higher rate of the mobility component of Disability Living Allowance **or** the enhanced rate of the mobility component of Personal Independence Payment, **or** the higher rate of Attendance Allowance
3. There must be a car, or other vehicle, registered and kept at the applicant's address;
4. The applicant must not have off-street parking (e.g. a driveway) or a garage that s/he can use;
5. At most times it is unlikely that the applicant can find any on-street parking reasonably close to their home;
6. Traffic management and road safety issues allow the safe siting of a bay.

Those over 65s who do not receive higher or enhanced rate disability benefits can also apply as long as they include a letter from their GP or consultant explaining why they need a disabled persons' parking bay near their home.

4.22.2 Residents wishing to apply for either type of parking bay should visit the council website or telephone the Council's Disabled Persons' Parking section on 020 3373 0344.

4.22.3 Within residential parking zones, disabled resident permits enable holders to park in any disabled residents bays within their zone without having to display their Blue Badges however, a valid disabled residents permit must be displayed when parked in these bays. Blue Badge holders in residential parking zones who do not have a Disabled Resident Parking Bay nearby can obtain a resident permit which they can use to park in disabled resident bay without displaying the Blue Badge.

4.22.4 The standard Disabled Persons' Parking Bays (Blue Badge bays) that the Council provides may be used by any Blue Badge holder, not simply the person who originally requested that the bay be provided. In some cases, the intended user may find that other users regularly occupy their nearest bay. In these circumstances, the Council will consider whether provision of an additional bay is required.

4.22.5 Some "community" Disabled Persons' Parking Bays are provided close to local shops, post offices, chemists, health centres, libraries, parks and similar destinations visited

regularly by disabled people. Many have a maximum length of stay, to prevent all day use.

4.23 Health Emergency Badge

- 4.23.1 The Newham area is covered by the London Council's scheme for emergency health workers such as doctors, nurses, midwives and health visitors. The Health Emergency Badge (HEB) is for people involved in the delivery of primary healthcare attending medical emergencies in patients' homes. All London Boroughs have agreed to the scheme, although it is not a mandatory provision and it is offered entirely at the discretion of London parking authorities. The badge has no legal status. When the badge is clearly displayed and used in accordance with the conditions of use, badge holders should not receive parking tickets, be clamped or towed away.
- 4.23.2 Applications must be made by the practice or department manager on behalf of the staff who will use the badge. Any general practice, health trust or clinic may apply for badges if they employ staff whose work involves visiting patients in their homes to provide emergency health care. This includes doctors, nurses, midwives and health visitors. It does not include other para-medical practitioners such as physiotherapists, chiropodists and occupational therapists, or social workers. Applications should be made at one time for all the badges required. Applications should be made for the minimum number of badges necessary. For example, where there are twenty community nurses in one department, but only five are likely to make home visits at any one time, only five badges should be applied for. Any eligible member of staff in any vehicle may use the badge. It is the responsibility of the manager to allocate the badges to staff as appropriate.
- 4.23.3 Badge users attending a medical emergency can park in pay & display bays and permit bays without paying. If no alternative parking space is available, users can park on yellow lines. At all times badge users must ensure they do not cause an obstruction or endanger other road users. Badge users must not stay longer than absolutely necessary. When the badge is clearly displayed and used in accordance with the conditions of use, badge users would not usually receive penalty charge notices or be towed away. If a vehicle showing the badge needs to be moved, every effort will be made to find the user at the address on the badge before any action is taken.
- 4.23.4 The HEB scheme does not apply:
- On private property (eg housing estates) or private roads
 - On the Red Route Network
 - To serious parking offences for example vehicles left causing obstruction, positioned dangerously, parked on the pavement or on zigzag markings
 - If the holder is not responding to an urgent or emergency situation or responding to a call they think may develop into one.
- 4.23.5 For more information or to request an application form please e-mail heb@londoncouncils.gov.uk

4.24 Parking Facilities for Doctors

- 4.24.1 Newham Council has in the past provided parking bays for doctors based at surgeries in congested areas to enable them to have a vehicle to hand to attend emergencies. Many of these bays are "formal" bays, i.e. enforceable bays, with road markings and a traffic sign showing the related parking permit code. Some are "informal" – unenforceable, with no traffic sign.
- 4.24.2 The Council's current policy is that doctors should be considered similar to any other business in the borough. Accordingly, although current doctor bays will remain for the

time being, no new Doctor bays will be provided. However, doctors located within a residential parking zone are eligible to buy business parking permits (see Section 4.6 and Appendix A).

