

University Governance

University Ordinances

Ordinance XXIII

Traffic and Parking in the University

(Version effective from 13 October 2012 until 2 April 2014)

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 Traffic and Parking Code in the University.

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

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 on and off campus.

1.4 All users of the University campus must adhere to the speed limit in force on the campus.

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 must 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 Traffic and Parking Code 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.

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

2.6 Unauthorised driving or parking on footpaths, verges, grassed or non-designated areas is prohibited.

2.7 Parking in an unmarked bay is classified as an obstruction and is prohibited. Unauthorised parking so as to obstruct emergency vehicles or a parking bay for disabled drivers, or access to such a parking bay, is also prohibited.

Use of Bicycles

3.1 Any person using a bicycle on University premises must 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.

Parking Registration of Motor Vehicles and Bicycles

4.1 Staff, students, tenants 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 permit fee (if applicable) before bringing it to the University. A permit will be issued permitting parking of the vehicle in designated car parks on the University campus. This permit shall be clearly displayed at all times.

4.2 Fraudulent applications or unauthorised changes to permits may lead to charges being imposed in accordance with Paragraph 6 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 charges being imposed in accordance with paragraph 6 below.

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

Unauthorised Motor Vehicles

5.1. Any unregistered or abandoned motor vehicle left unattended 3 months on University property is liable to be removed. 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.

Discipline, Charges and Appeals

Students

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

6.2 The Security Manager (or his/her nominee) may take disciplinary action against students in accordance with Ordinance XVII including the levying of charges, or in exceptional circumstances when charges are not paid temporary exclusion from use of an otherwise authorised motor vehicle or bicycle on the University campus pending disciplinary action under Ordinance XVII.

Staff

6.3 Staff shall be subject to the same charges as students for Minor Offences in breach of this Ordinance or the Traffic and Parking Code 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.

6.4 Staff who commit offences in breach of this Ordinance or the Traffic and Parking Code may be subject to disciplinary action under the relevant Conditions of Service and/or possible exclusion of their vehicle from Campus.

Visitors to the University

6.5 Visitors to the University who commit breaches of this Ordinance or the Traffic and Parking Code 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

7.1. Temporary exemption from specific requirements of this Ordinance and Traffic and Parking Code in the University may be granted by the Chief Operating Officer or their nominee.

(Original Ordinance XXII: Traffic Committee repealed December 1980)

Contact: registry.web@lboro.ac.uk