

Criteria for Car Parking Allocation 2020-21

The issue and control of car parking permits is managed by Estates Services. All enquiries to be directed to carparking@strath.ac.uk or extension 2363.

1. The parking year will commence on 1 August 2020 and end on 31 July 2021. Application forms will be available via PEGASUS. For those staff who do not have access to a PC, please contact extension 2363 for directions on how to proceed. The annual charges are incorporated in the application form. The car parking charges will be deducted from salary/wages on a monthly/weekly basis, in arrears with the exception of 'Casual staff'.
2. All applications must be formally made each year by members of staff (including those in priority categories), Heads of Departments in connection with departmental vehicles and Heads of Departments in connection with certain categories of permits.
3. Parking facilities are not available for students, except as provided in paragraph 6b and 6c below.
4. Limited parking for motorcycles is available at a reduced rate, please contact carparking@strath.ac.uk for details.
5. Members of staff and students holding a Blue Badge are guaranteed a parking space within a University car park, and where available in a disabled parking bay. Details of disabled bays within our car parks and also nearby on-street disabled bays can be viewed on the car park map available online [here](#).

Blue badge holding staff should contact the car parking team via email at carparking@strath.ac.uk or extension 2363 in the first instance, there is no requirement to apply via the annual ballot process. You will be requested to provide a photocopy of your Blue Badge together with vehicle details and in doing so will be provided a parking permit and access to a car park.

Students should contact Disability Services to request a permit and access card.

Blue badges must be visibly displayed in the vehicle at all times whilst parked on University property. Only blue badge holders may park in designated disabled bays.

6. Categories

Permits (non-transferable) will be available for the undernoted priority categories:

- a. Members of Court and Senate, Deans, Professors and Heads of Departments.
- b. Members of staff and students whose physical disability prevents them from using public transport. Such applications must be supported by a letter from the applicant's doctor or a medical certificate. Those staff who have previously submitted a medical certificate need not do so again. (A confidential register of physically disabled staff will be kept.) Members of staff who have a doctor's letter or a medical certificate regarding mobility should present this to Estates Services. Estates Services will work with the member of staff to determine the most suitable parking location where practicable, taking into account proximity to the workplace, footway and roadway conditions, topography, weather conditions etc. Any costs related to producing this supporting documentation will be met by the applicant.
- c. Staff whose children attend the University Nursery.
- d. A number of places will be reserved each year for those providing an essential service to the University. These cases will be subject to a separate application, supported and countersigned by the applicant's Head of Department. An assessment and final decision to allocate on these grounds will be made by Estates Services after the closing date for applications.
- e. Departmental vehicles.

In all the foregoing categories of priority, choice of car park will be available, but not all first choices can be guaranteed.

7. The sharing of car parking spaces is encouraged. It should be noted that both (or all) members of staff agreeing to share must apply separately, mentioning partners. The amount to be deducted from salary/wage will be adjusted to ensure the cost is equally borne.

Sharing is only permitted in those car parks indicated at section 15.

Sharers must park in their designated bay and ensure their bollard is left raised when leaving the car park.

8. Balloting Procedures

After the priority categories have been allocated, the remaining places will be subject, if necessary, to a ballot which will take place in June. The ballot will be conducted by computer which randomly selects successful applications. Car park preferences have no impact on the ballot.

All staff, whether full-time or part-time can submit special cases as indicated in section 6.

9. General Criteria

- a. All applications for car parking places will be required to provide the following information:
 - i. Email address, building and telephone extension
 - ii. Make and model of vehicle
 - iii. Vehicle Registration Number
 - iv. CO₂ emissions of vehicles(s)
- b. Parking permits to be issued on the strict condition that they will be surrendered on the termination of the members of staff's appointment and such vacated places will be subject to a supplementary ballot. Deduction from salary/wage will cease upon termination of the individual's employment or, when the surrender is voluntary, will cease with the next payroll.
- c. Permit serial numbers are for administration purposes only.

- d. The University will only be liable for loss of or damage to any vehicle or its contents while parked on University ground if the loss or damage has been caused by the negligence of the University and the vehicle is displaying a valid car parking permit. The liability of the University in such circumstances shall not exceed the market value of the vehicle in the case of its total loss or £500 in the case of any other loss.

Accidents do happen and should you be unfortunate enough to bump another vehicle in the car park, please advise Estates Services on extension 2363 or send an email to carparking@strath.ac.uk.

