

# Car Parking and Commuting Management Proposal

September 2017

## 1. Context

This paper sets out UCD's Car Parking and Commuting Management proposed approach as part of ongoing local consultation.

As set out in the Labour Court recommendation of 19 August 2015, consultation with the trade unions is required on parking and commuting. The Court set out that the College should:

*“develop and put forward for consultation, a comprehensive parking management and commuting policy which should form part of discussions at any resumed conciliation conference”.*

The University published its Travel Plan – *Getting there the Sustainable Way – 2016-2026* following consultation with members of the UCD community in December 2016. As Ireland's largest university, we have to take responsibility for the impact of commuting and the UCD Travel Plan is key to achieving more sustainable travel patterns associated with the University. Car parking is one element of the travel plan. UCD recognises that with a growing campus population and improving economic circumstances, this will lead to more car journeys and put pressure on car parking spaces unless further effective demand management measures are in place and continue to be reviewed and managed. Demand management is driven by culture and choices available, and influencing choices based on many factors such as healthy options, sustainable travel patterns, convenience, accessibility, practicality and affordability.

Since the UCD Travel Plan was published, a draft UCD Car Parking Management Policy has been shared with the trade unions (see appendix I for the draft Policy).

In addition, at a meeting on 9 May, 2017 between UCD management and the three trade unions, (IFUT, SIPTU & UNITE) UCD management indicated that the fee for parking would need to increase. This document sets out the rationale and proposed pricing strategy below in further detail from 2018-2021. In addition, at the meeting on 9 May, the unions were requested to consider what changes they would suggest to commuting facilities if car parking charges are to rise.

## 2. Policy

The updated draft policy is contained in Appendix I. The draft policy reflects the following changes as discussed at our meeting on 9, May 2017. These changes include:

- The original policy document has been divided into two documents, the UCD Parking Management Policy and the UCD Parking Rules and Regulations.
- The policy has been drafted in accordance with the University Policy template. The revised policy is cognisant of the recently published Travel Plan and does not have content associated with parking Rules and Regulations which are contained in a separate document.

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## UCD Parking Rules and Regulations

This document contains content associated with the operation of parking on the UCD campuses. The draft UCD Parking Rules and Regulations document contains the following changes:

- The operation of the Parking permit system has been extended to include field work and examination periods within the University. This is typically an additional 3 weeks at the end of each semester.
- Pay and Display areas will be in operation all year round Monday- Friday excluding Bank Holidays.
- The full list outlined in previous documents has been reduced to the three categories outlined with regard to those eligible for parking.

### Summary UCD Community Parking Eligibility

Category (see Notes a-c)
All Students registered in Banner (including occasional and part-time)
All full-time, part-time staff – permanent & temporary
Eligible Community Members

### Notes:

- a) Categories are per the UCD Identity Management System database, eligibility will be aligned with the categories within the UCD Identity Management Database.
- b) Sport and Fitness members have an individual permit restricted to the Sports and Fitness Carparks
- c) Summary UCD Community Parking Eligibility, mentions "all students" are eligible. This does not include those residing on campus.

- The standard rate of hourly paid parking shall be €1 per hour and not capped at €3 per day.
- EV charging points will be charged at the same rate as P&D with a maximum stay of 4hrs to allow opportunity for others to use.
- Camper and oversized vehicles will be prohibited from remaining on campus overnight.

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## 3. Travel Plan (2016-2026)

The UCD Travel Plan 2016-2026 is key to achieving more sustainable travel patterns associated with the University. It is also referenced as a specific objective of the DLRC County Development Plan 2016-2022. The implementation of this Travel Plan will be funded by revenues raised from permit parking on the campuses (Belfield & Blackrock). Also, failure to achieve travel plan targets will put future campus development at risk with potential intervention by the National Transport Authority in UCD's planning applications.



The Travel Plan 2016-2026 requires a reduction of car usage from 25% to 19%. This will be challenging given the fact that UCD's population is projected to grow from 28,000 in 2016 to 35,000 in 2026.

