Staff & Students
Facilities Management

Car Parking & Permit Application Policy (Moulsecoomb) 2018/19

25 May 2018
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1. **Introduction**

During the period from the start of the 2018/19 Academic Year to early spring 2019, car parking facilities at Moulsecoomb will be reduced as we progress the construction of the new student accommodation on Mithras House car park and a new multi-storey car park (MSCP) on Watts Building car park.

This car parking policy has been developed only for this period. Further revisions to the policy will be introduced once the new MSCP is in operation at Moulsecoomb and potentially at other campuses.

The University of Brighton has limited parking for motor vehicles available across most sites. Use of the car parks is managed and monitored by the Transport and Parking Office, based in Ringmer House, Falmer.

The University has adopted Sustainability as one of its four core values, set out in the University Strategy (2016-21). The University Strategy commits the university to developing vibrant, green and sustainable campus environments, to an investment programme in signage and wayfinding across all campuses, and to improving linkages between the university campuses, focusing on sustainable transport and improving digital communication. As such, the University encourages students and staff to use public transport, cycle, walk or car share where possible.

The purpose of the car parking policy is to:

i) Set out how the University of Brighton will organise the car parking permits available;

ii) Support students and staff to understand eligibility criteria and the application process; and

iii) Set out information about access and conditions of use for car park users.

This policy is not contractual and can be amended or withdrawn at any time.

2. **Equalities**

The University is committed to treating all staff and students fairly and ensuring its policies do not discriminate against those with protected characteristics. As part of the process for developing this policy we have undertaken an Equalities Impact Assessment and are satisfied that the policy meets our commitments in this regard.

3. **Car parking – Utilisation of car park permits**

All permits for cars are allocated at the discretion of the University of Brighton. No students or staff have an entitlement to a permit within their contract of employment or otherwise. No permits will be allocated on a permanent basis, or for the duration of a member of staff’s employment or for the full period of a student’s course.

Parking permits will only be allocated via the agreed application process.

Permits are allocated for students and staff use, subject to the criteria and conditions set out in this policy.

The University of Brighton will seek to make car parking permits available for students and staff to use, for private reasons, outside of normal business hours with agreement from the Parking and Transport Office manager. All car parking users should display their valid site parking pass during **07:00 to 15:00hr Monday to Friday**, after this time the parking is open to everyone.

4. **Students and staff eligibility**

There are a limited number of parking permits available and they are distributed on the basis...
of need, rather than on a first-come, first-served basis.

During 2018/19, car parking facilities will be available in three locations:

- On-site at the Moulsecoomb campus
- At the Sainsbury store, Vogue Gyratory (5-10 mins walk from campus)
- At the Bridge car park, Lewes Road (30 mins walk from campus)

Staff and students who wish to be considered for a permit at either the Sainsbury store or the Bridge car park will be able to do so via the application process. Unless there are sufficient volunteers for these locations, permits will be prescribed for these locations where, based on the information provided and the level of priority compared to other applications, it is considered a suitable option.

In assessing who needs a permit and the permit location to be provided, the University will consider the following factors:

5. **Criteria**

Applications for a car parking pass will only be considered on the basis of one of the following criteria and in the following order of priority:

- A) Registered blue badge holders
- B) Short/long term health issue
- C) Registered carers responsibility
- D) Essential car users
- E) Other – including the difficulty of travel to campus by alternative means

No one will be allocated a permit where it is viewed by The Transport Office team member that travel can be reasonably undertaken using public transport.

**Important:** - It should be noted that due to the limited number of permits available meeting the above criteria does not guarantee allocation of a permit on a permanent or regular basis.

These criteria are set out in more detail below:

<table>
<thead>
<tr>
<th>Criteria – in order</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) Registered blue badge holder</td>
<td>Students and staff holding a current Government Blue Badge must apply for a parking permit to allow the use of the registered allocated disabled parking bays and any white bay. <strong>Important note:</strong> while carers are entitled to display a Blue Badge for transporting or collecting a Blue Badge holder, the Blue Badge must be for the individual applying for the permit.</td>
</tr>
</tbody>
</table>
B) Short/long term health issues

Students and staff with disabilities and/or short/long term health issues which make it difficult to travel to work by other means can apply for a University Temporary permit. Students and staff holding this parking permit have the use of the registered allocated disabled parking bays and any white bay.

