# Queen Elizabeth II Medical Centre Trust
# Green Commuter and Carpooling Parking Guidelines 2026

## 1. Introduction

The TravelSmart program at the QEII Medical Centre aims to reduce congestion and make the best possible use of the finite number of car parking bays on campus. Its purpose is to create a mode shift away from staff members using single occupant vehicles to visit the campus.

Much of the focus of the TravelSmart program is on enabling and encouraging the use of alternatives, such as walking, cycling and public transport, however another key approach is incentivising staff to share their journey (carpooling), or to use their cars less (Green Commuting).

## 2. General Terms

2.1. Any staff member of any tenant of the QEIIMC Trust that is eligible for a parking permit can apply for a Green Commuter or Carpooling permit, provided they meet the specific requirements of that permit.

2.2. In the Queen Elizabeth II Medical Centre Priority Parking Policy[1], Green Commuters and Carpoolers are set as Priority Group 2.

2.3. Both Green Commuter and Carpooling permits can be applied for during the standard parking permit application process.

2.4. If a cap is placed on Green Commuter or Carpooler permits, further applicants will be placed on a waiting list, in order of the date and time of their application.

2.5. Unless otherwise noted, all other procedures, such as methods of paying parking fees, are the same as they would be for a standard parking permit.

2.6. Green Commuters and Carpoolers are allocated parking in Car Park 3.

## 3. Green Commuters

3.1. What is a “Green Commuter”? – Staff using alternative transport (cycling, walking, or public transport) for the majority of their working week may be eligible for Green Commuter parking which permits the staff member to a specified parking access.

[1] Queen Elizabeth II Medical Centre Trust

*Queen Elizabeth II Medical Centre – Priority Parking Policy*.

3.2. Green Commuter 2 (2 days per working week) allows the staff member parking on any one day Monday to Thursday and unlimited access on Fridays, Weekends and Public Holidays. **Please note**: Green Commuter Two is no longer offered to applicants as at 1 September 2023.

Green Commuter 1 (1 day per working week) allows the staff member parking on Fridays, weekends, public holidays and after hours (1700-0530 Mon-Sun).

3.3. Staff members that fall under Priority Group 1 or another category of Priority 2 (i.e. primary carers) under the Priority Parking Policy[2] will not be allocated a Green Commuter permit.

3.4. The parking access days are calculated on a weekly basis; they cannot be saved and used at a later time.

3.5. Staff that live in in any suburb within a 5km radius of the QEIIMC are not entitled to a Green Commuter parking permit. The suburbs included within the 5km radius include: Subiaco, Nedlands, Shenton Park, West Perth, Leederville, Crawley, Daglish, Claremont, Mt Claremont and Karrakatta.

3.6. Use of the Green Commuter permit will be subject to regular audit; misuse constitutes fraudulent behavior. In the case of evident misuse, the Parking Department reserves the right to withdraw the permit. Parking infringements may apply.

3.7. Additional days of parking can be awarded in exceptional circumstances, e.g. illness or injury, however a request must be made to the Parking Department as soon as possible. If the circumstances are expected to last for an extended period of time, the driver may be granted Priority 1 parking on a temporary basis.

## 4. Carpooling

4.1. Carpooling refers to two or more QEIIMC staff members commuting to the QEIIMC together in one car.

4.2. Carpooling permit holders are given daily access, provided that at least two staff members are present in the car.

4.3. The Carpooling permit is not intended for use by individuals that carpool together on an irregular basis. If one partner works part time or on a different shift roster, individuals are not permitted to enter the car park on the days that their partner is absent.

[1] Queen Elizabeth II Medical Centre Trust

4.4. Use of the Carpooling permit will be subject to regular audit; misuse constitutes fraudulent behavior. In the case of evident misuse, the Parking Department reserves the right to withdraw the permit. Parking infringements may apply.

4.5. Carpooling partners may still park on a temporary basis if one partner is arriving as a single occupancy driver due to a short-term absence of the other partner(s) for reasons such as annual leave, sick leave, or emergency.

If the unforeseen leave extends beyond one week, the Parking Department reserves the right to withdraw parking to the other partner (being a single occupancy driver) for the respective period.

4.6. In the case of unforeseen leave, if the present party will be entering the car park alone, they must still report the absence of their partner to the Parking Department, to avoid being flagged in an audit.

4.7. If one partner has planned leave, prior notice should be given to the Parking Department. If the planned leave will last for more than one week, the Parking Department reserves the right to withdraw parking to the other partner (being a single occupancy driver) for the respective period. To minimise the possibilities of misuse, the TravelSmart Coordinator or Parking Department reserves the right to ask users for appropriate proof (within reason) if one partner parks as a single occupant driver. Proof should be provided within five working days of a request being made.

4.8. Any member of a carpooling group can leave the group at any time. In doing so, a two-partner carpooling group will be cancelled. Parking can be provided to the other partner for a transition period of one week. Carpooling groups comprising three or more partners may continue with the remaining partners. Intent to cancel must be made known to the Parking Department.

[1] Queen Elizabeth II Medical Centre Trust