



Parking Exemptions Policy

DRAFT FOR CONSULTATION



Purpose

Invercargill City Council ("Council") wishes to exempt certain groups of people from paying parking charges, for various reasons. This Policy sets out the circumstances in which such exemptions will apply.

Scope

This Policy applies to all Council controlled parking spaces within the Invercargill City District. The Parking Control Bylaw 2024 is the superior document for Council's parking operations and this Policy should be read in conjunction with the Bylaw (or its successor).

Definitions

Parking Space Any parking space so designated by Council within the Invercargill City District (as defined in the Parking Control Bylaw 2024) provided that, with the exception of payment of the fee, the vehicle is otherwise legally parked.

Other terms used in this Policy should be interpreted in line with the Parking Control Bylaw 2024 (or its successor).

Background

Council has extended parking exemptions under previous policies, including the Parking Exemptions – Drivers over the Age of 80 Years Policy; Parking Exemptions – Special Circumstances Policy; and Parking Exemptions – Elected Representatives Policy. This Parking Exemption Policy replaces all previous parking exemption policies.



The Parking Control Bylaw 2024 provides the framework for Parking Spaces and how they are managed. This bylaw provides for certain specific vehicles to be exempted from paying to use Parking Spaces, as follows:

- A vehicle used as an ambulance and which is at the time being used on urgent ambulance service.
- A vehicle used by Fire and Emergency New Zealand for attendance at fires, and which is at the time attending a fire or responding to a fire alarm, medical events, motor vehicle events, and/or other emergencies.
- A vehicle used by the police service and which is at the time being used for urgent police business.
- A vehicle used by a medical practitioner and at the time being used on urgent medical service.
- A Council vehicle used by any officer engaged in work for the Council.

This Policy provides details of additional circumstances in which certain specific vehicles may be exempted from paying to use Parking Spaces. In all cases, ultimate discretion whether to extend any form of parking exemption rests with the Group Manager – Consenting and Environment or their delegate.

Exemptions

People over 80 years old

Council invites drivers who are aged 80 or older to apply for free parking in metered parking areas within Zone 1 (On Street). Exemptions will be issued for two years and must be reapplied for on expiry.

To apply for a parking exemption, the following conditions apply:

- Drivers over the age of 80 need to apply to Council to be exempted from parking charges and must supply their vehicle registration, driving licencing details and proof of address.
- Two vehicles may be registered per eligible driver.



- The parking exemption only applies to on street metered parking areas designated as Zone 1, not to other Council or privately operated parking buildings or spaces.
- The exemption applies to the nominated driver only and is not transferable. The permit holder must have travelled in the vehicle in order to use the exemption.
- Those eligible must be residents of the Invercargill City District. If the exemption holder moves out of the City or District, they must advise Council.
- The exemption becomes invalid on the expiry of the holder's driver's licence or the expiry of two years, whichever is the sooner.
- If the exemption holder sells or replaces their car they must notify Council.
- Exemptions only apply if the vehicle is parked legally. For example, if they are parked partially over a driveway, on yellow lines or too close to an intersection, they may still receive an infringement notice.
- When the exemption expires, the holder will need to renew it by reapplying in the above manner, including providing up to date documentation.

Mobility parking permit holders

On the basis that mobility parking permit holders may need more time than others to travel to and from their car, Council offers an extension of the time of valid parking beyond what has been paid for or otherwise granted, for those drivers who hold a valid mobility parking permit.

Cars displaying a valid mobility parking permit will be granted an automatic 30 minute extension before they are considered to be illegally parked.

This applies to all time restricted parking areas and to metered parking areas, provided that some amount of parking has been paid for (including by activating any period of free parking granted by Council).



Special circumstances

On occasion special projects or events will be established in Invercargill. These special projects or events are for a limited time period and will have a significant benefit, be it economic or otherwise, to Invercargill. Those parties managing the project or event may apply for a parking permit for the duration of their project or event. All applications will be considered on a case by case basis.

Council has delegated to the Group Manager - Consenting and Environment the authority to:

- Determine that special circumstances exist for which a parking permit may be granted; and
- Grant the permit subject to any conditions they deem necessary.

The following factors will be used when exercising this discretion:

- The time period that the project or event will be based in Invercargill;
- The likely benefit to Invercargill of having the project or event take place within the city;
- The number of permits requested; and
- Whether any conditions are necessary to ensure that the permit is used in the manner anticipated by Council.

A permitted vehicle will be allowed free parking at specified Parking Spaces within specified times provided that, with the exception of payment of the fee, the vehicle is parked legally. When a permit is granted the following conditions will apply:

- The nominated driver must provide full contact details and the registration number for their vehicle so it can be added to the permit database;
- The permit applies to the nominated driver only and is not transferable; and
- The permit becomes invalid at the conclusion of the project or event.



Recognition of service

From time to time Council may wish to provide a parking exemption as a gesture of goodwill towards a person who has provided significant service to Invercargill City or Council. This will be at the discretion of the Chief Executive and may be applied to a nominated vehicle or vehicles in the same manner as detailed for people aged over 80 outlined above.

Vehicles on Council business

In addition to Council vehicles being used by any officer engaged in work for Council (which are exempted from parking charges under the Parking Control Bylaw 2024), authorised private vehicles which are being used by Council officers engaged in work for Council are also exempted from all parking charges, while they are conducting Council business. Such vehicles need to be registered on Council's database.

During their term of office, Councillors who are conducting Council business (including attendance at Council meetings or Council organised engagement events) are entitled to use the designated free parking spaces at Te Hīnaki Civic Building for the duration of those activities. Councillors' vehicles must be registered on Council's permit database.

Guest parking at Council premises

Where free parking is not otherwise available, complimentary guest parking may be provided by Council for Zone 1 (On Street) parking, for members of the public invited to Council premises for a meeting or workshop, or attending a Council or Committee meeting for a specific purpose such as presenting a petition or speaking in the public forum. The following parameters apply:

- All such permits must be arranged in advance.
- Permits will last only for the duration of the meeting or event being attended.
- A limited number of permits will be available at any one time. If no permits are available, guests must pay for parking if parking in a paid zone to avoid infringement.
- Priority will be given to visitors meeting with the Mayor, or a member of the Executive Leadership Team or Corporate Management Team.



Monitoring, auditing and compliance

Ongoing monitoring of the policy will be undertaken by the Manager - Environmental Services and Council Compliance Officers. The conditions set out in this Policy are required to ensure the benefits reach those who are properly entitled to them. If a breach of the Policy is found to have occurred, this may result in an infringement notice being issued, or in the event of repeated or significant breaches of the policy, parking exemptions may be voided.



Document Control

Revision History:	N/A
Effective Date:	[xx] 2025
Review Period:	This Policy will be reviewed every six (6) years, unless earlier review is required due to legislative changes, or is warranted by another reason requested by Council.
New Review Date:	[xx] 2031
Associated Documents / References:	Parking Control Bylaw 2024
Supersedes:	A1904097 / A1904098 / A1904099
Reference Number:	A3661428
Policy Owner:	Manager – Environmental Services
Policy Training:	Manager – Strategic Asset Planning, Road Safety and Network Manager, Road Corridor Engineer, Road Corridor Administrator, Team Leader – Environmental and Parking Compliance, Compliance Officer – Parking

