

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	7 September 2010
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Disabled Persons' Parking Places (Scotland) Act 2009 Implementation Update
REPORT NUMBER	EPI/10/194

1. PURPOSE OF REPORT

- 1.1 This report advises Committee of the duties imposed upon local authorities to promote proper use of parking spaces, that are designated or provided for use only by disabled persons' vehicles, by the promotion of orders under the Road Traffic Regulation Act 1984 to make them enforceable as a result of the coming into force of the Disabled Persons' Parking Places (Scotland) Act 2009. This Act came into force on 1 October 2009. The report also advises Committee of the procedure adopted by the Council in processing applications for parking places for disabled persons' vehicles and the steps the Council has taken, to date, to meet its obligations under the new Act.
- 1.2 In addition this report outlines the way in which the legal procedure will be carried out and reported in the future with regard to making the necessary Traffic Regulation Orders which will allow disabled persons' parking places to become enforceable.
- 1.3 The report also contains a list of the first batch of disabled persons' parking places which will be subject to the promotion of a Traffic Regulation Order to make them enforceable. Going forward, disabled persons' parking places will be included within the "Small Scale Traffic Management Measures" report each Committee cycle.

2. RECOMMENDATION(S)

- a) That the Committee note the duty placed upon the Council as a result of the Disabled Persons' Parking Places (Scotland) Act 2009 and that no additional funding has been forthcoming from the Scottish Government for local authorities for the purposes of fulfilling their duties;
- b) That the Committee approve the rules and procedures set out in the report for dealing with applications from Blue Badge holders for new disabled persons' parking places both on-street and in Council maintained off-street car parks;

- c) That the Committee approve the procedures set out in the report for bringing all existing disabled persons' parking places both on-street and in Council maintained car parks into accordance with the requirements of the Act;
- d) That the Committee approves the procedure outlined in the report for contacting external bodies with private car parks with a view to coming to an arrangement with regard to the enforcement of their disabled persons' parking places; and
- e) That the Committee approve the first batch of locations for new disabled persons' parking places and instruct officers to begin the legal process to allow these bays to become enforceable under the terms of a Traffic Regulation Order.

3. FINANCIAL IMPLICATIONS

- 3.1 The existing financial allocation for Disabled Parking from the 2010/11 Non-Housing Capital Budget is £40,000. This sum is only sufficient to deal with the number of applications for **on-street** disabled parking bays currently received annually and does not include off-street bays in car parks maintained by the Housing Department. These are currently funded from a separate budget. This sum is insufficient to allow the Council to carry out its duties outlined in the Disabled Persons' Parking Places (Scotland) Act 2009, indeed it will be insufficient to meet either the demand for new parking places or the formalising and promotion of Traffic Regulation Orders for existing advisory disabled persons' parking places. To date no additional resources have been provided to carry out the duties set out in the Act and these costs will place pressure on the Revenue Budget.
- 3.2 The cost to implement a new on-street disabled persons' parking place using the standard road markings and signage is £300. This figure is for the physical works element only and does not take into account the staff time involved in surveying the site, the associated consultation process and the promotion of a Traffic Regulation Order. The formalising of between 1300 and 1600 on-street existing advisory parking places in the City will have an additional cost associated with the removal of the existing advisory road markings and signage and with the costs associated with the promotion of traffic orders, dealing with objectors and additional staff time involved in surveying all existing parking bays the cost to the Council could be as high as £550,000. **Based on the figures above, assuming no new applications and the current level of funding, the timescale to formalise the existing on-street parking places only would be between 9 and 12 years.** This does not take into consideration existing off-street parking places in Housing car parks, the number of which are unquantified at the time of writing. It should be noted that the cost of implementing individual parking places will vary depending on factors at each site such as existing street furniture.
- 3.3 An additional burden will be placed upon the City Warden service as a great deal of the existing disabled persons' parking places are in residential areas

with very few existing waiting restrictions which require enforcement. Going forward, once the on street disabled parking bays become enforceable, the City Wardens will be expected to carry out regular enforcement in areas where abuse of these bays is reported. Furthermore, if private enterprises take the opportunity to enter into an agreement with the Council whereby the City Wardens will enforce parking bays in private off-street car parks, pressure will be placed on existing resources. As a result, an annual charge must be levied to any business which requests enforcement services from the Council.

4. SERVICE & COMMUNITY IMPACT

- 4.1 The implementation of the new Act is intended to benefit Blue Badge holders. The Single Outcome Agreement sets out a priority of tackling inequalities in society. The provision of the Blue Badge scheme and parking places provides an advantage to people with mobility difficulties with respect to access around the City.
- 4.2 Members should note that whilst existing on-street parking bays are advisory only, they are allocated to a particular individual and this system is generally well respected. Going forward, whilst on-street bays will for the first time become enforceable, it should be noted that any Blue Badge holder is entitled to park in these bays, regardless of the applicant.

5. OTHER IMPLICATIONS

- 5.1 Streamlining the application process for both the badge and parking place into one process will make better use of existing resources and reduce administrative costs associated with the scheme. However, the initial cost in physical works and staff time will be onerous.
- 5.2 There are currently two separate Microsoft Access databases associated with Blue Badge holders. One for the Blue Badge application process and register of holders, and a separate database containing information on disabled persons' parking places.

