

North Tyneside Council – Permits for Care Home Residents

Notes for Guidance

When should I need a permit of this type?

If you live in a Residential or Care Home that is within a parking permit area and have visitors who will park on the road during the hours of parking restrictions you should apply for a Care Home Resident Permit. The permit does not have a vehicle registration number printed on it so can be used by any bona fide visitor on their vehicle.

The Care Home Resident Permit should be kept by the resident and handed out to their visitors, as and when needed.

How long does this permit run for?

1 year.

Who can apply for a permit?

A resident may apply to the Council for a parking permit on condition that:

- The applicant resides at a Residential or Care Home within a permit parking zone and that building is eligible for a parking permit

Apply for your permit by downloading the Care Home Resident Permit Application form from the Council website or by contacting Parking Control on (0191) 643 2121 and requesting an application form.

Please note that the Application Form can be completed and signed on your behalf by a family member or an appropriate staff member within the Residential or Car Home.

The application form should be returned to:

Parking Control
North Tyneside Council
Quadrant East
The Silverlink North
Cobalt Business Park
NE27 0BY

Alternatively, you can fax the completed form and supporting documentation to 0191 643 2426.

Please note that failure to provide the necessary documentation or signing the application form to confirm your acceptance of the Terms and Conditions will delay the processing of your application and the issue of permits.

What do I need to send with the application?

You must provide proof that you are a resident of a Residential or Car Home that is within a parking permit area with your application form.

The documents must show your name and the address at which you are applying for a permit.

Your application form will not be processed if it is not fully or correctly completed or if the relevant documents are not enclosed.

Proof of residence (one of the following documents will be acceptable)

A recent utility bill (electricity, gas, water bill)
Benefit or pension book

How many permits can I apply for?

You can only have **one** Care Home Resident Permit. The permit does not have a vehicle registration number printed on it so any bona fide visitor can use it on their vehicle.

How much does the permit cost?

£25.00

There will however be a cost of £25.00 for providing a replacement if the permit is lost or damaged. This charge is to cover the administration and material cost of cancelling the previous permit and the production of the replacement.

If your permit is stolen then you need to report the theft of your permit to the police and obtain a crime reference number before we can issue a replacement. As a goodwill gesture, there is no charge for a replacement permit if you provide a crime reference number. Please note that we will confirm this information with the police prior to issuing a replacement.

If you are unable to provide a police crime reference number as proof that your permit was stolen then a £25.00 charge will apply to re-issue your permit.

Please allow 14 days for an application to be processed.

Suspended bays

You may not park in resident parking bays which are suspended, even if you have a permit that is valid for that zone, otherwise you may receive a Penalty Charge Notice (PCN) and your vehicle may be relocated.

Please check carefully for the times when a suspension is in force.

Parking Terms and Conditions

- The Council cannot guarantee a parking space will always be available to you.
- It is your responsibility to ensure your vehicle is legally parked at all times.
- You must ensure your permit is valid at all times and clearly displayed on the windscreen, next to your tax disc or on the dashboard so it can be readily seen from the outside of the vehicle.
- You may not park in suspended parking bays. This will result in a parking ticket being issued and your vehicle may be removed to the car pound. Please check times carefully when a suspension is in force.
- The permit will only be used by drivers legitimately visiting you at your residence. It can not be used for friends or family to park whilst shopping or working in the area. Abuse of this privilege will result in the permit being revoked and future applications will be refused.

Vehicle terms and conditions

1. The vehicle must be able to fit within the markings of the parking place, if applicable, AND be:
 - a passenger vehicle that can carry no more than 13 people including the driver
 - a vehicle that does not exceed six metres in length
 - has an unladen weight not exceeding 3.5 tonnes.
2. The permit cannot be used on a trailer or caravan.
3. The vehicle must have a valid road tax license. The permit is not valid if the vehicle is untaxed.