



10.1 **PARKING MANAGEMENT POLICY ONE-YEAR REVIEW**

EXECUTIVE MEMBER: **LAUREN BIALKOWER, ACTING GENERAL MANAGER, CITY GROWTH AND DEVELOPMENT**

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1. PURPOSE

- 1.1 To present the findings and recommendations from the one-year review of the Parking Management Policy 2020 for endorsement.

2. EXECUTIVE SUMMARY

- 2.1 Transport and parking are a priority in the Council Plan 2021-31 Liveable Strategic Direction: A City that is a great place to live, where our community has access to high quality public spaces, development and growth are well-managed, and it is safer and easy to connect and travel within.
- 2.2 The Parking Management Policy 2020 was engaged on in 2019, endorsed in 2020 and implemented from 1 July 2021.
- 2.3 On 7 September 2022, Council endorsed the scope, approach, and principles to be applied in the one-year review of the implemented items of the Policy.
- 2.4 A range of data sources were used to inform the review:
- 2.4.1 488 customer requests received over the first year of implementation
 - 2.4.2 Targeted engagement with 26 groups
 - 2.4.3 37 Have Your Say Parking Management Policy Review survey responses
- 2.5 This briefing is broken into four parts:
- 2.5.1 Section 1. Permits outside the Policy and legacy permit types
 - 2.5.2 Section 2. Parking permit provision and pricing
 - 2.5.3 Section 3. Residential Parking Permit Area changes
 - 2.5.4 Section 4. Clarification of terminology and updates
- 2.6 The scope of the one-year Policy review were settings delivered in the first phase of implementation, from July 2021, and minor amendments to terminology to improve communication and understanding of the Policy.
- 2.7 In addition, permit types that were not included in the Policy have also been considered in the review. These permits currently are not recognised within our Policy and include permits for Victoria Police, public service delivery, volunteer services, lifesaving clubs and for Port Phillip Zero Service Coordination.
- 2.8 The proposed next steps from this Council Meeting are:
- 2.8.1 Implement any endorsed changes to the Policy by 30 June 2023.
 - 2.8.2 Next Policy review to be undertaken in 2028.



3. RECOMMENDATION

That Council:

- 3.1 Thanks the community for their input to the review of the Parking Management Policy (Policy).

PART 1. Permits outside the Policy and legacy permit types

- 3.2 Create a free legacy Victoria Police (VicPol) permit type in the Policy for permits currently issued to South Melbourne and St Kilda VicPol staff.
- 3.3 Do not reissue parking permits after 30 June 2023 to Southbank VicPol staff.
- 3.4 Create a cost recovery legacy Volunteer permit type in the Policy for all volunteer groups currently issued permits.
- 3.5 Create a legacy Foreshore Community Service permit type in the Policy at the cost of a residential foreshore permit.
- 3.6 Provide resident permits for residents verified by Port Phillip Zero Service Coordination to support Port Phillip Zero's response to people experiencing homelessness.
- 3.7 Signpost two dedicated parking bays for South Melbourne Primary School at appropriate times.
- 3.8 Create a new free parking permit type for the below Members of Parliament in the Policy:
- All Legislative Assembly members (State) and House of Representative members (Federal) whose electorate boundary overlaps that of Council.
 - All Legislative Council members (State) plus Senate members who have an electorate office within the City of Port Phillip.

PART 2. Parking permit provision and pricing

- 3.9 Legacy currently issued Foreshore Club Permits.
- 3.10 Add cost recovery fee for Community Service Parking Permits.
- 3.11 Replace current pricing with cost recovery fee for all parking permits for people who hold a concession card.
- 3.12 Add exceptional circumstance clause outlining financial hardship for waiving of the concession permit fee.

PART 3. Residential Parking Permit Area changes

- 3.13 Extend the boundary of Parking Area 6 north to Cobden Street.
- 3.14 Investigate residential parking outside non-residential properties at defined times in Parking Areas 7 and 8.
- 3.15 Incorporate the northern section of Parking Area 21, bound by Grey Street and Fitzroy Street, into Area 20.
- 3.16 Split Parking Area 24 into two areas along Neville Street.
- 3.17 Split Parking Area 25 into two areas along Dinsdale Street and Barrett Street and move the boundary from Bevan St to Bridport St.



