

Dear Colleague

## CAR PARK MANAGEMENT AT NHSSCOTLAND HEALTHCARE SITES

### **Background**

1. As you will recall, Chief Executive Letter (38)2008 announced that charges for parking at NHSScotland healthcare sites ended with effect from 31 December 2008.

### **NHS Boards Which Formerly Charged for Car Parking**

2. As it is now more than a year since car parking charges were ended at NHSScotland operated car parks, it would be useful if those NHS Boards could report on the implementation of their car parking management policies. In particular:
  - whether or not the policy has been fully developed and/or implemented;
  - the effectiveness of car park zoning, and use of time limits on patient and visitor car parks;
  - arrangements for staff parking (permit or otherwise);
  - whether or not civil penalty notices are being used or will be used; and
  - any other issues which have been identified over the last twelve months or so and how they have been addressed and/or resolved.
3. In addition, although those five NHS Boards charged for car parking at only around fourteen sites, it would be helpful to know whether or not the car parking management policy will be extended to cover other sites within the NHS Board area, either in full or in part.

### **Other NHS Boards**

4. There are a number of NHS Boards which did not charge for car parking at their healthcare sites. However, car parking is nonetheless part of the overall facilities of healthcare sites and it requires to be managed appropriately.

CEL 02 (2010)

26 January 2010

### **Addresses**

For action  
Chief Executives, NHS  
Boards

For information  
Chief Executive, NHS NSS

### **Enquiries to:**

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5. Colleagues in Health Facilities Scotland are working through the Travel Planning Advisory Group to share best practice on car parking management and its integration with overall travel planning, improved sustainability and the reduction of NHSScotland's carbon footprint.
6. Further advice will be issued in due course from Health Facilities Scotland. However, it is expected that all NHS Boards should have a statement setting out clearly their car parking management policy.
7. To support the work of the Travel Planning Advisory Group, each NHS Board should ensure that it is represented on the Group. Further information on the Group is obtainable from Mr David Bedwell (contact details as above).

***Action***

8. **The NHS Boards referred to in Paragraphs 2-4 should report as requested to James White (contact details as per above) by close of play on Friday, 26 February 2010.**
9. **NHS Boards should ensure that they are represented on the Travel Planning Advisory Group.**

Yours sincerely

**MIKE BAXTER**  
**Deputy Director**