The key highlights of the plan are to:

- Increase public transport usage from 41% in 2016 to 43% by 2026
- Increase walking & cycling from 34% in 2016 to 38% by 2026
- Decrease car travel from 25% in 2016 to 19% by 2026

UCD's Employee and Student Commuting Survey which takes place annually in October/November captures the evolution of staff and student travel patterns. The information provided in this survey is invaluable and allows us to measure progress towards the targets set out in the Travel Plan and helps us understand the UCD's Community commuting experience.

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The comparisons below are from the 2015/2016 (Oct 2015) and the 2016/2017 (Nov 2016) annual surveys.

Combined staff / Student Mode Share (travel patterns):

- Since 2015-16 survey:
  - 2% increase in walking & cycling, 33% to 35%;
  - Public transport remains at 41%;
  - 2% decrease in car drivers / passengers from 25% to 23%.

During this period there has been a number of campaigns and physical improvements as follows:

## Physical infrastructure improvements

- Installation of over 500 new bike parking spaces, our aim over the coming years is to increase bike parking on campus to 7,000.
- 20 additional bike lockers added, bring the total to 34 on Campus.
- 2 new information TFT's (large screens showing bus times, and a bus network map) fitted near the Student Centre, bringing the total to 4 TFT's on campus.
- The partial opening of the Greenfield gate 24/7 to accommodate cyclists.
- Introduction of a fortnightly pop-up bike shop in the UCD Student Quad during term time.
- Introduction of swipe access CCTV monitored bicycle lock-up, which caters for 186 student and staff bicycles.

## Awareness Campaigns and Initiatives

- UCD Bike Days - two bike days were held for staff and students in Semester 2, 2017.
- Competitions – bike and bike locker draws.
- Promotion of Bike to Work scheme.
- Discounted high quality bike locks for students and staff in conjunction with UCD Bike Shop.
- The introduction and continuation of the UCD Dart Shuttle Bus pilot scheme.
- Bike security leaflet.
- Campus commuting guide – this is also included in the welcome pack for all incoming 1<sup>st</sup> students.
- Guide to parking on Campus.

## Surveys & Audits that have been carried out since February 2015 include:

- Annual Commuting Survey – Oct 2015, Nov 2016
- Belfield Campus Cycle Audit – April 2016
- Belfield Cordon Survey – Oct 2015
- Commuting Survey infographics

## Reports:

- UCD Travel Plan 2016-2021-2026 - *Getting there the sustainable way*
- UCD Travel Plan 2016-2021-2026 - Strategy Report (Opportunities and Implementation)
- UCD Strategic Campus Development Plan 2016 - 2026

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Over the course of the Travel Plan a number of opportunities have been identified. Typically these include:

Travel Plan 2016-2021-2026	Ambition	Progress
<b>Improve Pedestrian and Cycling Access and Routes through the Campus</b>	Make UCD a pedestrian & cycling friendly campus	2017: Planning application new pedestrian/cycling entrance at NOVA 2017: Planning application for improved entrance at Newstead
<b>Increase numbers, locations and quality of Bicycle Parking Spaces</b>	Provide a bicycle parking space for every cyclist (7,000)	2016: Secure bicycle parking and lockers Increase quantum of cycle stands
<b>Enhance Lighting and Visibility of Primary Thoroughfares</b>	Create an ambience of safety and security for all pedestrians on primary thoroughfares and car parks	2015: Improved light and visibility to selected areas
<b>Provide Additional Visitor Parking</b>		2016: Planning consents for 50 additional visitor spaces to be delivered with Capital Programme
<b>Increase the Number of Electric Vehicle Charging Points</b>	Have Sufficient EV charging points on campus	2016/17 Increased from 2 to 6 EV charging points
<b>Increase on Campus Accommodation</b>		2017: Apply for planning consents for 3,000 additional beds
<b>Improve Signage and Wayfinding on Campus</b>	Provide modern wayfinding for all commuters and visitors to campus	All car parks now numbered English / Irish temporary signage
<b>Actively Promote Car Sharing on Campus</b>		Ongoing promotion of car sharing on campus
<b>Employ Smart Technologies to improve communication and wayfinding</b>	Ambition to know the occupancy of car parks in real time	

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**Work with Transportation partners to support UCD as major hub in Dublin's Bus Network**

Ongoing work with NTA

Proposed Orbital Bus Route

Proposed Bus Rapid Transit stop at UCD

UCD Shuttle Buses - subsidised

Luas Link (Dublin Bus)

**Be Recognised as Ireland's Exemplar Smarter Travel Campus**

Improve communications and inform personal decision making

The Students' Union will also be consulted on this proposal.

