

## ***POLICY*** **PARKING** **(03.007)**

### **POLICY**

Northland Polytechnic requires that parking spaces will be used appropriately and according to signs and road markings.

### **PURPOSE**

To ensure appropriate use of parking spaces and to establish that vehicles not properly parked may be towed away.

### **APPLICATION AND SCOPE**

This policy applies to all parking of vehicles at Northland Polytechnic.

### **DEFINITIONS**

### **COMPLIANCE OBLIGATIONS**

<b>Responsibility</b>	Director Corporate Services
<b>Approval dates</b>	March 2010
<b>Next Review</b>	March 2013

### **OTHER RELATED DOCUMENTS**

### **PROCEDURES AND GUIDELINES**

- 1.0 All cars parked on Northland Polytechnic campuses shall be parked appropriately according to road markings in parking spaces and not on broken yellow lines which indicate 'no parking' areas.
- 2.0 Parking on lawns and grassed areas is prohibited.
- 3.0 All specified time limits for parking shall be respected.
- 4.0 Signs at campus entry points will indicate that any vehicles not properly parked will be towed away at the owner's expense.
- 5.0 Designated car parks for disabled staff/students or for emergency access or other reasons must be approved by the Assets and Facilities Manager.

6.0 Northland Polytechnic may arrange for an authorised towing agent who will be contacted by the Assets and Facilities Manager in the event that any vehicle is in breach of parking and arrangements will be made for the vehicle to be towed away.

Any vehicles which are improperly or illegally parked according to road markings may be towed away by the authorised towing agent.

Northland Polytechnic does not accept any responsibility for damage occurring to vehicles as part of this process.

7.0 Northland Polytechnic does not accept responsibility for any damage to any vehicles parked on Polytechnic premises.

8.0 Visitor parking at the Administration offices is for visitors and staff/students should not park in those spaces unless used for transferring equipment and/or resources or for short durations (less than a half hour). Brief stopovers by vehicles/staff visiting from other campuses are permitted. The convenience of members of the public visiting Northland Polytechnic for official purposes shall be the paramount consideration.

9.0 Councillor Car Parks: Particular car parks shall be reserved for Council members' parking on the last Friday of each month.

#### KEYWORDS

Parking

**SIGNED:** P Binney **Date:** January 2011  
**Chief Executive**  
**Te Ahurei**