PART 4. Clarification of terminology and updates

- 3.18 Council authorises the CEO or delegate to make changes to the definitions as detailed in Section 4 under delegation.

4. KEY POINTS/ISSUES

Customer Experience Improvements

- 4.1 Over the last twelve months, in parallel with the Policy review, Council has implemented improved online parking permit lodgement and renewal processes. This has made it easier to change registration details, cancel a permit and report a permit lost or stolen. In addition, permit holders now receive an automated email reminder to renew a permit.
- 4.2 Changes to concession permit pricing outlined in Section 2 and clarifications in Section 4 will also make the parking permit application process simpler and improve customer experience.
- 4.3 Further changes to enhance the customer experience are planned as part of Council's e-permit implementation program currently underway.

Context

- 4.4 Our population is projected to grow 44.12 per cent to 176,816 people between 2022 and 2041 (City of Port Phillip 2019 population forecast, forecast.id.com.au, informed decisions). This population growth and associated car use will increase demand for our limited supply of on-street parking.
- 4.5 17% of Port Phillip land is road space and 20% of this road space is used to store cars in approximately 53,000 on-street car parks. Demand for parking is high with approximately 24,000 resident, combined and visitor permits issued annually and over 2 million paid parking transactions a year. In some residential parking areas, there are more permits issued than available parking spaces.
- 4.6 Parking management relies on parking restrictions to meet different parking needs, including resident permit parking, short term restrictions in areas that require higher turnover, through to longer restrictions to provide more flexible parking.
- 4.7 Parking permits do not guarantee a parking space but do assist permit holders who can remain in bays longer than the parking signs allow.
- 4.8 Any increase in the number of permits issued reduces the availability of parking bays and the effectiveness of timed restrictions to manage demand and cater for a range of uses.

Policy Background

- 4.9 The Parking Management Policy provides for management of on-street and Council-managed off-street car spaces. The overall objectives of the Policy are to:
- 4.9.1 Address the City's existing and future growth and transport challenges
- 4.9.2 Provide fairer and more reliable access to parking in all locations and at all times
- 4.10 In February 2020, after extensive community consultation which identified a majority support for all Policy settings, the City of Port Phillip adopted the new Parking Management Policy, including a requirement for a review after 12 months (this review).



- 4.11 The Policy is being delivered in stages, the following items implemented in July 2021 were considered within this review:
- 4.11.1 Replacing the 'surrounding streets model' for determining where a residential parking permit holder can park with an 'allocated-area based approach.'
 - 4.11.2 Reducing the number of permits to new applicants compared to existing permit holders.
 - 4.11.3 Changes to the prices of Foreshore Club, Musician Loading, Temporary and Visitor permits; and
 - 4.11.4 Consolidation of Organisation, Agency and Disability Organisation permit types into Community Service Permits.
- 4.12 Policy settings that are yet to be implemented include:
- 4.12.1 Electronic permits replacing paper permits (e-permits), tiered pricing and daily vouchers.
 - 4.12.2 Replacing annual Visitor and Foreshore Permits with single-use, short-term, Visitor Vouchers for residents of eligible properties.
 - 4.12.3 The withdrawal of Combined Parking Permit so that Resident Permits, or single-use, short-term, Visitor/Foreshore Vouchers are used instead.
 - 4.12.4 The withdrawal of Tradesperson permits; Temporary Permits or single-use, short-term so that Visitor Vouchers are used instead.

Review Scope

- 4.13 On 7 September 2022, Council endorsed the scope and approach of the one-year review of the implemented items of the Policy including the following principles for conducting the review:
- 4.13.1 Address the City's existing and future growth and transport challenges.
 - 4.13.2 Provide fairer and more reliable access to parking in all locations and at all times.
 - 4.13.3 Be clear and easy for the community and Council officers to interpret and apply.
 - 4.13.4 Be fair and reasonable in both the outcomes it achieves and how it is implemented.
 - 4.13.5 Be flexible to suit different circumstances across Port Phillip, and responsive to changing needs as the City grows.
 - 4.13.6 Be consistent with surrounding and other similar municipalities.
 - 4.13.7 Be realistic and practical to implement, including consideration of Council resources (including the administrative efficiency of the solution).
- 4.14 The endorsed scope of the one-year operational review focuses on the settings implemented from 1 July 2021 and managing permits that are outside of the Policy.