Disabilities and health issues will need to be supported by medical evidence provided confidentially to Occupational Health for staff, and ‘Student services’ for students who will liaise with The Transport Office team member and the Appeals Team if necessary.

C) Registered Carers Responsibility

Carers who are registered and in receipt of allowances such as Disability Living Allowance (DLA)

For the purpose of this policy, a ‘carer’ is an individual who has a primary responsibility for attending a dependent person on a regular and frequent basis, is the main contact in the event of an emergency and registered with the appropriate authorities.

Supporting documentation will be required to support the application.

D) Essential Car Users

Essential car users are defined as: ‘Staff whose University duties are of such a nature that it is essential for them to have a motor car at their disposal whenever required and could not reasonably use other means of transport.’

This effectively means:

- Staff working on more than one site.
- Staff who make an average of at least two business-related journeys each week during term.
- Staff who are ‘on call’.

If this is not obvious from your job description, you will need confirmation from your Head of Department.

Staff who start early (before 7.00am) or finish late (after 8.00pm) and may have less access to public transport. This will be taken into account when you apply.

6. Assessment Process

Decisions will be made according to the information you have supplied on your application form and assessed by the following panel, made up of one representative from the below list and final consideration by a senior member of staff:-

- Equality & Diversity Team
- Transport Team
- Student Services
- Estates Team Member
We do not require any personal or sensitive information, such as name, addresses, date of birth, etc, about the individual(s) for whom you have caring/childcare responsibilities.

7. Application process
If you believe that you meet one of the criteria outlined above, you can apply for a car parking permit using the process below:

- Complete an On-line application, ensuring the criterion has been met and relevant information is provided, including justification for allocation of that permit e.g. registered carer responsibility etc;
- If the reason for the request is business criticality, the request will need to be supported by the Head of department. **Anyone allocated a permit under the category of business need will be encouraged, where their journey can be reasonably undertaken using public transport, not to take up the permit**;
- For requests made on the grounds of health or disability, then medical evidence may be required to support your application, this will be requested if required by occupational Health with a recommendation sent to the Panel;
- completed application forms will automatically go to the Transport team at Falmer and should include all relevant documentations (Category C and D);
- Once the decision has been made a Transport Office team member will inform you in via e-mail as soon as possible; and
- If your application is successful the Transport Office team member will arrange for a confirmation to be sent to you and arrange your Permit to be collected.

8. Emergency short-term needs
Requests will be considered where exceptional, emergency, short-term needs can be demonstrated. In such cases, permits will only be allocated for the relevant period required.

Any student or staff members who would like to use the car park on a particular day, because of extraordinary circumstances on the day in question and when there is no Visitor parking available, students and staff may request to use a ‘One Day’ car parking permit. Please contact the Transport Office at Falmer or site Manager at Eastbourne.

You will be asked to state your reasons for needing the permit; you will need to provide the Transport Office team member with details about the vehicle you will be using. The Transport Office team member will then arrange a permit to the car park for you, for one day only.

9. Visitors and contractors
If you are expecting a visitor they should be allocated a bookable blue bay. We have a number of disabled bays across the sites and welcome guests and staff with a blue badge to park in these undesignated areas when space is available.

Day permits will be set aside for use by visiting contractors who need to transport heavy, bulky or awkward tools and equipment associated with the work that they need to carry out at respective sites where possible or a parking space can be allocated out of term time by contacting the site manager or Transport Office at Falmer.

Any student or staff requiring a space for the day can request a day pass from the organized caretaking office – this is subject to space availability no blue bays should be used with the
day pass – white bays only should be used.

10. **Bicycles and Motorbikes**
The University encourages cycling and is working to improve bike facilities across all sites. All students and staff may use the bicycle racks and motorcycle parking that are located at all sites. Bicycles should only be parked in designated bicycle parking spaces and facilities, in accordance with the Abandoned Bike Policy.

11. **Response Times**

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<thead>
<tr>
<th>Response Times</th>
<th>Initial Response Time</th>
<th>First Response Time</th>
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<tr>
<td></td>
<td>Once the application has been submitted the applicant will receive an automated confirmation – normally within ten minutes via email. (see attachment)</td>
<td>Time is 30 days between when a customer submits a parking application and when a transport support representative provides a response as follows</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Right to appeal – First response</th>
<th>A member of the Appeals team will respond within 48 hours as follows:</th>
</tr>
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| Right to appeal – Second response and final decision | To advise the outcome made by a senior university staff member 6 weeks from the first response. The appeals team has representations form, Occupational Health, Transport Team, Diversity Team E&FM and student services when required. This team will make their final decision on the bases of the assessment criteria |

12. **Access to car park – During working hours**
Permits are required for access to car parks from 07:00 to 15:00, Monday to Friday.