6. REPORT

Background – Disabled Persons' Parking Places (Scotland) Act 2009

- 6.1 The Disabled Persons' Parking Places (Scotland) Act 2009 received Royal Assent on 1 April 2009 and came into force on 1 October 2009.
- 6.2 The Act places a duty on all local authorities to promote the proper use of parking places designated for use by disabled persons' vehicles. The Act also requires local authorities to identify every existing advisory on-street disabled persons' parking place in its area of jurisdiction, to determine whether the facility is still used by a disabled person and, if still required, to determine

- whether the facility is deemed to provide convenient access to the address of a disabled person holding a disabled persons' badge.
- 6.3 If a disabled parking place is deemed to be no longer required, the reasons for its removal must be published in an annual report to Scottish Ministers and any road markings and signs must be removed. Surplus on-street disabled persons' parking places must be removed within a period of 12 months beginning with the date of the Act coming into force. The authority must also start the statutory procedures for the making of orders for the remaining disabled parking places within this period.
- 6.4 In relation to off-street parking, local authorities are required to promote an order covering the disabled persons' parking places in its own public car parks, including those maintained by Housing.
- 6.5 The Act also requires each local authority to contact and seek to negotiate arrangements with owners of, or persons having an interest in, private car parks including the likes of supermarkets and out of town retail parks, but also all office and business car parks throughout the city. Securing an arrangement would enable the local authority to promote an order to make the disabled persons' parking places in private car parks enforceable. The owner of, or person having an interest in, a private car park has the choice whether or not the Council carry out enforcement duties within their car park. If a local authority has failed to make arrangements with owners of, or persons having an interest in, a private car park to promote a disabled off-street parking order, further attempts to reach agreement are required every two years.
- 6.6 Local authorities have a duty to keep the provision of all disabled parking orders under review. This means that the local authority must audit parking places to ensure that they are still being used by the original applicant or by other Blue Badge holders. In instances where the Blue Badge holder dies or moves away then the local authority has the discretion to retain the space if deemed appropriate.
- 6.7 Local authorities are required to publish an annual report on their performance in relation to parking places for disabled persons' vehicles. A copy of this report requires to be sent to Scottish Ministers. Annual reports must be published within 3 months of the reporting period. The first report will cover the period from 1 October 2009 to 31 March 2011. Subsequent annual reports will be on a financial year basis. The requirements for the content of the annual reports are indicated in Appendix A.

Procedure for Dealing With New Applications for Disabled Persons' Parking Places

- 6.8 The Act permits any individual who holds a disabled persons' badge and has a suitable vehicle registered at their address to apply to a local authority for a disabled persons' street parking place from which there is convenient access to their address. A request may also be made through another person acting on behalf of the qualifying person in order to cover situations when the badge holder is unable to make the request themselves.

- 6.9 Currently, in order for an application for a parking facility for persons with a disability to be approved the following conditions must be met:
- a) The applicant is the driver of the vehicle;
 - b) The applicant be a Blue Badge holder;
 - c) There is no suitable off-street parking facility near the disabled person's home;
 - d) The vehicle is normally kept at the home address of the applicant.
- 6.10 It should also be noted that able bodied drivers with a disabled person living with them may also be granted an on-street parking facility if the disabled person meets conditions b), c) and d) above.
- 6.11 The Disabled Persons' Parking Places (Scotland) Act 2009 contains similar conditions. Council officers have sought guidance from the Scottish Government in relation to the issue of Blue Badge holders with existing driveways being eligible for an on-street space. It was confirmed that the decision to issue an on-street parking place should be made at the individual local authority's discretion and, if an existing driveway is deemed to provide suitable access to the applicant's address, an application for an on-street parking place may be refused. Each case must of course be judged on its individual merits; some driveways may be remote from a property or be on a steep gradient and thus provide inadequate access for a disabled person. On occasion, an applicant may challenge a refusal decision. Should this situation arise, the matter will be referred back to the Enterprise, Planning and Infrastructure Committee. The Committee will determine whether or not an on-street parking places will be provided.
- 6.12 A procedure must be set out for the processing of applications for on-street disabled persons' parking places. In order to reduce administration costs and to streamline the process for potential applicants, the application forms for Blue Badges will include a section relating to parking places which will allow the application process to be combined and there is a desire to adopt a single database containing all relevant information for each applicant. A separate application form solely for parking places which can be issued to current Blue Badge holders similar to that already in use will be retained. The development of a combined database is some months away and in the interim period information pertaining to parking place applications will be held by the Road Safety and Traffic Management Team until such time as the database is ready for use and the input of data can be carried out.
- 6.13 The process for the implementation of disabled persons' parking place as a result of the coming into force of the Act is contained in Appendix C. It should be noted that the procedure from receiving an application from a disabled person to completion of the promotion of the Traffic Regulation Order required for the proper enforcement of the bay will take approximately 6 months.
- 6.14 In order to reduce costs associated with complying with the Act, the Scottish Government has advised local authorities that they may seek approval to retain the current non-compliant markings without alteration. A request will be submitted to the Scottish Government and, if successful, only the signage will be replaced as Traffic Regulation Orders are applied to existing parking places. The markings will be altered to those complying with the Traffic Signs

Regulations and General Directions 2002 as and when they require refreshing.

Procedure for Dealing with Existing On-Street Advisory Disabled Persons' Parking Places

- 6.15 At present there are between approximately 1300 and 1600 on-street advisory disabled persons' parking places in the City. As a result of the Act, all of these parking places must be made enforceable.
- 6.16 The first task facing the Council in tackling the issue of the existing advisory parking places is to identify all locations. A database exists for the more recent parking places; however, there are historic bays which exist dating back to the 1990s for which there are no current electronic records. A number of these parking spaces will be obsolete as the original applicants have moved from the area or have passed away. The only certain way of ensuring that all existing parking places are identified is by carrying out a street-by-street audit. This is an exercise which has been commenced by Dundee City Council and the City of Edinburgh Council and completed by The Moray Council.
- 6.17 An alternative method for identifying all on-street disabled persons' parking places is to contact all Blue Badge holders in the City to determine whether they have an on-street space. This would not account for those legacy spaces which are no longer required as a result of the relocation or the passing away of a Blue Badge holder.
- 6.18 Once all on-street spaces have been identified, the Council must decide whether each individual space should be retained. This will be done by writing to the resident at the address of the original applicant asking them to re-apply for a disabled persons' parking place. If the applicant is not longer at the address, or the new resident does not meet the criteria for an on-street space, the markings and associated sign will be removed. If the applicant still resides at the address, or a new resident is at the address who qualifies for an on-street space, the legal process in order to make the existing parking place enforceable will be commenced. The process for dealing with existing advisory disabled persons' parking places as a result of the coming into force of the Act is contained in Appendix D. An area-based programme will be developed in due course once the number of existing advisory spaces is known.

