

# CAR SHARE POLICY

## DOCUMENT PROFILE

<b>Title</b>	Car Share Policy
<b>Summary</b>	This Policy provides a framework for the application, installation and management of designated car share spaces in public streets and car parks owned and/or managed by council.
<b>Background</b>	Car sharing is well established in the Inner West. Car sharing services provide an additional transport option for the growing population in the Inner West LGA.
<b>Policy Type</b>	Council
<b>Relevant Strategic Plan Objective</b>	Strategic Direction 2: Unique, liveable, networked neighbourhoods
<b>Relevant Council References</b>	This Policy supersedes the following: <ul style="list-style-type: none"> <li>Ashfield Council: Supporting Car Share Parking December 2015</li> <li>Leichhardt Council: Car Share Policy 2008</li> <li>Marrickville Council: Marrickville Car Share Policy May 2014</li> </ul>
<b>Main Legislative or Regulatory Reference</b>	NSW Road Rules
<b>Applicable Delegation of Authority</b>	As per delegations register
<b>Other External References</b>	Guidelines for On-Street Fixed Space Car Share Parking, NSW Government Technical Direction, TTD 2018/001 – 26 October 2018
<b>Attachments</b>	Nil
<b>Record Notes</b>	External available document
<b>Version Control</b>	See last page

<b>Document:</b>	Council Policy	<i>Uncontrolled Copy When Printed</i>	
<b>Custodian:</b>	Traffic and Transport Planning Manager	<b>Version #</b>	Version 2
<b>Approved By:</b>	Director Infrastructure	<b>ECM Document #</b>	35066067
<b>Adopted By:</b>	Council	<b>Publish Location</b>	Internet
<b>Adopted Date and Minute #:</b>	3 August 2021 – C0821(1) Item3	<b>Next Review Date</b>	2026



## 1. INTRODUCTION

Car sharing allows people to use a car for any period of time and only pay for the time used and/or the distance travelled. It is a membership-based service available to all qualified drivers in the community and it can be a convenient and cheaper way to drive in place of owning a car. The use of shared cars reduces the need for car ownership subsequently reducing vehicle emissions and the demand for street parking. Members of car sharing services also report increased walking activity and reduced transport costs.

The Car Share Policy aims to achieve consistency and clarity in the application, installation and management of designated car share spaces in the following locations:

- Public streets owned and/or managed by Inner West Council, and
- Car parks owned and/or managed by Inner West Council.

The policy is based on the NSW Government *Guidelines for On-street Fixed Space Car Share Parking* (TTD 2018/001 dated 26 October 2018) which outlines the use of signage for fixed street parking designated for use by car share vehicles.

## 2. OBJECTIVES

*Going Places: An Integrated Transport Strategy for Inner West* outlines Inner West Council's support for car share as a means to reduce car parking demand and improve sustainability. Users of car share schemes in the Inner West report reduced car ownership and greater use of other transport options including public transport, walking and cycling and the Car Share Policy aims to support these outcomes.

The objectives of this policy are to:

- a. Support *Going Places: An Integrated Transport Strategy for Inner West*
- b. Provide an additional transport option to reduce vehicle congestion and greenhouse gas emissions
- c. Reduce the demand for on-street car parking
- d. Encourage more active lifestyles by reducing dependency on private cars
- e. Provide assessment considerations and the rationale for fees and charges for on-street parking bays/spaces for car share vehicles

## 3. SCOPE

This policy applies only to streets and car parks which are owned and/or managed by Inner West Council.

The policy does not apply to agreements between car share operators and another party for parking vehicles on private property, whether existing or proposed by development. For car share parking to be provided with new development, please refer to the relevant Local Environmental Plan (LEP) and Development Control Plan (DCP).

The policy applies only to car share schemes which provide access to vehicles for members of the scheme. It does not apply to 'peer-to-peer' car rental services where an individual provides public



access to their own privately registered vehicle for a fee. The policy does not apply to schemes offering services to non-member customers such as car hire/rental companies.

Provided it meets the specifications in this policy, any car share scheme operator can make applications for dedicated on-street parking bays/spaces.

#### 4. ELIGIBILITY TO OPERATE A CAR SHARE SCHEME IN THE INNER WEST LGA

Designated car share parking bays/spaces will only be allocated to operators that satisfy the following:

1. Have a network of cars in place, planned or emerging within the Inner West Local Government Area to provide equitable and competitive access.
2. Any person with a valid driving licence, provisional or above, is eligible for membership of the car share scheme subject to relevant financial and driving checks.
3. Provides both phone and internet booking facilities with availability 24 hours per day and 7 days per week and allows immediate booking of cars to support spontaneous trips.