4.25 Parking for Teachers

- 4.25.1 The Council is currently developing a programme of school travel plans at local schools. The Council will work with local schools to identify and promote safe and convenient alternatives to the car for all members of the school community through the School Travel Plan. Nevertheless the Council recognises that school teachers may need to use their cars in specific circumstances, so teachers are entitled to apply for a business parking permit (see Section 4.6 and Appendix A).

4.26 Car Clubs

- 4.26.1 Car clubs help reduce the need for people to own their own cars by providing the residents, businesses and employees with access to conveniently located, high-quality, environmentally-efficient vehicles on a "pay-as-you-drive" basis.
- 4.26.2 As part of the strategic Borough wide approach, the council will, wherever possible, seek to introduce car club parking bays to further support and aid the growth in this sustainable transportation option, helping to reduce congestion by shared car usage and to give more flexible mobility options to residents. It is expected that's once all new proposed zones are introduced and modifications are made to existing zones that a car club space will be available within a ten minute walk of the majority of residential premises.

4.27 Powered Two-Wheelers

- 4.27.1 In recent years there has been an increase in the number of motorcycles and scooters owned by local residents and used by others to visit the borough, in part generated by the introduction of the Central London Congestion Charging Scheme.
- 4.27.2 Motorcycles and scooters bring some benefits in that they take up less road space than cars, and can be more environmentally friendly in terms of emissions. However, the Council remains concerned by the high number and severity of accidents involving powered two-wheelers.
- 4.27.3 There are a limited number of dedicated on-street motorcycle parking place in Newham (which also have secure locking facilities) However, solo motorcycles can park free and without time limit in any on-street parking bay throughout Newham, except in Disabled Resident Permit Bays. There are motorcycle parking places in Newham's off street parking places. Motorcycles with sidecars are subject to the same charges as cars.

4.28 Footway Parking

- 4.28.1 Parking on footways causes problems - parked vehicles obstruct pedestrians and are a hazard to disabled, visually impaired and older people and those with buggies and pushchairs. Footway parking can also cause damage to the pavement and pipes and cables beneath it. Pavements are not designed to take the weight of motor vehicles. Vehicles illegally parking on the footway cause considerable damage to the borough's pavements that is costly to repair.
- 4.28.2 Footway parking is an area where London is different from the rest of the country. Outside London, if parking on a footway or verge is prohibited there must be a sign indicating the prohibition. In London, footway parking is banned under the London

Local Authorities Act 2000 unless a location is specifically exempted and signs indicate that vehicles may park partially or wholly on the footway. The ban applies at all times of day and night, every day of the year. Vehicles parked on the footway may be issued with a penalty charge notice and may be removed, even if only one or two wheels are on the pavement.

- 4.28.3 The ban covers any part of the public highway that is not carriageway. This includes pavements, grass verges, central reservations, traffic islands and parts of the pavement that link private property with the road (crossovers). Any vehicle parked with one or more wheels on any of these areas is liable to receive a PCN unless fully parked within an exempted footway parking area.
- 4.28.4 Footway parking bans also apply to motorcycles.
- 4.28.5 In exceptional circumstances, such as glaziers replacing large shop front windows and the erection of scaffolding, vehicles may be allowed to stop on the footway briefly whilst carrying out their duties in adjacent premises. This exemption only applies if:
- The vehicle is not causing an obstruction to pedestrians
 - There is no loading ban in place
 - There is no alternative to parking on the pavement (e.g. stopping on the road would cause an obstruction)
 - The vehicle is not left unattended

4.29 Lorry and Coach Parking

- 4.29.1 Problems arise when Lorries are parked on-street for long periods or overnight. The former Greater London Council decided to restrict the use of heavy goods vehicles, to improve the environment for Londoners. In 1974 regulations were introduced whereby commercial vehicles are banned from waiting overnight. Vehicles of a maximum gross weight which exceeds 5 tonnes are banned from parking in any restricted street, between the time of 6.30 pm on any one day and 8 am on the following day. Newham Council will continue to enforce the London-wide ban on overnight parking.
- 4.29.2 In Newham, demand for coach parking is concentrated in a small number of locations such as the Stratford area for visitors to the Olympic Park, hotels, and West Ham United FC. The Council is in the process of providing additional coach parking spaces, initially for visitors to the Stratford area.

