

Research Park Traffic Regulations

General

- 1 The University of Surrey has delegated responsibility for parking policy and enforcement on the Surrey Research Park ('Site') to the University of Surrey's Research Park Office ('SRPO'), and the enforcement of these Traffic Regulations is carried out by the parking warden.
- 2 These Regulations cover the use of motor vehicles and bicycles on the Site.
- 3 The roads on the Site have a maximum speed limit of 20 mph which is in place throughout the Site. Users must adhere to this requirement at all times.
- 4 The use of the car parks within the Site ('Car Parks') is permitted subject to compliance with these Traffic Regulations.
- 5 The Car Parks are for the use of staff employed on the Site and bona fide visitors having business with companies at the Site, and may only be used by others as authorised by or on behalf of the Research Park Office.
- 6 A valid parking permit or day permit, as specified in Appendix 1, must be displayed on the front windscreen of all cars parked on the Site.
- 7 Parking permits are issued to companies to distribute and are valid for the Car Parks only and do not permit vehicles to park in any other location owned by the University. Failure to display a suitable permit or day permit could result in a Parking Charge Notice, with a parking charge payable.
- 8 Motor vehicles and bicycles are brought onto the Site at the owner's risk and the SRPO undertakes no responsibility for their safety or security.
- 9 The University of Surrey and the SRPO are not liable for:
 - a. the death of, or injury to, the users of the Site;
 - b. any theft, damage, destruction or loss of any vehicle or its contents;
 - c. any losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability incurred by the users of the Site in the use of the Site;
 - d. any loss or damage suffered by the users of the Site as a result of any cause beyond the control of the University of Surrey or the SRPO that prevents any holder of a parking permit from parking on the Site or any difficulty or interruption in obtaining access to the Site by reason of temporary works of repair, maintenance or renewal of the access ways or car parks on the Site.
- 10 Nothing in paragraph 9 shall limit or exclude the University of Surrey and the SRPO's liability
 - a. for: death or personal injury or damage to property caused by negligence on the part of the University of Surrey or the SRPO or their employees or agents;
 - b. or any matter in respect of which it would be unlawful for the University of Surrey or the SRPO to exclude or restrict liability.

- 11 Motorbikes do not require a parking permit.
- 12 All motor vehicles parked on the Site must display a valid excise licence at all times, have a valid MOT (if required) and drivers must comply with the requirements of the Road Traffic Act 1988 (as amended from time to time) in relation to insurance.
- 13 The issue of a parking permit does not guarantee a parking space or confer any rights other than to park temporarily in a designated car park or other authorised area in accordance with Lease or Licence arrangements entered into with individual companies on the Site, if space is available.
- 14 Persons bringing a vehicle onto the Site shall:-
 - a. leave the parking space used in a clean and tidy condition;
 - b. indemnify the University of Surrey and the SRPO and keep the University and the SRPO indemnified against all losses, claims, demands, actions, proceedings, damages, costs, expenses or other liability in any way arising from:
 - i. the presence of their vehicle on the Site;
 - ii. any breach of these Regulations;

Parking Charge Notices

- 15 Persons who do not comply with these Traffic Regulations e.g. by parking without a valid permit, parking in a loading bay, parking on yellow lines, parking outside a designated space, will be liable to receive a Parking Charge Notice.
- 16 A Parking Charge Notice imposes a parking charge of up to £80. All parking charges are collected by a fully licensed contractor employed by the SRPO which handles all aspects of the charging process, including the appeals procedure, and any court action required to enforce payment.

Bicycles

- 17 Bicycles should be stored in designated cycle racks or shelters, located in areas around the Site.
- 18 Bicycles are brought onto the Site at the owner's risk. Bicycles which are left in buildings or elsewhere in such a way as to cause or lead to an obstruction of an emergency exit may be removed by the SRPO's security contractor or staff acting on their behalf to a bicycle rack or elsewhere at the owner's risk. Where any expense is incurred in removing the bicycle, due to obstruction or other circumstances, or where property of the University or SRPO is stolen or damaged recklessly or maliciously in attempting to evade these Regulations, the cost to the SRPO will be recoverable from the person or persons responsible for the bicycle while it is on the Site.
- 19 The SRPO reserves the right to alter these Regulations at any time as necessary in the interests of the Surrey Research Park community. Any changes to these Regulations will be emailed to company administrators and published on the Surrey Research Park Intranet.

Surrey Research Park 2024

Appendix 1

Types of Parking Permits

Type	Available to
Permanent permit (hologram)	Companies located on the Park
Visitors Day permit (Green)	Visitors to companies based on the Park. Valid for 1 day only, should have companies name and be dated
Extended Stay Permit (Purple)	Useful for contract staff and contractors. Company's name and to and from dates should be completed