- e. The University has negotiated with NCP whereby staff, students and visitors can park in the Montrose Street car park at a discounted rate (currently £9 for 12 hours or £12.50 for 24 hours) 7 days per week. Further information can be found at <https://www.strath.ac.uk/professionalservices/estates/carparking/>
- f. The University has negotiated with City Parking in Duke Street whereby staff can park at a rate of £5 for a 24 hour period. Further information can be found at <https://www.strath.ac.uk/professionalservices/estates/carparking/>

g. **Permits are strictly non-transferable.**

10. When a permit has been allocated to you, you will be notified by Estates Services. A permit will be issued and **must** be displayed on car windscreens in order that illegal parking may be controlled. Estates Services must be notified of any change of vehicle.
11. Disabled parking bays are reserved for use only by members of staff, students or visitors displaying a valid blue badge.
12. Permits do not automatically entitle the holder to park overnight, but if the permit holder wishes to obtain facilities for two or more consecutive nights, the matter should be referred to Security Control.
13. The University reserves the right to withdraw a parking permit if their use is abused, e.g. parking in the wrong car park, in a disabled bay without displaying a blue badge or using a sharing permit outside of a sharing bay.

14. Car parking facilities are offered on the understanding that all the above conditions and criteria are understood and accepted

15. Parking Areas

The University parking areas currently available are listed below. Please note that this year we have grouped some smaller car parks within 2 larger zones: "John Street" and "Rottenrow and Taylor Street", if allocated a permit in these areas please park in any available space within these areas.

Area	Disabled Parking	Remarks
Andrew Ure Hall		<ul style="list-style-type: none"> • Automatic barrier control in operation • Operated via staff card.
Birkbeck Court Lower	3 disabled bays	<ul style="list-style-type: none"> • Disabled parking only • Operated via proximity card
Cathedral Street	1 disabled bay	<ul style="list-style-type: none"> • Disabled parking only • Operated via keyfob.
Chancellors Hall	3 disabled bays	<ul style="list-style-type: none"> • Disabled parking only • Automatic barrier control in operation at Rottenrow East • Operated via staff card • Key required to then enter this car park.
Collins Street		<ul style="list-style-type: none"> • Gate with key lock in operation
Curran External		<ul style="list-style-type: none"> • Gate with padlock in operation
Curran Internal	5 disabled bays	<ul style="list-style-type: none"> • Disabled parking only • Operated via proximity card
Duke Street		<ul style="list-style-type: none"> • Accessed via City Parking proximity card • Presented at ticket slot on entering and leaving the car park.
Graham Hills Internal	3 disabled bays on level 4	<ul style="list-style-type: none"> • Automatic barrier control in operation • Operated via staff card
Graham Hills External*		<ul style="list-style-type: none"> • Automatic barrier control in operation • Operated via staff card
Henry Dyer	2 disabled bays	<ul style="list-style-type: none"> • Disabled parking only • Operated via keyfob
John Anderson	1 disabled bay	<ul style="list-style-type: none"> • Automatic barrier control in operation at Rottenrow East • Operated by staff card • Part of "Rottenrow and Taylor Street" permit zone
John Street		<ul style="list-style-type: none"> • Rising kerb in operation at John Street • Operated via staff card • Part of "John Street" permit zone

McCance (Headroom at entrance 6'5", 1.96m)	2 disabled bays	<ul style="list-style-type: none"> • Automatic barrier control in operation • Operated via staff card
Taylor Street	1 disabled bay	<ul style="list-style-type: none"> • Automatic barrier control in operation at Rottenrow East • Operated via staff card
Thomas Graham Quadrangle		<ul style="list-style-type: none"> • Rising kerb in operation at John Street • Operated via staff card • Part of "John Street" permit zone
Richmond Street	10 disabled bays	<ul style="list-style-type: none"> • Disabled and EV parking only
Rottenrow West		<ul style="list-style-type: none"> • Collapsible bollards/padlocks in use
Rottenrow East*		<ul style="list-style-type: none"> • Collapsible bollards/padlocks in use • Automatic barrier control in operation at Rottenrow East • Operated via staff card
University Centre*		<ul style="list-style-type: none"> • Rising kerb in operation at John Street • Operated via staff card • Part of "John Street" permit zone
Weaver Street		<ul style="list-style-type: none"> • Automatic barrier control in operation at Rottenrow East • Operated via staff card • Part of "Rottenrow and Taylor Street" permit zone

* indicates car parks where sharing will be permitted, only within bays with bollards.

16. Car parks are open to permit holders at all hours with the following exceptions.

Graham Hills Internal 0700-2000 hrs Mon-Fri only

17. Closing date for applications: Friday 12th June 2020.

Visitor Permits

To accommodate visitors, a department can apply for a Visitor's Permit to allow their visitor to park.

We have a limited number of car parking spaces for disabled visitors in Graham Hills internal, Graham Hills external and McCance car parks.

Visitors permits can be obtained by contacting carparking@strath.ac.uk, giving at least 48 hours notice.

Please note that Visitor Permits are under review and may be amended or withdraw