## 4. Pricing strategy

### a. Proposed pricing framework – 2018-2021

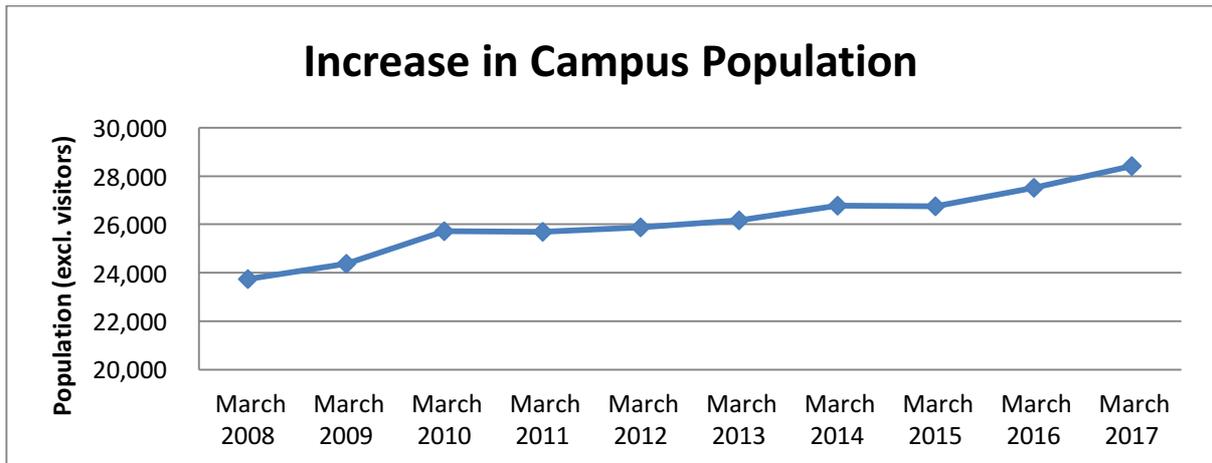
Academic Year	17/18	18/19	19/20	20/21
Parking fee	€50	€100	€125	€150

### b. Rationale for fee increases

- Demand management – the charge for the permit agreed at LRC was an interim charge until January 2017 as a temporary measure only. Following this agreement the parties involved were to meet with a view to consulting on the UCD commuting strategy. These discussions are ongoing.
- It has always been the University's position that the costs of permits associated with parking at UCD are greater than the current €50 charge, as previously referenced in the O Dowd and Mazars Reports. The proposals of an annual permit of 100 Euros/annum for 2018/19 equates to 8 cents per hour for 27 weeks of the year. This compares to 1 Euro per hour in Pay and Display and on-street parking at the N11 Entrance.
- The University's Management Team will approve any pricing for permits to achieve the objectives of car parking and demand management. Progress towards the Travel Plan targets are reviewed annually.
- The improvements in the economy, the growing numbers attending the University and shortage of student rental accommodation will make it more difficult for the University to achieve the targets as set out in the Travel Plan.
- There has also been correspondence received from DLRCC with regard to the a number of carparks on the campus and the validity of the approximately 600 spaces is in question. This could reduce the number of available spaces on the campus.

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- Currently the University has subsidised the cost of commuting management and upgrades of existing facilities in anticipation of permit parking revenues. The current cost is 987k (421k is permit and visitor revenue and 566k is the University contribution). The University's position is that those who use car parking should pay for the costs associated with commuting and the implementation of the Travel Plan.

President's letter to unions:

*"that is fair that those members of our University Community who benefit from the provision of parking of car parking on campus also contribute to the cost of providing that parking."* 4 July 2014.

