

<h2>HAMILTON CBD PAID PARKING POLICY</h2>	Date Adopted:	11 September 2024
	Adopted By:	Council
	Review Due:	September 2028
	Responsible Officer:	Manager Shire Strategy and Regulation
	Directorate:	Wellbeing Planning and Regulation
	EDRMS No:	

PURPOSE

The purpose of the policy is to provide a policy framework to guide officers in the management and implementation of parking services in the Hamilton CBD.

DEFINITIONS

Activity Centre – provide a broad range of goods and services, diversifying their offerings, focusing on mixed-use development including retail, commercial and residential.

Shunting behaviour - means drivers who move their vehicles so that they can remain within the restrictions displayed.

Grace period – a 10-minute period given to parked vehicles in an identified paid parking area without enforcement activities being initiated.

ADP – Australian Disability Parking

APPLICATION AND SCOPE

Under the *Local Government Act 1989 Schedule 11 - Powers of Councils over Traffic*, Council may fix, rescind, or vary the days, hours, and periods of time for which vehicle may stand in a designated parking area and the conditions on which vehicles may stand in a parking area and the fees and manner of payment of those fees.

Officers under delegation may issue a special parking permits to any disabled person to enable that person to leave a vehicle standing on different conditions to signed tariffs.

GENERAL PROVISIONS

A key principle of managing parking in the Hamilton CBD is to ensure turnover of parking for increased business activity. Additionally, Council adopts the principle of 'user pays', and users of activity centres should contribute to the cost of maintaining and improving the parking infrastructure they use.

In addition to the revenue contribution there are other benefits from regulated paid parking. These include:

- a) The price mechanism and time restrictions support each other creating turnover critical for the success of business.
- b) Parking is difficult to enforce with restrictions alone due to the shunting behaviour of motorists seeking longer term parking.

- c) It allows for a consistent “grace period” which is set by Council.
- d) Clearly flags when a time limit has expired which encourages motorists to return to their vehicle prior to the time of expiry.
- e) Provides a certainty of detection which may act as a deterrent to non-compliance.

Paid parking can also bring about behavioural change and encourage the use of other more sustainable transport modes.

The purpose of paid parking is to manage scarce and priority parking resources within the Hamilton CBD. In determining the location of parking meters, the following criteria will guide officers in their decision-making process:

- a) Demand is sufficient to justify the cost of ticket machines.
- b) Paid parking will stimulate greater turnover of parking.
- c) Restrictions in surrounding streets will ensure that the ticket machines are used and not simply encourage vehicles to park in less restricted or unrestricted areas.
- d) That parking generated by an Activity Centre (Hamilton CBD) is to be contained within the centre.

SHORT TERM ACTIVITY CENTRE PARKING

Where the demand supports the introduction of paid parking into an activity centre, officers need to conduct an area wide parking study to assess parking restrictions to ensure that vehicles do not park in surrounding less restricted or unrestricted areas.

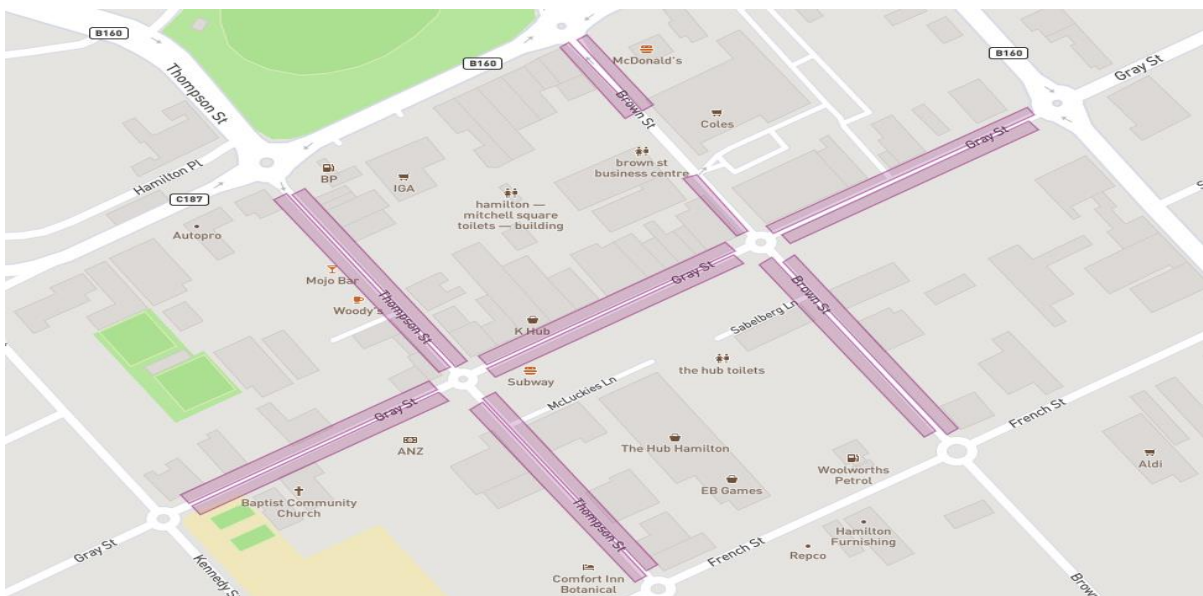
Officers should consider the use of permit zones, ticket machines, pay by mobile phone or short-term time restrictions in adjoining side streets to ensure that parking generated is contained within the centre.