4.30 Electric Vehicle Charging Points

- 4.30.1 The council currently has four Electric Vehicle Charging Points (EVCPs) within the Borough (there are others on private premises/developments), three are at on-street locations and one in an off-street car park. As part of the Borough wide strategic approach the council is seeking to increase the EVCP infrastructure across the borough significantly. Currently a number of options are being discussed with service providers but the locations and specifications to be used will be in line with the 'Car plus' guidance being released later in 2016.

4.31 Parking Enforcement

- 4.31.1 The following sections set out the matters associated with parking enforcement.

4.32 Enforcement Duties and Principles

- 4.32.1 The Council is responsible for the enforcement of on-street parking restrictions, off street (public car parks managed by the Council) parking restrictions, bus lanes and

moving traffic locations i.e banned turns, yellow box junctions etc.. Enforcement of Red Routes is the responsibility of Transport for London.

4.32.2 The Council also has powers to charge for the removal, storage, and disposal or immobilisation of vehicles which have been removed for parking contraventions.

4.32.3 The Council ensures that, while sufficient resources are deployed to ensure a satisfactory level of compliance within residential parking zones, adequate provision is also given in all areas of the borough to:

- Ensure the safe and free movement of other traffic
- Minimise the impact of car parking on other road users
- Ensure the unobstructed movement of buses

4.33 Exemptions from Parking Controls

4.33.1 Enforcement is carried out on a fair and equitable basis. Civil enforcement officers cannot enforce selectively against vehicles, and legally the Council must enforce all the controls that it designates. Exemptions are listed below:

4.33.2 Emergency vehicles and any vehicles in the service of the fire, police or ambulance services are exempt from parking controls whilst carrying out their statutory duties.

4.33.3 Weddings and Funerals/ Places of Worship – civil enforcement officers will not normally enforce against:

- The lead vehicle at funerals either at home or at a place of worship
- Vehicles waiting to follow funeral corteges (additional free parking is to be provided via the issuing of free visitor permits for the day of the funeral)
- The lead vehicle at weddings

4.33.4 However, funeral and wedding vehicles should not cause an obstruction, or create a risk to other road users. As far as possible, vehicles should clearly identify that they are waiting for this purpose. Civil enforcement officers are required to act sensitively on these occasions. When implementing and reviewing residential parking zones, the council will provide levels of short stay parking around places of worship where appropriate. Newham fully understands that a funeral is an emotional time for family and friends and whilst all mourners are welcome they are expected to park legally so as to minimise the impact on other Newham residents

4.33.5 To help facilitate those attending funerals, the council may by application, and on production of a letter from a funeral director, issue up to 30 free visitor permits to be usable over a specified period of up to two days.

4.33.6 There is no exemption from parking controls for religious holidays and/or festivals other than those covered by bank/public holidays. However, 10 visitor parking permits will be provided free of charge to each Council Tax payer annually (on application) to enable for additional days parking that are not covered by bank holidays. These may be used at any time throughout the year in any parking bay that allows for permit use.

4.34 Penalty Charge Notices (PCNs)

4.34.1 Penalty charges are used to achieve compliance with parking controls. PCNs can be observed and issued in different ways:

- By a civil enforcement officer observing the contravention and attaching a PCN to the vehicle or handing a PCN to the driver;

- By a camera operator observing a contravention via a fixed CCTV camera and issuing a PCN by post; and
- By a camera operator observing a contravention via camera from within a vehicle and issuing a PCN by post.

4.35 Observation Policy

4.35.1 In order to maintain fair and consistent enforcement, the Council's civil enforcement officers have been instructed to observe each contravention for a specific period of time before issuing a penalty charge notice. Some contraventions are considered so serious that there is a zero observation period meaning that a penalty charge notice can be issued immediately. Newham's observation policy is in line with the guidance issued by London Councils and the ETA and details regarding observation periods, based on contravention type, are set out in Appendix C.

4.36 PCN Processing, Representations and Appeals

4.36.1 There is a statutory process in place for processing penalty charges. Different charges are applicable at different times and informal challenges, representations and appeals can only be made at the designated time. More information can be found online at: www.newham.gov.uk/parkingandtransport

4.36.2 Motorists wishing to object to the issuing of a penalty charge notice must do so in writing. This correspondence is known as a representation. The council processes all representations in line with applicable legislation. Full details on how to make a representation to the Council are given on the penalty charge notice and the Notice to Owner. If a representation is rejected, the notice that will be sent will give full details on how to appeal to the London Tribunals Environment and Traffic Adjudicators (ETA)

4.37 Removals

4.37.1 With the exception of vehicles displaying Blue Badges, unless they are causing an obstruction, and diplomatic vehicles, any vehicle which has been issued with a penalty charge notice can be removed by the council. An additional charge is applied for the removal and for each day the vehicle remains unclaimed and in storage.

