

CAR PARKING POLICY DOCUMENTATION

Contractor Parking Policy 2024-25

Effective 1ST October 2024

1. Introduction

This policy supplements the Lancaster University Car Parking Policy Principal Document 2024-25, which should be read in conjunction with this policy. This is available on the [Policy and Enforcement page](#) on the University's website.

Contractor vehicles refer to contractor company owned or hired in vehicles and to vehicles owned privately by employees of a contractor either working for the University or a principal contractor or tenant of the University.

Principal contractors and campus tenants must clearly communicate this policy to all contractors and sub-contractors working for them on Lancaster University premises.

2. Contractor Parking Options

Several parking options are available for contractor vehicles parked on the campus at Bailrigg. Parking permits/tickets must be clearly displayed in the front windscreen whilst parked on campus.

Please note that all parking payments at Lancaster University are **cashless**. Also, contractors are NOT permitted to park in contractor compounds.

a) Payment or RingGO for Visitor Parking – Daily

- Pay and display machines are located across campus or there is the option to pay by RingGO.
- £2.40 for 2 hours or £5.70 for a full day in Visitor Car Parks A to I.
- £2.40 for 2 hours or £3.50 for a full day at Visitor Car Park J and Southwest Campus.
- RingGO is the only daily parking payment option for the Health Innovation Campus and Visitor Car Park K (Sports Field Car Park). Both these car parks are controlled by ANPR
- Payment by card only. No cash payments available

Parking is not permitted in contractor compounds or specialised use spaces such as EV charging spaces, Pre-School spaces, spaces marked as 'reserved', the Health Centre car park.

b) Contractor Parking Permit – Monthly

- £43 per month.
- Available online from the [University's Online Store](#).
- Valid: Visitor and Staff spaces, Southwest Campus (Alexandra Park), Health Innovation Campus, Sports Field Car Park.
- Not valid: in contractor compounds or specialised use spaces such as EV charging spaces, Pre-School spaces, spaces marked as 'reserved', the Health Centre car park.

c) Contractor Parking Permit – Termly

- £104 per term.
- Available online only from the [University's Online Store](#).
- Michaelmas Term Contractor Parking Permit (6/10/24 to 13/12/24) - £104.
- Lent Term Contractor Parking Permit (10/1/25 to 21/3/25) - £104.
- Summer Term Contractor Parking Permit (24/3/25 to 28/03/25 and 28/04/25 to 27/06/25) - £104.
- Summer Vacation Contractor Parking Permit (30/06/25 to 3/10/25) - £104.
- Summer Term and Summer Vacation (24/03/25 to 3/10/25) - £162
- Valid: Visitor and Staff spaces, Southwest Campus (Alexandra Park), Health Innovation Campus.
- Not valid: in contractor compounds or specialised use spaces such as EV charging spaces, Pre-School spaces, Sports Field Car park, spaces marked as 'reserved', the Health Centre car park.

d) Contractor Parking Permit – Annual

- £276 per year (Oct 2024 to Sept 2025).
- Available online only from the [University's Online Store](#).
- Valid: Visitor and Staff spaces, Southwest Campus (Alexandra Park), Health Innovation Campus.
- Not valid: in contractor compounds or specialised use spaces such as EV charging spaces, Pre-School spaces, Sports Field Car Park. spaces marked as 'reserved', the Health Centre car park.

3. Map of Parking Zones

The Parking Zones Map is available on the [Parking and Enforcement webpage](#). The map illustrates the location of the different parking zones on campus, including spaces for visitors, staff and Southwest Campus.

4. Parking of Long Wheelbase Vehicles

Long wheelbase (LWB) vans and minibuses **must not** be parked in standard length parking bays if the vehicle overhangs onto the road carriageway or footway. This often causes a road safety and/or accessibility issue. Vehicles **must not** be parked in any way that could cause damage to the soft verge or landscape. Enforcement action will be taken against any vehicles parked in such a manner.

Suitable areas for the parking of LWB vans and minibuses are:

- Visitor Car Park B (located off North Drive).
- Visitor Car Park K (Sports Field Car Park) – Fixed ANPR camera car park.
- Car Park behind Bigforth Barn off Bigforth Drive (Staff and Visitor car park).
- South West Campus (Alexandra Park)

5. Contractor Parking at Chancellor's Wharf

A system of automatic number plate recognition (ANPR) camera enforcement is in operation at Chancellor's Wharf located in Lancaster city centre. This system operates 24/7 all year round.

Contractors working at Chancellor's Wharf can purchase a 1-day Visitor parking is available for £3.50 per day if verified with the Car Parking Office, Security and payment is completed via the University's Online Store.

6. Contractor Parking at Forrest Hills

Contractor parking at Forrest Hills to be arranged with the Travel and Parking Coordinator.

7. Contractor Parking at Health Innovation Campus (HIC)

A system of fixed camera ANPR (automatic number plate recognition) enforcement is in operation at the car park for HIC. All annual, termly and monthly Contractor Parking Permits are authorised for parking use at the HIC car park.

Visitor parking facilities can be used through the RingGo pay by phone service when parking at HIC to pay for and authorise parking sessions.

8. Contractor Compounds

Contractors are not permitted to park in contractor compounds.

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