Procedure for Dealing with Applications in Council Maintained Off-Street Car Parks

- 6.19 In general, the procedure to be followed should be as outlined for on-street disabled persons' parking places which can be found in Appendix C.
- 6.20 Currently, applications for disabled persons' parking places in Council car parks maintained by the Housing Department are dealt with separately from those on-street. As a result of the new Act, all off-street spaces must now be contained within a Traffic Regulation Order in order to make them enforceable. It is therefore proposed that off-street spaces in Council

maintained car parks be dealt with through the same process as on-street spaces and included within the same database. Roads officers are currently in discussions with Housing officers with a view to making the necessary arrangements.

- 6.21 Smaller car parks may present particular difficulties with regard to the number of bays available for allocating to disabled persons whilst retaining sufficient parking for other residents. Council officers have contacted the Scottish Government for guidance on this matter and received the response that every car park must be treated on a case by case basis. It may be prudent for the Council to set a limit on the percentage of space which can be given over to disabled persons' parking places in any one car park. Such guidance exists for new developments and it is recommended that the Council apply the accepted guidance in its own car parks. The Department for Transport Traffic Advisory Leaflet 5/95 – Parking for Disabled People provides guidance in determining the minimum requirements for disabled parking. The guidance stated within this document is to provide **3 bays or 6% of total capacity, whichever is greater**, in any car park of up to 200 spaces. The figures are also mirrored in the Local Development Plan. The point must be reinforced that this is only guidance, not legislation, and there may be exceptions to this in certain circumstances, for example at a sheltered housing complex where the vast majority of residents owning cars may be Blue Badge holders. Guidance from the Housing Department must be sought in determining the number of bays which can be allocated in any particular car park and characteristics and demand will vary from site to site.
- 6.22 Officers are currently in discussions with Dundee City Council and the City of Edinburgh Council to establish the position taken by these authorities in respect of this issue. Glasgow City Council were also contacted, however, as their entire council housing stock was sold off to housing associations a number of years ago, this issue is not relevant to that particular authority. There is no cap on the percentage of on-street parking capacity which can be allocated to disabled persons in Glasgow. Dundee City Council have stated that the provision of parking bays within Housing Department car parks will be permitted at the discretion of the Housing Department, with Roads officers promoting the TRO and implementing any bay. The percentage of bays which can be provided in any one car park will be dealt with on a case by case basis and at the discretion of the Housing Department. Dundee City Council also stated that they would only allow a maximum of 30% of total parking capacity to be allocated to disabled persons' parking places on any particular street. The City of Edinburgh Council have also stated that they would deal with applications on a case by case basis and that no on-street cap has been set for the percentage of disabled bays.

Procedure for Dealing with Existing Advisory Disabled Persons' Parking Places in Council Maintained Off-Street Car Parks

- 6.23 There are a considerable number of off-street advisory disabled persons' parking places within Council maintained car parks which are controlled by Housing. All of these existing advisory spaces must now become the subject of a Traffic Regulation order as a result of the Act. The location of all existing advisory spaces must be identified and, once this task has been completed,

the procedure outlined in Appendix C is to be followed. An area-based programme will be developed in due course once the number of existing advisory spaces is known.

Procedure for Enforcement of Existing Advisory Disabled Persons' Parking Places in Off-Street Car Parks Associated with Commercial Premises

- 6.24 The Act indicates that for every off-street advisory parking place not provided by the local authority, the authority must seek to make arrangements for the provision of the parking place with a view to making an order for it. This includes all retail premises which currently provide car parking for disabled customers and employers' car parks where spaces may be provided for employers or visitors.
- 6.25 Should a person or business owning an off-street car park wish the Council to provide enforcement, it is the duty of that person or business to ensure that the parking places within their car park comply with the Traffic Signs Regulations and General Directions 2002 as shown in Appendix F. It is also the duty of the owner / manager to ensure that the lines and signs are maintained on an on-going basis.
- 6.26 A number of local authorities have commenced this process with the City of Edinburgh Council having sent over 1600 questionnaires to businesses within their area of jurisdiction.
- 6.27 It is proposed that Aberdeen City Council follow a similar approach to that taken in Edinburgh whereby all businesses in the City will be contacted and asked to complete a questionnaire. Those respondents who wish to have the Council enforce their off-street parking bays will then be contacted to ascertain the number of spaces and to ensure that their bays are marked and signed in accordance with the Regulations. It is proposed to promote an off-street disabled persons' parking places order bi-annually.
- 6.28 The Act requires the Council to endeavour to contact all businesses which have not agreed to employ Council enforcement of their off-street parking places every 2 years to determine whether their stance has altered over the intervening period. All non-respondents, or businesses that have not reached an agreement with regard to Council enforcement, will therefore be contacted again in the same manner every 2 years.

First Locations of New Enforceable Disabled Parking Bays

- 6.29 The first locations where it is proposed to implement newly enforceable disabled persons' parking places are listed in Appendix E. These bays all meet the above criteria and are presented to the Committee for approval to proceed to the formal legal process in order for the bays to become enforceable by the City Wardens.
- 6.30 In the future, disabled persons' parking places which are being presented to the Committee will be contained within the regular "Small Scale Traffic Management Measures" reports. These will include new applications and also

any existing bays which have been surveyed during the period between report cycles.

