

# TRAFFIC AND PARKING POLICY 2012

The Vice-Chancellor and Principal, as delegate of the Senate of the University of Sydney, adopts the following policy.

Dated: 9 November 2012

Signature:

Position: Vice-Chancellor and Principal

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### 1 Name of policy

This policy is the Traffic and Parking Policy 2012.

### 2 Commencement

This policy commences on 15 November 2012.

### 3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy is binding on the University, staff, students and affiliates and visitors.

### 4 Statement of intent

This policy:

- (a) provides rules for vehicular access to University lands;
- (b) provides for the orderly flow of traffic through University lands;
- (c) sets out the terms on which vehicles may be parked on University lands; and
- (d) supports positive environmental outcomes.

## 5 Application

This policy applies to all staff, students, affiliates and visitors.

## 6 Definitions

<b>Affiliates</b>	has the meaning given in the <i>Code of Conduct – Staff and Affiliates</i> .
	<b>Note:</b> At the date of this policy this is:  clinical title holders; adjunct, conjoint and honorary appointees; consultants and contractors to the University; holders of offices in University entities; members of Boards of University Foundations; members of University Committees; and any other persons appointed or engaged by the University to perform duties of functions on its behalf.  The <a href="#">Code of Conduct</a> is available from the <a href="#">Policy Register</a> .
<b>CIS</b>	means Campus Infrastructure and Services.
<b>non-motorised vehicles</b>	means wheeled vehicles including bicycles, skateboards, roller blades and scooters, whether or not fitted with small engines.
<b>motorised vehicles</b>	means any motor vehicle including but not limited to cars, motor bikes and trucks.
<b>RMS</b>	means Roads & Maritime Services NSW (formally RTA, Roads and Traffic Authority).
<b>RMS Mobility Parking Permit</b>	RMS Mobility Parking Permits are permits issued by the RMS that allow a person to park in a disabled car space. Application forms for mobility permits are available at: <ul style="list-style-type: none"> <li>• <a href="#">The Disability Services Office</a></li> <li>• <a href="#">The University Health Service</a></li> <li>• <a href="#">RMS Website</a></li> </ul>
<b>restricted parking area</b>	has the meaning given in the Restricted Parking Areas Manual issued by the RMS (badged under the RTA).  <b>Note:</b> <u>As at the date of this policy, the current version of this manual is Version 2.0 and is accessible at <a href="http://www.rta.nsw.gov.au/doingbusinesswithus/downloads/technicalmanuals/rpav2_i.pdf">http://www.rta.nsw.gov.au/doingbusinesswithus/downloads/technicalmanuals/rpav2_i.pdf</a></u>
<b>University lands</b>	has the meaning given in the <i>University of Sydney (Campus</i>

*Access) Rule 2009*

**Note:** As at the date of this policy this is:

University lands includes any land or roads occupied or used in connection with the University, including the whole or part of any building or structure and any land or roads occupied or used in connection with the whole or part of any building or structure

*The University of Sydney (Campus Access) Rule 2009* is available from the [Policy Register](#)

**University representative**

includes the following:

- a Campus Security Unit officer engaged by the University to undertake security and guard services throughout University property;
- a University employee duly appointed to oversee the day to day management and administration of the University's security and guard services;
- a person engaged by the University or the University of Sydney Union to provide security and guard services to single events and functions; and
- a University employee duly appointed as a traffic officer or Campus Assist Officer.

**Vehicles**

includes motorised vehicles and non-motorised vehicles.

## 7 Access generally

- (1) Vehicles are permitted on University lands in accordance with this policy and any associated procedures.
- (2) Requests for, and the terms and conditions of, vehicle access and parking are to be determined according to the following priorities, in order of importance:
  - (a) safety of staff, students, affiliates and visitors;
  - (b) compliance with legal requirements;
  - (c) requirements of those with special needs;
  - (d) access for the efficient and effective operation of the University;
  - (e) supporting positive sustainability outcomes; and
  - (f) convenience of the University community.

## 8 Procedures

- (1) The Director, Campus Infrastructure and Services may, by written determination, establish procedures for the implementation of this policy.
- (2) Any such procedures will be published on the University website and in the [Policy Register](#).

## 9 Signs and directions

Drivers of vehicles in University lands must obey:

- (a) all traffic and parking signs;
- (b) road markings; and
- (c) any instructions given by University representatives.

