

## **BOURNEMOUTH UNIVERSITY TERMS AND CONDITIONS OF PARKING**

### Responsibility for parking

1. Responsibility for implementation of the University's parking Terms and Conditions has been delegated to the University Travel Plan Group. Site Operations staff enforce the Terms and Conditions. The Terms and Conditions cover the use of motor vehicles on any University grounds.

### Terms and conditions of parking

2. Between 8.00am and 4.00pm, Monday to Friday (excepting any public holidays and official University closures) a BU Permit, daily scratch card or pay and display ticket (where available) must be displayed in the front windscreen of all motor vehicles parked on any University grounds. Motor cycles are also required to display a permit. An official University closure does not include the Spring, Summer and Winter Break periods.
3. Paragraph 2 above does not to apply to the following:
  - a. users of the Electric Vehicle Rapid Charging Points (EVRCPs) situated on any University grounds. Access to the EVRCPs shall be maintained at all times (24 hours a day, 7 days a week), unless otherwise stated. Parking in the designated EVRCP spaces is limited to 60 minutes and is for the sole purpose of charging electric vehicles. Parking in the designated EVRCP spaces for any other purpose is not permitted. Any vehicle parked in the designated EVRCP space must be connected to the charger at all times (except for when the vehicle is being connected or disconnected from the charger) and the driver must remain with the motor vehicle at all times;
  - b. authorised users BU Co-Wheels vehicles; and
  - c. users of BU Residential Services Electric Vehicles.
4. Designated lift sharing bays should only be used before 10.00 am by those participating in the BU lift sharing scheme (as referred to below and set out in the [BU Lift Share Permit Terms & Conditions](#). If a designated lift sharing bay is available after 10.00 am it may be used by other users displaying a BU Permit, a daily scratch card permit or pay and display ticket (where available).
5. The following actions or omissions are considered to be breaches of these Terms and Conditions:
  - a. Failing to clearly display a current and valid BU Permit, daily scratch card or pay and display ticket (where available);
  - b. When parking in a designated lift share bay before 10.00 am, failing to display a current and valid BU Permit plus two accompanying current and valid lift share permits;
  - c. Occupying more than one space with a single BU Permit, daily scratch card permit or pay and display ticket (where available) (including but not limited to parking across two spaces or parking a very large vehicle);
  - d. Leaving a vehicle in a place causing unnecessary obstruction – for example, on clearly demarcated restricted areas or on access ways/roads etc.;
  - e. Parking on, or adjacent to, double yellow lines;
  - f. Parking, where not entitled to do so, in an unmarked area, or in a demarcated reserved or restricted area;
  - g. Parking, where not entitled to do so, in a disabled bay; designated lift share bay; EVRCP space (other than for charging a vehicle in

- accordance with these terms and conditions); bays marked 'BU Co-Wheels', 'Residential Service EV only' or BU Estates only or any access routes;
- h. Parking in an unmarked area of a designated car park;
  - i. Being parked in contravention to, or failure to conform to, traffic signs and notices;
  - j. Failing to comply with pay and display restrictions where available;
  - k. Use of Parking Facilities for personal/non-employment related use;
  - l. Vehicles kept or left on site overnight unless specific permission is granted by Estates via [parkingservices@bournemouth.ac.uk](mailto:parkingservices@bournemouth.ac.uk): parking is for daily use only.
  - m. Improper and/or inappropriate use, or use likely to prejudice or be detrimental to the image or interests of the University.
6. If any of the above breaches occur, the University (Site Operations staff or a subcontractor on its behalf) will place a Parking Charge Notice on the vehicle. A Parking Charge Notice will incur an additional parking charge of up to £70. If payment is made within 14 days of issue the charge is reduced to £40. If payment is not received within 35 days of issue, action may be taken to recover the full cost of the additional parking charge plus any other reasonable costs incurred, including County Court costs.
7. Requirements for displaying documents:
- a. All motor vehicles parked on any University grounds must clearly display a current and valid BU Permit, pay and display ticket or daily scratch card.
  - b. If a vehicle is parked in a designated lift-sharing bay before 10.00 am, two valid lift share permits must also be displayed together with a current and valid BU Permit.
8. All motor vehicles are brought onto the University grounds at the owner's risk and the University neither undertakes nor accepts any responsibility for their safety or security. The use of any University car park is permitted subject to compliance with these Terms and Conditions. With the exception of the EVRCP spaces which are open to members of the public for use (unless otherwise stated) in accordance with these terms and conditions, the University car parks are only for the use of members of the University and bona fide visitors having business at the University, and may only be used by others as agreed by or on behalf of the University Travel Plan Group.
9. To the fullest extent permitted by law, the University is not responsible for loss or damage of any kind whatsoever, including to property or person, arising from or in connection with bringing a motor vehicle onto any University grounds. While the University endeavours to enforce these Terms and Conditions it is not obliged to do so and not liable for failure to do so.
10. Bournemouth University has sole discretion whether to accept or refuse an application for a Permit, pay and display ticket or daily scratch card; it does not guarantee that applications will be accepted. On occasion it may request further information before deciding whether to grant an application.
11. The issue of a car parking or a lift-sharing permit does not guarantee a parking space or confer any rights other than to park temporarily in a designated car park or other authorised area in accordance with these Terms and Conditions if space is available. It is the University's policy to maximise use of the car parks by issuing more permits than there are spaces available.

It reserves the right to refuse permit holders access to any spaces, including designated lift sharing spaces, in a car park from time to time, in order to accommodate bona fide visitors and special events. Drivers of motor vehicles and permit holders are advised that pressure on University car parks is particularly acute in Autumn and Spring Term and often on any term-time weekday, they are frequently full by 10.30am - 11.00am, and on Open Days.

12. Car park users must drive carefully and responsibly in car parks and on University access roads and should comply with all rules of the [Highway Code](#).

The Travel Plan Group 2017  
Bournemouth University