Section 1 Permits outside the Policy and legacy permit types

- 4.15 The following section deals with permits outside the Policy that have historically been issued. When considering permits outside the Policy and legacy permit types, the following issues were considered:
- 4.15.1 Issuing additional permits through the creation of new permit types will reduce the parking available for our residents, businesses and visitors;



- 4.15.2 Community expectation that priority be given to eligible residents to access parking near to their home;
 - 4.15.3 Additional permits reduce the ability to use parking restrictions and paid parking to respond to demand;
 - 4.15.4 Does issuing an additional permit type set a precedent for issuing permits to other similar organisations (community organisations, businesses, schools and service providers etc) further reducing parking availability for other users;
 - 4.15.5 Cost recovery in the provision of services by Council;
 - 4.15.6 Safety for all people on our streets when leaving or returning to their parked vehicles;
 - 4.15.7 Relative and equitable cost of parking permits for residents and other users;
 - 4.15.8 Ensuring any outcome is transparent and justifiable to the community including residents and businesses who struggle with limited parking availability.
 - 4.15.9 Benchmarking across other Councils.
 - 4.15.10 The creation of additional permit types creating increased complexity in understanding and implementing the Parking Management Policy.
- 4.16 Currently permits issued outside the Policy are each manually assessed and discussed with the applicant to ensure permits are restricted to the times required to limit impacts on other parking users. Resource is also required to deal with renewals, loss and replacement of permits and complaints about the permits being misused in residential and commercial areas at a maximum resource of .2EFT.
- 4.17 Any legacy permit types will be considered as part of the next Policy review in 2028. See Attachment 4 – Legacy Permits.
- 4.18 **Victoria Police**
- 4.18.1 Victoria Police (VicPol) requested 300 and received 190 free parking permits across the three Police stations within CoPP. These permits are valid 24 hours per day for 7 days per week and enable VicPol staff to park their personal cars in residential streets, permit zones, timed bays, and ticketed bays while they are at work.
 - 4.18.2 The City of Yarra provides 41 permits for Richmond Station Police at \$258 each for use in 2P or greater parking with some residential streets not eligible.
 - 4.18.3 Residents have raised concerns about parking availability due to VicPol staff parking in their streets. In response to this, informal agreements with VicPol have excluded certain streets. See Attachment 1- VicPol Permitted Parking Areas.
- St Kilda and South Melbourne**
- 4.18.4 VicPol from St Kilda and South Melbourne submitted that there is a need for staff permits because:
 - Officers work shifts and therefore need to access police stations often at times when public transport is not available as an alternative.
 - Officers may be vulnerable when walking from stations to their vehicles, especially at night, and so need access to parking close to police stations.



- 4.18.5 **Recommendation:** Create free legacy VicPol permit type in the Policy for the 110 permits currently issued with increased restrictions on parking options to limit the impact of the permits on residents and visitors.

Southbank

- 4.18.6 Southbank Police Station identified the following reasons for staff requiring access to parking permits:
- Safety concerns for officers finishing shifts late at night or early in the morning
 - Damage to vehicles and officers approached in the street by offenders after leaving work
 - Limited public transport options and a lack of parking will reduce the desirability to work at Southbank Police Station leading to reduced service delivery in the area.
- 4.18.7 Unlike the other Police Stations in City of Port Phillip there are two large 24-hour private off street paid parking lots on Moray St under the West Gate freeway where staff could pay to park their cars. Cost is between \$11-\$22 all day and \$5 after 4pm entry.
- 4.18.8 **Recommendation:** Remove parking permits for Southbank Police Station based on availability of all day paid parking in the area.

4.19 Volunteer Services

- 4.19.1 Currently 115 free permits are issued to a range of organisations utilising volunteers including St Kilda Netball Club, Earthcare St Kilda and the Emerald Hill Art Group. Generally, the organisations require short-term parking some for use across the municipality while others use them for limited locations.
- 4.19.2 Volunteering organisations generally request permits to reduce the cost of parking or because they require more time to park than provided for under existing parking restrictions. Parking availability is generally not the issue. Officers have not been able to identify other Councils that offer Volunteer permits.
- 4.19.3 **Recommendation:** Create legacy Volunteer permit type for the 115 currently issued permits with a cost recovery fee of approximately \$25 annually per permit.