#### 5. OBLIGATIONS OF CAR SHARE OPERATORS

Operators of a car share scheme must meet the following obligations:

1. A range of vehicles suitable for use and access by people with disabilities including wheelchair users must be provided within the operators network.
2. Vehicles within an operator's fleet are not to exceed the following combined average of carbon dioxide emissions for each category:

Hatchbacks / sedans	150g/km
Sports Utility Vehicles (SUV)	180g/km
Vans / people movers	230g/km

3. Operators are encouraged to achieve the following combined average of carbon dioxide emissions for each category within five years of adoption of this policy:

Hatchbacks / sedans	128g/km
Sports Utility Vehicles (SUV)	162g/km
Vans/people movers	219g/km

4. Car share operators are to provide an annual report, for their fleet of vehicles in the Local Government Area, which states:
  - a. The average carbon dioxide emission levels for each of the vehicle categories referred to in point 5.2.
  - b. Steps taken by the car share operator, that year, to assist in achieving the fleet average emission targets specified in point 5.3



5. All passenger vehicles are to have a minimum 4-star ANCAP safety rating.
6. The exterior of vehicles must clearly identify the company name.
7. Operators are to provide telephone and email contact details which are staffed 24 hours per day 7 days per week. If a Share car has been parked unmoved for a period of longer than 5 days in a permit parking zone then the Share car company will be required to move the car.
8. A vehicle is to be installed and available in the bay/space within three days after the installation of signage.
9. Car share operators are to provide a monthly vehicle usage and membership report for all vehicles in the Local Government Area including at least the following:
  - a. The total number of vehicles.
  - b. The total number of vehicles allocated with designated street parking space.
  - c. The total number of vehicles using non-allocated street parking space (also known as 'floating car share vehicles').
  - d. The total number of members, showing the total number of residential members and business members.
10. The monthly report is to include at least the following per vehicle:
  - a. Location description and spatial location.
  - b. Total number of bookings
  - c. Total number of hours booked.
  - d. Average number of bookings per day.
  - e. Average and median trip distance.
  - f. The proportion of bookings on weekdays and weekends.
11. All vehicles available for booking in the Inner West Local Government Area are to be included in the data required by points 5.8 and 5.9 above including vehicles using non-allocated street parking space (also known as 'floating car share vehicles').
12. If considered necessary by council, independent auditing of the data submitted may be carried out at the operator's expense.
13. When considered reasonably necessary to ensure its ability to meet its obligations to members and council, a car share operator may be requested to demonstrate its financial soundness.
14. Operators will be required to enter into a licence agreement with council in accordance with this policy.

## **6. APPLICATION AND INSTALLATION**

1. Council will authorise the exclusive use of an approved dedicated parking bay/space by the operator



2. The following hierarchy of preferred locations for designated car share spaces will be considered when assessing suitability of locations:
  - a. Within immediate proximity to public transport services such as a rail/metro station/stop.
  - b. Adjacent to public land such as a park.
  - c. Adjacent to a public facility such as a leisure centre or library.
  - d. Within high/medium density residential areas.
  - e. In or immediately adjacent to retail / commercial streets.
  - f. Adjacent to the side boundary of single dwellings.
  - g. Other locations.
3. Car share parking spaces located in front of single dwellings will be given low priority and avoided in most circumstances.
4. Consultation will be carried out with residents and businesses in the immediate vicinity of a proposed parking space.
5. Parking spaces are to be endorsed by the Local Traffic Committee.
6. Inner West Council reserves the right to reject, or determine by refusal, any application for a car share parking space.
7. A maximum of three applications from a car share operator will be accepted at any one time. Additional applications will not be accepted until prior applications are determined.
8. Costs associated with the installation, removal, maintenance and administration of dedicated car share bays/spaces including non-statutory features such as painted road markings will be met by the relevant car share company in accordance with the Schedule of Fees and Charges.

## **7. MANAGEMENT OF ESTABLISHED PARKING BAYS/SPACES**

1. Parking bays/spaces designated for use by car share vehicles can be removed at any time, at council's discretion. Notification of at least one month will be provided.
2. In the event of non-compliance with the policy or licence agreement council may revoke, suspend or remove parking bays/spaces designated to an operator and reject further applications.
3. Parking bays/spaces are not to be transferred between operators. If ownership of a car share company changes council may, if considered reasonably necessary, revoke or re-allocate any or all of the parking bays/spaces approved for use by the subject operator. For the purposes of this section an 'operator' is a car share company with street spaces allocated by Inner West Council.
4. To facilitate competition of operators functioning in the Local Government Area, Inner West Council may, at its discretion, invite applications for use or re-allocation of any, some or all



car share parking bays/spaces, either established or proposed. Established parking bays/spaces will not be reallocated to another operator within three years of signage installation and line marking of the space.

5. A clearly marked car share vehicle, operated by a car share scheme authorised by Council, will be entitled to the same parking exemption in a permit parking zone as provided to the holder of a resident parking permit.

## 8. FEES

Fees are set annually in the Schedule of Fees and Charges.

Fees are to be set only for the recovery of costs associated with the installation, administration, maintenance and removal of parking spaces

The following factors will be considered in determining the applicable fees and charges, following factors:

- a. The infrastructure costs of installing new car share bays/spaces.
- b. Administration costs including installation and ongoing management.
- c. Staff time dedicated to the expansion of the car share network.

Reduced application fees may be set to facilitate new car share operators and support a diversity of car share companies operating in the Local Government Area

### Version Control - POLICY HISTORY:

**Governance Use only** - The history of modifications and approval to the Policy must be detailed in the table below post adoption

*Governance Use only:*

Version	Amended By	Changes Made	Date	ECM #
1	Traffic and Transport Planning Manager	Policy placed on public exhibition	9 March 2021	35066067
2	Traffic and Transport Planning Manager	Policy reported to council for adoption	August 2021	35066067