

# Parking and Enforcement Priority Policy

<b>Date policy was adopted:</b>	21 December 2022
<b>Resolution number:</b>	521/22
<b>Next Policy review date:</b>	September 2024
<b>Reference number:</b>	52.5.4
<b>Strategic Pillar</b>	Infrastructure Services
<b>Responsible Branch</b>	Transport and Facilities

This is a controlled document. Before using this document, ensure it is the latest version by checking QPRC's intranet, website or Electronic Document Register Management System. Printed or downloaded versions of this document are uncontrolled.

## 1 OUTCOMES

- 1.1 Through this policy, QPRC will promote community awareness of the safe, efficient and responsible use of vehicle parking in the LGA.
- 1.2 QPRC acknowledges that demand for parking space varies throughout the local government area due to:
  - 1.2.1 levels of construction in the CBD areas
  - 1.2.2 accessibility of suitable parking for residents and office workers
  - 1.2.3 high levels of construction in residential growth areas
- 1.3 This Policy provides for a residential parking permit system to assist with residents' parking in town streets and public carparks in the Queanbeyan CBD.
- 1.4 This Policy provides information on the hierarchy of parking enforcement priorities undertaken by Council Rangers throughout the Local Government Area
- 1.5 This policy provides advice on assistance with safe parking within the two industrial areas of Queanbeyan

## 2 POLICY

- 2.1 Council is vested with the authority to enforce parking restrictions within the Queanbeyan-Palerang Local Government Area. This enforcement will be done in accordance with applicable Legislation and using the guidance and priorities set out in this policy.
- 2.2 Council Rangers enforce the NSW Road Rules 2014
- 2.3 Parking penalty amounts are set by the NSW Government.
- 2.4 Payment of parking fines is administered by Revenue NSW and is not a function of Council.

## 3 SCOPE OF THE POLICY

- 3.1 This Policy applies to all areas within the Queanbeyan-Palerang Regional Council local government area.

## 4 DEFINITIONS

- 4.1 School Area — is to include public roads and open space in the immediate proximity of a public or private school, generally indicated by the area subject to reduced speed limit of 40km/h applicable to the school zone.

## 5 LEGISLATIVE OBLIGATIONS AND/OR RELEVANT STANDARDS

- Council rangers are authorised officers – class 12 under Schedule 2 of the *Road Transport (General) Regulation 2021 NSW*.
- Local Government Act, 1993.
- Road Rules 2014
- Impounding Act 1993
- Protection of the Environment Operations Act 1997

## 6 CONTENT

### 6.1 Residents Parking

- 6.1.1 Council reinforces that it is illegal for vehicles to park on the verge. Research has shown that parking on the roadway has the effect of improving road safety by

slowing vehicles and forcing vehicles to give-way and therefore provides benefits to vulnerable road users.

- 6.1.2 On narrow roads, where on-street parking is available, the onus for safe parking falls upon on the driver. Situations can arise where if vehicles park opposite each other (legally) that the available travel width will not permit larger vehicles to safety pass.
- 6.1.3 Parking in front of Garbage Bins – whilst not illegal, it is courteous not to park in front of garbage bins and drivers are encouraged to park with consideration when the likelihood of restricting access to garbage bins by waste pick-up trucks arises.
- 6.1.4 Residents living in close proximity to the Queanbeyan CBD should have the ability, as far as practicable, to park safely and securely near their place of residence either on-street or in public car parks.
- 6.1.5 Resident parking permits may be granted upon application to Council to enable residents to avoid time limits and parking fees that would normally apply and will be limited to one parking space per dwelling.
- 6.1.6 Applicants must be able to demonstrate to Council's satisfaction that they are legitimate residents that require a permit or that they are occupants of Housing NSW dwellings that require a permit.
- 6.1.7 Resident parking permits issued by Council must be clearly and permanently displayed on the car and will be valid for one year from the date of issue.
- 6.1.8 Residents using resident parking permits must comply with legal signage. Resident parking permits are only applicable to legal parking spaces that are restricted by time. The parking permits will not allow parking in 'no-stopping', no-parking', disabled spaces or the like.

## **6.2 Queanbeyan Industrial Area Employee Parking**

- 6.2.1 If sufficient onsite parking is not available at businesses located within the Queanbeyan industrial areas of East (Gilmore Road Area) and West (Yass Road Area) Queanbeyan only, employees are permitted to park on the verge adjacent to the relevant business during business hours only in consideration of the safety risks described in 6.6 below. All vehicles parked on the verge must be registered/insured and in a safe condition.
- 6.2.2 Parking on the verge is not permitted on Gilmore Road and Yass Road and these areas are excluded from this clause.
- 6.2.3 Council Rangers will take enforcement action if drivers ignore the safety risks described in 6.6 below or other relevant parking rules.

## **6.3 Business area Parking**

- 6.3.1 Employees and businesses within all areas of Council shall park in accordance with the applicable signage and associated legislation.