7. CONSULTEE COMMENTS

Consultee	Comments
Councillor John Stewart (Council Leader)	
Councillor Kate Dean (Convenor, EP&I)	
Councillor Callum McCaig (Vice-Convenor, EP&I)	
Councillor George Adam	
Councillor Yvonne Allan	
Councillor Marie Boulton	
Councillor Ronald Clark	
Councillor John Corall	
Councillor Bill Cormie	
Councillor Barney Crockett	
Councillor Martin Greig	
Councillor Muriel Jaffrey	
Councillor Alan Milne	
Councillor George Penny	
Councillor Richard Robertson	
Councillor Kevin Stewart	
Barry Jenkins, Head of Finance, Corp Governance	
Jane MacEachran, City Solicitor, Corp Governance	
Ciaran Monaghan, Head of Service, Office of Chief Executive	
Gordon McIntosh, Director of Enterprise, Planning & Infrastructure	
Hugh Murdoch, Head of Asset Management & Operations, Enterprise, Planning & Infrastructure	

Margaret Bochel, Head of Planning & Infrastructure, Environment, Planning & Infrastructure	<p>The existing and proposed Local Development Plan Policies, with regards to car parking, has more statutory weight behind it than the guidance leaflet from DfT referred to in Paragraph 6.21. The LDP Policies mirror the DfT figures i.e 6%.</p> <p>Concerns over the impact of the Act on the City Wardens service in terms of both resources and finance. These concerns are highlighted in paragraph 3.3 of the main report.</p> <p>Based upon the current funding levels, the timescale and costs to introduce this legislation would be between 9 and 12 years to implement throughout the City.</p>
Mike Cheyne, Roads Manager, Environment, Planning & Infrastructure	
Neil Carnegie, Community Safety Manager, Housing & Environment	Concerns over the impact of the Act on the City Wardens service in terms of both resources and finance. These concerns are highlighted in paragraph 3.3 of the main report. It is felt that any private enterprise, which enters into an agreement with the Council to enforce Disabled Parking Bays in a private car park, should be asked to pay an annual fee for enforcement services.
Margaret Jane Cardno, Community Safety Manager, Housing & Environment	
Colin Walker, Community Safety Manager, Housing & Environment	
Neil Simpson, Senior Housing Assistant, Housing & Environment	There may be difficulties with owner / occupiers who have previously paid an initial fee for the establishment of a Disabled Parking Bay outside their property on roads / car parks on the Housing account. When these bays become enforceable they will no longer be provided solely for an individual, any Blue Badge holder will be legitimately permitted to use the bay. Going forward, there will be no charge to residents for the provision of Disabled Parking Bays on Housing account land.
Dave Young, Account Manager, Corporate Governance	With regard to paragraph 5.2, the databases referred to are currently held on obsolescent software and, in order to maintain the integrity of the data, it has been agreed to transfer the functionality to the corporate Customer Relations Management (CRM) system once this becomes available.

8. REPORT AUTHOR DETAILS

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9. BACKGROUND PAPERS

Disabled Persons' Parking Places (Scotland) Act 2009;
The Department for Transport Traffic Advisory Leaflet 5/95 – Parking for
Disabled People;

Appendix A – Content Required in Annual Reports

A report prepared by local authorities under section 11(1)(a) of the Act must contain the following information in respect of the reporting period:

- a) details of the action that it took in fulfilment of its duty under section 1;
- b) the number of parking places designated as being for use only by a disabled persons' vehicle by virtue of the provisions of the Act (except section 9);
- c) the following information related to the performance of its duties under section 4:
 - i) the number of advisory disabled street parking places identified under section 4(1), if any;
 - ii) its reason for any decision under section 4(2) or 3(a);
 - iii) the number of parking places in relation to which it started the statutory procedure under section 4(3)(b), if any;
- d) the following information related to its performance of its duties under section 5:
 - i) the number of requests made to it under section 5(1);
 - ii) the number of parking places which it identified under section 5(2)(b);
 - iii) its reasons for any decision under section 5(3)(a);
 - iv) the number of parking places in relation to which it started the statutory procedure under section 5(3)(b);
 - v) the period, in each case, between the identification of a parking place under section 5(2)(b) and the starting of the related statutory procedure under section 5(3)(b);
- e) the following information related to its performance of its duties under section 6:
 - i) the number of advisory disabled off-street parking places identified under section 6(1), if any;
 - ii) its reasons for any decision under section 6(2)(a);
 - iii) the number of parking places in relation to which it started the statutory procedure under section 6(2)(b), if any;
 - iv) its reason for any decision under section 6(4) that it would not have power to make a disabled off-street parking order;
 - v) the number of premises that include a parking place for the provision of which it sought to make arrangements under section 6(6), if any;
 - vi) the reasons why it was unsuccessful in making any such arrangements;
 - vii) the number of parking places in relation to which it started the statutory procedure under section 6(7);
 - viii) the date by which it performed its duty under section 6(1) and any duties under section 6(2), (4) or (6), relative to the period of twelve months referred to in section 6(9);
- f) the following information related to its performance of its duties under section 7:
 - i) the number of relevant developments for which a planning permission mentioned in section 7(1) was granted;
 - ii) its reason for any decision under section 7(3) that it would not have power to make a disabled off-street parking order;

- iii) the number of premises that include a parking place for the provision of which it sought to make arrangements under section 7(5);
 - iv) the reasons why it was unsuccessful in making any such arrangements;
 - v) the number of parking places in relation to which it started the statutory procedure under section 7(6);
- g) the following information related to its performance of its duties under section 8:
- i) its reasons for any decision under section 8(2) that it would not have power to make a disabled off-street parking order;
 - ii) the number of premises that include a parking place for the provision of which it sought to make arrangement under section 8(4);
 - iii) the reasons why it was unsuccessful in making any such arrangements;
 - iv) the number of parking places in relation to which it started the statutory procedure under section 8(5);
- h) the following information about disabled street parking orders and disabled off-street parking orders;
- i) the number of such orders for the making of which it started the statutory procedure in accordance with the Act;
 - ii) the number of parking places designated as being for use only by a disabled persons' vehicle under such an order;
 - iii) in relation to each such order, the period between the start of the statutory procedure and the making of the order;
 - iv) in respect of each case in which it started the statutory procedure for the making of such an order but did not make an order, the reasons for why not.