Travel Plan 2016-2026:

*"The implementation of this travel plan will be funded from revenues raised from permit parking on our campuses"*

- Prior to the introduction of permit parking capital works to the value of circa €1,000,000 took place across the carparks on the campus. Works included, marking of spaces, hard surfacing of driving isles, upgrade of lighting, signage, additional temporary spaces etc.
- It will be a matter for UMT to decide the amount of subsidy if any in the future and if funding is unavailable carparks may have to be closed. The numbers of permits sold for previous and the current year to date are shown in table 1.

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Table 1: Number of permits sold

	Total	
<b>Semester 1 2015/2016</b>	<b>7315</b>	
<b>Semester 2 2015/2016</b>	<b>7076</b>	-3.3%
<b>Semester 1 2016/2017</b>	<b>6883</b>	-2.7%
<b>Semester 2 2016/2017</b>	<b>7001</b>	1.7%
<b>Semester 1 2016/2017*</b>	<b>3630</b>	
<b>Semester 1 2017/2018**</b>	<b>3889</b>	7%

\* as of 10th September 2016

\*\*as of 10th September  
2017

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**Appendix I –  
UCD Parking Management Policy & UCD  
Parking Rules and Regulations**

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# Draft UCD Parking Management Policy



UMT

UCD University

Management Team

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## 1. Purpose

UCD is one of the largest journey generators in the Greater Dublin Area. Under its commitments to sustainable development and in conjunction with the National Transportation Authority (NTA), Dun Laoghaire Rathdown County Council and other statutory authorities, UCD must put in place policies and procedures to manage mobility and commuting to the University.

UCD advocates sustainable commuting. To promote a modal shift away from car journeys towards more sustainable transport modes, UCD has introduced car park demand management. This policy sets out UCD's Car Parking Management Policy for the Belfield and Blackrock Campuses including demand management measures.

The implementation of a demand management system will re-inforce the message that UCD is not a public car park through the introduction of permit system for the University Community, and also seek to minimise overspill of parking into neighbouring residential areas.

## 2. Definitions

**Permit or ePermit** - allows registered members to register their nominated car registration plate number as their primary parking credential. The nominated car can be changed/updated by entering the car registration number on-line by the permit holder

**Demand Management** – managing the demand for car parking spaces on campus by the introduction of measures such as paid permit parking on-campus

**Sustainable Commuting** – Commute modes with low impact on the environment, or commute modes that are transporting more than one passenger a time, - such as walking and cycling, public transport, and car share schemes.

**Active Commuting** - Active travel means making journeys by physically active means, like walking or cycling.

**Car parking areas** – The term "Car Parking Areas" means the specific areas at Belfield and Blackrock Campuses as may be designated from time to time for car parking by UCD.

**Parking Facilities** – Permit and Visitor car parks

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**Occasional parking** - Occasional Parking refers to spaces which can be availed of by visitors to campus who are not members of the UCD Community on a pay by use basis.

Please note:

- Cars parking in hourly paid spaces must comply with the posted regulations.
- A UCD Parking Permit is not valid in hourly paid parking areas

## 3. Scope

This policy applies to motorists using parking facilities at the Belfield and Blackrock campus

Use of UCD parking infrastructure is restricted to eligible members of the UCD Community and occasional visitors to UCD.

## 4. Principles

UCD's Travel Plan 2016-2021-2026 sets out targets and principles to encourage sustainable commuting to UCD. In particular it sets a target of reducing the proportion of people commuting to UCD by car from 25% in 2016 to 19% by 2026.

UCD has limited car parking available and demand for parking is currently (and shall continue to be) managed through pay and display parking for occasional visitors and paid permit parking for members of the UCD community.

In terms of the overall management of the campus, it is imperative that parking is confined to the designated parking facilities /areas on campus.

UCD will communicate and enforce clear, reasonable parking rules and regulations with defined sanctions and appeals processes as set out in the parking rules and regulations.

Motorists who do not park their car in accordance with the parking regulations shall be sanctioned as set out in the parking rules and regulations.

Under the rules and regulations, cars deemed abandoned on the campus will be removed and disposed of.

UCD may reduce car parking capacity for operational reasons or to support Events (academic and 3<sup>rd</sup> party) in semester and out of Semester as deemed appropriate.

UCD will review and adjust pricing points for occasional parking and permits in accordance with the intent of this policy.