4.20 Life Saving Clubs

- 4.20.1 40 free permits are issued to four Life Saving Clubs (10 per club) enabling the permit holder to park in ticketed bays without purchasing a ticket along both sides of Beach Road and in the designated public car parks. All time restrictions apply.
- 4.20.2 The permits are used by staff and volunteers to carry out patrols, respond to emergencies and attend training sessions, club functions and committee meetings.
- 4.20.3 Life Saving Club members are eligible for \$112 annual Foreshore Club permits or can pay parking fees of \$2.00 per hour: 1 April - 30 September \$5.40 per hour: 1 October - 31 March with a daily maximum of \$8.80: 1 April - 30 September and \$13.00 Daily maximum: 1 October - 31 March.
- 4.20.4 Bayside Council offers a \$244.50 foreshore club permit and Waverly in NSW offers a \$221 annual active patrolling surf club member permit.



- 4.20.5 **Recommendation:** Create a legacy Foreshore Community Service parking permits for direct service for summer months (November to April) with a fee aligned to annual residential foreshore permit, currently \$64 annually for the 40 permits currently issued.

4.21 Homelessness Support

- 4.21.1 Provide between 6-10 permits per year for vulnerable members of the community in temporary accommodation. Often these individuals will not accept accommodation if a car parking permit is not available as they have previously used their car for accommodation.
- 4.21.2 **Recommendation:** Provide resident permits for residents in ineligible properties verified by Port Phillip Zero Service Coordination to support Port Phillip Zero's response to people experiencing homelessness.

4.22 South Melbourne Primary School

- 4.22.1 The South Melbourne Primary School does not have off street parking and Council officers have previously made a commitment to provide parking permits. The school has requested a minimum of two permits.
- 4.22.2 The recommendation is to provide two parking bays due to the specific agreement between South Melbourne Primary School and Council. This agreement does not apply to any other schools and school parking needs will be discussed with the Victorian School Building Authority.
- 4.22.3 **Recommendation:** Signpost two dedicated parking bays for South Melbourne Primary School use at appropriate times.

4.23 Members of Parliament

- 4.23.1 Councillors have requested a free parking permit for:
- All Legislative Assembly members (State) and House of Representative members (Federal) whose electorate boundary overlaps that of Council.
 - All Legislative Council members (State) plus Senate members who have an electorate office within the City of Port Phillip.
- 4.23.2 **Recommendation:** Create a new free parking permit type for certain Members of Parliament in the Policy.

Section 2 Parking permit provision and pricing

- 4.24 This section deals with changes to the provision or price of permits within the existing Policy.

4.25 Foreshore Club Permits

- 4.25.1 Approximately 508 \$112 Foreshore Club Permits are issued annually.
- 4.25.2 These permits were introduced in 2002 following the installation of paid parking restrictions along the foreshore to minimise impacts to existing clubs. The clubs provide community services and include a kindergarten, lifesaving clubs, sporting clubs including yacht clubs and angling clubs.
- 4.25.3 Foreshore Club permits allow holders to park in designated foreshore areas without paying while abiding by the time restrictions which reduces parking availability for other users including residents and visitors.
- 4.25.4 As the population grows, without any policy change Foreshore Club permits will have a disproportionate impact on local parking demand, it is recommended to reduce eligibility for Foreshore Club permits progressively



over time, starting by grandfathering the current number of permits per club. We will consider and consult on full removal of these permits in 2028.

4.25.5 Recommendation

- Legacy the currently issued Foreshore Club parking permits to each Foreshore Club.

4.26 Community Service Permits

4.26.1 Approximately 1100 free Community Service Permits are issued annually. These permits mean that an eligible worker using a private vehicle to visit a residential property on official duties is exempt from time controlled and permit zone parking restrictions outside the residential property.