A report prepared by a local authority under section 11(1)(a) may contain any other information about its performance of its functions in relation to parking places for disabled persons' vehicles during the reporting period that the authority considers appropriate.

Appendix B – Rules and Guidelines

On-Street Applications

- Applicant must be holder of a Blue Badge;
- A vehicle must be permanently registered at the applicant's address, the applicant does not necessarily have to be the driver of the vehicle;
- The applicant must not have any alternative off street parking which is fit for purpose. Where alternative parking is available but does not provide suitable access to the applicant's property an on-street space will be provided;
- Where an applicant wishes to challenge the decision to refuse the provision of an on-street space, an option is available to appeal and the final decision to be made by the Enterprise, Planning and Infrastructure Committee;

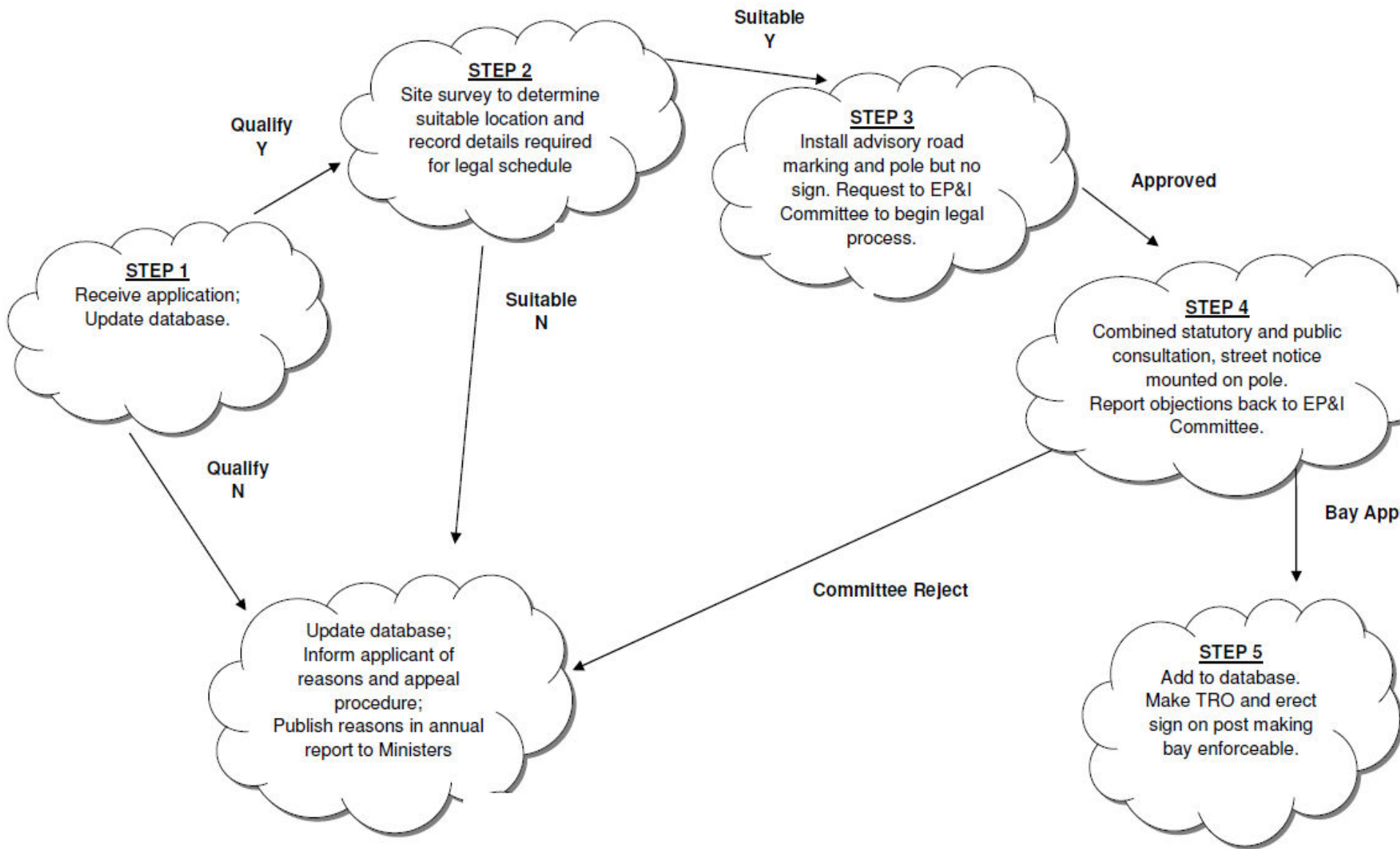
Off-Street Applications in Council Maintained Car Parks

- Applicant must be holder of a Blue Badge;
- A vehicle must be permanently registered at the applicant's address, the applicant does not necessarily have to be the driver of the vehicle;
- The number of spaces already provided for Blue Badge holders within any car park will be considered. If more than 20% of capacity in the car park is given over to disabled persons' parking places provision of further spaces must be assessed on a case by case basis and guidance from Housing must be sought;
- Where an applicant wishes to challenge the decision to refuse the provision of an on-street space, an option is available to appeal and the final decision to be made by the Enterprise, Planning and Infrastructure Committee;