4.37.2 Drivers or owners of removed vehicles need to know where to find their vehicles and what steps they should take to recover them. In the absence of an indication of the action taken at the point of removal, they will be unsure whether the vehicles have been stolen, and will not know who has taken the vehicle. In many cases, they will also not know which local authority area the vehicle has been removed to. In view of this Newham Council participates in the London-wide TRACE system for tracking removed vehicles. If a driver returns to find that their vehicle is missing, they can contact TRACE who (unless the vehicle has been stolen) will be able to provide contact details of who removed the vehicle and where it was removed to. Full details on how to reclaim your vehicle, documentation needed and the charges which will apply, can be found by visiting <https://www.newham.gov.uk/Pages/Services/Clamping-and-removals.aspx#ifyourvehiclehasbeenremoved>

4.38 Priorities for Removal

4.38.1 In order to ensure that removal resources are managed effectively, the Council has established priorities for removing vehicles by creating a removal policy. A copy of the policy is set out in Appendix D. As advised above any vehicle can be removed once a once a penalty charge notice has been placed on it however, where it is possible every attempt will be made to remove vehicles in order of priority.

4.39 Abandoned Vehicles, Untaxed Vehicles, Vehicles for Sale, Surrendered vehicles, Structures and Obstructions

- 4.39.1 The London Borough of Newham has delegated powers and appropriate enforcement methods to deal with a number of issues in relation to vehicles on the highway and in certain open space areas. These issues fall into specific categories and are primarily dealt with by Street Scene Enforcement Officers within the Community Safety Division.
- 4.39.2 **Abandoned Vehicles** - may be removed and disposed of by the Council in certain circumstances. They may be removed from the highway or any space "open to the air". Prior to removal the alleged vehicle has to be visited by a Street Scene Enforcement Officer and objectively assessed to ensure it satisfies the criteria for "Abandonment". These include a minimum of three verifiable objective factors such as flat tyres, accumulation of debris, no tax, broken windows, etc. The fact that a vehicle has been parked in one location for an extended period is not sufficient to support classification as abandoned.
- 4.39.3 Reports of vehicles which are believed to be Abandoned should be made to the Council by telephoning 020 8430 2000. The vehicle will be visited by an Officer within 24 hours of the report and an objective assessment carried out which includes photographing the vehicle. If the vehicle is then formally classified as Abandoned it will be removed within a further 24 hours. Officers can remove the vehicle immediately if for instance it is fire damaged or causes some other danger or hazard to the public.
- 4.39.4 It is an offence to abandon vehicles and the Council will pursue enquiries to establish the vehicles owner and will seek to issue a Fixed Penalty Notice or instigate full prosecution.
- 4.39.5 **Untaxed Vehicles** - The Council has devolved DVLA powers to deal with and remove untaxed vehicles. The reporting procedure is similar to that for "Abandoned" vehicles above and is carried out by the same Street Scene Enforcement Officers. Untaxed Vehicles should be reported in the same way via the Council number 020 8430 2000.
- 4.39.6 In addition to the Council's operations, the DVLA itself operates a national policy of clamping untaxed vehicles via delegated contractors. These are not within the Council's control but they regularly visit all UK Boroughs and Councils, clamping untaxed vehicles. Any complaints or issues relating to clamped, untaxed vehicles in the Borough should be referred to the DVLA in Swansea. The Council do not clamp untaxed vehicles.
- 4.39.7 **Vehicles for Sale** - It is an offence to display vehicles for sale on the highway. The Council will deal with reports of such vehicles and Street Scene Enforcement Officers will attend and assess the vehicle. Such vehicles presently come under the LBN "Kick to the Kerb" campaign whereby identified vehicles are assessed, stickered and removed after 48 hours by the Council if they are still in situ.
- 4.39.8 **Surrendered Vehicles** - The Council will accept and arrange for the disposal of vehicles at the end of their life from Newham residents only. Contact should be made via the Council number 020 8430 2000 if a resident wishes to avail themselves of this service.
- 4.39.9 **Structures and Obstructions** - Certain objects may be termed as "Structures" if placed in the highway (such as trailers and unhitched caravans). These may be termed as illegal obstructions and the Council may seek their removal, subsequent prosecution and recovery of costs. Issues should be notified to the Council via the 020 8430 2000 number and a Street Scene Enforcement Officer will be assigned to visit

the location and assess the "structure". Notices with set timescales may then be issued requiring removal of the "structure".

