

## THE COUNCIL OF UNIVERSAL COLLEGE OF LEARNING

**HEREBY RESOLVES**, pursuant to the powers vested in it by Section 194 of the Education Act 1989:

- i. To repeal the UCOL Parking Statute 91/12; and
- ii. To replace that Statute with this Statute.

The repeal of the UCOL Parking Statute 91/12 and commencement of this UCOL Parking Statute comes into force the day after the Council resolution to repeal the UCOL Parking Statute 91/12 and adopt this Statute.

### **UCOL PARKING STATUTE**

1. UCOL makes reasonable provision for car parking but is under no obligation to do so.
2. Students and staff of UCOL may use and park a motor vehicle in car parks on the Polytechnic campuses which are clearly designated by appropriate signs indicating permitted parking usage.
3. Parking areas designated "Staff Parking" must be used only for the parking of vehicles of staff members.
4. Parking labels must be displayed on the windscreen or rear window of cars so as to be clearly visible from outside the vehicle. Pay and Display units will be available as determined by the Chief Executive.
5. Vehicles must not be parked on grass verges or on any other area on the campus not specifically designated for parking.
6. Certain areas may be reserved for authorised users only and may not be used by anyone other than an authorised person. Such areas will be signposted.
7. UCOL operates a tow-away system for any vehicle parked other than on a designated area or for any vehicle parked in a space and not displaying an appropriate label. For breach of this Section, penalties may be imposed pursuant to Section 13.
8. UCOL may also use a wheel clamp to immobilise any vehicle parked other than in a designated area or any vehicle parked in a reserved space and not displaying an appropriate label. Applications to remove a wheel clamp must be made to:

  
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- i. For vehicles at the Palmerston North sites to the Facilities Management Office in Palmerston North; and
- ii. For vehicles at the Whanganui sites to the Principal's Main Office at Whanganui; and
- iii. For vehicles at the Wairarapa sites to the Principal's Main Office at Wairarapa.

Subject to Section 13 of this Statute, upon payment of the penalty the vehicle clamp will be removed.

9. Failure to pay any cost of tow-away or removal operations or charge for removal of a wheel clamp or any penalty may result in the issue of a notice to be served depriving the offender, if a student, of all student rights and entitlements as a student of the Polytechnic until such costs have been paid in full. No student enrolments will be cancelled under Section 224(12)(b) of the Act for a breach of this Statute unless the student concerned has first been granted a reasonable opportunity to be heard.
10. Bicycles must be placed in cycle racks when these are provided on a Campus. Any bicycle found leaning against buildings, trees or other structures on a campus where cycle racks are provided will be removed and may be reclaimed on application to the UCOL Office where the bicycle is situated.
11. The "Rules of the Road" as set out in the Road Code will apply on all UCOL Sites but a maximum speed limit of 15 km per hour will apply.
12. For the purposes of this Statute Motor Cycles or two wheeled motor vehicles are bound by the same rules as Motor Vehicles.

### **13. Penalties**

1. For any breach of the Statute UCOL may on each occasion either:
  - i. Issue a verbal warning; or
  - ii. Issue a written warning; or
  - iii. Issue a fine set from time to time by the Chief Executive and require payment of that fine; or
  - iv. Arrange for the Vehicle to be clamped which clamp fee must be paid before the clamp is removed The clamp fee will be the fee set from time to time by the Chief Executive; or
  - v. Call a tow company and have the Vehicle removed. The offending driver must pay the tow fee; or
  - vi. For repeat offenders withdraw the authority to use carparks at UCOL; or
  - vii. At the Chief Executive's (or their delegate) discretion in cases of exceptional circumstances not impose a penalty; or



- viii. Impose such other penalty proposed by the offending UCOL staff member or UCOL student concerned and approved in writing by the Chief Executive (or their delegate). By way of example:
  - a. Windscreen washing;
  - b. Voluntary assistance to the student association
2. For the avoidance of doubt, nothing in 13(1) means that the person imposing the penalty must give the UCOL staff member or UCOL student an opportunity to be heard before imposing a penalty.

#### 14. Appeals

1. Within ten (10) days from receiving a penalty under section 6 (time being of the essence) the UCOL staff member or UCOL student who received the penalty may appeal:
  - i. The imposition of any penalty; and/or
  - ii. The amount of the penalty,but only in accordance with section 14(2).
2. All appeals must be:
  - i. In writing either electronically or in hard copy.
  - ii. Accompanied by an appeal fee set from time to time by the Chief Executive.
  - iii. Received by the UCOL Facilities Manager within ten (10) days from the date of the imposition of the penalty.
3. The Chief Executive (or their delegate) will decide the outcome of the appeal on the written evidence alone and report in writing their decision to the appellant.
4. When deciding appeals the Chief Executive (or their delegate) may reimburse:
  - i. Fines paid.
  - ii. Clamp fees and/or tow fees.
  - iii. Appeal fees.

Signature

*P.P. McEnay*  
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Chief Executive

Date

*25/1/12*  
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*[Handwritten signature]*  
*P.P.M*

Signature

  
.....  
UCOL Council Member

Date

*25 JANUARY 2012*  
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