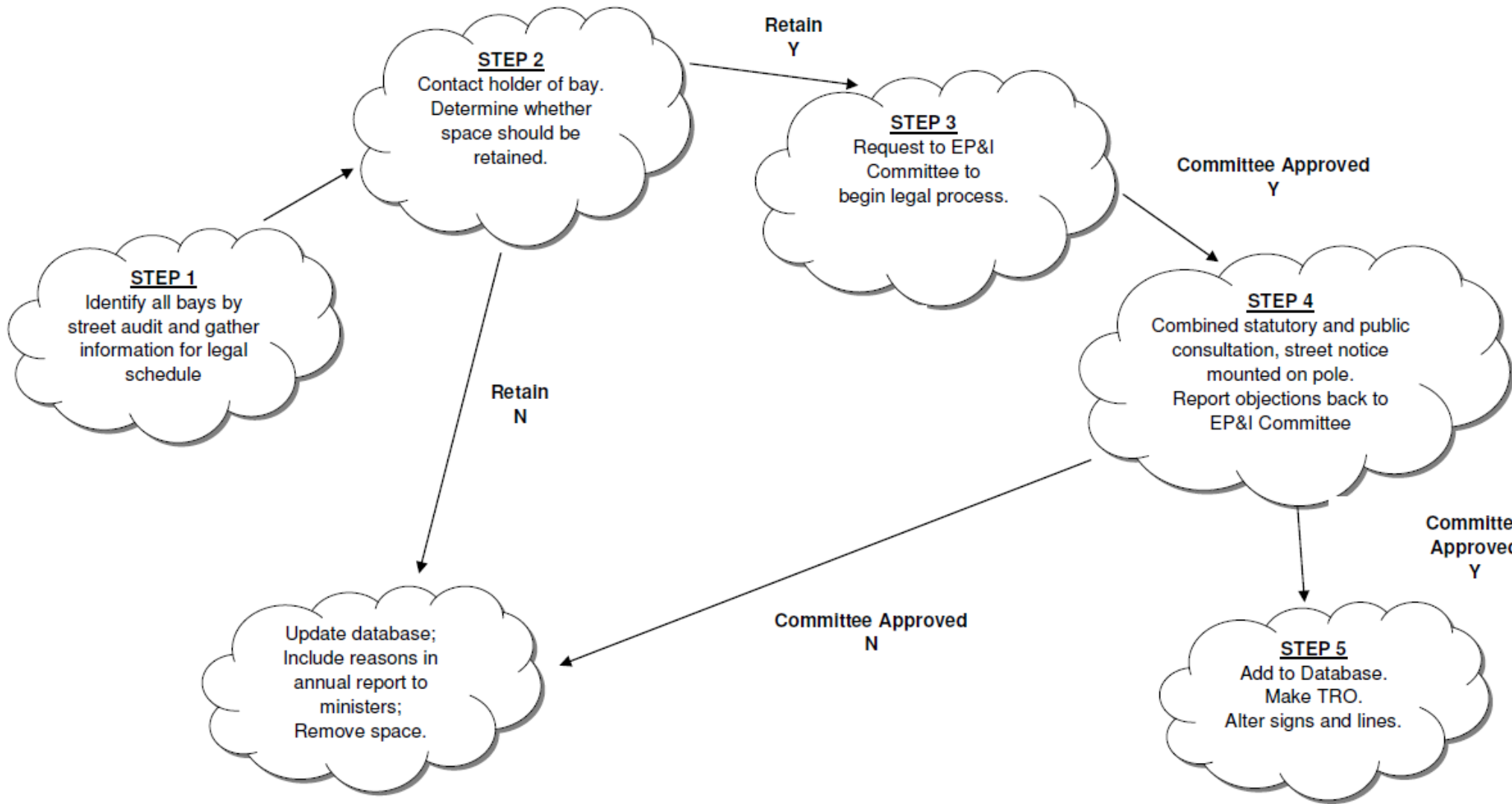
Off-Street Arrangements for Private Bodies

- Where an organisation wishes to enter into an agreement with the Council whereby the City Wardens will enforce spaces in a private car park, it is the responsibility of the car park owner to ensure that all bay markings and signage are compliant with the Traffic Signs Regulations and General Directions 2002;
- The cost involved in the advertisement, promotion and making of a Traffic Regulation Order must be borne by the organisation or individual responsible for the maintenance of the car park.
- An annual fee must also be agreed and paid to the Council by any private enterprise requesting enforcement services from the City Wardens.

Appendix C - Process for Dealing with New Applications for Disabled Persons' Parking Places



Appendix D - Process for Dealing with Existing On-Street Parking Places



Appendix E – Disabled Parking Bay Schedule (New Bays)

