

Council Policy

Council policy title:	Managing On-Street Car Parking Demand 2023
Council policy sponsor:	Director Environment, Recreation and Infrastructure
Adopted by:	Bayside City Council
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Scheduled review:	2028
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Human Rights Charter

This Policy has been assessed against the principles of the *Victorian Charter of Human Rights and Responsibilities Act 2006* (the Charter) and is considered to be compatible with the Charter. In assessing the proposed changes, consideration has also been given to the *Equal Opportunity Act 2010*.

Gender Equality Act 2020

In the development of this Policy, the requirement for Equity Impact pre-assessment has been completed. The pre-assessment concluded that this policy does meet the requirement and must complete the full Equity Impact Assessment (EIA).

The EIA was completed and signed on 13 July 2023. EIA TRIM reference can be found in DOC/23/204140.

Governance Principles

In the development of this Policy, the requirements of the Governance Principles as per the *Local Government Act 2020* have been considered and are summarised below:

LGA S 9.1	Governance Principle	Consideration
a)	Compliance with the law	This policy details the administrative management of parking restrictions, to be installed to be compliant with the Road Safety Road Rules 2017, Australian Standards, and Road Management Act 2004.
b)	Achieve best outcomes for the community	This policy demonstrates Council's commitment to providing the most appropriate allocation of on-street parking resources, consistent with the Parking Strategy - Parking Sustainably 2023-2033.
c)	Promote the sustainability of the municipality	Any reduction in private vehicle use will result in positive sustainability outcomes for the municipality.
d)	Engage the community in strategic planning and decision making	This policy supports the Parking Strategy - Parking Sustainably 2023-2033 which was developed with robust community consultation. It is an externally focused policy to primarily support changes to on-street parking restrictions. Individual changes will allow for small scale community consultation, with the community having decision-making influence.
e)	Strive for innovation and continuous improvement	This policy supports continuous improvement opportunities through the review cycle of the policy.
f)	Collaborate with all other levels of government and government agencies	The types of parking restrictions available are controlled by the Australian Standard, and are enforceable under the Road Safety Road Rules 2017 which are prepared and controlled by other government agencies.
g)	Secure the ongoing financial viability of Council	This policy has minimal impact on Council's ongoing financial viability.
h)	Strategic planning and decision making must take into account plans and policies in operation at all levels.	This policy supports the actions and objectives of the Parking Strategy - Parking Sustainably 2023-2033.
i)	Council decisions, actions and information must be transparent.	This policy will be reviewed and adopted through the public decision-making forum – Council Meetings, and the policy will be publicly available via Council's website in accordance with Council's Transparency Policy.

1. Policy intent

The intent of this Policy is to provide consistent and transparent guidance for the allocation and management of on-street parking restrictions. This would apply where there is an identified need to review parking restrictions, such as in areas where on-street car parking is causing a road safety hazard, where competing demands exist or where high demand for on-street car parking spaces has resulted in car parking congestion.

This Policy has been developed to ensure a consistent, equitable and inclusive approach to the investigation, consultation, design, implementation and subsequent monitoring of parking restrictions. The Policy considers allocation of existing on-street parking spaces relevant to the demand. It does not consider the supply or number of parking spaces available.

2. Policy purpose

This Policy:

- demonstrates a commitment to managing on-street car parking demand to best satisfy the needs of all users of the road space;
- facilitates reasonable access to higher priority users;
- will guide effective community engagement in relation to car parking restrictions and support good decision making;
- ensures that expectations are managed in an appropriate way in response to community needs; and
- establishes a framework to ensure that restrictions are implemented in a structured, consistent, inclusive and cost-effective manner.

3. Glossary – Definitions and Abbreviations

Term	Definition
On-Street User Hierarchy	High level framework to guide the allocation of parking where competing demands exist (as contained in the Bayside Parking Strategy)
Parking occupancy	The percentage of occupied car parking spaces, calculated as the number of occupied spaces divided by total spaces.
Resident	A person whose primary place of residence is the applicable property, being either a tenant or the owner.
(the) Scheme	The Parking Permit Scheme.
Scheme Area	A residential area where the Scheme applies.
(the) Parking Strategy	Bayside Parking Strategy – Parking Sustainably (2023-2033)

4. Scope

This Policy is applicable to all streets within the municipality. Those directly affected by this Policy are all residents, schools, businesses and other organisations in an area where parking restrictions are required or requested. Those indirectly affected by the Policy include

all other users of these streets.

