
POLICY TITLE: Car Share Parking

FOLDER NUMBER: F2007/00307

POLICY OWNER / DIVISION: Office of the General Manager

POLICY OWNER / BRANCH: Strategy and Place

FUNCTION: Strategy

RELEVANT LEGISLATION:

POLICY ADOPTION/AMENDMENT DATE: 8 April 2020 **REPORT NUMBER:** GM6/20

REVIEW YEAR: 2022

AMENDMENT HISTORY:

RELATED POLICIES: Integrated Land Use Transport Strategy (ILUTS)

POLICY PURPOSE / OBJECTIVES:

The purpose of this Policy is to provide a framework for determining eligibility, approval and management of Car Share Parking on public land in the Hornsby Shire Local Government Area (LGA). The Policy outlines the objectives of Car Share Schemes, criteria for selecting operators as well as locations.

This Policy does not apply to private Car Share Schemes provided in private off-street parking areas operated by private developers as well as vehicles participating in Peer to Peer Car Sharing Schemes, such as Car Next Door.

CONTEXT

The Integrated Land Use and Transport Strategy (ILUTS) envisages a well-planned, sustainable urban environment. This includes responding to climate change, less congested roads and encouraging the community to use alternative methods of transport.

A formal policy for car sharing in Hornsby Shire will complement the goal of achieving reduced dependency on the private car through the following objectives:

i) Encourage more sustainable travel options

As part of an overarching initiative to encourage alternative forms of travel, car sharing forms part of an integrated transport system. Car share members generally drive less and use other modes of transport for certain journeys more often than non-members (notably short journeys that may be taken instead on foot or by bike), particularly those that have given up a vehicle in place of a car share membership.

ii) Reduce emissions

On average, car share vehicles are newer and more fuel-efficient, emitting fewer CO₂ emissions than the average car.

In some cities where car share schemes operate successfully, member households generate less than half of the CO₂ and other local air pollutants per year from car usage than the average household (with at least one full car license holder) (*source: Transport Research Laboratory 2012*).

As car share members generally drive less and use other modes of transport for certain journeys, increased uptake of the schemes will result in associated reductions in private vehicle use which is necessary to help achieve Council's targets of zero net emissions by 2050.

iii) Alleviate parking pressure

Car share schemes lead to a reduction in parking congestion given that multiple users share one car and one parking space. This is particularly the case in areas of the LGA where on-street parking space is extremely limited and such areas have much to gain from the successful introduction of car sharing operations.

Traffic congestion is also reduced as car share members tend to use public transport and walk and cycle more after joining a car share scheme. As an example about 20 per cent of car share members in an inner city LGA in Sydney put off purchasing a second car once they became a member (*source GoGet 2013*).

iv) Improve access and social inclusion

Car sharing has the potential to help address social exclusion and improve quality of life by providing access to a vehicle without the expense of ownership. Giving space back to people that would otherwise be required for parking improves social cohesion, increases space for other activities and helps contribute toward the development of vibrant communities.

v) Support modal integration through longer-term behaviour change

Car sharing provides access to a car without ownership and membership encourages longer term behavioural change, which further promotes an increasingly sustainable and integrated

transport system. Each journey taken using a car share vehicle promotes a greater sense of conscious decision making with regard to the mode chosen.

POLICY PROVISIONS

Council supports the concept of car sharing in the interests of reducing congestion and emissions and making the most efficient use of on-street parking space. This includes more traditional car sharing formats in addition to newer approaches that are emerging, such as autonomous vehicles.

Formal agreements between Council and car share organisations wishing to operate in the LGA will be made. This will include a requirement for car share operators to provide Council with regular reports on scheme operations and take up in the Shire and financial contribution.

TRIAL PERIOD

Council will consider any proposal by a car share organisation to undertake a trial within the LGA. The trial is to be fully funded by the car share organisation and will be reviewed after a 12-18 month period. Council Fees and Charges will not be applicable during the trial period.

EXPRESSION OF INTEREST FOR USE OF CAR SHARING BAYS

Council may, at its discretion, elect to undertake an Expression of Interest (EOI) for the use of ~~any or all~~ car sharing spaces by one or more operators. The EOI will be open to any operator, including incumbents.