The arrangements to manage parking shall be cognisant of the need to/for:

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- a) Promote a reduction in the proportion of commuters travelling to UCD by car
- b) Minimise overspill into neighbouring communities.
- c) Facilitate participation of the wider community in out of hours activities on campus.
- d) Deliver a parking management system which is convenient for users, has a low administrative burden and is cost effective to support.
- e) Promote and support quality facilities and services to enhance sustainable commuting to, and connectivity on campus.
- f) Rules and Regulations that are clear, transparent and fair
- g) Comply with national policies.

Nothing in this policy shall be interpreted that UCD is providing dedicated car parking to individuals.

- UCD is private property. Parking at the University is not a right, nor is UCD a public car park. UCD reserves the right to close, assign, restrict, reduce and/or eliminate parking capacity at any time at its sole discretion. UCD reserves all its property rights and entitlements without prejudice to an individual's statutory rights.
- Eligibility to apply for a permit or possession of a permit is not an entitlement to or a guarantee of a parking space.

This policy will be reviewed every five years or sooner if deemed necessary.

## 5. Roles and responsibilities

The University Management Team (UMT) is responsible for approval of the Car Parking Management Policy.

The UMT may update and amend the policy at any time, including which groups of the UCD community may be eligible to apply for permits.

The UMT will approve the pricing structure for permits and occasional parking to achieve the objectives of car park demand management and commuting management.

The UMT will approve the Parking Rules and Regulations and any amendments as appropriate towards achieving the Travel Plan objectives.

Responsibility for the implementation of this policy and the development of associated Parking Rules and Regulations is delegated to UCD Estate Services.

A motorist parking a vehicle on campus is an implicit acceptance of UCD's Parking Management Policy and Parking Rules and Regulations.

It is the motorist's responsibility to park responsibly and considerately:

- Have a valid permit for the vehicle, or used the Pay and display facilities
- Park in accordance with the parking rules and regulations

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- Properly secure the vehicle and not leave any valuables on display in an unoccupied vehicle

Parking a vehicle on campus is an implicit acceptance of the rules and regulations governing UCD Parking.

## 6. Related documents

Getting There the Sustainable Way:- UCDs Travel Plan 2016-2021-2026

(Draft) UCD Parking Rules and Regulations 2017

## 7. Version history

UCD Car Parking Management Policy.

Version 1.0 created on the 21.07.2015.

Policy approved by UMT.

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## Draft UCD Parking Rules and Regulations

Estate Services

UCD UMT \_\_/\_\_/17

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### Introduction

UCD's Parking Rules and Regulations should be read in conjunction with the University's Car Parking Management Policy.

UCD's parking regulations have evolved over time to ensure orderly access to the campus and to the car parks on campus for commuters. The current parking regulations are set out below for the purposes of clarity and transparency. The regulations will continue to be monitored and reviewed in line with the operational needs of the University.

### Scope

The UCD Parking Rules and Regulations apply to all motorists parking vehicles on the Belfield and Blackrock Campuses.

### Approvals

The UMT are responsible for the approval of the UCD Parking Rules and Regulations and any update thereof.

### Disclaimers

UCD will not accept liability for any loss from or damage to any vehicle using the campus facilities however caused. Users of the campus do so entirely at their own risk and subject to this policy.

### UCD Parking Regulations

#### General

- Parking a vehicle on campus is an implicit acceptance of UCD's parking policy and regulations and by the user.
- UCD is private property and UCD reserves the right to refuse admission to any or all car parks for whatever reason at any time without notice.
- Car parking is not permitted on campus other than in designated parking areas
- Cars parked on campus are parked solely at the owner's risk.

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- UCD will not be held liable for any loss whatsoever, no matter how arising from the enforcement of the parking regulations.

## UCD Permit

Eligible members of the UCD Community may apply for a UCD Parking permit (See Table 1 for the eligible categories of the UCD Community). The application process is set out on the University's Commuting Services website.

The UCD Permit will be an electronic permit (ePermit), and holders must administer their own permit.

The permit service allows registered members to register their nominated car registration plate number as their primary parking credential. The nominated car can be changed/updated by entering the car registration number on-line by the permit holder. This change is available free of charge.

