

2020/2021 Staff Parking Frequently Asked Questions

Please note this document specifically relates to the period of June 2020 – December 2020 and is in place to support changes to parking permit information due to the COVID-19 pandemic. From January 2021 onwards, all information relating to parking permits can be found at <https://parkingpermit.bournemouth.ac.uk>

If you have any queries which have not been addressed below, please contact the Parkin Services Team on ParkingServices@bournemouth.ac.uk or call 01202 968040

Am I still being charged for my 2019/2020 parking e-permit?

It was agreed that from 1st June 2020, all parking e-permit payments being deducted from staff salaries would cease for the remainder of the permit period. Staff were not required to do anything and this was handled automatically by the Payroll team. If you think you are still being charged for your permit, please contact payroll@bournemouth.ac.uk

Is there a refund being offered for the period April – May 2020?

It has been agreed that the 2019/2020 Parking E-Permit will be extended until 30th November 2020 for those staff who paid for their e-permit via salary deductions. This is to compensate for the payments taken in April & May.

Salaried staff will not need to reapply in September as originally advised and will instead be reminded to apply during November in order to have a new e-permit in place, ready for 1st December. Communications will be put out on the staff intranet and appear on the weekly newsletters to ensure staff are reminded.

Part Time Hourly Paid staff who usually pay for their e-permit in one upfront fee, will need to reapply in September ready for the new permit year which begins on 1st October 2020.

I am leaving BU and will not be able to use the permit extension, can I be compensated?

Staff who have left BU or are leaving before 1st October and will therefore not benefit from the extension should contact ParkingServices@bournemouth.ac.uk to discuss your options.

I will not be returning to campus full time in semester 1, can my extension be used later?

Unfortunately we are unable to extend the 2019/2020 e-permit past 30th November and it must directly follow on from the original end date.

This is due to a restriction in the online parking system which will not allow two permit years to run side by side. We have been able to achieve the extension by implementing a grace period at the end of the original permit expiry which allows existing permit holder to continue to park whilst enabling us to open the new permit year for 2020/2021 applications.

I had a BCP council permit as part of the Madeira Road permit scheme. Can I still use this?

No, the Madeira Road BCP permit was cancelled in April and all members of this scheme were emailed to inform them. These permits are no longer valid and staff should not use these BCP car parks without making alternative payments on site.

Members of this scheme will be able to utilise all the Lansdowne Campus car parks if they are returning to work in Semester 1 and will not need to renew their permit until November, ready for 1st December.

We are expecting the BGB car park to be in operation in September/October and MH staff holding a valid BU parking permit will be able to utilise this as well as MH, SH, EBC and BH.

I have a new vehicle, how can I update my details?

Those staff receiving the two month permit extension will be unable to update their vehicle details online in the normal way. This is because the permit system is now taking new applications for 2020/2021 only.

If you have changed your vehicle in recent months but do not believe these were updated on your record, please contact Parking Services or visit any manned reception who can check your registered vehicles and add/amend any details for you.

Please Note: the extended permit will not be valid if the incorrect registration details are held against the record.

Is the parking enforcement currently in operation?

Parking permit enforcement on campus is currently suspended. We do however ask that staff still observe any speed limits and bay restrictions whilst using the car parks and do not park in bays / areas which are marked up for specific use such as loading areas or blue badge bays unless you have the necessary permissions to do so.

Bournemouth University reserves the right to enforce bay contraventions if a vehicle is found to be parked inconsiderately, is blocking access or impeding campus operations.

When will the parking enforcement be reinstated?

It is likely that full ANPR enforcement will not be reinstated online until 1st October when the new permit year begins. However, light on-foot patrols may be brought in from the start of term to ensure only genuine BU staff, students and visitors are using the car parks.

Staff who are not receiving the permit extension are advised to apply for their new permit in September to ensure it is validated and in place ready for 1st October.

When should I apply for my 2020/2021 annual parking e-permit?

Salaried staff who held a 2019/2020 Parking E-Permit are being granted a two month extension to cover the payments taken in April & May. Therefore, they will **not** need to reapply until November in order to have a new annual e-permit in place from 1st December.

Part Time Hourly Paid Staff or new starters will be required to apply in September if they intend to park on campus from 1st October 2020.

Please note that once enforcement is back in operation, all car park users will be required to have a valid e-permit in place before arriving to the university in order to ensure they are not at risk of receiving a Parking Charge Notice.

The table below shows the permit timeline for each staff user type:

	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020
Salaried Staff (who held a 2019 parking permit)	2019 / 2020 Permit Valid			Application Window	2020/2021 Permit Required
Salaried Staff (who did not hold a 2019 permit)	No Permit Needed	Application Window	2020 / 2021 Permit Required		
PTHP Staff (who held a 2019 parking permit)	2019/2020 Permit Valid	Application Window	2020 / 2021 Permit Required		
PTHP Staff (who did not hold a 2019 permit)	No Permit Needed	Application Window	2020 / 2021 Permit Required		

Please ensure you are aware of when your new 2020/2021 permit is required to be in place and that you have allowed time for you application to be validated. For applicants applying under one of the criteria requiring additional evidence, this can take up to 5 working days to process.

If you are unsure which user type you fall under, please contact Parking Services.

Will I be able to obtain an e-permit later in the year if I choose not to apply in Semester 1?

Unlike student permits, there is currently no cap on staff parking permit numbers. Staff are able to apply all year round and should not experience any issue with availability if they choose not to re-apply when their previous permit expires.

Staff who choose not to renew their permit will not be registered to park in the car park but can become a member of the occasional use / daily permit scheme by contacting Parking Services.

How much will a permit cost if I do not apply until later in the permit year?

Salaried staff will be charged their normal monthly payments for the remainder of the year. PTHP staff will pay the full annual fee for the first 6 months of the permit year. In April this cost will be reduced by half. The occasional use permit will cost £2.10 per day.

I am returning to work but only a few days a week or less. What is the best permit for me?

For those returning to the University on an infrequent basis, they may wish to switch to the Occasional Use Permit Scheme. This is a daily e-permit allowing the staff member to park on campus up to 10 times in a month at a cost of £2.10 each visit. For more information please contact ParkingServices@bournemouth.ac.uk

I would like to explore other travel options. Where can I find out more?

Many people have developed a new found love for walking and cycling during the lockdown period. Staff can absolutely continue these good habits when they return to work and see the added benefits of combining active travel with their daily commute. As well as personal fitness and wellbeing, walking and cycling is great for the environment and eases congestion. Haven't we all been enjoying the lack of traffic on our roads during lockdown?!

For more information on how BU can support you with Active Travel, including help to purchase or loan a bike, free bike maintenance as well as local discounts on equipment and clothing, visit the [Travel & Transport](#) Pages

If staff are worried they may not be able to walk/cycle every day, why not combine active travel with an Occasional Use Permit? This allows staff to park up to 10 times a month at a daily cost of £2.10. Perfect for those who would like to walk/cycle more but still want the option to drive in on those rainy days or when they have personal errands to run.