

APPENDIX A
2014

City of Darebin
Car Share Policy
Version 3



Darebin Car Share Policy 2014

Contents

1. Introduction	2
2. Eligibility	2
3. Provision	2
4. Operation	3
5. Renewal	3
6. Cancellation	3
7. Application Requirements	3
8. Car Share Fees	3

DRAFT

Darebin Car Share Policy 2014

1. Introduction

Car sharing is a form of transport service that allows people to hire vehicles on demand for short periods of time, via a telephone or internet booking service. The vehicles are parked on-street or off-street in dedicated bays and are accessible to members at any time of the day or night. In this way members benefit from the flexibility of having access to a private vehicle but do not have to pay the overheads associated with owning their own car.

Independent and industry research indicates that each car share vehicle can replace up to 14 privately owned cars and can therefore help to reduce traffic congestion, parking demand, and greenhouse gas emissions.

2. Eligibility

The following eligibility criteria only apply to car share bays on Council land and Council managed roads.

- Car share membership must be open to everyone willing to pay membership fees.
- Car share operators must bear the costs associated with the installation of a car share facility which must include the supply and installation of two generic car share parking signs and linemarking of the bay (as a minimum). Bicycle racks and information boards are optional.
- Operators are responsible for submitting planning permit applications for all promotional and information signs associated with the car share bay (if required).
- Preference will be given to operators who use fuel efficient, low emission vehicles in line with Council's environmental sustainability initiatives.
- Operators will provide Council with an annual report outlining car share use patterns within Darebin. This report will include information about use patterns of car share members living in Darebin, and information about the hire patterns of vehicles located in Darebin..

3. Provision

- Car share bays are subject to approval by Council.
- Car share bays are provided to the operator for a period 2 years, with the option to renew.
- Council will work with the operator to identify appropriate sites and consult with nearby land owners and occupants prior to installing on-street car share bays. Council will consider submissions received and reserve the right to decline the application.
- Cars must prominently feature the car share operators logo to be eligible to park in a car share bay.

Darebin Car Share Policy 2014

4. Operation

Car share operators will be charged a fee for exclusive access to a car share bay for a two year period. Car share vehicles must prominently feature the car share operators logo to legally park in a car share bay.

5. Renewal

Car share parking spaces will be approved for a maximum of two (2) years and the leasing agreement for exclusive use of these spaces will expire on the 30 June and must be renewed biennially.

Car share providers with bays provided prior to the adoption of this policy may continue to use existing bays for a maximum period of two (2) years, after which they must seek council consent to continue using the bay, and applicable fees will apply.

6. 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 linemarking 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 the Council.

7. Application Requirements

The Car Share operator must provide the following documents:

- a. Ensure the eligibility requirements are satisfied.
- b. Details of the proposed locations for the parking spaces, and provide reasons for the choice of location(s).
- c. Evidence of appropriate public liability insurance.
- d. A report detailing car sharing experience, capability and past performance including the references.
- e. Acknowledgement from the car share operator that while Council will enforce the relevant parking restrictions, no guarantee is given as to the availability of allocated car share parking bay.
- f. Planning permit for signage (e.g. information board) if applicable

8. Car Share Fees

Council will charge two fees for each approved bay: an Establishment Fee, and a Renewal Fee. Council reserves the right to adjust the amounts payable and the fee schedule.

Darebin Car Share Policy 2014

The Establishment Fee

The Establishment Fee reflects the conversion and re-purposing costs, and the right to operate a carshare service from a public parking space for two years. This fee covers the initial two years of operation. The Establishment Fee is based on a full cost recovery approach for the activities undertaken by Council.

The Renewal Fee

After the initial two years of operation, the car share operator will be able to renew the agreement for another two years by paying a Renewal Fee. The Renewal Fee allows car share providers to operate a carshare service from a public parking space for a further two 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.

DRAFT