If parking restriction are associated with residential streets adjoining the centre, residents may apply for a permit and displaying a valid parking permit will be exempt from paying a fee.

SHORT TERM PARKING TIMES

The Hamilton CBD will be enforced with a 1P parking duration over the following times:

- 9:30am – 5:30pm Monday to Friday
- 9:00am – 12pm Saturday



TARIFFS

Parking tariffs will be reviewed annually and are published in Councils Pricing Register as a public document. The following tariffs will be reviewed with the following purposes:

- a) Parking fees at meters – per hour
- b) Occupation of metered parking bays for commercial purposes – per day, per week and per year
- c) Occupation of metered parking bays for charitable purposes – no charge

LONG TERM PARKING

Where longer term parking will not negatively impact on the street, and the site meets the key criteria, then it may be appropriate to consider the introduction of 4P Meter (paid parking) to allow the drivers to pay a fee to park for up to 4 hours.

In residential streets the mix of appropriate parking restrictions and paid parking will define where Council wants motorists to park and where it does not, and it will provide local employees with a maximum 4P Meter parking restriction at a reasonable cost.

ACCESSIBLE PARKING

Any person holding an 'Accessible Parking Permit' (individual or organisation) is allowed to:

- Park a vehicle in an accessible parking bay for the time displayed on the sign, or
- Park in a standard metered parking bay for double the time displayed on the parking sign. Noting the permit holder must still pay for parking in a metered parking bay.

Designated disability parking spaces for Australian Disability Parking permit holders are at no cost and will not be enforced - [Accessible Parking Permits : VicRoads](#)

An Accessible Parking Permit does not allow the holder to:

- Park in a restricted locations such as No Stopping, No Parking, Taxi Areas, Bus Zones, and authorised Resident Areas.
- Park for free in area where parking fees apply.

INFRINGEMENT FEES

Parking infringement fees will be indexed in accordance with *Road Safety (General) Regulation 2009* - [Indexation of fees and penalties | Department of Treasury and Finance Victoria \(dtf.vic.gov.au\)](#)

CONTESTING AN INFRINGEMENT NOTICE

Parking infringement issued by the Southern Grampians Shire Council may, upon application have their notice to be internally reviewed pursuant to s. 22(2) of the *Infringement Act 2006* with justification using relevant grounds:

- a) Exception circumstances
- b) Contrary to Law
- c) Special Circumstances
- d) Mistaken Identity
- e) Person unaware of fine
- f) Penalty Reminder Notice fee waiver request

All applications for internal review are referred to an impartial internal review panel and may take up to 28 days to process. Once an application to review an infringement has been submitted, the fine is placed on hold until the review decision is made. During this time, no further fees will be added.

If the internal review upholds the original decision, the applicant will be given additional time to pay the infringement or enter into a payment agreement.

SIGNS

Parking signs can apply for the length of the parking area. Paid parking zones will display the word 'meter' on the sign. It is the licensed driver's responsibility to be aware of the road rules and adhere to signage. Failure to obey signed road rules can lead to the issuing of a parking infringement.

IMPLEMENTATION

If it is proposed to introduce paid parking in a new location, a report will be presented to Council seeking endorsement of the plan.

CHARTER OF HUMAN RIGHTS COMPLIANCE

It is considered that this policy is compatible with the relevant human rights identified in the *Charter of Human Rights and Responsibilities Act 2006 (Vic)*.

GENDER EQUALITY COMPLIANCE

It is considered that this policy is compatible with the relevant gender equality principles identified in the *Gender Equality Act 2020*.

Is a Gender Impact Assessment required?

- Yes
 No

REVIEW

This Policy must be reviewed every 4 years or if one of the following trigger points exists:

- a) Change in legislation which has a bearing of this policy.
- b) Change in Council position that would influence this policy.
- c) Recommendation from an internal or external governance body that recommends changes to this policy.

AUTHORISED

CEO Tony Doyle **Signature**

Date

END