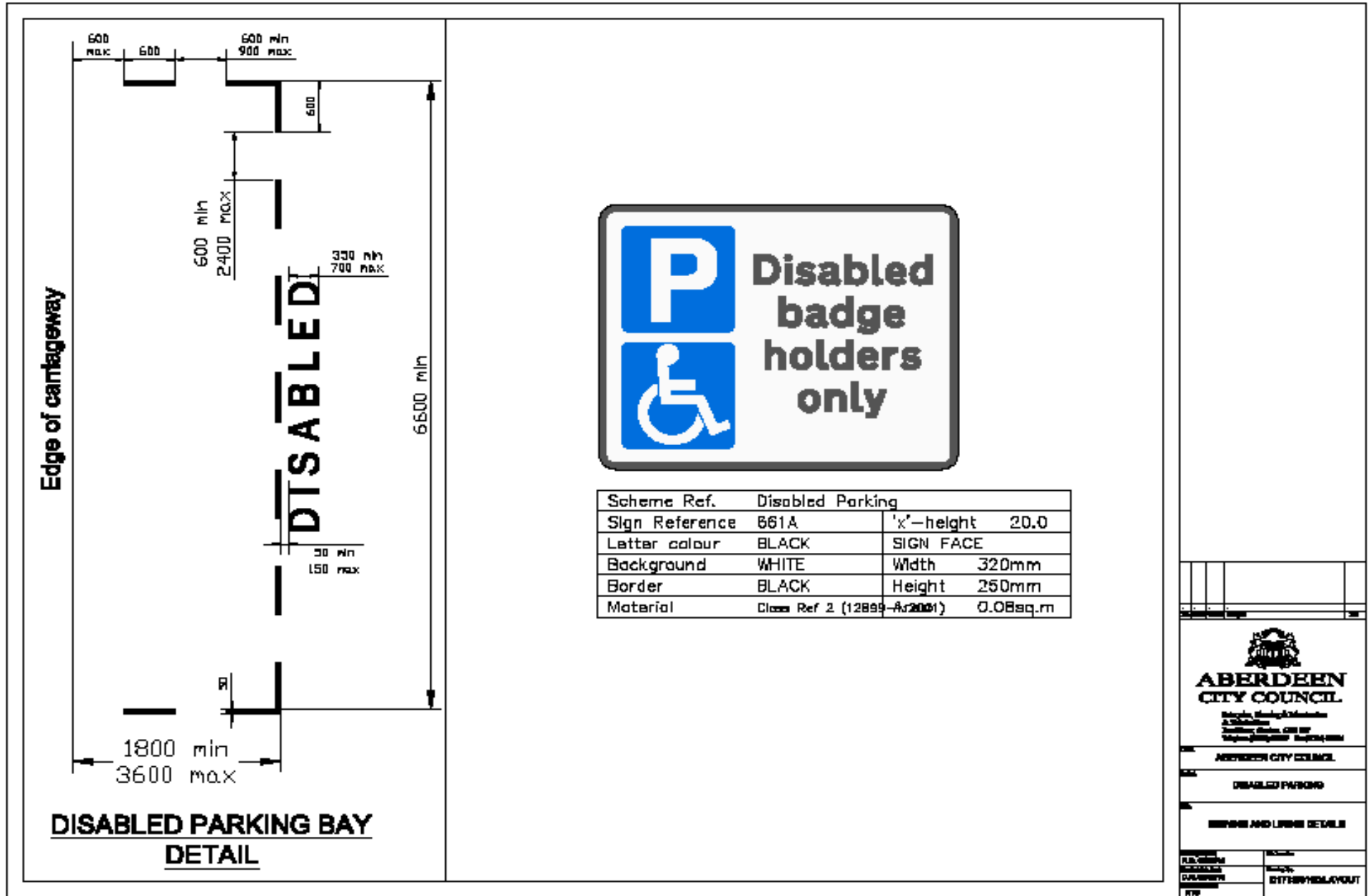
Ref No.	Address	Street	Location
10/0046	30 Ardarroch Road	Ardarroch Road	East side from a point 19 metres north of the extended northern kerbline of Pittodrie Street northward for a distance of 6 metres;
10/0097	75 Bedford Road	Bedford Road	North-west side from a point 108 metres north-east of the extended north-eastern kerbline of Bedford Avenue north-eastwards for a distance of 6 metres;
10/0017	126 Lang Stracht	Burnbrae Place	East side from a point 11 metres north of the extended northern kerbline of Burnbrae Crescent northwards for a distance of 6 metres;
10/0107	19 Caperstown Crescent	Caperstown Crescent	South side from a point 61 metres south-west of the extended southern kerbline of Cummings Park Drive westwards for a distance of 6 metres;
10/0018	43 Cloverhill Crescent	Cloverhill Crescent	South side from a point 16 metres south-east of the extended south-eastern kerbline of the access to the car park between Nos. 45 and 47 Cloverhill Crescent eastwards for a distance of 6 metres;
10/0047	49 Deevale Road	Deevale Road	North-east side from a point 71 metres north-west of the extended north-western kerbline of Deevale Terrace north-westwards for a distance of 6 metres;
10/0104	31 Derbeth Crescent	Derbeth Crescent (Southern Arm)	North-east side from a point 78 metres south and then south-east of the extended southern kerbline of Derbeth Crescent (northern arm) south-eastwards for a distance of 6 metres;
09/0146	52 Derbeth Crescent	Derbeth Crescent (Southern Arm)	North-east side from a point 84 metres south and then south-east of the extended southern kerbline of Derbeth Crescent (northern arm) south-eastwards for a distance of 6 metres;
10/0026	13 Derbeth Crescent	Derbeth Crescent (Southern Arm)	North-east side from a point 90 metres south and then south-east of the extended southern kerbline of Derbeth Crescent (northern arm) south-eastwards for a distance of 6 metres;
10/0087	32 Harlaw Road	Harlaw Road	North side from a point 5 metres east of the extended eastern kerbline of Queen's Lane South eastwards for a distance of 6 metres;
09/0122	63 Irvine Place	Irvine Place	South-east side from a point 6 metres north-east of the extended north-eastern kerbline of Balmoral Place north-eastwards for a distance of 6 metres;


	Non-Specific	Jopp's Lane	West side from a point 5 metres south of the extended southern kerbline of John Street southwards for a distance of 6 metres;
	Non-Specific	Jopp's Lane	West side from a point 11 metres south of the extended southern kerbline of John Street southwards for a distance of 6 metres;
10/0081	120 Linksfield Road	Linksfield Road	South side from a point 114 metres west of the extended western kerbline of Golf Road westwards for a distance of 6 metres;
10/0041	401 North Anderson Drive	North Anderson Drive (Inset Road)	West side from a point 190 metres east and then north of the extended eastern kerbline of Smithfield Drive northwards for a distance of 6 metres;
Not yet allocated	77 Pittodrie Street	Pittodrie Street	North side from a point 55 metres east of the extended eastern kerbline of Ardarroch Road eastwards for a distance of 6 metres;
A151/01	70D Seaforth Road	Seaforth Road	South side from a point 52 metres west of the extended western kerbline of Park Road westwards for a distance of 6 metres;
09/0114	31C Spa Street	Spa Street	West side from a point 41 metres north of the extended northern kerbline of Gilcomston Park northwards for a distance of 6 metres;
10/0004	6 Strathburn Street	Strathburn Street	East side from a point 59 metres north of the extended northern kerbline of Doolie Ness northwards for a distance of 6 metres;
09/0136	8 Summerhill Drive	Summerhill Drive	West side from a point 13 metres south of the extended southern kerbline of Stronsay Crescent southwards for a distance of 6 metres;
10/0019	22 Willowpark Road	Willowpark Road	North side from a point 53 metres east of the extended eastern kerbline of Ross Crescent eastwards for a distance of 6 metres;
07/0194	17 Cowan Place	Hayton Road	North-east side from a point 53 metres south-east of the extended south-eastern kerbline of Donbank Place south-eastwards for a distance of 6 metres;
10/0058	11 Gladstone Place	Gladstone Place	North side from a point 54 metres east of the extended eastern kerbline of Bank Street eastwards for a distance of 6 metres;
10/0023	26 Gladstone Place	Gladstone Place	South side from a point 7 metres east of the extended eastern kerbline of Bank Street eastwards for 6 metres;
10/0033	63 Deer Road	Deer Road Car Park	South side from a point 24 metres west of the extended western kerbline of Deer Road eastwards for a distance of 3 metres;
10/0048	21D Seaton Road	Seaton Road	West side from a point 6 metres south of the extended southern kerbline of Seaton Place East southwards for 6 metres;
10/0059	64 School Drive	School Drive	South side from a point 22 metres west of the extended western kerbline of School Avenue westwards for a distance of 6 metres;
10/0006	9 Mortimer Place	Mortimer Place	East side from a point 20 metres south of the extended southern kerbline of Mortimer Drive southwards for a distance of 6 metres;

