

Northern Beaches Council Policy

Policy No. NBC003

Beach Parking Permit Policy

1 Purpose of Policy

- This policy relates to the allocation of annual Beach Parking Permits which allow free parking in designated Council operated Pay and Display reserve carparks.
- This policy also provides specific locations where Beach Parking Permits are valid.
- To establish that no parking fees apply at Manly Dam on ANZAC Day (25 April) and Remembrance Day (11 November).

2 Principles

This policy provides Council with a framework for determining the criteria and eligibility in which Beach Parking Permits are issued.

The principles for the allocation and distribution of Beach Parking Permits by Council are to ensure;

- Equitable allocation, consistent with the needs of our ratepayers, residents and community groups.
- The issue and distribution of these permits is transparent and meets auditing as well as probity requirements.
- Applicants who do not meet the eligibility requirements for a free permit can purchase permits in accordance with Council's Fees and Charges schedule.
- Beach Parking Permit owners must comply with the conditions of use as outlined on the reverse side of the permit sticker.

3 Criteria for Eligibility for Allocation of Parking Permits

The criteria used to determine the eligibility for the allocation of Beach Parking Permits is;

3.1 Ratepayers

Two (2) Beach Parking Permits will be issued on the back of the first instalment of the Rates notice to all Northern Beaches ratepayers.

Purchasers of property within Council's Local Government Area (LGA) will be issued with two (2) Beach Parking Permits upon notification of the property transfer from the Office of Land & Property Information.

3.2 Northern Beaches Residents

Residents are entitled to purchase Beach Parking Permits in accordance with the current Fees and Charges schedule. Proof of residence is required.

3.3 Additional Permits

Ratepayers and residents can each purchase up to two (2) additional Beach Parking Permits per property, in accordance with the current Fees and Charges schedule. Proof of residence is required.

3.4 Community Groups (including Surf Life Saving Clubs, Rural Fire Service and State Emergency Service)

Community groups who demonstrate a community and/or volunteer service activity requiring parking at Pay and Display reserve carparks are entitled to one (1) Beach Parking Permit per operational vehicle owned by the organisation.

Individual active members (who are not existing Northern Beaches ratepayers) of the organisation may also apply for permits if a community and/or volunteer service activity requiring parking at Pay and Display reserve carparks is demonstrated.

Application forms must be completed and signed by the applicant and authorised by a responsible Officer of the organisation and returned to Council in order for applications to be considered.

To comply with Council's audit controls the number of Parking Permits distributed to each organisation will be monitored and Council expects the distribution to reflect active membership. Should Council perceive that an organisation has breached what is "reasonably expected", Council may conduct an audit.

3.5 Tenants in Common and Retirement Villages

Tenants in Common and residents of retirement villages, are entitled to apply for up to two (2) Beach Parking Permits per household. Application forms must be completed and signed by the applicant as well as authorised by the relevant property administrator. Applications will be considered once the necessary completed forms are returned to Council.

3.6 Schools

Local schools are entitled to one (1) Beach Parking Permit per school vehicle used to transport pupils to and from Pay and Display reserve carparks for the education of children in the Northern Beaches community. Permits will be distributed to each school upon application.

If private vehicles are used for regular transporting of pupils to and from these reserve carparks, then authorisation from the Principal will be required prior to Beach Parking Permits being issued.

The application form needs to be completed and signed by the Principal in order for applications to be considered.

Note: School buses with a valid Beach Parking Permit are not permitted to park in the designated tourist bus zone clearly marked "Bus Taxi Only" or "Tourist Bus".

3.7 Council Owned Vehicles

One (1) Beach Parking Permit will be issued for all Council-owned / leased vehicles.

Council employees that use their personal vehicle for Council related activities at Pay and Display reserve carparks are entitled to one (1) Parking Permit upon justification of an operational need and authorisation by the employee's Executive Manager.

3.8 Council “Contract” Service Providers

Council “contract” service providers are not entitled to a free Beach Parking Permit. These groups are defined as commercial enterprises and are entitled to purchase permits under Council’s current Fees and Charges schedule.

3.9 Temporary Parking Permits for Events

Fixed term permits may be issued for special circumstances or approved event bookings on Council managed land.

Through the Council booking process, temporary event parking permits will be considered and assessed on a case by case basis under the appropriate events policy.