4.26.2 Use of these permits in residential streets creates the potential for organisations to park in spaces close to resident properties that are in high demand while opening the opportunity for misuse including using the permits to park at work or for non-work-related visits to Port Phillip properties.

4.26.3 Recommendation

- Add a cost recovery price of \$25 per year per permit
- Valid 7am – 7pm, maximum 2P at any one location
- Out of hour permits where services routinely provided outside business hours

4.27 Concession Fees

4.27.1 Resident concession permits support vulnerable members of the community to park at their own home.

4.27.2 Currently the first concession parking permit is free, subsequent parking permits are half price of a full price permit (around \$40).

- 70% of concession card applications are currently lodged at front counter
- 20% of online applications have incorrect charges due to multiple concession card holders at one property or changes in permit types by residents that had to be reversed
- Customer feedback has been about complexity and challenges with the current concession permit fee structure

4.27.3 Recommendation

- All concession parking permits cost recovery fee of \$25
- Add exceptional circumstance clause outlining financial hardship for waiving of the fee

Section 3 Residential Parking Permit Area Changes

4.28 This section deals with changes to residential parking permit areas within the existing Policy.

4.29 Since the implementation of the Policy, Council has received comments from residents about area-based residential parking permit boundaries. In addition, enforcement officer observations suggest changes to area boundaries may assist residents to sue their parking permits correctly. See Attachment 2 - Proposed Changes to Parking Areas.

4.30 In response several changes identified below are recommended.



Area 6

4.31 Area 6 is located north of Albert Park bound by Kings Way, Raglan Street/Palmerston Crescent, and Albert Road. While this is one of the smaller zones with a small number of residential properties there are few options for residential parking.

4.31.1 *Recommendation*

- Extend boundary north to Cobden St

4.31.2 *Reason for recommendation:*

- This would provide additional parking for residents in Area 6 and even up the size of Areas 5 and 6.

Areas 7 and 8

4.32 Areas 7 and 8 are treated together here as they are contiguous and face similar issues. Both are bound by St Kilda Road to the east and Queens Road to the west. Like Area 6 there is limited residential parking available due to commercial and higher density residential use with on-site parking there will be limited demand.

4.32.1 *Recommendation*

- Investigate residential parking outside non-residential properties at defined times.

4.32.2 *Reason for recommendation:*

- Allowing for residential permit parking in additional areas adjacent to non-residential properties at defined times could create additional parking opportunities for residents in both areas, albeit at limited times of the day when commercial activity is minimal.
- Allowing residential parking adjacent to non-residential properties introduces a degree of complexity and requires changes to signage. The proposal assumes that parking available for a short amount of time i.e., not available 24 hours, is still valuable to residents.
- This may create demand for similar changes across the City. It is recommended that the change be done as a trial basis for a limited time, to assess the success of the approach including usage, benefit to residents, impact on other parking users and enforceability.

Area 21

4.33 Area 20 is bound to the east by St Kilda Road, to the west by Barkly Street and to the south by Carlisle Street. There is very limited residential parking, and the presence of clearways and the shape of the Area means residents are forced to look for locations south of Alma Road towards Waterloo Crescent. Providing more on-street parking options would require moving the boundary between Areas 20 and 21.

4.33.1 *Recommendation*

- Incorporate the northern section of Area 21 bound by Grey Street and Fitzroy Street into Area 20.

4.33.2 *Reason for recommendation:*

- The realignment of the boundary provides more parking options for residents when the clearway conditions apply on Barkly Street.



Area 24

4.34 Area 24, bounded by Beaconsfield Parade, Kerferd Road, Armstrong Street and Canterbury Road, is one of the largest Areas and is approximately 900 metres from northwest to southeast, and northeast to southwest varies between 1km along Kerferd Road to 540 metres along Armstrong Street. While this falls broadly within the definition of “reasonable walking distance”, Parking Officer Enforcement feedback suggests this is creating challenges for parking demand in the areas surrounding Beaconsfield Parade and misuse of resident parking permits.

4.34.1 *Recommendation*

- Split into two areas along Neville St

4.34.2 *Reason for recommendation:*

- This will have a small impact on residents living around the new boundary along Neville Street and it will reduce the opportunity for parking for non-residential purposes closer to Beaconsfield Parade.