The Parking and Transport Office team will provide car park users with passes to the car park during working hours as above.

Gaining access to the car park by means of “tailgating” (where barriers are installed) other car park users is strictly forbidden, on security grounds and will be dealt with through the University disciplinary procedure

13. **What to do if you lose your allocated permit**
Any student or staff member who forgets their pass for car parking must report this to the Parking and Transport office at Falmer on 0127 364 3722 and a day permit will be issued by the Parking and Transport team or the local Caretaking Team. If your pass is lost further
investigation/detail will be required before another pass is issued. This should be reported to the Transport Team at Falmer on 01273 643722.

14. **Access to car park – Outside working hours**
The University of Brighton will allow students and staff to use the car park for business and private reasons after 15:00 on weekdays and at all times over a weekend to the car park you are allocated.

Cars and motorbikes may not be left in the car park overnight without prior arrangement with the Transport Office team member unless it is a university vehicle or it is your residency parking.

Once access is granted the car parks can be used out of hours without prior notice to the Transport Office team.

15. **Conditions for using the car parks: all students, staff and visiting contractors**
All car park users including car drivers, cyclists and motorcycle riders are required to use the car park in line with the following conditions set out below. Failure to do so may result in car park access/permit being refused, cancelled, and/or disciplinary action in line with the University of Brighton Disciplinary process.

16. **Site conditions of use**
   a) All cars, motorbikes and bicycles (and their contents) parked in the car park are left there entirely at the owner’s risk
   b) It is an offence under the 2008 Finance Act to park an untaxed vehicle in the car park. Authorised persons working for the DVLA or the police may visit the car park from time to time in order to carry out enforcement operations against untaxed vehicles. This would be to have the vehicle removed
   c) The maximum permissible vehicle height for some car parking areas is 6 foot (1m 85cm) (including roof rack or any equipment carried on vehicle roof). All vehicle wheels *must* fit within the floor markings which delineate each parking bay
   d) The 5mph car park speed limit must not be exceeded
   e) Only one car, motorbike or bicycle may enter the car park each time the barrier opens; ‘tail-gating’ is not permitted (site specific)
   f) A site-specific University of Brighton parking permit should be clearly displayed – notices/email displayed in cars whilst waiting for a permit will not be sufficient
   g) Unless you have booked a blue bay, no parking is allowed and subject to Parking Charge Notices.
   h) Students and staff wishing to park their bicycles in the car parks must use the cycle racks provided
   i) One Parking Solutions, acting as site parking enforcement on behalf of the University of Brighton, have the right to issue Parking Charge Notices (PCN) any time from anyone who abuses the car park in any way or fails to comply with the above conditions
   j) Threatening, abusive or intimidating behaviour towards parking enforcement attendants will not be tolerated.

17. **University-wide conditions of use (additional to the above site conditions)**
These regulations apply to all students, staff, contractors and visitors to all university car parks and form part of the application for the issue of a parking permit and as such applicants are deemed to have read and agreed to abide by the regulations.
Anyone contravening these regulations will receive a Civil Parking Notice of £80.00.

Any holder of a parking permit who contravenes these regulations may also have their permits withdrawn at the discretion of the Transport Office.

Any contravention of these regulations by a user may lead to disciplinary steps being taken by the university.