5. Policy statement

The provision of on-street parking should support the primary activities and land uses in an area. It should also support the different parking user groups, who have differing priorities and needs, from both a safety and amenity perspective. This can vary from street to street depending on the surrounding land uses, with priority informed by an on-street user hierarchy. When different parking user groups compete for the same parking space and demand exceeds supply, there is often tension in the allocation of parking spaces.

This Policy and its associated Procedure specify the means by which Council will protect and enhance road safety, residential amenity and economic viability through the allocation and management of on-street parking.

5.1 Managing Car Parking Demand on the Street Network

Car parking restrictions are implemented for a variety of reasons including the following:

- Promotion of safety for all road users.
- Protection of residential amenity.
- Promotion of economic viability of activity and strip shopping centres and commercial areas, including provision for safe loading.
- Support for road users with needs for high levels of access such as bicycle riders, public transport users, people with disabilities and emergency services vehicles.
- Support for safe movement of pedestrians.
- Encourage high turnover of parking spaces at locations where there is high on-street parking demand.

The On-Street User Hierarchy is provided in the Parking Strategy and details the high-level framework to guide the allocation of parking for the following land use environments:

- *Activity Centre/Commercial Areas*
Mixed use commercial areas that accommodate a mixture of long stay and short stay parking generated by customers, visitors, traders and employees and often commuters when a railway station is located within the area.
- *Residential*
Primarily residential areas, including those near an activity centre, commercial area, or other high demand use. These areas often accommodate a mixture of customer, trader and commuter overspill parking from nearby commercial and transport hubs. These areas must balance overspill parking needs from the nearby land uses with the on-street parking needs of residents and their visitors.
- *Foreshore*
Foreshore areas provide specific parking to cater for access to the bay and beach. This hierarchy is applicable for foreshore public carparks and the kerbside parking immediately adjacent to the foreshore.
- *Community, recreational and educational facilities*
Community, recreational and educational facilities include schools, kindergartens, childcare facilities, community halls, parks, sporting fields, and any other recreational facility that services the community. These uses are typically located within a wider area that may be predominantly residential or commercial, and subject to a potentially wide range of short- and long-term parking controls. However, the parking controls abutting these facilities will need to be consistent with their own unique operations and uses.

The user hierarchy is not intended to suggest that each type of parking will exist on any given street, or that higher priorities will have access to all the available parking. Rather it provides the highest level of framework to guide the allocation of parking where competing demands exist and facilitates reasonable access to the higher priority users. When a higher priority user is reasonably satisfied, the next user group would then be considered in the allocation of parking spaces. Council will need to consider all road users when making decisions on these matters to best meet the needs of the community.

5.2 Standard Approach to Implementing Car Parking Restrictions

Requests for car parking restrictions can originate from a number of sources, such as from residents and Councillors, responding to land use changes, or from internal sources such as Local Laws Officers. It is noted that requests for timed restrictions will not be considered from residents or traders for a street in which they neither reside nor operate their business.

Once a request for a review of car parking restrictions has been received (whether internal or external) the following process will be followed:

- **Step 1: Officer Investigation:** Define the scope of the review and undertake a site inspection of the nominated area. Identify the need for any supporting information, such as parking occupancy surveys or vehicle counts, and collect as required. Future changes in land use, observations and supporting data will be used to assess the need for any changes to the existing car parking restrictions. The traffic engineering criteria to justify proposal development are defined in the associated procedure to this Policy.
- **Step 2: Proposal Development:** Should the Officer investigation determine that a parking change may be appropriate, a suitable proposal will be developed to address identified issues, with reference to the On-Street User Hierarchy.
- **Step 3: Community Feedback:** Consultation material outlining the issues raised and the proposed changes to restrictions, including details of any impacts to the surrounding area, will be provide in writing to properties affected (typically those directly abutting the affected area). Feedback should be sought via a questionnaire and if sufficient support is expressed for a proposal, written communication to affected properties will be provided advising of the consultation results and timescale for any subsequent implementation. Affected properties will also be advised if the proposal is not supported.
- **Step 4: Implementation and Enforcement:** Should a proposal be implemented, including installation of associated signage, Council's Local Laws Officers will be advised of the restriction changes. Vehicles contravening the restrictions will be liable to receive infringement notices no less than two weeks after the introduction of any changes.

