

Loughborough College car parking and parking permits 2013/14

INTRODUCTION

In 2013/14 car parking spaces at the College will be very limited due to the major building project on the north side of the campus. In September there will be a total of 358 car parking spaces compared to 680 in September 2012 when the College had hard-standing areas that were unofficially used for parking. We cannot exceed 450 places even when the new building is complete.


During 2013/14 the number of single occupancy cars will be reduced as car-share-only spaces are introduced. Sustainable methods of travel are encouraged including bus, train, walking, cycling and motorcycling; a commitment that has been made through the College's Travel Plan and recent planning application.

No student cars are allowed to access the campus via Radmoor Road* and car park 6 will be a staff-only car park. As in previous years no students with an LE11 postcode will be able to purchase a permit and will not be allowed to park on the campus at all. Students living in college accommodation are not allowed to purchase a permit to park on the campus.

*except for people who are part of the disabled persons' parking scheme (blue badge) who may park in a disabled parking bay. Students dropping children off at the nursery may use the drop-off zone via Radmoor Road but may not use any car parks accessed from Radmoor Road.

Two electronic barriers will be installed during 2013/14 starting with a barrier to Car Park 1.

CAR PARKING SPACES

Car park	Entrance	Students	Staff	Visitors	Car-share-only	Open		Reserved
1	Epinal Way	✓	✓	✓	45	141		4
6	Radmoor Road	✗	✓	✗	43	70		
1d	Epinal Way	✓	✓	✓		8		
1e	Epinal Way	✓	✓	✓		19		1
1c	Epinal Way	✓	✓	✓			6	
A block	Epinal Way	✓	✓	✓			5	
1b	Radmoor Road	✗	✓	✓		14		
2012 Centre	Radmoor Road	✓	✓	✓			1	+ nursery drop-off zone
Next to Ag block	Radmoor Road	✓	✓	✓			1	

(All motorcycle parking will be at the rear of the Technology Building)

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PARKING PERMITS

All car parks will operate a Loughborough College car parking permit scheme at the following times:

1 September 2013 – 30 June 2014 between the hours of 08:15 and 14:30.

Outside these times no permit will be required however charges will apply for all vehicles occupying car parking spaces without a valid permit or visitor pass between 08:15 – 14:30. The college may operate reserved car parking from time to time.

Parking permits do not guarantee a parking space, only a right to hunt for a space, and parking is on a first come first served basis. Permits will be issued to staff and eligible students from Tuesday 27th August and will initially be available from the main enrolment location, moving to the Finance Office during September.

There are three different types of permit for staff and students in order to encourage car sharing, help part time staff and students and manage peak times.

All staff can apply for a permit. Students who live in the LE11 postcode area during term time cannot apply for a permit. There will be no rationing of permits.

The full cost of a permit will be charged regardless of the month of the year an application is made.

What are the charges and how do I pay?

Permit Type	Days covered	Staff charge	Student charge	Payment arrangements
Type 1 (full)	Mon - Fri	£200	£150	One payment in full
Type 2 (3 day)	Mon, Wed, Fri	£100	£75	One payment in full
Type 3 (3 day)	Tue, Thu, Fri	£100	£75	One payment in full

There will be no installment payments.

Parking for persons with disabilities

People who are part of the disabled persons' parking scheme (Blue Badge) can park in a disabled parking bay on a first come first served basis. There is no charge.

Staff and students who become temporarily disabled should contact the Health & Safety Advisor to arrange an occupational health assessment to determine suitability for a temporary disabled parking permit.

Am I guaranteed a car parking space?

No, car parking permits do not guarantee a car parking space. Reserved parking will operate from time to time at the discretion of the Executive.

What happens if I park on the campus without a permit or in ways which contravene the traffic regulations?

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Signage at the entrances to the campus will warn that cars parked without a valid permit are liable to a parking charge of £80 (reduced to £40 if paid within 14 days). The car parks will be patrolled and charges will be issued to vehicles not displaying a valid permit or in other ways contravening the traffic regulations (i.e. misuse of disabled bays, vehicles blocking exits, vehicles parked on double yellow lines etc.).

What if I leave the College or want to give up my permit?

Pro rata refunds for every full month which is unexpired will be given on completion of a permit surrender form and return of the original permit. E.g. a student type 2 permit is purchased in January for £75 and surrendered in March. 3 months payments (£22.50) will be refunded on surrender. There will be no reissuing of permits after surrender.

The Finance Office will administer the permit surrender scheme.

What happens if I lose my permit?

A replacement permit can be applied for and will cost a sum pro-rata to the number of months left in the permit year, regardless of whether the permit was full or otherwise. E.g. if the permit is reissued in January the amount payable will be 0.6 of the cost price.

What if I use two cars, can I have a second permit?

No, you may have up to two car registrations printed on one permit.

What if I change my car?

A new permit with revised details will be issued on surrender of the previous permit.

How will the car share scheme work?

Car-share-only spaces will be located together and denoted by a green dot. All cars parked in these bays must clearly display two valid car parking permits in the same vehicle at the same time. One of the permits must be valid for the day of parking, i.e. two type 2 permits are not allowed to park on a Tuesday.

Car sharing involving a car user bringing a non-car user onto the campus does not qualify for a car-share-only space.

Any non-car sharers occupying a car-share-only space will incur an £80 charge.

How do I find someone to car share with?

Loughborough College subscribes to LeicesterSHARE car share scheme which is free to register and use. It is advised that staff and students do not car share together.

To register on the scheme go to: <https://leicestershare.liftshare.com/directory.asp> and select the Loughborough College group.

Car sharers may benefit from finding a car share prior to purchasing a permit, in order that the correct complementary permits may be purchased.

Car sharers do not have to register on the scheme to car share. It is a free tool intended only to help people find a car share. The College plays no role and takes no responsibility for finding and matching car shares.