Registered vehicles will be allowed to search for a parking space in designated parking areas and car parks. They are required to comply with the UCD Parking Rules and to park safely and with consideration for other campus users.

Please note the following points:

- Only cars with valid UCD Permit shall be entitled to park in Permit Only parking areas. This includes standard, premium and Pay by Text permits
- A parking permit is not an entitlement to a parking space
- Cars parking in hourly paid parking spaces must comply with the posted regulations
- A parking permit shall not be valid in hourly paid parking areas.
- UCD may designate parking spaces for categories of parking permit
- UCD will decide on the eligibility and category of parking eligibility.
- Parking permits will be virtual (digital permits). No physical permit will be issued.
- Community permits will be restricted to one per member.

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**Table 1. Summary UCD Community Parking Eligibility**

Category (see Notes a-c)
All Students registered in Banner (including occasional and part-time)
All full-time, part-time staff – permanent & temporary
Eligible Community Members

Notes:

- d) Categories are per the UCD Identity Management System database, eligibility will evolve in accordance with the categories within the UCD Identity Management Database.
- e) Please refer to the UCD Commuting Website for the most up to date version of this document.
- f) Sport and Fitness have an individual permit restricted to the Sports and Fitness Carparks

## **Operating Times of Permit Parking**

The permit parking operating hours shall be as posted on local signage, but in general shall be 8am to 5pm, Monday to Friday (Excluding Bank Holidays) during Semester 1 and 2 (inclusive of fieldwork /study and exam periods).

## **Operating Times of Occasional Parking (Standard Pay and Display Parking and Premium Pay and Display Parking)**

The hours of occasional parking (Pay and Display parking) shall be as posted on local signage, but in general shall be 8am to 5pm, Monday to Friday (Excluding Bank Holidays) all year round.

## **Parking Charges – Parking Permits, Hourly Parking**

UCD reserves the right to set and apply such parking charges for each permit as it deems appropriate, having regard to demand management and other circumstances

UCD reserves the right to set and apply such parking charges for each occasional parking (hourly paid) as it deems appropriate, having regard to demand management and other circumstances

Parking charges are non-refundable.

Parking charges are inclusive of applicable VAT and other taxes

Pricing will be as per the UCD Pricing framework and published by UCD Commuting.

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## Standard Hourly Paid Parking (Pay and Display) Rates

The standard rate of hourly paid parking shall be €1 per hour.

## Premium Hourly Paid Parking (Super Pay and Display) Rates

Premium rates car parking is provided to help ensure that there is available parking space for short term parking. The rate for these spaces shall be €5 per hour.

## Restrictions on Parking Permits

UCD may in the context of demand management, apply restrictions in terms of quantity, duration or eligibility to the sale of permits. For example

- Students Residing on the Belfield Campus will not be eligible to apply for parking permits, other than in exceptional circumstances.

## Renewal of Parking Permits

Motorists may apply for a new permit based on their eligibility at expiry of their existing permit. Permits will not automatically renew /roll-over.

UCD reserves the right not to consider an application for a renewal of a permit for non-payment of fines, clamp release fee's, parking permit charges or persistent non-compliance etc.

## Data Management / Privacy

UCD will collect, store and use information necessary for the proper sale of permits, management of commuting and enforcement of the parking regulations on campus. UCD will use third parties to manage aspects of car parking including permit sales.

UCD may from time to time use the email or mobile phone numbers provided to communicate messages about commuting or parking management to permit holders.

## Disabled Parking

UCD provides Disabled Parking Bays in appropriate locations on campus. These will be clearly marked and signed. The use of these spaces will be reserved for cars displaying on the dashboard or front windscreen a current valid disabled parking permit (Blue Badge) or temporary permits as advised from time to time by the UCD Safety Office. Use of the Disabled Parking spaces is not chargeable. Cars parked in Disabled Parking Spaces without blue badges or temporary permits will be clamped.

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## Park and Charge Spaces (Electric Vehicle Charging Spaces)

UCD will provide Electric Vehicle parking bays with battery recharging facilities in appropriate locations. These will be clearly marked and signed. The use of these spaces will be reserved for electric vehicles. The arrangement and fees for battery re-charging will be posted on local signs. The use of such spaces will be strictly enforced. Drivers of electric vehicles are required to comply with all UCD parking rules and regulations.