- 4.39.10 The Community Safety Division does not deal with obstruction issues involving vehicles and such matters should be referred to the Police.
- 4.39.11 Any of the matters listed above may be reported to the Council in the normal way via email, online or on the telephone to the Contact Centre – 020 8430 2000.

5 Off-Street Parking

5.1 Car Parks

- 5.1.1 There are a number of off-street car parks in the borough. Details of these can be found at Appendix E, along with the relevant charges and the cost of season tickets.
- 5.1.2 The council has a number of powers to control off street parking. They include:
- Its powers in relation to parking on roads within Council housing estates
 - Its powers as the Planning Authority to set and enforce parking standards and policies for new development.
 - Its power to operate and control off-street car parks
- 5.1.3 From time to time, the borough is blighted by illegal temporary car parks often undercutting on-street parking charges. The Council will use its powers as a planning authority to close down such car parks. Planning policy specifically prevents this and enforcement action will be taken against unauthorised car parks.

5.2 Council Estates

- 5.2.1 The vast majority of roads on Council estates have not been adopted by the Council as public highways. As such, they fall under the legal regulations relating to private property and therefore the normal rules relating to on-street parking, as set out in the previous sections, do not apply. Nor are they part of the Newham Special Parking Area. There are a few exceptions to this rule where some estate roads have been adopted.
- 5.2.2 Most estates have parking bays and/or garages intended primarily for use by estate residents. Residents wishing to park on the estate are normally required to purchase parking permits that entitle them to sole use of a designated parking bay or garage.
- 5.2.3 The Council is directly responsible for delivering housing services to its tenants and leaseholders. A programme of adopting suitable housing estate roads and parking areas as part of the public highway and then those roads having RPZ controls introduced (similar to the surrounding area) has been ongoing since 2012. This will be further taken forward as new areas of the borough have RPZs introduced.

5.3 Parking Standards

- 5.3.1 The Council's parking standards for new developments are set out in the London Plan (March 2015). These set out the maximum number of car parking spaces that a developer shall be required to provide, with consideration for the accessibility and locality of the development as well as the land use proposed. Furthermore the London Borough of Newham Core Strategy (January 2012) Policy INF2 seeks the incorporation an appropriate level of car parking as set out by the London Plan.

5.4 Parking in Gardens and Crossovers

- 5.4.1 Consent for permanent crossovers and new vehicular access to property is needed under highway legislation. Dropped crossings or crossovers can only be created for the purpose of allowing vehicles to gain access to a private driveway or garage. Parking in front of an entrance or any part of the pavement including a dropped crossing is an offence.

- 5.4.2 If an occupier of any building habitually drives or permits to be driven a vehicle across a kerbed footway or a verge in the highway to or from those premises, the Council may serve a Notice on the owner or occupier of the premises. Once a Notice has been served the occupier must stop crossing the footway.
- 5.4.3 Cars parked in front gardens can detract from the character and appearance of the borough. Parking in front gardens can lead to a loss of green space and visual amenity and create risk and inconvenience for pedestrians and other street users. The Council, therefore, will not allow the creation of additional 'crossovers' across pavements and the creation of hard standing areas for vehicles in front of buildings, unless there are exceptional circumstances as to why this should happen.

5.5 Provision of Access Protection Markings

- 5.5.1 Access Protection Markings are white markings which were provided along the carriageway in front of an entrance to off street premises, or where the kerb is dropped to provide a convenient crossing place for pedestrians, which should be kept clear of stationary vehicles.
- 5.5.2 These markings are now not normally used, as there is legislation that allows local councils to enforce against obstructive parking whether it is within or outside of a parking scheme.
- 5.5.3 The Council will not introduce new Access Protection Markings at locations with individual residential accesses, however (on a case by case basis) consideration will be given to requests from locations with multiple accesses or from commercial premises.

5.6 Cycle Parking

- 5.6.1 Cycling is an efficient use of road space, does not damage the environment, and is a healthy and enjoyable means of getting around. High levels of cycle theft in the borough can act as a deterrent to people using their bikes. The provision of adequate and secure cycle parking is therefore a key component of the Council's policies to encourage cycling. Provision is required in new developments and encouraged elsewhere. Provision of cycle parking at key destinations, including tube, rail and bus stations, shopping centres, schools, leisure facilities, libraries, and in housing areas is being improved.
- 1.6.2 Subject to resources, the Council will seek to respond positively to requests for new cycle parking – particularly in areas where theft is a problem.
- 1.6.3 This document should be read in conjunction with the Local Implementation Plan document which covers measures such as cycle training and infrastructure for cyclists.