Area 25

4.35 Bounded by Kerferd Road, Beaconsfield Parade, Pickles Street, St Vincent Street and Bevan Streets, like Area 24 Area 25 is one of the larger Residential Parking Areas. As for Area 24 there is some evidence that the size of the Area is creating undue pressure on parking around Beaconsfield Parade. In addition, Parking Enforcement Officer feedback suggests the Bevan Street boundary is creating challenges for on-street availability around the Bridport Street shopping strip.

4.35.1 *Recommendation*

- Split into two areas along Dinsdale St and Barrett St and move the boundary from Bevan St to Bridport St

4.35.2 *Reason for recommendation:*

- Splitting the area in two will have a small impact on residents living around the new boundary and it will reduce the opportunity for parking for non-residential purposes closer to Beaconsfield Parade. Moving the boundary from Bevan St to Bridport St will provide residents around the Bridport Street shopping strip with greater parking opportunities.

Section 4 Clarification of terminology and updates

4.36 Below are recommendations for small adjustments to clarification of key definitions, and clarification around governance and technology to make the Policy easier to understand and implement.

Hierarchy of parking allocation

4.37 Adding text in red to expand the justification from ‘safety’ to ‘safety and network efficiency’ and introduces a consideration of intersection performance

User Category	Typical types of parking
1. Safety for people and network efficiency	Legislation requires no stopping within: <ul style="list-style-type: none"> • 20 metres of a signalised intersection; or • 10 metres of an intersection; or • One metre of various items such as a fire hydrant; or



- other locations determined by Council transport engineers (as indicated with signage).

Introduce, maintain, and enforce parking restrictions that facilitate intersection performance.

Council sometimes closes (or partially closes) an intersection to improve safety for all people using it.

Driveway removal clarification

- 4.38 Clarify driveway removal is to be carried out at the resident's own cost as this is currently not outlined in the Policy *'driveways can be removed at the resident's cost and replaced with an on-street parking space.'*

Glossary removal to clarify existing practice

- 4.39 **Subdivision:** Remove the two lines (*Eligible Property: Residential properties on a subdivided property where the subdivision has taken place before 1 October 2002. Ineligible Property: Residential properties on a subdivided property where the subdivision has taken place after 1 October 2002*) regarding subdivision of properties after 1 October 2002 resulting in the properties being ineligible for residential parking permits to align with existing practice.
- 4.40 In these instances, the properties already exist and are either eligible or ineligible for residential parking permits. Subdivision of the land does not increase the number of dwellings and therefore the existing dwellings eligible for residential parking permits will remain eligible for the permits.

Glossary additions to clarify existing practice

- 4.41 **Crossover:** Add 'crossover' definition to the Glossary to assist applicants in understanding how crossovers impact their provision of permits as the current Policy does not have the definition in the Glossary.

"where a driveway meets the road boundary and includes a kerb treatment that prevents the use of that section of the kerb for on-street parking"

- 4.42 **Residential Property:** Add 'Residential Property' to the Glossary of general terms. Currently there is no definition which makes it difficult to explain permit eligibility.

"A property which is used for residential purposes and has a residential rating as defined by the Australian Valuation Property Classification Code (AVPCC)."

- 4.43 **Dwelling above a shop or office:** Add 'Dwelling above a shop or office' to the Glossary of general terms. Currently there is no definition which makes it difficult to explain permit eligibility for the residential component of these buildings. The purpose of this is to ensure that the residential component of the building is genuinely and exclusively residential, and therefore eligible for residential parking permits as commercial properties are not eligible for residential parking permits.

To be eligible for residential parking permits, the dwelling above a shop or office must have been used solely for residential purposes, without interruption since 1 October 2002. This means that the area in question cannot have been used for any other purpose, such as commercial or industrial use, during this time period.



