

Satellite Vehicle Parking at Holyrood for Ad-hoc News items etc.

As a matter of routine, the only parking available for satellite vans is on the flagstone paved area as shown in the aerial photograph below. Please do not drive or park on the grass.

Prior to arriving on site, broadcasters should notify the Scottish Parliament's Broadcast Office well in advance of their planned operation (0131 348 6252)

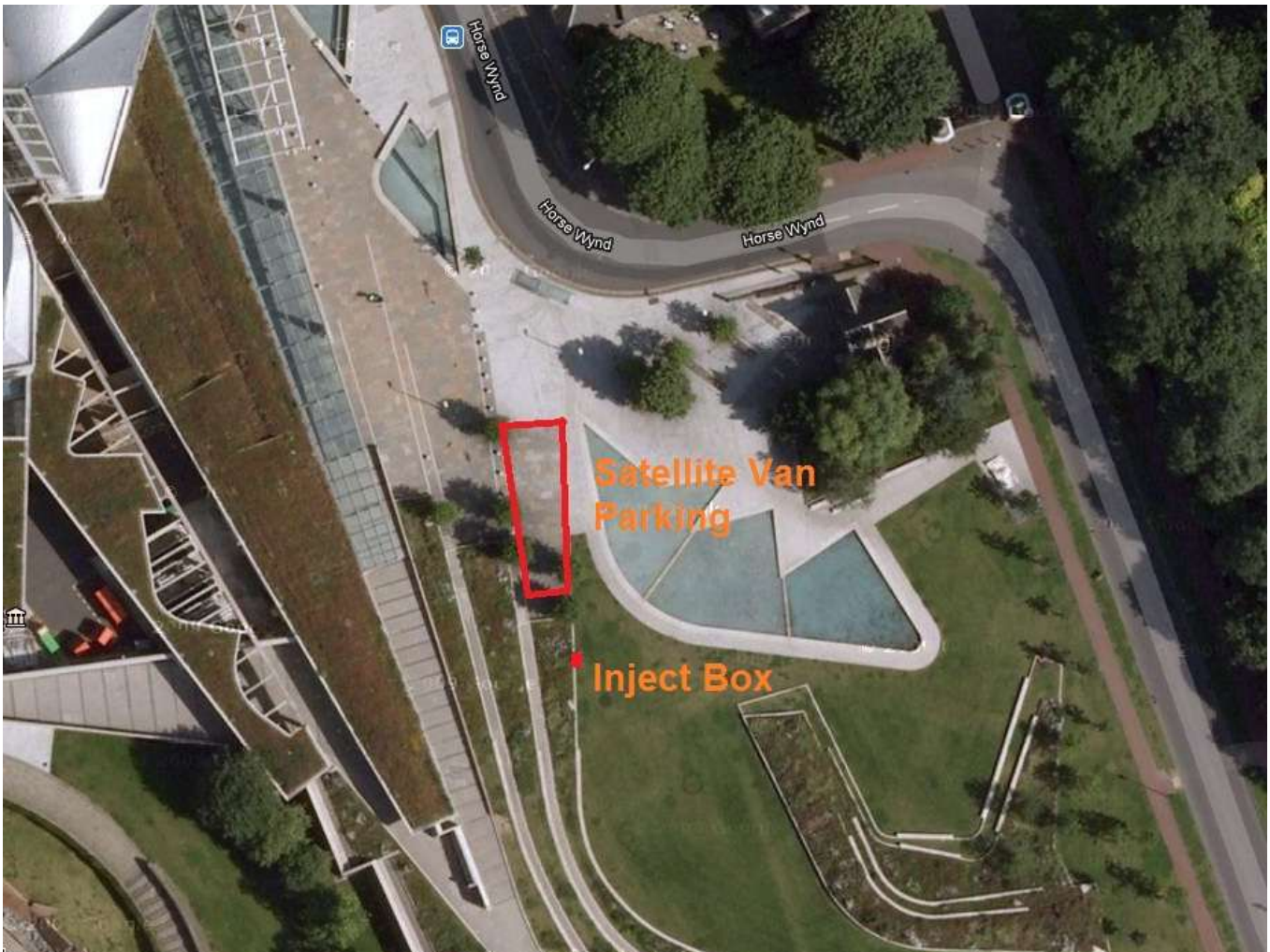
or email DLBroadcasting@scottish.parliament.uk

They should have available:

- Organisation name
- The vehicle registration numbers for all vehicles on-site
- Operators name and mobile phone number for all vehicles on-site
- Expected arrival and departure times

On busy days with more than two satellite vans, it will not be possible to accommodate other support vehicles (e.g. camera cars) and these will have to be parked off-site. Car parking is available locally within a short walking distance.

There may be other occasions when it is required to use the grassed area to accommodate a larger number of broadcasters. This will be on a pre-planned basis and only after an acceptable survey of the ground conditions. This will avoid any damage to the grass in this area when the ground conditions are less than ideal.



It is each individual broadcaster's responsibility to ensure that they have all required public liability insurance in place before arriving on site.

Broadcasters will ensure that all operations and vehicle movements are undertaken in a safe and controlled manner and that all relevant Health and Safety legislation and guidelines are complied with.

Vehicles and equipment may be liable to search by the police at any time. In certain circumstances, the Police may require the vehicle to move to a different location.

Co-operation will ensure an efficient operation for all.

18/04/2012