Appendix A

On-Street Parking Permits

PERMIT TYPES (see key below for “List” details)

<i>Permit type</i>	<i>Cost and application process</i>
Resident Parking	For full details of current charges and application process please go to the following web page and choose the appropriate link https://www.newham.gov.uk/Pages/Services/Parking-permits.aspx?I1=100002&I2=200072
Visitor Parking	For full details of current charges and application process please go to the following web page and choose the appropriate link https://www.newham.gov.uk/Pages/Services/Parking-permits.aspx?I1=100002&I2=200072
Disabled Resident Parking	For full details of current charges and application process please go to the following web page and choose the appropriate link https://www.newham.gov.uk/Pages/Services/Parking-permits.aspx?I1=100002&I2=200072
Carer Parking	For full details of current charges and application process please go to the following web page and choose the appropriate link https://www.newham.gov.uk/Pages/Services/Parking-permits.aspx?I1=100002&I2=200072
Business parking	For full details of current charges and application process please go to the following web page and choose the appropriate link https://www.newham.gov.uk/Pages/Services/Parking-permits.aspx?I1=100002&I2=200072
Courtesy Vehicle Parking	For full details of current charges and application process please go to the following web page and choose the appropriate link https://www.newham.gov.uk/Pages/Services/Parking-permits.aspx?I1=100002&I2=200072
Trade Parking	For full details of current charges and application process please go to the following web page and choose the appropriate link https://www.newham.gov.uk/Pages/Services/Parking-permits.aspx?I1=100002&I2=200072
Staff Business Parking	For full details of current charges and application process please go to the following web page and choose the appropriate link https://www.newham.gov.uk/Pages/Services/Parking-permits.aspx?I1=100002&I2=200072

<i>Permit type</i>	<i>Cost and application process</i>
School Parking Permit	For full details of current charges and application process please go to the following web page and choose the appropriate link https://www.newham.gov.uk/Pages/Services/Parking-permits.aspx?I1=100002&I2=200072

Appendix B

For details of the current on street parking charges which apply within Newham residential parking zones please visit the following web page

<https://www.newham.gov.uk/Pages/Services/Car-parks-and-on-street-pay-and-display.aspx?l1=100002&l2=200072>

Penalty Charge Notice Tariffs

Newham is a band A authority and its PCN charges for contraventions relating to parking, bus lanes & moving traffic have been set by London Councils and the Mayor for London. These organisations also determine what is a serious and less serious parking contravention. Examples of serious parking contraventions are being illegally parked on yellow lines, on the footway & in a disabled bay. Less serious examples are parked after the expiry of paid for time & parked without clearly displaying a valid pay & display ticket. The relevant charges are set out below

- *Less serious parking penalty charge = £80 reduced to £40 if paid within 14 or 21 days (21 days applies if the penalty is issued via CCTV)*
- *Serious parking penalty charge = £130 reduced to £65 if paid within 14 or 21 days (21 days applies if the penalty is issued via CCTV)*
- *Bus lane penalty charge = £130 reduced to £65 if paid within 14 days*
- *Moving traffic penalty charge = £130 reduced to £65 if paid within 14 days*
- *Removal charge = £200*
- *Storage charge = £40 per day*
- *Disposal fee = £70"*

Suspension Charge Rates & Parking Dispensation Charge Rates

For full details on all current charges and the application process please visit the following web page

<https://www.newham.gov.uk/Pages/Services/Parking-bay-suspensions.aspx?l1=100002&l2=200072>

