

Arun District Council

REPORT TO:	Environment Committee, 19th September 2024
SUBJECT:	River Road Car Park Review
LEAD OFFICER:	Karl Roberts, Director of Growth
LEAD MEMBER:	Councillor Sue Wallsgrove
WARDS:	Arundel & Walberton
CORPORATE PRIORITY / POLICY CONTEXT / CORPORATE VISION:	
<p>To seek to identify the best way of using the Council's car park assets to deliver the Arun Council Vision 2022-2026 aims of fulfilling Arun's economic potential and supporting our environment to support us.</p> <p>The Council will provide safe, well-maintained car parks that meet the needs of residents, customers of town centre businesses and visitors to Arun, providing support for economic growth, promoting a sustainable environment and creating a positive parking experience.</p> <p>The Financial Strategy adopted by Full Council on 10 January 2024 set out the need to review its assets to deliver a better financial return for the Council.</p>	
DIRECTORATE POLICY CONTEXT:	
<p>The proposed changes support the Off-Street Parking Strategy 2021–2026 by continuing to review our charging structure to consider the changing needs of residents, visitors and businesses within the district.</p> <p>In line with the Parking Strategy's Action Plan, we will keep all sites under review with regard to potential development.</p>	
FINANCIAL SUMMARY:	
<p>The full financial implications of all proposed management options are set out in sections 4.7 - 4.13.</p>	

1. PURPOSE OF REPORT

- 1.1 To seek the Committee's agreement to one of the proposals set out in sections 4.7 - 4.12 below.
- 1.2 The recommended management option is anticipated to generate an income of £34,090 during the first year and between £39,333 from the second year onwards. The maximum revenue generated by the car park, prior to its closure, was £2,191.

2. RECOMMENDATIONS

- 2.1 It is recommended that Committee agrees:
- 2.2 To introduce a combination of both pay & display and leased bays, with effect from when the Environment Agency vacate the site known as River Road car park, Arundel. 10 spaces within the car park would become pay & display, while 4 spaces would be offered for lease.
- 2.3 To delegate to the Group Head of Technical Services to determine and implement the required amendments to the Parking Order.
- 2.4 To delegate to the Group Head of Technical Services to determine the required terms and conditions within the leases and the appropriate methods of advertisement and sale.

3. EXECUTIVE SUMMARY

- 3.1 Ongoing review of the Council's Car Park assets and charging structure in accordance with the Off-Street Parking Strategy and associated Action Plan.

4. DETAIL

- 4.1 A report regarding the future management of River Road car park was initially included on the agenda of the Environment Committee meeting on 20 June 2024. The report was deferred prior to its presentation to allow time for Committee Members to conduct a site visit to consider representations made to Members of the Committee by Arundel Town Council. The visit to the site took place on 16 July and was attended by members of the Environment Committee and Tony Hunt, Mayor of Arundel, representing the Town Council.
- 4.2 The Council owns the 14-space car park known as River Road car park in Arundel.
- 4.3 The car park closed on 31 July 2023 to provide full access to the Environment Agency to enable them to carry out emergency repairs to the river wall as part of the flood defence work.
- 4.4 The Environment Agency have indicated that they expect to retain occupation of the car park until approximately mid-September 2024.
- 4.5 Prior to the closure, River Road car park operated as a seasonal permit car park only. At the time, seasonal parking permits were valid in 13 Council owed car parks across the district, providing excellent value to the permit holder. This was subsequently reduced to 12 following the closure of River Road car park.
- 4.6 Prior to the reopening of the car park, opportunities for the future management of the car park have been reviewed to ensure the asset will operate to its maximum potential.

4.7 A range of proposals have been consulted upon, with a view to the recommended management option coming into effect upon the car park reopening. These proposals are set out below.

4.8 **Option one** is for the Council to operate River Road car park as Pay & Display only.

- i. River Road has not previously operated as a pay & display car park and West Sussex County Council would need to be consulted prior to proceeding with this management option. Comments on the proposed changes have been sought from WSCC and have been included in section 5.4 (a).
- ii. The income projections for this option are based on the income generated by the neighbouring pay & display car park, Crown Yard. For the period 2022/2023, the annual income for Crown Yard was £122,850, equating to £1,919 per bay. This increased to £165,444 annually and £2,585 per bay for the 2023/2024 period, following the tariff increases last year. While it is accepted that Crown Yard is a significantly larger car park, with 64 spaces, income for River Road as a pay & display car park can be estimated based on the above figures. The income projected for this management option is anticipated to be in the region of £39,809 annually, following the recent increase in tariff changes. Any subsequent tariff increases will likely increase the potential income further.
- iii. River Road car park generated just 7.6% income per bay of the neighbouring Crown Yard pay & display car park for the same period.
- iv. In order to implement this proposal, a pay & display machine would need to be installed within the car park, alongside signage. The cost for a pay & display machine, required signage and fixtures is anticipated to be approximately £8,945. All costings provided below are estimates and are subject to change.
 - a. One pay & display machine at approx. £4351
 - b. One main tariff board at approx. £140.
 - c. Two new poles for the main tariff board at approx. £210.
 - d. Overlays for the current car park signage at approx. £120.
 - e. Clips to attach the main board to the poles at approx. £21.
 - f. Cash collection three times a week at approx. £4,056 annually.
 - g. Tickets for the machine at approx. £47 annually.
 - h. Enforcement within this car park is encompassed within the Council's exiting contract.
- v. The installation of Electric Vehicle Charge Points (EVCP's) within this car park has been explored previously. It was found that there would be significant Distribution Network Operator (DNO) connection costs, alongside significant supply, installation and commissioning costs. Due to the large DNO cost, and the car park size not meeting the minimum funding criteria, it was recommended that this site was not suitable for government funding. DNO costs are increasing and the estimated cost for EV installation within this car

park would be in the region of £20,000 - £25,000. It has been suggested that it would be more economical to include additional EV charge points within Crown Yard car park as it is significantly bigger. Six Electric Vehicle Charge Points (EVCP's) are planned for Crown Yard car park under phase two of the off-street element of the West Sussex EV Chargepoint Network.

- vi. Having another pay & display car park within Arundel would support footfall and provide much needed additional parking to visitors and customers of town centre businesses during peak times. Arundel is a tourist destination and holds numerous events which attract visitors throughout the year. The addition of 14 more pay & display bays would provide further parking close to the town centre and would generate revenue throughout the year.

4.8 **Option two** would be for the Council to operate this car park as a mix of Pay & Display and chargeable seasonal permits.

- i. River Road has not previously operated as a pay & display car park and West Sussex County Council would need to be consulted prior to proceeding with this management option. Comments on the proposed changes have been sought from WSCC and have been included in section 5.4 (a).
- ii. For the period 2022/2023, a total of 214 seasonal permits were sold comprising annual, summer and winter permits. The total income from these permits, split across the 13 participating car parks, equates to £2,191 in income for River Road car park. A total income of £156 per bay.
- iii. Based on an average 200 seasonal permit sales with 7 spaces occupied by these permit holders and 7 spaces occupied by pay & display ticket holders, the projected income for this option is anticipated to be in the region of £21,000 annually. As there has been a recent increase to both seasonal permit prices and pay & display tariffs, the projected income for this option is challenging to calculate with any certainty.
- iv. The initial set up costs as outlined in section 4.7 (v and vi) would also be applicable for this management option.
- v. