

AGENDA

Community and Culture Committee

Monday, 11 March 2024

6:00 PM

Dragon Room

Georges River Civic Centre

Hurstville



OATH OF OFFICE OR AFFIRMATION OF OFFICE

All Georges River Councillors are reminded of their Oath of Office or Affirmation of Office made at the time of their swearing into the role of Councillor.

All Councillors are to undertake the duties of the office of Councillor in the best interests of the people of the Georges River Council area and are to act faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act to the best of their ability and judgement.

DISCLOSURES OF INTEREST

All Georges River Councillors are reminded of their obligation to declare any conflict of interest (perceived or otherwise) in a matter being considered by Council or at any meeting of Council.

COMMUNITY AND CULTURE COMMITTEE MEETING

ORDER OF BUSINESS

OPENING

ACKNOWLEDGEMENT OF COUNTRY

Council acknowledges the Bidjigal people of the Eora Nation, who are the Traditional Custodians of all lands, waters and sky in the Georges River area. I pay my respect to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples who live, work and meet on these lands.

APOLOGIES / LEAVE OF ABSENCE

REQUEST TO JOIN VIA AUDIO VISUAL LINK

NOTICE OF WEBCASTING

DISCLOSURES OF INTEREST

PUBLIC FORUM

CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

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CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Item: COM006-24 Confirmation of the Minutes of the Community and Culture Committee Meeting held on 12 February 2024

Author: Executive Assistant to Director Business and Corporate Services

Directorate: Business and Corporate Services

Matter Type: Previous Minutes

COM006-24

RECOMMENDATION:

That the Minutes of the Community and Culture Committee Meeting held on 12 February 2024, be confirmed.

ATTACHMENTS

Attachment [↓](#)1 Minutes of the Community and Culture Committee Meeting held on 12 February 2024



MINUTES

Community and Culture Committee

Monday, 12 February 2024

6:00 PM

Dragon Room

Level 1, Georges River Civic Centre

Hurstville



GEORGES RIVER COUNCIL

PRESENT

COUNCIL MEMBERS

Councillor Nancy Liu (Chairperson), Councillor Ashvini Ambihaipahar, Councillor Kathryn Landsberry, Councillor Natalie Mort, Councillor Nick Smerdely (joined the meeting at 6.11pm), and Councillor Benjamin Wang.

COUNCIL STAFF

General Manager - David Tuxford, Director Community and Culture - Kristie Dodd, General Counsel - James Fan, Manager City Life - Margaret Le, Manager Office of the General Manager - Vicki McKinley, Executive Manager City Futures - Simon Massey, Head of Technology - Garuthman De Silva, Technology Business Support Officer - Sandra Vazzoler, Executive Assistant to the General Manager - Sue Matthew, Executive Assistant to the Director Community and Culture - Franziska Mintus (Minutes).

OPENING

The Chairperson, Councillor Liu, opened the meeting at 6.03pm.

ACKNOWLEDGEMENT OF COUNTRY

The Chairperson, Councillor Liu acknowledged the Bidjigal people of the Eora Nation, who are the Traditional Custodians of all lands, waters and sky in the Georges River area. She paid her respect to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples who live, work and meet on these lands.

REQUEST TO ATTEND VIA AUDIO VISUAL LINK

There were no requests to attend via Audio Visual Link.

APOLOGIES/LEAVE OF ABSENCE

MOTION: Councillor Mort, Councillor Ambihaipahar

That an apology on behalf of Councillor Lou Konjarski and Councillor Sam Stratikopoulos be accepted and a Leave of Absence granted.

Record of Voting

For the Motion: Councillor Liu, Councillor Ambihaipahar, Councillor Landsberry, Councillor Mort, Councillor Wang

On being PUT to the meeting, voting on this Motion was UNANIMOUS. The Motion was CARRIED.

NOTICE OF WEBCASTING

The Chairperson, Councillor Liu advised staff and the public that the meeting is being recorded for minute-taking purposes and is also webcast live on Council's website, in accordance with

section 5 of Council's Code of Meeting Practice. This recording will be made available on Council's Website.

CODE OF MEETING PRACTICE

Council's Code of Meeting Practice prohibits the electronic recording of meetings without the express permission of Council.

DISCLOSURES OF INTEREST

There were no disclosures of interest made.

PUBLIC FORUM

There were no registered speakers.

CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COM001-24 Confirmation of the Minutes of the Community and Culture Committee Meeting held on 11 December 2023
(Report by Executive Services Officer)

RECOMMENDATION: Councillor Landsberry, Councillor Wang

That the Minutes of the Community and Culture Committee Meeting held on 11 December 2023, be confirmed.

Record of Voting

For the Motion: Councillor Liu, Councillor Ambihaipahar, Councillor Landsberry, Councillor Mort, Councillor Wang

On being PUT to the meeting, voting on this Motion was UNANIMOUS. The Motion was CARRIED.

COMMITTEE REPORTS

COM002-24 Verge Garden Program Review
(Report by Research and Social Policy Officer)

Note: Councillor Smerdely joined the meeting at 6.11pm.

RECOMMENDATION: Councillor Ambihaipahar, Councillor Landsberry

(a) That Council note the findings and outcomes from the review of the Verge Garden Program (the Program) detailed within this report.

(b) That Council approve the continuation of the Verge Garden Program.

Record of Voting

For the Motion: Councillor Liu, Councillor Ambihaipahar, Councillor Landsberry, Councillor Mort, Councillor Smerdely, Councillor Wang

On being PUT to the meeting, voting on this Motion was UNANIMOUS. The Motion was

CARRIED.

COM003-24 Minutes of the Sports Advisory Committee meeting held 1 February 2024
(Report by Personal Assistant to Manager, City Life)

RECOMMENDATION: Councillor Landsberry, Councillor Mort

That the recommendations contained within the Minutes of the Georges River Council Sports Advisory Committee Meeting held on 1 February 2024 be submitted to the Community and Culture Committee for consideration and to be adopted by Council.

Record of Voting

For the Motion: Councillor Liu, Councillor Ambihaipahar, Councillor Landsberry, Councillor Mort, Councillor Smerdely, Councillor Wang

On being PUT to the meeting, voting on this Motion was UNANIMOUS. The Motion was CARRIED.

COM004-24 Adoption of the Georges River Council Events and Festival Charter, Event Guide and Event Toolkit
(Report by Coordinator Events and Sponsorship)

RECOMMENDATION: Councillor Mort, Councillor Wang

That Council adopts the Events and Festivals Charter, Event Guide and Event Toolkit.

Record of Voting

For the Motion: Councillor Liu, Councillor Ambihaipahar, Councillor Landsberry, Councillor Mort, Councillor Smerdely, Councillor Wang

On being PUT to the meeting, voting on this Motion was UNANIMOUS. The Motion was CARRIED.

COM005-24 Quarterly Community Property Report - 1 October 2023 to 31 December 2023
(Report by Coordinator, Programming and Operations)

RECOMMENDATION: Councillor Ambihaipahar, Councillor Landsberry

That Council receive and note the Quarterly Community Property Report for the period 1 October 2023 to 31 December 2023.

Record of Voting

For the Motion: Councillor Liu, Councillor Ambihaipahar, Councillor Landsberry, Councillor Mort, Councillor Smerdely, Councillor Wang

On being PUT to the meeting, voting on this Motion was UNANIMOUS. The Motion was CARRIED.

CONCLUSION

The Meeting was closed at 6.28pm.

Chairperson

COMMITTEE REPORTS**Item:** COM007-24 Resident Parking Permit Scheme Policy for Adoption**Author:** Manager City Life**Directorate:** Community and Culture**Matter Type:** Committee Reports

COM007-24

RECOMMENDATION:

- (a) That Council adopts the Resident Parking Permit Scheme Policy, and
- (b) That the General Manager be delegated authority to make minor administrative changes to the policy, if required.

EXECUTIVE SUMMARY

1. On 18 December 2023, Council endorsed the draft Resident Parking Permit Scheme Policy for the purpose of public exhibition for a period of no less than 60 days (CCL118-23).
2. The draft Residential Parking Permit Scheme Policy provides a governance framework for the Residential Parking Permit Scheme (RPPS) as well as improved customer experience when applying for and renewing permits.
3. During the public exhibition period from 19 December 2023 to 20 February 2024, Council received seven submissions in total, including three from current RPS permit holders.
4. Following a review of community feedback, no amendments to the clauses of draft policy were required and accordingly, the RPPS Policy (Attachment 1) is now recommended to Council for adoption.

BACKGROUND

5. The RPPS aims to improve parking for residents and visitors in locations within the Georges River Council local government area (LGA) where it has been identified that there is insufficient off-street parking and/or where on-street parking is time restricted in areas of high demand for on-street parking such as in town centres and nearby hospitals.
6. There are currently seven Approved Parking Permit Areas (APPA) in the Georges River LGA (Attachment 2). These areas were originally established by the former Kogarah City Council on 22 June 2015 and have remained in operation since that time.
7. The existing RPPS, APPA and Council's parking permit application process are all consistent with the Transport for NSW Permit Parking Guidelines. The Policy will provide a strong and transparent governance framework for the administration of parking permits as well as the ongoing evaluation of parking permit areas across the LGA.
8. The Policy will also introduce improvements to the experience of customers in accordance with Council's Customer Experience Charter which aims to:
 - (a) ensure information, resources and services are accessible to all; and
 - (b) actively strive to continuously improve based on customer feedback.

9. The Policy supports the following improvements to customer experience:
 - (a) Introduction of a new permit exclusively for community organisations and individual support workers to better facilitate at-home care and support for residences within APPA.
 - (b) Introduction of a flexible 12 month permit that can be applied for across the whole year, instead for the currently fixed expiry date of 30 June each year.
 - (c) Introduction of a streamlined process for renewals and payments from 1 July 2024, replacing the current process where permit holders need to submit a new application and provide full documentation to prove residence every 12 months.
 - (d) Provision of Council discretion to limit parking permits based on a residence's off-street parking, should the number of parking permits that are applied for exceed the number of on-street parking spaces available.
 - (e) Introduction of online applications for parking permits, with permits issued electronically in the event the enabling technology is adopted in future.

FINANCIAL IMPLICATIONS

10. No budget impact for this report.

RISK IMPLICATIONS

11. There is potential for reputational risk to Council should this Policy not be adopted. Without this Policy, there is no governance framework for the Resident Parking Scheme across the Georges River Council LGA.
12. A minor risk of fraudulent parking permit applications has been identified. Council retains the ability to review permit applications and renewals with reference to the residential database. The option to refer instances of fraud to NSW Police also provides a deterrent. The overall improvements achieved by the Policy outweigh the potential community impacts of fraud in the issue of parking permits.

COMMUNITY ENGAGEMENT

13. In accordance with the resolution of Council on 18 December 2023 (CCL118-23), the draft Resident Parking Permit Scheme Policy was placed on public exhibition from 19 December 2023 to 20 February 2024 and public submissions were sought via Council's community engagement platform, 'Your Say'.
14. During the public exhibition period, seven submissions were received in total including three submissions from current parking permit holders. None of the received feedback was opposed to the Policy. The community feedback and council officer responses are included in Attachment 3.
15. Review of the community feedback identified the following themes:
 - (a) The cost of parking permits. This feedback is not relevant to the Policy as the cost of parking permits is part of Council's annual fees and charges and will be subject to public exhibition.
 - (b) Additional parking permit areas. This feedback is addressed by clauses 3, 4 and 5 of the Policy which outline the review and evaluation of parking permit areas.
 - (c) General parking and traffic matters. This feedback is addressed by Council's existing processes to investigate traffic and was referred to the appropriate Council officers.

16. Following evaluation of the community feedback received, no amendments to the clauses of the Policy were required.
17. During the public exhibition period, minor administrative text corrections related to the specific titles, roles and responsibilities of council officers listed in the Policy were identified and applied.

FILE REFERENCE

D23/305764

ATTACHMENTS

Attachment [↓](#)1 Resident Parking Permit Scheme Policy - For Council Adoption



Attachment [↓](#)2 Georges River Council - Approved Parking Permit Areas



Attachment [↓](#)3 Submissions received during public exhibition period of the Draft Resident Parking Permit Scheme Policy





Resident Parking Permit Scheme Policy

2024

Policy administration

Dates	Policy approved xx/xx/xxxx (date to be added by Policy Specialist) This policy is effective upon its approval. Policy is due for review xx/xxxx (If a particular review date is required, please specify, otherwise the Senior Policy Specialist will set a review date at 3 years from the date the policy is approved which is the maximum review period)
Approved by	Council Meeting xx/xx/xxxx Council Resolution xxx
Policy Type	<input type="checkbox"/> Executive Policy <input checked="" type="checkbox"/> Council Policy
Exhibition Period	19 December 2023 to 20 February 2024
Policy Owner	Manager Strategic Placemaking – Assets and Infrastructure Directorate Manager City Life – Community and Culture Directorate
Related Documents	Georges River Car Parking Strategy Final Report Georges River Enforcement Policy
Appendices	
References & Legislation	<i>Road Transport Act 2013</i> Road Transport (General) Regulation 2021 Road Rules 2014 Transport for NSW Permit Parking Guidelines
Document Identifier	Policy #: <i>Allocated by Senior Policy Specialist once policy is approved (includes the version number)</i> Doc #: D23/313195
Breaches of Policy	Breaches of any policy will be dealt with and responded to in accordance with adopted codes and/or relevant legislation.
Record Keeping	All documents and information obtained in relation to the implementation of this policy will be kept in accordance with the NSW State Records Act 1998, Georges River Council’s Corporate Records Policy and adopted internal procedures.

Purpose

Resident parking permits exempt eligible residents and visitors from parking time restrictions in designated time restricted parking areas where the signage includes the words 'permit holders excepted'.


In recognising that timed on-street parking restrictions can be incompatible with the parking needs of nearby residents, parking permits improve parking access for residents, while balancing the parking needs of other community members in such areas of high demand.

This Policy provides a framework for managing parking permits in the local government area, known as the Resident Parking Scheme (the RPS), in accordance with the requirements prescribed by the Road Transport (General) Regulation 2021 and Transport for NSW Permit Parking Guidelines.

Scope

This policy applies to eligible residences within Council's designated Authorised Parking Permit Areas (APPA) under the RPS and identifies the circumstances in which a parking permit/s may be issued; and the process for obtaining a permit.

Definition of Terms

Term	Meaning
Authorised Parking Permit Area (APPA)	<p>An area in which timed limited permissive parking sign apply that includes the words 'Permit Holders Excepted' or an equivalent expression.</p> <p>Example:</p> 
Bus	A motor vehicle designed to carry people that seats over 12 adults (including the driver).
Community organisation	An organisation that provides a social, health or other community-oriented service for residents within an APPA.
Community organisation / Support worker permit	A permit available to community organisation and individual support worker vehicles to park in an APPA and be exempt from any time restrictions that ordinarily apply to vehicles without a permit. Permits can



	be a virtual product held in a database or a printable copy displayed in a vehicle.
Heavy or Long Vehicle	A vehicle with a gross vehicle mass over 4.5 tonnes or longer than 7.5 metres.
PCC	Pensioner Concession Card.
MPS (Mobility Parking Scheme)	The Mobility Parking Scheme (MPS) is administered by Transport for NSW and provides parking permits for people with a mobility disability. Permit-holders are entitled to use disability parking spaces and obtain other parking concessions as specified in the conditions of use.
Off-street parking	<p>An off-street parking space is one that can accommodate a medium-sized passenger vehicle and the space measures at least 2.6m wide and 5.4m long.</p> <p>Off-street parking spaces will still be considered as such for the purposes of this policy irrespective of whether other vehicle/s would need to be moved for a vehicle to access such a space (i.e. vertically consecutive spaces).</p> <p>Off-street parking is otherwise informed by AS/NZ 2890.1.2004.</p>
On-street parking	On-street parking, such as parking space lengths, is informed by AS/NZ 2890.1.2004.
Resident Parking Permit	A permit allowing parking within an APPA that enables the permit-holder to be exempt from time restrictions that ordinarily apply. Permits are valid for a period of up to twelve months from the date of issue. Permits can be a virtual product held in a database or a printable copy displayed in a vehicle.
Trailer	A vehicle that is built to be towed, or is towed, by a motor vehicle.
Truck	A motor vehicle with a GVM over 4.5 tonnes, except a bus, tram or tractor.
Visitor	A person either: visiting or temporarily residing with the occupant of a premises within an APPA; involved in the maintenance of a premises, such as a tradesperson; or person involved in the direct care or rehabilitation of the occupant of the premises.
Visitor Parking Permit	A permit allowing parking within an APPA where the visitor issued with the permit is exempt from ordinarily applicable time restrictions. Permits can be a virtual product held in a database or a printable copy displayed in a vehicle.
Motor Vehicle	A vehicle (other than a bicycle) that is built to be driven on a road propelled by a motor that forms part of the vehicle.

