



## Traffic and Parking Rules

### 1. Definitions

In these rules, unless the context otherwise indicates or requires.:

'Owner' includes the driver/rider and the person who has advised the Campus in writing under Rule 3(2) that they intend bringing the relevant vehicle onto the Campus site, whether or not that person has legal title to the vehicle in question.

'Parking' includes the standing or waiting of a vehicle, whether occupied or not or whether the person for the time being in charge thereof is present or absent, such standing or waiting being at a time when such vehicle is not required to stand or wait in obedience to a traffic sign or an order or a direction authorised, issued, made or given under these rules, and such standing or waiting being otherwise temporarily for the purpose of and while actually engaged in picking up or setting down passengers, and the term 'park' shall have a corresponding meaning. 'Site' includes any land which for the time being is the property of the Campus partners or in its possession or under its control, together with any structures whether permanent or temporary on that land.

'Campus Administrator' is the manager appointed by the North Coast Institute of TAFE and is responsible to the Campus Executive.

'Traffic Officer' means any person for the time being duly authorised in writing by the Campus Administrator to control or regulate traffic or the parking of vehicles on a site or any part thereof.

'Valid Permit' means a current permit which, pursuant to a determination made under these rules, allows the vehicle in question to be parked in the relevant area or space at the relevant time. 'Vehicle' includes any thing which is a vehicle as defined in section 2 of the Traffic Act, 1909.

'The Board' means the Governing Board of the Coffs Harbour Education Campus.

### 2. Powers of the Campus Executive to Prescribe Parking Areas and Signs

- (1) The Campus Executive is authorised:
  - (a) to set apart by declaration in verbal or diagrammatic form any place or places on a site as a parking place or loading zone for vehicles;
  - (b) in relation to any place or class of places so set apart to specify:
    - the hours during which it may be so used;
    - the persons or classes of persons entitled to use it;
    - the length of time any vehicle may remain there;
    - the kinds of vehicle that may be parked or loaded there;
    - such other matters as the Executive Director may consider desirable to regulate the use of any such places;
  - (c) to have erected, marked, painted or placed on or near the roadways such traffic signs as may be considered necessary or desirable for the regulation and control of traffic on Campus
- (2) No person shall at any time:

- (a) park a vehicle on any part of the Campus not set apart by the Campus Executive under the provisions of subsection (1) as a parking place or loading zone for vehicles;
  - (b) permit a vehicle to stand on an area set apart by the Campus Executive under subsection (1) as a loading zone, unless the driver or person in charge of the vehicle is then actively engaged in picking up or setting down passengers or loading or unloading goods to or from the said vehicle.
- (3) Where on any area set apart by the Campus Executive under the provisions of subsection (1) parking spaces are indicated by markings on the roadway or the surface of the area or otherwise, a person shall not park a vehicle on that roadway or in that area except in a space permitted by the traffic signs and shall not permit any part of the vehicle to overlap any of the said markings beyond the area designated for the parking of the vehicle, but keep such vehicle wholly within any such markings.
- (4) Where on any area set apart by the Campus Executive under the provisions of subsection (1) as a parking area for vehicles, there are placed or marked rail fences, bicycle racks, lines or any other structure or devices the presence of which indicates a scheme for the orderly parking of vehicles on that area, a person shall park a vehicle only:
- (i) in accordance with the scheme so indicated;
  - (ii) so as not to obstruct or hinder the entry, parking or removal of vehicles in accordance with that scheme.

### **3. Registration of Users of Vehicles**

- (1) The Campus Administrator may each year register persons who are entitled under these rules to drive or park vehicles on a site, in accordance with the following statement of eligibility:
- (a) a member of the Board of Governors;
  - (b) an employee of the Campus or its Partners;
  - (c) a student enrolled in courses conducted on Campus;
  - (d) a person who satisfies the Campus Administrator by a medical certificate or other evidence that he or she suffers from such physical disability as requires special consideration;
  - (e) a visitor who by declaration or other evidence has satisfied the Campus Administrator that they have such a continuing connection with the Campus as to make it reasonable that they should be permitted to drive and park vehicles on site for a specific purpose.
- (2) A person eligible to be registered under subsection (1) of this section who intends to bring any vehicle onto any part of a site shall, before so doing, apply to the Campus Administrator to be registered as a person entitled to drive, park or use a vehicle on a site and for that purpose shall furnish to the Campus Administrator a statement of the make, type, colour and RTA registration number of every vehicle he or she intends to bring onto a site, and such other information and particulars as the Campus Administrator may require and shall comply with the requirements of the rules in that regard.
- (3) The Campus Administrator may, with the approval of the Campus Executive, cancel or suspend for such period or under such conditions as the Campus Executive may

approve, the registration of any person who commits a breach of these rules. Subject to any condition, a person so suspended shall not, while the suspension continues, bring a vehicle onto a site, or part it thereon.