ELIGIBILITY CRITERIA OF CAR SHARE OPERATORS

Hornsby Shire car sharing is open to operators who meet the requirements of this Policy. To qualify, the operator must:

- i) Have, or be developing, a network of vehicles in locations that are accessible to all members.
- ~~ii) Guarantee that Car Share membership would be open to everyone willing to pay membership fees.~~
- ~~iii) ii) Allow any licensed driver over age 18 to join, subject to reasonable creditworthiness and driving history checks.~~
- ~~iv) iii) Supply an internet and phone-based booking system available to members 24 hours per day, allowing immediate booking of vehicles.~~
- ~~v) iv) Offer booking durations of one hour or less.~~
- ~~vi) v) Ensure that no vehicle is booked for longer than four days unless a replacement vehicle is provided for the designated space.~~
- ~~vii) vi) Prohibit the routine long-duration reservation or exclusive use, including overnight use, of a car sharing space by any one user, either individual or business.~~
- ~~viii) vii) Confirm in writing their acceptance of the obligations set out in this Policy.~~

CONSIDERATION OF SUITABLE OPERATORS

A hierarchy of preferred location types for car share spaces will be followed when assessing suitability of location. Those bays located near public transport, community hubs or high density areas will be given priority whilst those bays located immediately outside of residential properties will be given a lower priority or avoided. The suitability of a new dedicated car share space may be prioritised against the following hierarchy:

- Transport hub/node
- Public facility (e.g. library, leisure centre)
- Retail property
- Residential flat building or other medium to high density housing
- Side of single dwelling at intersection
- Single dwelling with driveway
- Single dwelling without driveway

Preference will be given to operators with vehicles that are fuel efficient in line with environmental sustainability objectives, such as hybrid or electric vehicles, and comply with the Australian Green Vehicle Guide ratings of four stars and above only.

APPROVAL AND OPERATIONAL MANAGEMENT OF CAR SHARE SCHEMES

- Council reserves the right to reject any application to establish a car share space.
- Council will also refuse speculative and large scale placement of car share vehicles in the absence of reasonably foreseeable resident and business demand.
- Council and/or the car share organisation will consult with residents and businesses in the immediate vicinity of a proposed on-street space.
- Proposals to allocate on-street car share spaces will be considered by the Hornsby Shire Local Traffic Committee.
- Council may provide car share spaces in Council-owned public car parks. The number of car share parking spaces provided in a public car park will be allocated subject to the applicant meeting the criteria applicable for high coverage areas with parking utilisation of over 75 per cent.
- Council will publish annual usage summaries of car share vehicles by precinct or suburb. Detailed reports will be treated as commercially confidential for two years from the date on which the reports are due to Council.
- Operators will be charged two fees for each approved bay: An Application Fee and a Renewal Fee. Council reserves the right to adjust the amount payable and the fee schedule, in accordance with the Fees and Charges.

THE APPLICATION FEE

- The Applications Fee reflects the conversion and re-purposing costs, and the right to operate a car share service from the public parking space for four (4) years. The Application Fee is based on a full cost recovery approach for the activities undertaken by Council.

THE RENEWAL FEE

- After the initial four (4) years of operation, the car share operator will be required to apply to renew the agreement for another four (4) years by paying a Renewal Fee. The Renewal Fee allows car share providers to continue offering a car share service in public parking spaces for a further four (4) years. Renewal is not automatic.
- All car share operators will be notified in writing of any change to the fee schedule, a minimum of 30 days before the updated fees take effect.
- In the case of change of control or ownership by one operator of another operator, Council may revoke or reallocate any or all of the operators' spaces. For the purposes of this section an 'operator' is a car share company with on-street spaces allocated by Hornsby Shire Council.
- Allocated car share spaces may not be transferred between operators.

RENEWAL

Car share parking spaces will be approved for a maximum of four (4) years and the agreement for exclusive use of these spaces will expire on 30 June of the fourth year of operation. Renewal Fees will be subject to annual CPI increase or published in the Fees and Charges.

OBLIGATIONS OF CAR SHARE OPERATORS

Operators must meet the obligations set out below:

- i) Bear the initial cost associated with the installation of a car share facility which must include the supply and installation of two generic car share parking signs and line marking of the bay. Council may at its discretion undertake a 6-month delay in the installation of line marking to ensure operators long term viability of the approved spaces
- ii) Operators are responsible for submitting planning permit applications for all promotional and information signs associated with the car share bay subject to relevant approvals by Council (if required).
- iii) Data must be provided to Council (Quarterly) on the utilisation of each space including the total number of members in the LGA and the number of trips being made from each space.
- iv) Vehicles should be clearly identifiable as being part of a particular car share organisation.
- v) Inform Council of all locations where vehicles are available on street and off-street, including those outside of dedicated bays (if applicable).
- vi) Identify a potential location for a new dedicated on-street bay based upon current or potential demand; the operator will then apply to Council for the creation of a new bay through Council's Local Traffic Committee.