## Vehicle Sharing Clubs

UCD is a corporate member of and supports the use of approved vehicle sharing schemes such as Go Cars. UCD provides marked parking spaces for Go Cars on campus for collection or drop off of the GoCar.

## Events

The university retains the right to reserve car parking spaces for events as required.

## Sanctions for Contraventions of the UCD Parking Regulations

The University through its 'Parking and Traffic Enforcement Service' will monitor parking compliance on campus. The 'Parking and Traffic Enforcement Service' (PTES) will be provided by a professional regulated third party service provider on behalf of UCD. Vehicles which are parked contrary to the UCD Parking Rules may be sanctioned.

The University will apply sanctions based on where vehicles are found to be parked in breach of the parking regulations as follows:

### (a) Registered Vehicle of a UCD Permit Holder

Registered vehicle of a UCD Permit Holder found to be parked in contravention of the UCD Parking Rules may be sanctioned in a progressive manner as follows:

1<sup>st</sup> contravention      Fine of €30 payable to the PTES. The fine will be increased to €40 if not paid within 21 days of issue

2<sup>nd</sup> contravention      Clamp – release fee €80 payable to the PTES, any outstanding fines must be paid at this time also.

At permit expiry date all outstanding fines must be paid before a new application for a parking permit will be considered.

Persistent offenders may be deemed ineligible for future parking permits.

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## (b) Other Vehicles

All other vehicles (not registered vehicle of a UCD permit holder) found to be parked in contravention of the UCD Parking Rules may be sanctioned as follows:

1<sup>st</sup> and subsequent contraventions: – Clamp release fee €80 payable to the PTES

### Parking Contrary to Orderly Traffic Management

Vehicles may be clamped or towed and clamped if they are found to be interfering with the orderly flow of traffic on the campus, for example but not limited to:

- Obstructing other traffic
- Obstructing access or egress to buildings, structures, open spaces
- Parking on pedestrian footways, on or adjacent to pedestrian crossings etc.
- Parking other than in designated parking areas
- Parking other than in designated parking spaces
- Parking in bus stops, taxi ranks, loading bays etc.

### Fees:

Clamp Release fee: €80.00

Towing Charge: €50.00

Storage Charge per day: €35.00 per day or part thereof

### Abandoned Vehicle

Vehicles left on campus for more than 3 weeks will be deemed to be abandoned and will be towed and clamped. Reasonable efforts will be made to identify and contact the registered owner of the vehicle including via An Garda Síochána. Current Registered Vehicles of UCD Permit Holders will not be considered abandoned vehicles.

To reclaim the vehicle the owner must satisfy UCD that they are the registered owner of the vehicle and must pay all clamping, towing and storage charges before the vehicle will be released.

In the event the vehicle remains unclaimed for a period of more than 8 weeks UCD will arrange for the vehicle to be disposed of.

UCD will accept no liability for any costs or alleged losses for such vehicles.

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## Fees:

Clamp Release fee: €80.00

Towing Charge: €50.00

Storage Charge per day: €35.00 per day or part thereof

## Appeals

A two stage parking appeals process will apply.

Stage 1: Motorists may appeal to the 'Parking and Traffic Enforcement Service' (PTES) as notified on the enforcement notice.

Stage 2: Following an unsuccessful Stage 1 parking appeal, a motorist may submit a second appeal to UCD's Independent Parking Appeals Officer (external 3<sup>rd</sup> party). Stage 2 appeals must be accompanied by a fee of €20 which if the parking appeal is successful will be refunded along with the amount of fine/clamp release fee refunded. An appeal fee will not be refunded in the event of an unsuccessful parking appeal.

Parking appeals will only be considered when submitted in writing. UCD will use its reasonable endeavours to ensure that appeals are considered and determined within 28 working days of receipt by the Independent Parking Appeals Officer.

## Review

The effects of the rules and regulations will be reviewed periodically and any necessary revisions to maximise congruency between the Parking Management Policy and the Parking Rules and Regulations as implemented.