a) All motor vehicles in university car parks must display a valid parking permit on the front windscreen at all times between the hours of 09:00 and 15:00, Monday to Sunday
b) All users of motor vehicles must comply with the Highway Code
c) All users must abide by any traffic signs and notices, whether permanent or temporary and any instructions given by our car park attendants or Security
d) The speed limit on all university property is 5mph and drivers must proceed with caution. This limit must be adhered to at all times due to the large number of pedestrians on campus, failure to adhere to the speed limit on university sites could result in Civil Warning Notices being issued, and or permits being withdrawn
e) Vehicles **must not** tailgate the vehicle in front upon entry or exit to university property. This is dangerous and could result in damage to property, vehicles or person(s). Drivers must stop at barriers and use card access or request access/egress via the control panel button on the barrier. Where drivers are caught tailgating permits may be withdrawn and/or vehicles banned from accessing university property
f) It is prohibited to park in a car park for which a permit is not valid
g) Motor vehicles must be parked in a designated parking area and in clearly marked parking spaces. No vehicle must occupy more than one space and could result in a parking charge.
h) All information provided on applications for a parking permit must be true and accurate. Where false information is found to have been provided, this will result in withdrawal of the permit and possible disciplinary action being taken.
i) Permit holders must immediately inform the Transport Office on 0127 364 3722 of any changes to their motor vehicle details (for example following the purchase of a new car)
j) It is prohibited to alter, tamper, duplicate or forge a parking permit in any way – penalty for contravention – removal of permit and pursuit of criminal charges through the courts for fraud.
k) It is prohibited for an able-bodied person to park in a disabled drivers space
l) There are no temporary or permanently designated disabled spaces and no signage should indicate that it is, as this could constitute inequality.
m) It is prohibited to park in a reserved space if you are not the named individual or department for that space
n) It is prohibited to exceed the stipulated waiting time where parking waiting times are in force, i.e. 30 minutes waiting restrictions at a loading or red bay.
o) It is prohibited to cause an obstruction
p) It is prohibited to park on triple or double yellow lines (also identified on some paving and car park edges) on cross-hatched areas or grass verges.
q) It is prohibited to park in a location in which a notice prohibits any parking, for example outside emergency exits, plant rooms or delivery zones without prior consent
r) It is prohibited to park in an area marked as temporary or permanently allocated for use by visitors or in connection with maintenance or construction work
s) A blue visitor’s bay should be pre-booked for your visitor as you could receive a Civil
Parking Notice of £80.00. No vehicle should be parked on university property overnight or for periods, longer than 48hrs unless written notification is granted by the Transport manager based at Falmer as you will be subject to a PCN notice of £80.00 (parking for 48 hours no return within 8 hours, unless you a student resident at the site you are parked)

t) It is prohibited to park outside of a designated parking space, for example on grassed verges or on pavements

u) It is prohibited to transfer a permit to another vehicle

v) Permits must be returned to the transport office if holders cease working or studying at the University or if the permits are no longer required

w) The University reserves the right to refuse permit holders access to spaces from time to time, in order to accommodate bona fide visitors for an organized event

x) Visitors contravening these regulations will be liable to be issued with a Civil Parking Notice.

y) Permits must not be altered or defaced in any way. Where permits are found to be altered or defaced they will be treated as invalid and a £80.00 Civil Parking Notice will be issued.

z) Civil Parking Notice’s must be paid within 28 days from the date of issue. Telephone payment details can be found on the Parking Notice (Operators cannot answer any queries regarding charges or appeals). Late Payments – Failure to pay the Civil Parking Charge of £80.00 within 28 days from the date of issue will result in your vehicle licensing details being obtained from the DVLA and the payment will increase to £188.00. In the event of non-payment of the Civil Parking Charge Notice, the case may also be passed to a debt collection agency at which stage you may be liable for additional costs.

Car park users should be aware that failure to comply with the policy may result in your permit allocation and access being revoked.

18. Crime Prevention

All vehicles are parked on university sites at the owner’s risk and the university accepts no liability for the safety and security of such vehicles.

Most car crime is opportunist and you can put thieves off with vigilance and by taking the following simple precautions:

a) Never leave a car door unlocked or a window/sunroofopen

b) Do not leave any belongings on display in your car (lock them in the boot)

c) Security mark your stereo and if it is removable, always take it with you

d) If you have a Satellite Navigation device ensure you not only remove the device but also remove any tell-tale ring mark on your windscreen
e) Do not leave credit cards or cheque books in a glove compartment
f) Never leave your vehicle documents in your car
g) Double check that all doors and windows are locked before leaving the car

19. **Public Transport**
The University campuses are well served by both buses and trains, and staff and students are encouraged to use these facilities where possible.

Brighton & Hove buses offer student fares and staff are eligible for a 10% discount on multi-day network SAVER tickets, when registering with a university email address.

The Unizone train ticket allows students unlimited travel between East Worthing, Seaford and Eastbourne, Staff are eligible to purchase the easit discount travel card, which gives discounts on a range of travel options including 15% discount on Southern Rail (excluding travel to London).