- 6.3.2 Businesses should ensure that enough on-site parking is provided, including disabled parking, for their tenants and employees in accordance with the provisions of the Queanbeyan Development Control Plan 2012, without impinging on residents' ability to park their vehicles on-street and in public carparks near their places of residence.
- 6.3.3 Office/business employees who park on-street in residential areas should observe legal signage and relevant road rules and be mindful that they do not encroach on residents' driveways, or impinge on residents' visibility as they reverse or manoeuvre vehicles in their driveways.
- 6.3.4 Council Rangers may take enforcement action on complaints received in relation to Clause 6.3.3. during business hours. NSW Police can assist out of hours and on weekends.

#### **6.4 Construction Site Parking**

- 6.4.1 Temporary parking arrangements and/or S138 permits may be established adjacent to construction sites to permit access for workers to engage in activities such as unloading materials, pouring concrete and removing waste, without the risk of infringing normal traffic regulations.
- 6.4.2 Permits must be approved by Council and shall be in accordance with a traffic plan provided as part of their development application or as part of a S138 application.
- 6.4.3 All temporary parking arrangements approved by Council must be clearly articulated through appropriate temporary signage in accordance with the approved plan.
- 6.4.4 Council will take enforcement action on complaints received in relation to breaches of the temporary/S138 Permit traffic arrangements.

#### **6.5 Priorities for Parking Enforcement across the Queanbeyan-Palerang Local Government Area are:**

In order of priority:-

- 6.5.1 **Schools:** To ensure the safety of children on their way to and from school. The recent increase in parking offence penalties, (including the addition of demerit points) for all parking offences around schools, demonstrates the community's concern about the danger posed to children from unlawful parking around schools. This area is defined by the 40km/hr speed limit.
- 6.5.2 **Public Safety:** To discourage any parking offences which may compromise the safety of other road users, these offences may include;
- Stop in No Stopping zone
  - Double parking
  - Bus Zone/Bus Stop/
  - Unauthorised use of disabled restriction parking areas

- Parking next to Yellow Line
- Parking within 3m of road centre line marking
- Parking on the verge
- Not parallel park in direction of travel
- Park in Disabled Parking Space without permit
- Park contrary to other Regulatory Parking Restriction signs

6.5.3 **Public Complaints:** To investigate complaints from the community concerning alleged unlawful parking, including parking of heavy vehicles (over 4.5t GVM or 7.5m in length) for longer than 1hr in a built-up area as well as other safety related complaints. Council will only respond to these issues during business-hours, NSW Police are able to assist outside business-hours. Not all reports will need to be investigated. A preliminary assessment of all matters will be made to determine the priority for a response, and whether investigation or other action is required.

6.5.4 **Parking Access:** To ensure the equitable and efficient use of on-street and council free carparks, limited stay parking in the CBD of Queanbeyan and other high use areas with parking restrictions across the region. This can also include private car parks where Council has a parking enforcement agreement with the carpark owners/administrators.

6.5.5 **Loading Zones:** To control the use of loading zones so service vehicles can obtain more efficient access and the use of loading zones by non-delivery vehicles is discouraged.

**6.6 Risks factors caused by parking on the verge include but not limited to:**

- School Zone safety impacts
- Blocking pedestrian access or pathways or create a risk for pedestrians
- Restricted visibility of road users or pedestrians, including drivers leaving or entering a driveway
- Restricted sight distance for road users and pedestrians
- Damage caused to public infrastructure – above or below ground, including causing uneven surfaces from wheel tracks and creating a bog
- Restrict free and efficient access to key infrastructure access points such as water, sewer, gas, telecommunications, electrical, drainage etc or have the potential to cause damage to those assets
- Potential to cause damage to tree/vegetation assets via soil compaction
- Potential to cause pollution due to loss of ground cover and soil erosion
- Loss of amenity/level of complaints generated.

These risk factor will be considered by Council Rangers when assessing possible parking enforcement actions

**6.7 Other Ranger Actions**

6.7.1 Rangers in Queanbeyan-Palerang and throughout NSW regularly use cameras including Dash Cameras and other mobile devices to gather evidence in relation to parking violations. This evidence is stored by Council and uploaded into third party PinForce Infringement Management System and is not available for access outside the Ranger's team, management and legal support.

PinForce Images and Footage may also be used in Court proceedings when required.

Footage captured by Dash Cameras may also be used to identify offenders who abuse/threaten or intimidate Rangers when they are performing their duties and may be provided to NSW Police in evidence.

- 6.7.2 Rangers occasionally perform covert operations for offences which involve danger to the safety of other road users or pedestrians.
- 6.7.3 Rangers undertaking parking patrol duties will comply with the requirements of the Road Rules 2014 whilst undertaking enforcement action.
- 6.7.4 Council will provide information to the community on parking issues around the Council area. This information will include media releases, Mayoral columns, community newsletters, input into school newsletters and driver education programs delivered by Council's road safety officer.

## **7 REVIEW**

- 7.1 This policy will be reviewed every four years or earlier as necessary if:
  - a) legislation requires it, or
  - b) Council's functions, structure or activities change