The Director Environment, Recreation and Infrastructure may decide to by-pass parts of this process provided affected residents are informed appropriately.

Alternatively, the Director Environment, Recreation and Infrastructure may refer the issue to Council for consideration and any subsequent authorisation.

5.3 Community Feedback

Council's Community Engagement Policy governs consulting activities associated with altering parking restrictions. Consultation will generally provide affected parties with the opportunity to indicate their support for the changes, and to provide feedback. However, when there is an identified safety or operational issue requiring urgent changes to on-street parking restrictions, then affected parties will be informed of the changes, including relevant justification.

5.4 Inclusion of Properties into the Residential Parking Permit Scheme

In order to protect the residential amenity of an area and restrict long-term use by commuters, traders and other demands generated by non-residential uses, it may be necessary for short-term parking restrictions (greater than one hour) to be introduced into streets which are primarily residential. To ensure that residents and their visitors continue to have access to appropriate on-street car parking in the street in which they reside, the street may be incorporated into the Residential Parking Permit Scheme.

The Scheme will be introduced only to streets that are primarily residential in nature or in primarily residential sections of mixed-use streets. The inclusion of properties located in predominantly commercial and industrial areas will not be considered.

For consideration of new parking restrictions in residential streets, Council will typically facilitate at least three site inspections on different days and at different times of the day to determine parking occupancy conditions across the day. The development of new or modified parking restrictions to enhance residential amenity is generally considered when the combined parking occupancy exceeds 70% most days.

In a street without any parking restrictions, it is intended that restrictions will generally be installed on one side of the street in the first instance. This balances the needs of different users, and reduces the risk of parking transfer to nearby streets.

Where community feedback is sought for new parking restrictions in residential streets, a response rate of 50%, and at least 50% support, is required to proceed.

Eligible Properties included in Council's scheme are listed in Council's Parking Permit Register. Parking permits may be issued to residents of eligible properties where the property fronts or sides a signed street that is within a Parking Permit Scheme Area (refer Parking Permit Scheme Policy for permit eligibility and entitlement details).

5.5 Construction Sites and Parking Impact

The implementation of permit zone restrictions in residential streets is generally not supported for short term works that are having minimal impacts on an area.

In circumstance where there are two or more developments occurring concurrently in the same street or local area, Council will consider introducing temporary time limited parking control measures and permit zones to protect residential amenity and enable adequate parking opportunities for local residents. Council will consider the type and complexity of the developments and the number and type of construction vehicles expected throughout the construction phases in its determination of the suitability of these interventions.

The implementation process of the above temporary parking controls will be facilitated as per the above.

6. Monitoring, evaluation & review

This Policy will be reviewed every five years to monitor the effectiveness and level of community satisfaction. Resident and officer feedback collected throughout the monitoring period will inform the evaluation.

7. Roles & responsibilities

The Director Environment, Recreation and Infrastructure is responsible for the recommendation of changes to the Managing On-Street Car Parking Demand Policy to Council and for approval of Procedures in respect of the Policy. The Director may exercise discretion to by-pass parts of the process outlined in this Policy (including moving straight to

implementation) in special circumstances.

The Manager Climate, Waste and Integrated Transport is responsible for development, review, implementation and provision of advice in relation to this Policy.

8. Related documents

Legislation	Road Safety Road Rules 2017, and Road Management Act 2004.
Policies	Parking Permit Scheme Policy Community Engagement Policy
Strategies/Plans	Bayside Parking Strategy, Parking Sustainably (2023-2033) Integrated Transport Strategy (2018-2028)
Procedures/Processes	Managing On-Street Car Parking Demand Procedure Parking Permit Scheme Administration Procedure
Guidelines	Driveway Clearance (Hockey Stick) Markings

Please note: This policy is current as at the date of approval. Refer to Council's website (www.bayside.vic.gov.au) to ensure this is the latest version.