3.10 Discretionary applications

Subject to the discretion of the General Manager – Customer & Corporate and eligibility requirements. Annual applications will be considered from other community based, not for profit organisations, and individuals whose association with these organisations necessitates parking at a Pay and Display reserve carpark.

4 Mobility Parking Scheme Permit

Issued by Roads & Maritime Service (RMS), vehicles displaying a valid mobility parking scheme permit in the correct manner do not require a Beach Parking Permit and are exempt from payment of fees at Pay and Display meters.

5 Replacements of Parking Permits

Council will issue a replacement Beach Parking Permit free of charge in cases where;

- The faulty permit is returned in some form to substantiate a legitimate request for replacement.
- A vehicle has been written off or the windscreen has been damaged. Documentary evidence is required to support requests of this nature.
- A vehicle has been sold and the permit is returned in some form.

In other circumstances, a fee is payable for the replacement of permits as in accordance with the current Fees and Charges schedule.

In order to receive a replacement at the rate listed in the current Fees and Charges schedule, documentary evidence or a completed Statutory Declaration is required.

Replacement fee is applicable when;

- Permits have been lost, misplaced or disposed of.
- A vehicle has been sold and the Beach Parking Permit has not been returned to Council.

6 Locations where Parking Permits are Valid

Parking Permits are only valid at Councils’ Pay and Display reserve carparks (refer to Attachment 1).

7 Designated areas excluded from Beach Parking Permit scheme

- Church Point Reserve
- Woorak Reserve / Iluka Park Boat Trailer Parking area
- Rowland Reserve
- Council operated parking stations
- Designated residential parking precincts and 1 hour meter / ticket parking zones (as sign posted)
- Designated tourist bus zone clearly marked “Bus Taxi Only” or “Tourist Bus”

8. Authorisation

It is effective from 27 September 2016

9. Who is responsible for implementing this policy?

Executive Manager Customer Service Operations

10. Document owner

General Manager Customer & Corporate

11. Legislation and references

a. Definitions

Active member:

Defined as a current member or volunteer that is carrying out essential duties, such as a surf club member undertaking regular beach and surf patrols.

Community Service and/or volunteer activity:

Defined as an essential service that is holistically provided to the wider community and is not an activity limited to a section of the organisation (such as organisation of events; swim clubs or nipper programs).

12. Document History

Revision	Date	Change	TRIM Ref
1	27/09/2016	First Northern Beaches Council Beach Parking Permit Policy	2016/194623
2	22/11/2016	Amendment - Section 3.6 allowing up to two (2) free permits to residents of retirement villages Administrator's resolution minute	2016/194623 2016/383853
3	27/06/2017	1. Delete provision to sell to non-Residents Administrator's resolution minute 2. Amend Section 10. Document Owner title to General Manager – Customer & Corporate	2017/206514
4	25/07/2017	Remove from Section 7 - reference to Pittwater Park for non-Residents	2017/206514