Policy Statement

Legislative basis

1. As a local government in NSW, Georges River Council is a “parking authority” under Schedule 8 of the Road Transport (General) Regulation 2021 for the purpose of administering parking permits under regulation 120.
2. Council’s Resident Parking Scheme (the RPS) is established in accordance with regulation 120 which states that:
 - (1) A parking authority may issue a permit authorising the parking of a vehicle without charge or time restrictions in a parking space—
 - a) located within a parking area or road specified in the permit, and
 - b) designated by the parking authority for use by holders of the permit.
 - (2) The permit may be issued in electronic or printed form.
 - (3) Transport for NSW may issue TfNSW guidelines from time to time for the issuing of parking permits.
 - (4) Transport for NSW must publish the TfNSW guidelines—
 - a) on a publicly accessible website maintained by Transport for NSW, or
 - b) if the website referred to in paragraph (a) is not available—on a publicly accessible government website.
 - (5) A parking authority must not issue a permit except in accordance with the TfNSW guidelines.

Approved parking permit areas

3. Approved parking permit areas (APPA) are published on Council’s website and are subject to change following adoption by the Local Traffic Advisory Committee followed by Council.
4. For a new APPA to be introduced, or an existing APPA to be amended, the following process must occur:
 - 4.1. Audit – An on-street parking audit of applicable streets is conducted to determine the extent of the current parking capacity and demand;
 - 4.2. Consultation – Community consultation is conducted to ascertain the level of support amongst residents in being included in the RPS;
 - 4.3. Approval – Approval by both the Local Traffic Advisory Committee and subsequently Council; and
 - 4.4. Implementation – Once approved, the installation process will take approximately three months to provide residents sufficient time to obtain their resident permit.
5. In undertaking an audit of current on-street parking within a proposed APPA, the eligibility criteria, as outlined in the TfNSW Permit Parking Guidelines, must be met before an APPA can be established, which includes (but is not limited to):

- There must be high demand for parking in the area – whereby an audit concludes that demand for parking likely exceeds 85% of on-street parking capacity on a daily basis;
- There is inadequate off-street parking and no potential to modify premises or create off-street parking in the area; and
- There is little or no unrestricted on-street parking near the relevant area.

Permit Categories and Eligibility

6. Under the RPS, there are three types of permits: 'resident parking permits'; 'visitor parking permits'; and 'community organisation / support worker parking permits'.
7. Resident parking permits
 - 7.1. Residences within an Approved Parking Permit Area (APPA) can apply for a resident parking permit/s which exempt permit-holders from time restrictions that apply within an APPA.
 - 7.2. A resident parking permit exempts permit-holders from time restrictions within an APPA in designated parking spaces where the signage includes the words 'permit holders excepted' or an equivalent expression.
 - 7.3. A maximum of two resident parking permits per residence is allowed under the RPS.
 - 7.4. Resident parking permits are provided for the residence and not to individual residents occupying a residence.
 - 7.5. Each resident parking permit is exclusive to a nominated vehicle that is registered to that resident's address at the time of application.
8. Visitor parking permits
 - 8.1. Residences eligible for a resident parking permit are also eligible for visitor parking permits, which similarly exempt visitors to their residence from applicable time restrictions within the APPA.
 - 8.2. A visitor parking permit enables a visitor to the residence, whose vehicle is displaying such a permit, to be exempt from time restrictions within an APPA in designated parking spaces where the signage includes the words 'permit holders excepted' or an equivalent expression.
 - 8.3. Residents eligible for a resident parking permit are also eligible to hold a maximum of two visitor parking permits.
 - 8.4. Visitor parking permits cannot be used for a vehicle assigned to a resident parking permit-holder.
 - 8.5. Visitor parking permits are available to residents within an APPA who are eligible for a resident parking permit irrespective of whether they hold a resident parking permit.

9. Community organisation / support worker parking permits

9.1. Community organisations and individual support workers who provide an at-home service (such as aged care services) to a resident within an APPA, for a length of time that exceeds time restrictions with an APPA, are eligible to obtain a separate 'support worker parking permit' for one or more vehicles of the organisation, which exempts such vehicles from time restrictions within an APPA.

9.2. Community organisations and individual support workers can apply for a 'community organisation / support worker parking permit' which exempts their vehicle/s from time restrictions within an APPA/s.

9.3. A community organisation may apply for multiple permits as required, with a maximum of one permit per organisation vehicle that routinely operates within an APPA.

9.4. Permits are transferrable amongst vehicles belonging to a community organisation or individual support worker permit holder.