- 4.44 **Eligible Property:** Amend the definition of 'eligible property' to include a sentence to clarify some properties built prior to 2002 are ineligible for parking permits as stated on the planning permit:

"A property is not eligible if the planning permit or associated documentation states that the property is ineligible for residential parking permits"

- 4.44.1 Additional notes to clarify what 'renovations' mean and the impact on parking permit eligibility

In this context "renovation" means any renovation, demolition, construction, or additions that have changed the number of dwellings on the property. For example:

- *Where a single dwelling has been demolished and replaced by another single dwelling, there is no change to eligibility*
- *Where a dwelling or number of dwellings has been demolished and replaced by a greater number of dwellings, none of the new dwellings are eligible.*
- *Where an existing dwelling is retained but a new dwelling has been added to the site (e.g., adding a new dwelling at the rear of an existing house), the new dwelling is not eligible, but there is no change to the eligibility of the original dwelling.*

- 4.44.2 Clarify properties used for short-stay rental purposes are not eligible for residential parking permits.

'Properties used for short-stay rental purposes are not eligible for residential parking permits'

- 4.45 **Eligible Worker:** The aim of the community service parking permit is to ensure that workers who provide regular essential care and support services have easy and convenient access to the homes of the people they care for, without being unduly burdened by parking restrictions. Eligibility for the permit is determined on a case-by-case basis, taking into consideration the circumstances of each worker and the people in their care.

Someone who is employed by an organisation and provides essential care and support services to residents in their homes on a regular basis. This may include healthcare professionals such as nurses, approved home care workers and other approved service providers.

To qualify for a community service parking permit, an eligible worker must demonstrate that they require frequent and extended access to restricted parking areas to carry out the duties of their job effectively. They must also be able to provide documentation, such as proof of employment or a letter from their employer, verifying their eligibility to apply for the permit.

- 4.46 **Dwelling:** The amendments clarify that the dwelling must be their principle dwelling as permits can only be held by a resident at one property.

- 4.46.1 Amend 'existing permit holders' to *"Residents who reside at the same eligible principal property and held any..."*

- 4.46.2 Amend 'new applicant' to *"Residents applying for permits at an eligible principal property for the first time after the Policy implementation date."*



- 4.47 **Motorcycles:** Exclude ‘motorcycle’ from the definition of a private vehicle as they are not issued with parking permits or covered by the Parking Management Policy.
Any vehicle that is not a truck, trailer, motorcycle, bus, coach, towable caravan, vehicle over 7.5m in length or vehicle with a Gross Vehicle Mass (GVM) greater than 4.5 tonnes.”

Permit Eligibility Review

- 4.48 Allow the General Manager of City Growth and Development or a delegate to consider Permit Eligibility Review applications as currently it is required to only be the Manager Safety and Amenity.
- 4.49 Provision C relating to “demonstrated irregularities in the application of eligibility requirements of this policy” was intended to capture any undue impacts due to the new Policy. It is proposed to remove this as no permits have been issued under this category.
- 4.50 Restrict applicants submitting the same application within 12 months unless there are new grounds for the application or new evidence.

Monitoring and Evaluation Framework

- 4.51 Change language to focus on the outcome sought (available real time data) rather than the exact type of technology used to deliver that outcome. This provides a flexibility for Council to use new technologies that may provide improved data, be more cost effective, and be in line with broader Council approach to monitoring in the City. Change from sensor technology to the following wording:
“By 2028, the City of Port Phillip will only apply Tier 4 (paid parking) controls to spaces where Council has access to real time information about availability. Once paid parking is applied in a location, parking availability will be monitored using real time data on a regular (typically monthly) basis and over four different time bands as outlined in Table 10 below.”

5. CONSULTATION AND STAKEHOLDERS

- 5.1 In the twelve months between 1 July 2021 and 30 June 2022, 488 requests were made to Council regarding car parking in the City under categories relevant to the review. “Parking tiers and control types” and “Parking permit provisions” accounted for more than three quarters of car parking-related requests. This number does not include operational permit requests or line marking requests.
- 5.2 28 Exceptional Circumstance cases were submitted between 1 July 2021 and December 2022 with 11 out of the 28 cases granted temporary or permanent permits which highlights the flexibility of the Policy to accommodate specific residents’ needs/situations.

Community Engagement

- 5.3 Council sought additional feedback from the community on the Policy settings implemented from 1 July 2021 through Council’s Have Your Say website between 28 November and 19 December 2022. See Attachment 3 - Community Engagement.
- 5.4 Targeted engagement was undertaken through an online survey provided to community groups, public service providers and selected council staff and contractors who hold permits not currently captured in the Policy to understand their need for and use of parking permits.