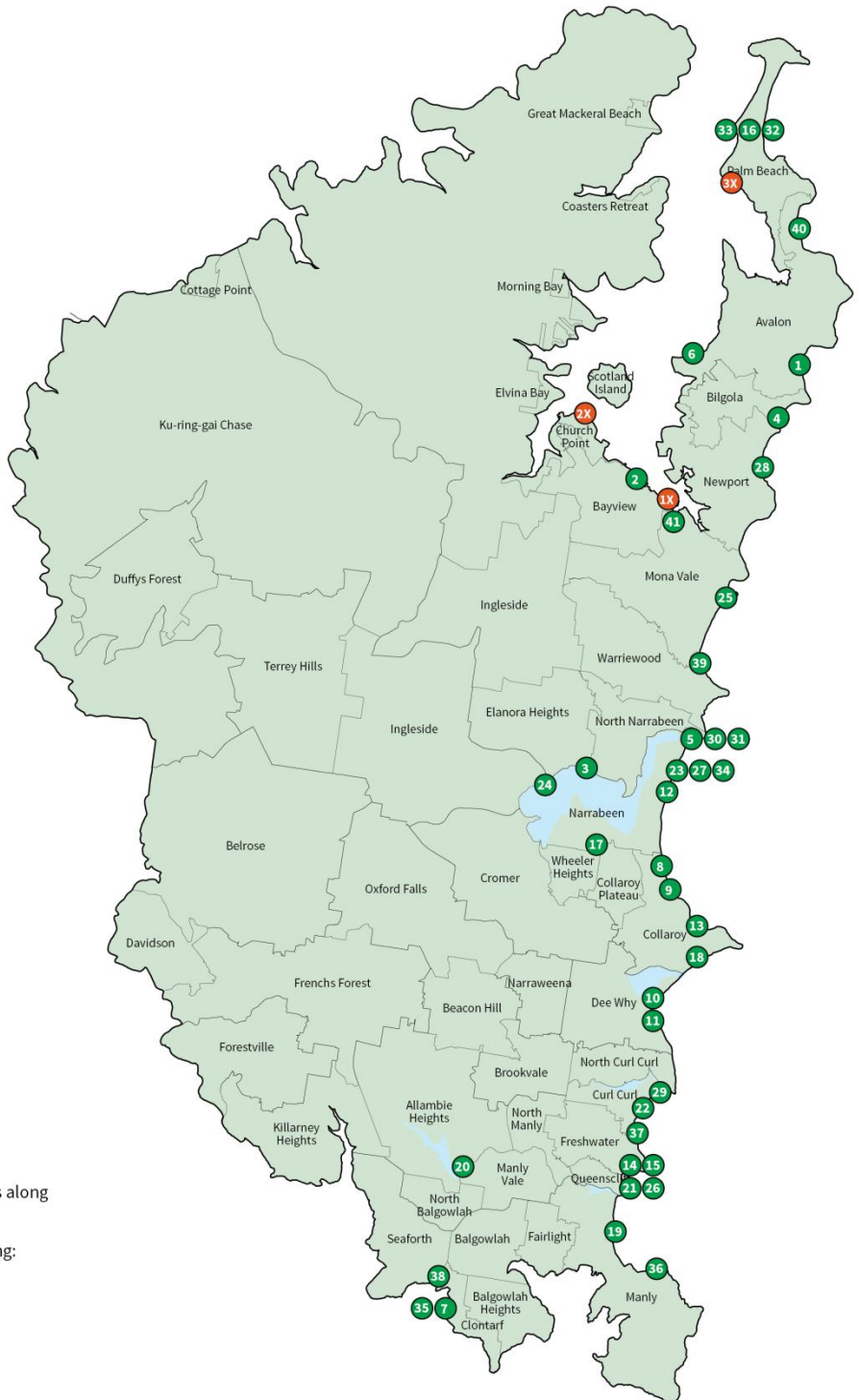
NORTHERN BEACHES PARKING AREAS

1. Avalon Beach
2. Bayview Baths
3. Bilarong Reserve
4. Bilgola Beach
5. Birdwood Park
6. Clareville Beach
7. Clontarf
8. Collaroy Beach North
9. Collaroy Beach South
10. Dee Why Beach
11. Dee Why Headland
12. Devitt St Beach Carpark
13. Fisherman's Beach
14. Freshwater Beach
15. Gore Street, Freshwater
16. Governor Phillip Park, Palm Beach
17. Jamieson Park
18. Long Reef Beach
19. Manly Beachfront *
20. Manly Dam
21. McKillop Park Reserve
22. Mid Curl Curl
23. Mid Narrabeen
24. Middle Creek Reserve
25. Mona Vale Beach
26. Moore Road, Freshwater (beach end)
27. Narrabeen St Beach Carpark
28. Newport Beach
29. North Curl Curl
30. North Narrabeen Beach
31. North Narrabeen Rockpool
32. Ocean Road, Palm Beach
33. Pittwater Park, Palm Beach **
34. Robertson St Beach Carpark
35. Sandy Bay
36. Shelley Beach
37. South Curl Curl
38. Spit Bridge (Battle Boulevard Only)
39. Warriewood Beach
40. Whale Beach
41. Winnererremy Bay Reserve

* Four Hour Parking ONLY - Manly beachfront metered parking spaces along North and South Steyne

Note: There are areas where parking permits ARE NOT VALID, including:

- 1X. Rowland Reserve, Bayview
- 2X. Church Point Reserve, Church Point
- 3X. Woorak Reserve and Iluka Park, Palm Beach



NORTHERN BEACHES COUNCIL

northernbeaches.nsw.gov.au