9.5. Permits can be used across multiple APPA/s as required by the community organisation or individual support worker.

9.6. The eligibility of a residence within an APPA for a resident parking permit is irrelevant to determining a community organisation or support workers' eligibility for a 'community organisation / support worker' permit.

10. Mobility parking permits (MPS)

10.1. MPS are administered separately by Service NSW and already have the effect of exempting MPS permit-holders from timed restrictions within an APPA – MPS permit-holders are therefore not eligible for a resident parking permit but are still eligible to obtain visitor parking permits.

11. Where the number of parking permits exceeds the number of on-street parking spaces available within an APPA, Council retains discretion to prioritise applications for parking permits based on the number of off-street parking spaces of residences within the APPA in accordance with the TfNSW Parking Permit Guidelines, whereby applications will be prioritised according to Table 1 (with exceptions as prescribed by the Resident Parking Permit Scheme Application Guidelines).



11.1. Table 1: Number of resident parking permits

Number of off-street parking spaces at a residence	Number of resident parking permits eligible to receive	Number of visitor parking permits eligible to receive
0	2	1
1	1	1
2 or more	0	1

Term of permits (effective from 1 July 2024)

- 12. Permits are valid for a period of 12 months from the date of issue.
- 13. Previously, the terms of parking permits had fixed commencement from 1 July and expired on 30 June. In transitioning to a scheme whereby the start date of permit-holders permit is flexible (rather than fixed from 1 July to 30 June prior to 2024-25):
 - 13.1. Previous permit-holders from 2023-24 financial year will be provided with a grace period (as directed by Council officers according to APPA) to apply for a new RPS permit within 2024-25 financial year in which permits under the RPS will remain valid beyond stated expiry until the relevant grace period concludes; and
 - 13.2. Existing permit-holders will be able to undertake a permit renewal process from 2025-26 financial year, rather than being required to re-apply each financial year.

Application

- 14. Resident parking permits, visitor and community organisation / support worker parking permits are valid after an application has been:
 - 14.1. submitted by an applicant with all required documentation provided;
 - 14.2. assessed and approved by Council officers (in accordance with the Resident Parking Permit Scheme Application Guidelines); and
 - 14.3. permits have been issued.
- 15. Applications for all parking permits can be undertaken either: online via Council’s website; in-person at a Council customer service centre; or via mail.
- 16. When published online, the Resident Parking Permit Scheme Application Guidelines prescribes the operation of the application process.

Renewal (effective from 1 July 2024)

17. Permit-holders may renew a permit without the need to submit relevant documentary evidence (as mandated under the Resident Parking Permit Scheme Application Guidelines for an application) if all permit details, such as the residence and corresponding vehicle, are the same as the previous financial year.
18. Permit-holders can renew a permit by completing a renewal notice / form in accordance with the Resident Parking Permit Scheme Application Guidelines and pay the prescribed fee under Council's Adopted Fees and Charges.
19. In order to be eligible for a renewal, rather than completing an ordinary resident parking permit application, the applicant must complete the renewal notice / form and pay the prescribed fee within six months after their previous permit expired.

Review

20. Where an application for a permit under the RPS not approved by Council officers, the applicant may request for the decision to be investigated further by a Council Customer Experience Advocate followed by internal review and then external review – subject to the discretion of the relevant reviewing body, such as the NSW Ombudsman, in accordance with Council's Customer Feedback and Complaints Management Policy.

Fees

21. Fees for all permits under the RPS are stated in Council's Adopted Fees and Charges for each financial year.
22. If a resident has a Pensioner Concession Card (PCC), a 50% reduction on the first resident parking permit fee will apply. A second PCC will be required for a fee reduction to be applied to a second resident parking permit fee.

Other conditions of permits

23. Permit-holders are only exempt from time restrictions within an APPA where permissive parking signs exist which state that: 'permit holders excepted'; 'authorised resident vehicles'; or words to a similar effect. Permit-holders are not exempted from other parking restrictions within an APPA mandated by other types of signage, such as 'loading zones' and 'no stopping' areas.
24. Resident and visitor parking permits are exclusive to one APPA and therefore cannot be used across multiple APPAs.
25. Trucks, buses, caravans, trailers and vehicles classified as heavy or long vehicles are not eligible for parking permits in accordance with the TfNSW Parking Permit Guidelines.
26. A parking permit does not provide an exemption to drivers from any other road rules and does not guarantee the availability of a parking space.

