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University Governance

University Ordinances

Ordinance XXIII

Traffic and Parking in the University

(Version effective from 4 October 2010 until 12 October 2012)

1.1 All users of University roads, including cyclists, are required to comply with the provisions of the Highway Code, this Ordinance and with the University's Code of Conduct on Traffic and Parking in the University.

1.2 Staff, students and visitors may not park on roads in the immediate area of the University where signage indicates that University parking is not permitted or where vehicular access restrictions apply.

1.3 Additional restrictions may be placed on the use and parking of motor vehicles as part of the terms and conditions of residence in University accommodation.

Use of Motor Vehicles

2.1 A motor vehicle is defined as any motorised conveyance. A motor vehicle which is not registered for use on public roads shall only be used on University premises with the written consent of the Chief Operating Officer.

2.2 All persons using or parking a motor vehicle on University premises do so entirely at their own risk whether to themselves, their passengers, the motor vehicle or its contents. The University will not be responsible for any loss of or damage to any motor vehicle or to anything thereon or contained therein.

2.3 All persons using a motor vehicle on University premises shall there observe all provisions of the law relating to the use of motor vehicles on public roads, together with any further requirements stipulated in this Ordinance or the Code of Conduct on Traffic and Parking in the University.

2.4 All persons using a motor vehicle on University premises must observe speed limits and all other signs regulating traffic and parking within the University, and must obey the directions of the University Security Staff.

2.6 Learner drivers are not permitted to drive on University premises without the written consent of the Chief Operating Officer.

2.7 Unauthorised driving or parking on footpaths, verges or grassed areas is prohibited. Unauthorised parking so as to obstruct a parking bay for disabled drivers, or access to such a parking bay, is also prohibited.

Use of Bicycles

3. Any person using a bicycle on University premises shall there observe all provisions of the law relating to the use of such on public roads, including the correct use of lights during lighting up periods. Obstruction of a parking bay for disabled drivers, or access to such a parking bay, with a bicycle is prohibited.

Registration of Motor Vehicles and Bicycles

4.1 Staff, students and other designated users of campus facilities wishing to bring a motor vehicle onto University premises must register that motor vehicle with the University and pay the appropriate registration fee before bringing it to the University. A permit will be issued permitting parking of the vehicle in designated car parks on the University campus.

4.2 Fraudulent applications may lead to penalties being imposed in accordance with Paragraph 8 below.

4.3 Students who wish to use a motor vehicle in Loughborough during the course of their studies must register their vehicles(s) with the University, regardless of whether they intend to bring the vehicle(s) onto campus. A failure to register a motor vehicle may lead to penalties being imposed in accordance with paragraph 8 below.

4.4 Staff, students and other designated users of campus facilities wishing to bring a bicycle onto University premises must register that cycle with the University.

Car Parking

5. Permit holders may park registered cars in designated bays in University car parks and on designated stretches of road. Otherwise parking on University roads is not permitted. The categories of car parks available are outlined in the Code of Conduct on Traffic and Parking in the University.

Registration Fees

6.1 Fees are payable for the registration of motor vehicles and associated issue of permits according to the scales determined from time to time by the University Council.

6.2 Staff, students and other designated users of campus facilities who are registered as disabled will not be required to pay any registration fee but are required to register their vehicle.

Unauthorised Motor Vehicles

7. Any unregistered motor vehicle left unattended on University property is liable to be immobilised or to be removed and put in any place on the campus which the University Security Staff may find convenient. Neither the University nor its officers shall be responsible for any damage caused to any such motor vehicle whether the damage is caused in the process of removal or thereafter.

8. Discipline, Penalties and Appeals

Students

8.1 Breaches of this Ordinance or of the Code of Conduct on Traffic and Parking at the University shall be regarded as disciplinary offences under Ordinance XVII Conduct and Discipline of Students.

8.2 The Security Manager (or his/her nominee) may take disciplinary action against students in accordance with Ordinance XVII including the levying of fines, or in exceptional circumstances, temporary exclusion from use of an otherwise authorised motor vehicle or bicycle on the University campus pending disciplinary action under Ordinance XVII.

Staff

8.3 Staff shall be subject to the same penalties as students for Minor Offences in breach of this Ordinance or of the Code of Conduct and the procedure shall be the same as that set out in Ordinance XVII. Appeals shall be considered by the Chair of the Student Disciplinary Appeals Committee as set out in paragraph 2(iv) of Ordinance XVII.

8.4 Staff who commit Major Offences in breach of this Ordinance or of the Code of Conduct shall be subject to disciplinary action under the relevant Conditions of Service.

Visitors to the University

8.5 Visitors to the University who commit breaches of this Ordinance or of the Code of Conduct may have their vehicles clamped and be charged a release fee. They may also be banned from the University campus or from bringing a motor vehicle or bicycle onto the campus by the Chief Operating Officer on the recommendation of the Security Manager.

Exemptions

9. Temporary exemption from specific requirements of this Ordinance and the Code of Conduct on Traffic and Parking in the University may be granted by the Chief Operating Officer.

(Original Ordinance XXIII: Traffic Committee repealed December 1980)

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