10/0009	52 Ronaldsay Square	Ronaldsay Square	West side from a point 7 metres north of the extended northern kerbline of Swannay Road northwards for a distance of 6 metres;
10/0025	56 Gairsay Road	Gairsay Road	North side from a point 39 metres east of the extended eastern kerbline of Eday Drive eastwards for 6 metres;
10/0030	51 Eday Crescent	Eday Crescent	West side from a point 57 metres south of the extended southern kerbline of Gairsay Road southwards for a distance of 6 metres;
10/0029	13 Faulds Gate	Faulds Gate	South side from a point 80 metres west of the extended western kerbline of Provost Watt Drive westwards for 6 metres;
10/0010	77A Girdleness Road	Girdleness Road	North side from a point 126 metres west of the extended western kerbline of Gregness Gardens westwards for a distance of 6 metres;
10/0012	60 Mansefield Road	Mansefield Road	West side from a point opposite the extended northern kerbline of Girdlestone Place southwards for a distance of 6 metres;
10/0071	120 Lang Stracht	Burnbrae Crescent	North side from a point 15 metres west of the extended western kerbline of Fernhill Drive westwards for a distance of 6 metres;
09/0153	7 Windford Road	Windford Road	North side from a point 43 metres west of the extended western kerbline of Sheddocksley Road westwards for a distance of 6 metres.
Not yet allocated	31 Caiesdykes Road	Caiesdykes Road	East side from a point 26 metres south of the extended southern kerbline of Tollohill Square southwards for a distance of 6 metres;
10/0031	105 Manor Avenue	Manor Avenue	South side from a point 130 metres east of the extended eastern kerbline of Manor Walk eastwards for a distance of 6 metres;
Not yet allocated	15 Coningham Gardens	Coningham Gardens	South side from a point 79 metres west of the extended western kerbline of Coningham Terrace westwards for a distance of 6 metres;
09/0118	79 Caiesdykes Road	Caiesdykes Road	South-east side from a point 66 metres north-east of the extended north-eastern kerbline of Caiesdykes Drive north-eastwards for a distance of 6 metres;
09/0150	13 Eday Road	Eday Road	South side from a point 65 metres east of the extended eastern kerbline of Fernielea Road eastwards for a distance of 6 metres;
10/0100	13 Tarbothill Road	Car Park to the rear of Nos. 13 to 19 Tarbothill Road	East side from a point 27 metres south of the extended southern kerbline of Tarbothill Road northwards for a distance of 3 metres;
09/0062	65 Burnbrae Crescent	Burnbrae Place	East side from a point 10 metres north of the extended northern kerbline of Burnbrae Crescent northwards for a distance of 6 metres;

05/0185	67 Burnbrae Crescent	Burnbrae Place	East side from a point 16 metres north of the extended northern kerbline of Burnbrae Crescent northwards for a distance of 6 metres;
09/0081	71 Ruthrieston Road	Ruthrieston Road	North-east side from a point 76 metres north-west of the extended north-western kerbline of Holburn Street north-westwards for a distance of 6 metres;
Not yet allocated	13 Tulloch Park	Lane to the rear of Nos. 1 to 15 Tulloch Park	East side from a point 48 metres south of the extended southern kerbline of Kepplehills Road southwards for a distance of 6 metres;
05/0195	26 Middle Brae	Lane to the rear of Nos. 14 to 56 Middle Brae	North side from a point 29 metres east of the extended eastern kerbline of the lane to the rear of Nos. 1 to 15 Tulloch Park eastwards for a distance of 6 metres;
09/0088	2F Seaton Gardens	Seaton Gardens	South side from a point 49 metres west of the extended western kerbline of Seaton Avenue westwards for a distance of 3 metres;
10/0002	6 Millhill Brae	Millhill Brae	North-west side from a point 52 metres north-east of the extended north-eastern kerbline of Bankhead Road north-eastwards for 6 metres;
09/0100	13 Wagley Parade	Lane to the rear of Nos. 2 to 32 Ashtown Walk	North side from a point 118 metres north and west of the extended northern kerbline of Newhills Avenue westwards for 6 metres;
05/0200	13 Stewart Crescent	Stewart Crescent	South side from a point 23 metres east of the extended eastern kerbline of Longlands Place eastwards for 6 metres;

Appendix F – Disabled Parking Bay Signing and Lining Standard Details



Author	
Checked	
Drawn	
Approved	
Date	
 ABERDEEN CITY COUNCIL City Hall, Market Street, Aberdeen, AB9 8DF Telephone: 01224 233233	
ABERDEEN CITY COUNCIL	
DISABLED PARKING	
SIGNING AND LINING DETAILS	
Scale	
Sheet No.	
Sheet Title	DISABLING LAYOUT