#### **4. Rights of Registered Persons and Visitors**

Subject to these and other rules of the Campus and any directions which may be given by traffic signs or a traffic officer:

- (a) a person who has been registered and issued with a sticker under the provisions of Rule 3 of these rules may drive that vehicle upon roadways upon which members of the class in which he or she is registered are by these rules so entitled to drive, and may park that vehicle in any area set aside under these rules as a parking place for members of that class;
- (b) a visitor not eligible to be registered under the provisions of Rule 3 of these rules may drive a vehicle on a roadway and park a vehicle on an area set aside as a parking place for visitors if that person's purpose in entering the site is to attend a function being held there which that person is authorised to attend and he or she does not drive or park on an area reserved for other categories of persons provided always that the Campus Administrator may at any time withdraw the right of a visitor to drive or park a vehicle on a site under this rule.

#### **5. Vehicles Not to be Used on a Site Except Under the Authority of these Rules**

A person shall not ride, drive or otherwise move or use any vehicle, or permit it to stand or otherwise allow it to remain on a site except on a roadway on which or on another area on which that person is permitted so to do by these rules; provided always that it shall be sufficient answer to any charge alleging a breach of this rule if it is established that the act complained of was expressly or by necessary implication authorised to be done by a traffic officer who had authority to permit that act to be done.

#### **6. Traffic Signs to be Observed**

Any person driving or in charge of a vehicle on a site who contravenes or fails to comply with a direction or indication given by any traffic sign erected, marked, painted or placed on or near that part of the site upon which that vehicle is situated shall be guilty of an offence against the rules.

#### **7. Other Duties of Persons in Charge of Vehicles**

A person in charge of a vehicle entering or upon any part of a site shall:

- (a) stop his or her vehicle at any manned control point or any other part of a site when directed or signalled so to do by a traffic officer;
- (b) give to any such officer such information as may reasonably be required;
- (c) not drive or park a vehicle on any footpath, pedestrian walkway, lawn, playing field, recreation area, garden or any other area of a site not constructed as a carriageway or parking area;

unless directed or permitted so to do by a traffic officer authorised by the Campus Administrator;

- (d) not do or omit to do any act if such act or omission would constitute a breach of any Act or regulation of the State of New South Wales relating to the registration, use or control of vehicles as if the part of a site upon which that vehicle is at the time he or she does or omits to do that act were a public road;

- (e) obey any direction or signal a traffic officer may reasonably give in relation to the driving or parking of such vehicle.

## 8. Breach of Rules

Any person who commits a breach of these rules may be liable to a penalty determined by the Board.

## 9. Notice of Breach of Rules

A breach of these rules may be notified by a notice of infringement being issued by a traffic officer. The notice may be either placed on the windscreen of the motor vehicle concerned or handed to the driver of the motor vehicle concerned.

## 10. Allocated Car Parking areas

In an effort to provide maximum safety on the campus, all students and staff are requested to observe the following regulations:

- Staff and Disabled Parking only designated in Car Park One (front of campus) and all areas to the east of N and P blocks, including beneath the Library and M Block car parks.
- Student Priority Parking designated for Car Park Three (near Block L – Multi Purpose Centre). Residential Student car parking only in the car parking area on the tennis court side of Block L – Multi Purpose Centre.
- No parking or standing in **staff and disabled** parking areas at any time.
- Parking or standing is prohibited on the footpaths and grass verges adjacent to the campus roadways, at the front steps, in bus zones, in emergency access roads, in front of fire hydrants and in 'No Parking' or 'No Standing' areas.
- Students are requested to affix a yellow campus parking sticker to their vehicle which will authorise vehicular access to the campus but does not guarantee a parking space. These stickers are issued free of charge, following the completion of the appropriate form which is available from the administration counter in A block.
- Staff are requested to affix a blue campus parking sticker to their vehicle which will authorise vehicular access to the campus. Stickers may be obtained from the administration counter in A block.
- Car parking spaces for the disabled driver are located at the front of Blocks N, O, P and administration, and to the rear of the Library block. A permit issued by the RTA is required.
- Members of the general campus staff may only utilise one of the pool car spaces for their own vehicle if they are taking a pool car off campus. Intention to use this facility must be recorded with security beforehand.
- A 'reserved visitor' is defined as a visiting dignitary or guest lecturer to any of the three sectors and a parking space may be booked by any member of the campus staff. To make a reserved visitor booking, you should contact by telephone/email (no later than 1pm the day before) one of the personal assistants to the directors:

North Coast TAFE	<a href="mailto:karen.linton1@tafensw.edu.au">karen.linton1@tafensw.edu.au</a>	or ext 3129
Senior College	<a href="mailto:marie.moore@det.nsw.edu.au">marie.moore@det.nsw.edu.au</a>	or ext 3010
Southern Cross University	<a href="mailto:deborah.hoiles@scu.edu.au">deborah.hoiles@scu.edu.au</a>	or ext 3341

You will be required to supply the registration number of the visitor's vehicle and the time during which the space is required. Your request will then be given to security to place the registration number of the expected visitor's car on the reserved sign. General staff are welcome to use these spaces on a day-to-day basis if they have not been booked for visitors.