## 10 Parking motorised vehicles

- (1) The University may issue parking permits for parking motorised vehicles in designated areas on campus, and may charge for such permits.
- (2) The University may permit casual parking in restricted parking areas, and may install vending machines for the sale of casual parking tickets.
- (3) A valid RMS mobility parking permit must be displayed on any vehicle parked in a disabled parking bay.
- (4) The issue of a permit or casual parking ticket does not guarantee the availability of parking, or entitle the holder to park in any particular bay or position.
- (5) Any vehicle parked in a restricted parking area on University lands must:
  - (a) Clearly display either a current parking permit, disabled permit or a valid casual parking ticket on the front dashboard or windscreen so that ALL details can be seen and scanned as appropriate;
  - (b) park wholly within marked bays where these are present;
  - (c) park rear to kerb where angle parking is required; and
  - (d) park close and parallel to the left-hand boundary of the carriageway when parallel parking is required.

## 11 Allocating parking permits

- (1) Subject to this clause, The Director, Campus Infrastructure and Services may determine the terms and conditions on which permits and casual parking tickets are issued, including the fees to be charged for them.
- (2) University staff parking permits are to be available to any person who is employed by the University including full time, part time and casual staff as appropriate to the particular permits conditions.
- (3) A person not otherwise entitled to a parking permit, or to a particular category of parking permit, may apply for special consideration to be given to their application for such a permit. Special consideration will be given on the basis of:
  - (a) carers' responsibilities;
  - (b) maternity or childcare requirements;
  - (c) occupational health and safety requirements;
  - (d) the requirements of return to work programs;
  - (e) conversion from full time to part time work; or
  - (f) any other reasonable compassionate grounds.

## 12 Issuing infringement notices

Vehicles that are found to be parked in contravention of this policy and any associated procedures (which includes not clearly displaying a valid permit or ticket) may be issued with an infringement notice by a University representative.

## 13 Speed limits

- (1) The Director, Campus Infrastructure and Services may set speed limits for vehicles, in consultation with the NSW Police and RMS.
- (2) The University will post signs indicating applicable speed limits at the entrances for the areas to which they apply. Where appropriate, road markings will also be made.

## 14 Non-motorised vehicles

- (1) The use of non-motorised vehicles on the roads and pathways of the University is permitted as long as that use is carried out in a manner that a reasonable and prudent person would consider to be safe at all times. A non-motorised vehicle must not be ridden in a manner that is:
  - (a) unsafe to the operator or others;
  - (b) likely to damage the buildings or infrastructure of the University; or
  - (c) a nuisance or disturbance to pedestrians and other members of the University community.
- (2) Non-motorised vehicles must comply with the applicable speed limits.
- (3) Large non-motorised vehicles such as bicycles are to be secured in appropriate areas, such as bike racks.
- (4) Non-motorised vehicles that are, in the opinion of a University representative, left in inappropriate areas will be affixed with a notice which states that:
  - (a) the vehicle should not be left in the area; and
  - (b) that it is at risk of removal in the event of a further infringement
- (5) If, in the opinion of a University representative, the vehicle poses a safety risk to others or is blocking disabled access or a fire escape, it may be immediately removed by a University representative and held by the University for the owner's collection
- (6) Vehicles that are not collected within 3 months will be held as lost property and disposed of as appropriate.

## 15 Road closures and changes

- (1) The Director, Campus Infrastructure and Services may authorise the closure, change of direction, or change to traffic flow on roads within University lands as required.
- (2) Requests to close a road, change its direction or change traffic flow must be submitted to the Campus Security Unit in advance.

- (3) Appropriate notification and traffic control must be implemented for any road closure, change of direction or change to traffic flow to ensure the safety of the University community.

## 16 Rescissions

This policy replaces the following documents

- (a) The Resolutions of Senate: Traffic: Control of Traffic within the University 2003,
- (b) Road Closure Policy, and
- (c) Temporary Free-of-Charge or Special Arrangement Parking Procedures

## NOTES

### Traffic and Parking Policy 2012

Date adopted: 9 November 2012

Date commenced: 15 November 2012

Administrator: Director, Campus Infrastructure and Services

Review date:

Related documents:

*Road Rules 2008 NSW*

*Road Transport (Safety & Traffic Management) Act 1999 (NSW)*

RTA - Technical Direction TDT 2003/05 Restricted Parking Areas

RTA - Restricted Parking Areas

State Debt Recovery Office - Infringement Management Guideline

Traffic and Parking Procedures

University of Sydney (Campus Access) Rule 2009

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## AMENDMENT HISTORY

Provision	Amendment	Commencing
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