20. **Bike Share bikes**
Docking stations / hubs for the BTN BikeShare bikes and Eastbourne App-Bikes are located across both Brighton & Hove and Eastbourne, and in all our Brighton & Eastbourne campuses. Staff and students can have access to the general BTN Bike Share and App-Bike schemes for preferential rates when registering using a University e-mail address, and University staff can access the free e-bike scheme which is based at Eastbourne Station.

21. **Car Sharing**
Staff and students are encouraged to consider car-sharing and can register and find car-share partners within the University through Travel Smart, the University’s car-share platform operated by Liftshare. This is a third party system, and requires registration. Please read the terms and conditions of use [here](#).

22. **Staff Season Ticket Loans**
Interest free loans are available for staff for the purchase of annual season tickets (for buses or trains) for travel to work. Repayments are deducted from the salary over a period of up to 12 months, See [Staff Central](#) for further information.

23. **Cyclescheme**
Cyclescheme offers University of Brighton staff the opportunity to purchase a brand new bike and accessories under the Government’s ‘Cycle to Work’ Initiative, through salary sacrifice which allows the cost to be spread over a 12 month period, saving on income tax and NI payments. View the university policy and learn how the system works on the University of Brighton Cyclescheme [website](#).

24. **Staff Flexible Working**
The University of Brighton has a flexible working policy offering staff the opportunity to request a flexible working arrangement. The policy can be found on the intranet: [click here](#).

25. **Public car parking and transport links**
There are several public car parks and public motorbike parking bays located within Brighton details of location and charges can be found [here](#) along with parking at Brighton Station.
26 Miscellaneous

26.1 Loading and unloading
If you need to load/unload a private vehicle next to a building, access to designated delivery areas will be permitted on specific occasions by contacting the Security Control Room.

26.2 Temporary essential car users
Some students and staff may be essential car users for a given period; for example academic staff may need to visit students on placements during the summer. You can ask the Transport Office for a temporary permit based on essential user status and then revert back to your original permit afterwards.

26.3 Shift workers
Shift workers are those staff members who are contracted to start work before 07:00 or leave work after 20:00 during the week and who could not reasonably use other means of transport than a single occupancy vehicle.

If you are sometimes required to start work early or leave late (but it's not part of your contract) or you work 'indeterminate hours' and you feel this should be taken into consideration, please provide a letter from your Head of Department to the Car Parking Office confirming your unusual start/end times and how regularly these occur.

26.4 When your car is no longer essential
If your job changes so that you are no longer an 'essential car user', you may be required to change your parking permit. Please contact the Transport Office.

26.5 Who are 'essential car users'? Guidelines
In general, staff members who could be considered an 'essential car user' would be:

a) Staff in Estates and Accommodation and Hospitality Services carrying out duties between university sites.
b) IT and medical staff who need to be 'on call' during the working day to meet Health and Safety or operational requirements.
c) Staff working on more than one University site (including hospital sites).
d) Staff regularly transporting goods and supplies between sites.
e) Staff requiring regular use of their vehicle to visit students and staff at othersites

If your Permit application states that you are an 'essential car user', the Parking Permit Office may carry out checks and audits to confirm this. Essential car users may receive priority parking close to a specific building or possibly a reserved car space where applicable and a gold pass will be issued that allows parking at all sites.

Drivers who have access to university vehicles to carry out their job are not considered to be essential car users. Essential Car Use criteria

To qualify as an essential car user, you must satisfy at least one of the following:

a) You are employed to work on multiple sites.
b) You make, on average, at least two journeys a week (during term) on university business where there are no reasonable alternative travel options.
c) You are required to be 'on call' during the day as part of the university's statutory obligation to meet health and safety or medical requirements. NB. This does not include out-of-hours call out in the event of a BCP emergency as out-of-hours parking is unrestricted anyway.
26.2 Interim car share scheme during The Big Build

Criteria:
To qualify for a car share permit, staff members must already be issued with a Moulsecoomb. The transport team will check all willing participants against the parking permit application database.

All permits are issued at the discretion of the University of Brighton.

Bridge to Moulsecoomb (Option 1)
There must be a local agreement between colleagues’ to agree to car share and a minimum of two to meet at the bridge car park.

