

- (c) Permits shall be affixed in accordance with the instructions provided, and shall be removed before the disposal of the vehicle.
- (d) Permits remain current until they expire or are revoked or when the student or staff member to whom they are issued ceases to be a student or member of staff of the University. Any parking permit may be revoked by the Executive Director, People Culture and Campus if the holder thereof commits any offence against these regulations.
- (e) All vehicles parked on the campus, except bicycles and motorcycles, must display an appropriate permit/coupon. Visitors and trade vehicles may park in those areas specifically designated for them and must display an appropriate permit/coupon. A visitor is a person neither employed on the campus nor enrolled as a student.
- (f) Vehicles must use the correct car parks to which their permit/coupon applies during the time restrictions apply. Failure to observe this may result in their vehicles being clamped or towed away.

4. Penalty and Appeal

- (a) Any person who fails to observe the requirements of this policy commits an offence against this policy.
- (b) Any person who commits an offence against this policy will be liable to a fine for each offence.
- (c) Fines payable in respect of offences committed under this policy, the time for payment thereof and the amount of reduction thereof for prompt payment, if any, shall be as determined by the Executive Director, People Culture and Campus and specified in the University parking information website from time to time.
- (d) If a member of the University staff, student or visitor, upon whom a fine or other penalty has been imposed hereunder, wishes to appeal their fine or penalty, an application must be lodged through UC Security Services in the prescribed manner as detailed on the UC Security Services website. Such review must be initiated by written application, to be made within 14 days of the date of the offence notice, setting out details of the fine or other penalty in respect of which review is sought, the reason the review is being sought and all information upon which the application is based. The review will take place in a(n)-3cs10(n)-3e230(n)-3e230(n).ru)-23

[Campus Services \(University Campus Services intranet\) \(Staff only\)](#)

[Parking \(University Life at UC website\)](#)

Appendices

[Appendix A: Parking and Traffic Statute 2017](#)

[Appendix B: Parking and Traffic Statute 2003](#)

| Document History and Version Control Table | | | |
|---|---|---------------------------|--------------------|
| Version | Action | Approval Authority | Action Date |
| 1.00 | Parking and Traffic Statute (2017) removed from University Regulations and input into UCPL template accessible via the UC Policy Library. | University Council | Jan 2017 |
| 1.01 | Change in Contact Officer to Security and Campus Community Support Manager | Policy Unit | March 2018 |
| 2.00 | Scheduled Review by CO, minor changes to content | University Council | Feb 2019 |
| 3.00 | Format change into statute format and re-ordering of existing content | Policy Unit | October 2020 |
| 4.00 | Re-formatted into policy format upon approval of Council following policy paper to Council in March 2021. Council have delegated parking and Traffic to the Vice-Chancellor with sub-delegations permitted. Review period of 5 years set. | University Council | March 2021 |

restrictions in respect to parking in reserved, disabled, and visitor spaces, or in areas not otherwise marked out for parking shall apply day and night throughout the year.

6. (a) Any person who fails to observe the requirements of this statute commits an offence against this statute.
 - (b) Any person who commits an offence against this statute will be liable to a fine for each offence and may be issued with an offence notice by a Parking Attendant/Security Officer.
 - (c) Fines payable in respect of offences committed under this statute, the time for payment thereof and the amount of reduction thereof for prompt payment, if any, shall be as determined by the Vice-Chancellor and specified in the University Calendar from time to time.
 - (d) The Campus Services Manager if so requested by a member of the University staff or a student upon whom a fine or other penalty has been imposed hereunder, will review, or arrange for a review of the amount of any such fine and/or its imposition. Such review shall be initiated by written application, to be made to the Campus Services Manager within 14 days of the date of the offence notice, setting out details of the fine or other penalty in respect of which review is sought, the reason the review is being sought and all information upon which the application is based. The review will take place in accordance with any rules established from time to time.
7. Parking permits will be issued to University staff and students on application and payment of the appropriate fees. Fees payable shall be as determined by the Vice-Chancellor from time to time.
 8. The issue of a parking permit only authorises the holder thereof to park on the campus and does not guarantee the availability of a park.
 9. Permits shall be affixed in accordance with the instructions provided, and shall be removed before the disposal of the vehicle.
 10. Permits remain current until they expire or are revoked or when the student or staff member to whom they are issued ceases to be a student or member of staff of the University. Any parking permit may be revoked by the Vice-Chancellor if the holder thereof commits any offence against these regulations.
 11. The Parking and Traffic Regulations 1995 are hereby repealed.
 12. This statute, entitled the Parking and Traffic Statute 2003, shall come into force on 1 January 2003.

Note: Details of permit charges and fines (and provision for the reduction of fines for prompt payment) and review procedures.