Internal Stakeholders

5.5 Meetings with six internal stakeholder groups were held to ensure recommendations that impacted Council officers and the community were understood and suitable.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Legal and risk reviews were undertaken on the Parking Management Policy in 2020.
- 6.2 Requirements under the Local Government Act to ensure transparency around benefits for Councillors and staff, and Fringe Benefit Tax reporting requirements were assessed and were found to be adhered to as benefits are publicly available through the Councillor Expense and Support Policy and the Employee Agreement.
- 6.3 Currently there is a risk of non-transparency regarding the permits currently issued outside the Policy. The allocation of these permits provides a private benefit to these groups and may expose Council to risk if no changes are made.
- 6.4 Interaction with other relevant projects and policies was reviewed, including Council's approach to private electric vehicle charging, the Parklet Policy, the Car Share Policy, Council's Fleet Policy, and the City of Port Phillip Employee Agreement. The recommendations and options provided do not contradict any of these Policies or Agreements already in place.

7. FINANCIAL IMPACT

- 7.1 **Permits outside the Policy** – Each option comes with different financial impacts including resourcing required to implement new permit types, manage permits, impacts on paid parking revenue and permit fee income.
- 7.2 **Concessions flat fees discussed above** - Approximate flat fees would seek to recover costs for issuing permits.
- 7.3 **Changes to residential parking areas identified above** – Costs of minor signage changes and communications can be accommodated within operational budgets.
- 7.4 All parking permit fees will increase each year in line with Council Budget

8. ENVIRONMENTAL IMPACT

- 8.1 Greenhouse emissions from automotive transport make up approximately 9 percent of emissions from our city.
- 8.2 In line with ITS Outcome 1 "Our City's transport network, streets and places cater for our growing community" we encourage the use of other forms of transport, especially for short trips.

9. COMMUNITY IMPACT

- 9.1 The Parking Management Policy aims for a city where residents, workers and visitors have travel choices that support liveability, promote health and wellbeing, and contribute to the City's economic vitality.
- 9.2 Parking is controlled through two mechanisms; parking controls (timed and paid) and parking permits. Increasing the number of parking permits in circulation leads to a lack of ability to use parking controls to manage parking.
- 9.3 Services and activities undertaken by the groups receiving permits outside the Policy are acknowledged as supporting our city to be creative, prosperous, and vibrant and we wish to support in the best way we can the continuation of these activities.



10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 The Parking Management Policy aligns with the Council Plan 2021-31 key objective: Liveable: making it easier to connect and travel within our City.
- 10.2 The development of the Parking Management Policy (the Policy) was a priority action in Council's Move, Connect, Live: Integrated Transport Strategy 2018-28 (the Strategy) and delivers on Outcome 4 "Our community understands that parking is a limited and shared resource and works with Council to ensure fairest access."

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 Section 1 recommendations will be communicated to impacted groups and actioned before their permits expire on 30 June 2023.
- 11.1.2 Section 2 recommendations will be communicated to impacted groups and settings implemented as permits expire over the next 12 months.
- 11.1.3 Section 3 recommendations to be rolled out as soon as possible.
- 11.1.4 Section 4 recommendations to be added to the Policy and made available to the public by 30 June 2023.

11.2 COMMUNICATION

- 11.2.1 Update all communication materials to reflect any changes including CoPP website and resident parking permit area maps.
- 11.2.2 Prepare correspondence and communication for residents and groups directly impacted by the changes to permit types and parking areas.
- 11.2.3 Update Council website with new parking area maps, new permit types and associated fees, changes to existing fee structure and updated Parking Management Policy document
- 11.2.4 ASSIST brief to ensure customer facing staff are aware of and understand the changes to the parking areas, permit types and criteria.

12. OFFICER DIRECT OR INDIRECT INTEREST

- 12.1 No officers involved in the preparation of this report have any material or general interest in the matter.

ATTACHMENTS

1. VicPol Permitted Parking Areas [↓](#)
2. Changes to Residential Parking Permit Areas [↓](#)
3. Community Engagement - Have Your Say Review Survey Data [↓](#)
4. Legacy Permits [↓](#)