

## Terms and Conditions

### Domestic Carer Parking Permit

1. Residents may view the Controlled Parking Zone area detailing the roads and operational hours by using the link below:

[View Controlled Parking Zones](#)

#### 2. Charges per address:

First time application	£40.00
Renewal application	£40.00
Change of details (Admin Charge)	£25.50
Replacement of Lost*, Stolen* or Damaged Permit (Admin Charge)	£25.50

\*Crime Reference number required

1. The Domestic Carer parking permit is not designed to cover the parking needs of those businesses or charities providing professional care to those residing in Residential Parking Zones.
2. Only family or close friends may use the Domestic Carer parking permit for the express reason of providing unpaid, personal and essential home care for the applicant.
3. The Council reserves the right to refuse to issue a permit or may withdraw/confiscate a permit if it believes the applied for/issued permit is not intended for that purpose.
4. It is an offence to give false or misleading information. Failure to abide by one or more of the terms and conditions herein may lead to prosecution and the permit will be withdrawn.
5. Havering Council has a duty to protect public funds and may use information the applicant provides to detect and prevent fraud. For this reason, the council may also share this information with other organisations dealing with public funds.
6. Havering Council wishes to prevent fraudulent applications. If you know of or suspect permit fraud, please call 01708 432617. All calls are treated in the strictest confidence
7. Applicants must explain the full conditions of use and potential penalties of misuse to the individual parking their vehicle and displaying the Domestic

Carers permit whilst providing the resident with the unpaid personal and essential home care deemed necessary by their General Practitioner.

8. The address/property against which a Domestic Carers parking permit is applied for must:
  - a. be the applicant's sole or main residence;
  - b. fall within the boundaries of a Havering residential parking zone (controlled parking zone) as defined by Havering Council;
  - c. not be a car free development (i.e. a property not entitled to apply for such a permit) as defined by the property's planning permission.
9. The applicant will support their Domestic Carer parking permit application by providing the documentation outlined in the Domestic Carer parking permit application form
10. The applicant must pay any certification fee charged by their General Practitioner (GP)
11. A Domestic Carer parking permit is only valid for use in designated bays/spaces (either permit holder only bays or shared use bays) within the residential parking zone (controlled parking zone) displayed on the permit. The vehicle must be parked completely within the bay/space otherwise a Penalty Charge Notice may be issued
12. If an appropriate permit bay/space is unavailable the Domestic Carer parking permit does not entitle a driver to park in Pay & Display spaces, car parks or where other parking restrictions are in force.
13. The Council is not able to allocate specific parking places to individual residents and the issue of a permit does not guarantee that a space will always be available.
14. It should be noted that an offence of obstruction may be caused if a vehicle is parked so as to block a properly constructed vehicle crossing over the footway. The Council has the powers to withdraw a permit from a resident who persistently obstructs someone from gaining access to or egress from their property.
15. The Domestic Carer parking permit allows parking for a maximum period of 2 hours from the time of arrival with no return within 2 hours of departure. This means when the 2 hour period ends the vehicle must be moved and it cannot be parked again using the permit and clock for another 2 hours.

16. The Domestic Carer parking permit must be displayed so that it is clearly visible from the front or nearside of the vehicle. Failure to clearly display a permit may result in a Penalty Charge Notice being issued. *Please note you do not need to display a permit outside of the restricted times.*
17. The time clock issued with the Domestic Carer parking permit must be clearly displayed with the permit and correctly set showing the time of arrival.
18. The Domestic Carer parking permit must not be permanently displayed in a vehicle.
19. The carer must return the Domestic Carer parking permit to the resident after use.
20. Parking permits issued by Havering Council remain the property of the council and an applicant is required to return any such permit to them if requested to do so by a council officer or someone authorised by the council.
21. The applicant will notify Havering Council of any changes in their personal circumstances which may affect the validity of the Domestic Carers parking permit, including but not limited to a change of address or no longer qualifying for the permit
22. The Council reserve the right to cease this permit scheme at any given time, providing the applicant with one months' notice in writing. In the event of the permit scheme terminating the applicant will receive a refund at the pro-rata rate of the remaining unexpended time.
23. The Domestic Carers parking permit is valid for one year and the applicant is solely responsible for renewing their Domestic Carers parking permit before it expires. A new declaration form from the applicants General Practitioner will be required on renewal.
24. If a Domestic Carer parking permit is lost or stolen a new permit can be issued for the remaining period if the resident is able to provide a crime reference number from the police, subject to payment of the current administration charge.
25. If a Domestic Carer parking permit is damaged, a new permit can be issued for the remaining period if the resident is able to provide the damaged permit, original documentation as outlined in the application form and subject to payment of the current administration charge.

26. There is an administration charge for processing refunds of Domestic Carer permits. Refunds are calculated in respect of the unused period per whole calendar month. To apply for a refund, applicants should return the original permit by post to the address below with a letter explaining why they would like a refund: London Borough of Havering, Customer Services, Town Hall, Main Road, Romford RM1 3BB
27. The council takes no responsibility for permits lost in the post
28. Vehicles displaying a valid Disabled Person's badge can park without charge or time limit in a residents/dual use parking place provided that the vehicle is being used by a disabled driver or has set down or is due to pick up a disabled passenger.
29. On occasions the Council may suspend the whole or part of a parking place but this will only be done for certain specific reasons when absolutely necessary. Please ensure your vehicle is not parked in a place where parking has been suspended, as you may be issued with a Penalty Charge Notice and your vehicle may be removed.
30. Domestic Carers parking permits must not be used by a resident or carer to carry out the sale of goods or services.