27. If a physical permit is lost, stolen or damaged, the assigned permit-holder must complete a statutory declaration or provide an NSW Police reference / event number, and pay any applicable replacement fee for the cost of issuing a new permit under Council's Adopted Fees and Charges, in order to receive a replacement permit.
28. If a permit-holder wishes to change vehicles to which a resident parking permit relates (as per the assigned permit holder's original application), the assigned permit-holder must complete the relevant form as prescribed under Resident Parking Permit Scheme Application Guidelines and pay any applicable replacement fee for the cost of issuing a new permit under Council's Adopted Fees and Charges.
29. In the event a resident and/or visitor permit-holders moves residence outside an APPA, the permit-holder is responsible for returning the physical permits to Council in-person or via mail.
30. In the event a resident and/or visitor permit-holders moves residence to a different APPA, the permit-holder is responsible for returning the physical permits to Council in-person or via mail; and may be eligible for obtaining new permits to be issued (under the same expiry date) without incurring any fee.
31. Permits are not permitted to be transferred or sold to another person.

Enforcement

32. All permits must be displayed on the front dashboard of a vehicle with the permit number, expiry date, and where applicable, the registration number of the vehicle, clearly visible through the front windscreen, unless otherwise available as an electronic permit.
33. Permits assigned to a motorcycle will be recorded electronically and made available to examine by Council staff.
34. Where a vehicle does not have a valid RPS permit correctly displayed and has been parked for longer than permitted under applicable time restrictions within an APPA, the operator of the vehicle can be liable for penalties issued by Council in accordance with the *Road Transport Act 2013* and Road Transport (General) Regulation 2021.
35. Council reserves the right to cancel a permit under the RPS, and refer any suspected unlawful conduct related to RPS permits to NSW Police, where there are grounds, substantiated by evidence, to reasonably conclude that:
 - 35.1. a permit has been obtained through fraud, dishonesty or deception;
 - 35.2. a permit is being used by a person or vehicle (via unauthorised transfer or otherwise) to which the permit does not relate (as per Council's records);
 - 35.3. in the course of using a permit, a permit-holder has repeatedly breached the conditions of a permit, or shown a continued disregard for NSW road rules relating to parking and/or other traffic-related matters enforced by Council; or

35.4. a person is using a community organisation / support worker permit for a reason other than providing supportive care to a resident.

Responsibilities

Position	Responsibility
Resident	Apply for relevant permit/s ensuring all information required is supplied.
Community organisations / support worker	Apply for relevant permit ensuring all information required is supplied.
Council Parking Officers	Monitor vehicles parking within the APPA, including the issuing of penalties for non-compliance with timed parking restrictions without appropriate exemption via a permit.
Customer Experience Officers	Process parking permit applications, renewals and payments and issues permits.
Customer Experience Advocates	Where an application for a permit under the RPS not approved by Council officers, the applicant may request for the decision to be investigated further by a Council Customer Experience Advocate followed by internal review and then external review – subject to the discretion of the relevant reviewing body, such as the NSW Ombudsman, in accordance with Council’s Customer Feedback and Complaints Management Policy.
Coordinator Traffic and Transport	Monitor and review the resident parking scheme including: <ul style="list-style-type: none"> Review applications which do not meet the eligibility criteria and make recommendations to the Manager Strategic Placemaking. Periodically review the number of parking permits issued against the number of on-street parking spaces available within an APPA. Implement changes as required to prioritise applications for parking permits based on the number of off-street parking spaces of residences within the APPA in accordance with the TfNSW Parking Permit Guidelines, whereby applications will be prioritised according to Table 1: Number of resident parking permits.
Manager City Life	Monitor the implementation of the RPS and periodically review this corresponding policy.
Manager Strategic Placemaking	Investigate and make recommendations to Council about updating any existing APPA boundaries, introduce any further APPAs or updates to eligibility for the RPS.
Councillors	Consider any future amendments to this policy and/or APPAs as proposed by the Manager City Life and Manager Strategic Placemaking respectively.

Version Control and Change History

Version	Amendment Details	Policy Owner	Period Active
1.0	Georges River Council Resident Parking Permit Scheme Policy	Manager Strategic Placemaking – Assets and Infrastructure Directorate Manager City Life	xx/xx/xxxx

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COM007-24 Attachment 1