COUNCIL OBLIGATIONS AND REGULATORY FRAMEWORK

- i) Car share spaces that are nominated at locations in close proximity to land uses including local attractors such as retail areas and transport nodes such as railway stations will be given priority in the interest of maximising the potential of car sharing in the LGA.
- ii) In recognition of the importance of dedicated on-street spaces for car sharing in ensuring its effectiveness, Council will endeavour to provide space on-street in areas of demand to enable approved schemes to grow. Each new dedicated space will be required to be approved by Council's Local Traffic Committee; this will include a requirement for consultation with all affected residents/businesses within the immediate vicinity or in Council owned car parks. It is envisaged that all car share spaces in the LGA will be dedicated bays (on-street fixed spaces).
- ~~iii) Council will provide dedicated on-street spaces for authorised car share operators in accordance with the RMS TDT 2007/04 'Guidelines for the implementation of on-street car share parking'.~~
- iii) Council will provide dedicated on-street spaces for authorised car share operators in accordance with the RMS TTD 2018/001 'Guidelines for the implementation of on-street car share parking' or the most up to date guidelines at the time of installation.
- iv) Council will provide dedicated off-street spaces in Council-owned car parks where appropriate.
- v) Council will permit the parking of authorised car share vehicles in nominated car share spaces via installed signs indicating "No parking – car share vehicles excepted".
- vi) Signage to be installed at each car share space will be in line with the *Australian Road Rules 2008* and will clearly indicate the car share organisation vehicles that are eligible to park in the aforementioned spaces.
- vii) Council reserves the right, in its absolute discretion, to reject any application for an on-street (or off-street when in a Council-owned car park) car share space.
- viii) Council will include patrols of the car share spaces in the daily tasking of Traffic Rangers with appropriate regulatory action being taken where necessary.
- ix) Council will publish annual usage summaries of car share vehicles by precinct or suburb. Detailed reports will be treated as commercially confidential for two years from the date on which the reports are due to Council.

CAR SHARE AGREEMENT

All Car Share Schemes provided on public land and car parks in Hornsby Shire LGA will be subject to Council approval and agreement. The Car share agreement with an operator will be for a period of four (4) years with the option for renewal.

PRIVATE DEVELOPMENTS AND PRIVATE OFF-STREET PARKING AREAS

Council may require private developers to provide Car Share Schemes in line with sustainable transport options to offset the number of car parking spaces that would be required in medium/high density developments. This will be subject to Development Application (DA) approval and will be determined on a case-by-case basis at DA stage.

The preferred arrangements for the provision of dedicated car share spaces are as follows:

- Off-street space within a new development at-grade and at a visible location (i.e. within an internal road);
- Off-street space within the car park of a new development whilst remaining accessible to non-residents/tenants.

INSTALLATION, MAINTENANCE AND REMOVAL

To provide consistency across the Shire, installation, maintenance and removal of Car Share Parking is the responsibility of Council, unless by prior agreement with the Scheme operator. This includes ancillary infrastructure such as line marking, signage, pavement marking, lighting and the like, and the future reinstatement of the site if required/proposed.

The cost incurred by Council will be included in the Application Fee charged to operators.

NON-COMPLIANCE WITH POLICY

In the case of non-compliance with obligations outlined in this Policy, Council may, suspend or revoke any or all spaces assigned to an operator, or suspend an operator's eligibility to apply for additional spaces.

Authority to take action for non-compliance rests with the General Manager. Operators will be given an opportunity to make representations prior to any action for non-compliance with this Policy. In case of the revocation of spaces, the General Manager is authorised to reallocate spaces to an alternative operator.

CANCELLATION

If, due to unforeseen circumstances, Council needs to relocate or suspend a car share bay, Council will work with the relevant car share operator to find a suitable alternative location. The costs of new signage and line marking will be covered by Council in such circumstances.

In the instance that an alternative site is unable to be located, the car share operator or any other person will not be entitled to any payment, compensation or damages of any kind from Council.