Appendix C

Observation Times by Contravention

CODE	DESCRIPTION	CONTRAVENTION TYPE	OBSERVATION TIMES
27	Parked adjacent to a dropped footway	ON-STREET	0 minutes
31	Entering and stopping in a box junction when prohibited	MOVING TRAFFIC	0 minutes
32	Failing to drive in the direction shown by the arrow on a blue sign	MOVING TRAFFIC	0 minutes
33	Using a route restricted to certain vehicles	MOVING TRAFFIC	0 minutes
34	Being in a bus lane	BUS LANE	0 minutes
37	Failing to comply with a give way to oncoming vehicles sign	MOVING TRAFFIC	0 minutes
47	Stopped on a restricted bus stop/stand	ON-STREET	0 minutes
50	Failing to comply with a sign indicating a prohibited turn	MOVING TRAFFIC	0 minutes
51	Failing to comply with a no entry sign	MOVING TRAFFIC	0 minutes
52	Failing to comply with a sign indicating a prohibition on certain types of vehicle	MOVING TRAFFIC	0 minutes
53	Failing to comply with a sign indicating a restriction on vehicles entering a pedestrian zone	MOVING TRAFFIC	0 minutes
54	Failing to comply with a sign indicating a restriction on vehicles entering and waiting in a pedestrian zone	MOVING TRAFFIC	0 minutes
92	Parked causing an obstruction	OFF-STREET CAR PARKS	0 minutes
99	Stopped on a pedestrian crossing and/or crossing area marked by zig-zags	ON-STREET	0 minutes
55	A commercial vehicle parked in a restricted street in contravention of the Overnight Waiting Ban	ON-STREET	2 minutes
62	Parked with one or more wheels on any part of an urban road other than a carriageway (footway parking)	ON-STREET	2 minutes
87	Parked in a disabled person's parking space without clearly displaying a valid disabled person's badge	OFF-STREET CAR PARKS	2 minutes
1	Parked in a restricted street during prescribed hours	ON-STREET	2 minutes
2	Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force	ON-STREET	2 minutes
18	Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited	ON-STREET	2 minutes
20	Parked in a loading gap marked by a yellow line	ON-STREET	2 minutes
21	Parked in a suspended bay/space or part of bay/space	ON-STREET	2 minutes
26	Vehicle parked more than 50 cm from the edge of the carriageway and not within a designated parking place	ON-STREET	2 minutes
49	Parked wholly or partly on a cycle track	ON-STREET	2 minutes
56	Parked in contravention of a commercial vehicle waiting restriction	ON-STREET	2 minutes
57	Parked in contravention of a coach ban	ON-STREET	2 minutes
58	Using a vehicle on a restricted street during prescribed hours without a valid permit	MOVING TRAFFIC	2 minutes

59	Using a vehicle on a restricted street during prescribed hours in breach of permit conditions	MOVING TRAFFIC	2 minutes
63	Parked with engine running where prohibited	ON-STREET	2 minutes
40	Parked in a designated disabled person's parking place without clearly displaying a valid disabled person's badge	ON-STREET	2 minutes
81	Parked in a restricted area in a car park	OFF-STREET CAR PARKS	2 minutes
61	A heavy commercial vehicle wholly or partly parked on a footway, verge or land between two carriageways	ON-STREET	2 minutes
48	Stopped in a restricted area outside a school***	ON-STREET	2 minutes
96	Parked with engine running where prohibited	OFF-STREET CAR PARKS	2 minutes
74	Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited	OFF-STREET CAR PARKS	2minutes
41	Parked in a parking place designated for diplomatic vehicles	ON-STREET	5 minutes
42	Parked in a parking place designated for police vehicles	ON-STREET	5 minutes
45	Parked on a taxi rank	ON-STREET	5 minutes
70	Parked in a loading area during restricted hours without reasonable excuse	OFF-STREET CAR PARKS	5 minutes
89	Vehicle parked exceeds maximum weight and/or height and/or length permitted in the area	OFF-STREET CAR PARKS	5 minutes
91	Parked in a car park or area not designated for that class of vehicle	OFF-STREET CAR PARKS	5 minutes
4	Parked in a meter bay when penalty time is indicated	ON-STREET	10 minutes
5	Parked after the expiry of paid for time	ON-STREET	10 minutes
5u	Parked after the expiry of paid for time (electronic payment)	ON-STREET	10 minutes
6	Parked without clearly displaying a valid pay & display ticket	ON-STREET	5 minutes
7	Parked with payment made to extend the stay beyond initial time	ON-STREET	10 minutes
8	Parked at an out-of-order meter during controlled hours	ON-STREET	5 minutes
9	Parked displaying multiple pay & display tickets where prohibited	ON-STREET	5 minutes
10	Parked without clearly displaying two valid pay and display tickets when required	ON-STREET	5 minutes
11	Parked without payment of the parking charge	ON-STREET	5 minutes
19	Parked in a residents' or shared use parking place or zone either displaying an invalid permit or voucher or pay and display ticket, or after the expiry of paid for time	ON-STREET	10 minutes
22	Re-parked in the same parking place within one hour of leaving	ON-STREET	5 minutes
24	Not parked correctly within the markings of the bay or space	ON-STREET	5 minutes
30	Parked for longer than permitted	ON-STREET	10 minutes
35	Parked in a disc parking place without clearly displaying a valid disc	ON-STREET	5 minutes
36	Parked in a disc parking place for longer than permitted	ON-STREET	5 minutes
73	Parked without payment of the parking charge	OFF-STREET CAR PARKS	5 minutes
80	Parked for longer than the maximum period permitted	OFF-STREET CAR	5 minutes