The car share participants must leave their vehicles at the bridge and transfer to the designated car share permit vehicle where the driver/drivers of the parked vehicles become passengers of the designated car share vehicle.

When they arrive at Moulsecoomb they will be a selection of orange bays which are allocated for car share, they must park in an orange bay between the hours of 07.30am to 09.30am displaying their car share permit clearly in the front of the vehicle windscreen.

The orange bays will be monitored by a parking attendant between the hours of 07.30am to 09.30am. If any vehicle parks in an orange bay between the hours of 07.30 - 09.30 without displaying a valid care share permit they will incur a parking charge notice.

Please be aware if a participant arrives at the orange bays alone without other fellow participants they will not be able to park. If fellow participants are of sick, on annual leave working at other sites the car share permit is not valid for those day.

Arriving alone at the orange bays will make your car share permit not valid for the day.

Collect colleagues from home or a meeting point (Option2)
There must be a local agreement between colleagues’ to agree to car share and a minimum of two participants and they must agree on the point of pick up.

On arrival at Moulsecoomb there will be a selection of orange bays which are allocated for car share, you must park in an orange bay between the hours of 07.30am to 09.30am displaying their car share permit clearly in the front of the vehicle windscreen.

Please be aware if a participant arrives at the orange bays alone without other fellow participants you will not be able to park. If fellow participants are unable to attend work because of sickness, or annual leave, working at other sites the car share permit is not valid for those day.

Arriving alone at the orange bays will make your car share permit not valid for the day. The orange bays will be monitored by a parking attendant between the hours of 07.30am to 09.30am

If any vehicle parks in an orange bay between the hours of 07.30 - 09.30 without displaying a valid care share permit they will incur a parking charge notice.

You may need to provide evidence in the form of your job summary or written confirmation from your Head of Department. In addition, you must have your car insured for business use. You may need to show the insurance document as proof. All essential car users should also comply with the Driving at Work and Driving Safely for Work Guidance Notes Provided by E&FM’s Health & Safety Department.
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1  When will I be able to reapply for a permit?</td>
<td>Moulsecoomb parking permit applications will open on Monday 21 May.</td>
</tr>
<tr>
<td>2  How long will it take for me to find out if I have been given a permit?</td>
<td>We will aim to respond to all parking permit applications received within 30 days.</td>
</tr>
<tr>
<td>3  Will there be a bus service between the Bridge Car Park and Moulsecoomb Campus?</td>
<td>We are currently exploring a range of options for this service.</td>
</tr>
<tr>
<td>4  Will Bridge Car Park permit holders be able to use this car park on match days?</td>
<td>Our current arrangement with the Amex Stadium means that on match days, no University of Brighton parking in the bridge car park is permitted.</td>
</tr>
<tr>
<td>5  Will car parking charging be introduced?</td>
<td>We will not be introducing charging for these interim arrangements. However, in the longer term we will be considering a range of options for car parking charging across all of our campuses.</td>
</tr>
<tr>
<td>6  Will you need a permit to use the multi storey car park?</td>
<td>Yes. This will require a new application and will be subject to satisfying the qualifying criteria.</td>
</tr>
<tr>
<td>7  I have a comment, suggestion or question about the Interim Parking Policy, who do I contact?</td>
<td>Please email <a href="mailto:bigbuild@brighton.acx.uk">bigbuild@brighton.acx.uk</a> Please note that we are unable to respond to any queries about the status of individual’s permits at this stage.</td>
</tr>
<tr>
<td>8  Will there be additional security at the Bridge Car Park during this period?</td>
<td>Security in this area is controlled by Amex Stadium</td>
</tr>
<tr>
<td>9  When will the current permits stop being valid</td>
<td>Easiest is to say current permits will continue to be valid until the end of this term.</td>
</tr>
<tr>
<td>10 I have to complete a school drop-off before I start work. How do I apply for a permit within the new Criteria?</td>
<td>You can apply under category ‘E’ if you feel your commitments and journey options mean that car travel is essential.</td>
</tr>
<tr>
<td>10 Looking at the criteria for the new parking should the UoB have dispensation for people who actively car share.</td>
<td>This would be difficult to implement a car share category for the interim arrangements because there is a need for infrastructure/systems to monitor compliance that I do not think we can do for this period. I think it is something we should consider longer term for the new multi storey car park and am happy to keep this on the agenda.</td>
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