		PARKS	
82	Parked after the expiry of paid for time	OFF-STREET CAR PARKS	10 minutes
83	Parked in a car park without clearly displaying a valid pay & display ticket	OFF-STREET CAR PARKS	5 minutes
84	Parked with additional payment made to extend the stay beyond time first purchased	OFF-STREET CAR PARKS	5 minutes
86	Parked beyond the bay markings	OFF-STREET CAR PARKS	5 minutes
90	Re-parked within one hour of leaving a bay or space in a car park	OFF-STREET CAR PARKS	5 minutes
93	Parked in car park when closed	OFF-STREET CAR PARKS	5 minutes
94	Parked in a pay & display car park without clearly displaying two valid pay and display tickets when required	OFF-STREET CAR PARKS	5 minutes
95	Parked in a parking place for a purpose other than the designated purpose for the parking place	OFF-STREET CAR PARKS	5 minutes
12	Parked in a residents or shared use parking place without clearly displaying either a permit or voucher or pay and display ticket issued for that place	ON-STREET	5 minutes
14	Parked in an electric vehicles' charging place during restricted hours without charging	ON-STREET	5 minutes
16	Parked in a permit space without displaying a valid permit	ON-STREET	5 minutes
23	Parked in a parking place or area not designated for that class of vehicle	ON-STREET	5 minutes
25	Parked in a loading place during restricted hours without loading	ON-STREET	5 minutes
85	Parked in a permit bay without clearly displaying a valid permit	OFF-STREET CAR PARKS	5 minutes
46	Stopped where prohibited (on a red route or clearway)	ON-STREET	TfL

Appendix D

Removal Policy

Priority One:

- i) Parked in contravention in a position/location which is prohibited and is causing danger, & serious health and safety implications for other road users or pedestrians.
- ii) Illegally parked in a formal disabled bay (30 minutes waiting time or 15 minutes if persistent evader *)

Priority Two:

- i) Persistent evader (parked in prohibited place)
- ii) Parked in an operational Bus Lane or at a Bus Stop
- iii) Vehicle with foreign registration plate (parked in prohibited place)
- iv) Parked obstructing a dropped footway (on a resident's request)
- v) Parked on a footway (parked in a prohibited place)
- vi) Parked on school Keep Clear Markings*
- vii) Parked in a Doctors Bay

Priority Three:

- i) Parked committing a serious parking contravention (please refer to Appendix B above)

Priority Four:

- i) All other contraventions

*NB a persistent evader, as determined by London Councils is a person who has 3 or more outstanding penalty charge notices which have all progressed beyond the stage where the customer has the legal right to appeal to the ETA

Additional information

Under the provisions of the Traffic Management Act 2004 a vehicle is considered to have been "removed" when ALL four wheels have been placed on the back of the removal truck. If the driver returns before this action has been completed the removal should be terminated and the vehicle released.

However this does not apply to "persistent evader" vehicles. In these cases a vehicle is considered to have been removed once ALL four wheels have left the ground. The removal should only be terminated if the driver returns before all wheels have left the ground.

Civil enforcement officers have no opportunity to use discretion and the council's enforcement contractor has been advised that the above removal criteria must be strictly adhered to. The owner/keeper of a removed vehicle will be provided with the relevant representation forms when they attend the car pound to reclaim their vehicle. All representations and mitigating circumstances will be considered by the back office processing section.

Unless there are reasons relating to an emergency, security or a serious safety hazard, the Parking Enforcement Service will not remove vehicles displaying a valid Blue Badge or a valid motability tax disc. However, if any of the reasons set out above apply then the vehicle may be relocated or removed, this is in line with Government guidance.

Appendix E

Car Parks

For full details of locations, hours of operation and the current charges please visit the following web page

<https://www.newham.gov.uk/Pages/Services/Car-parks-and-on-street-pay-and-display.aspx?l1=100002&l2=200072>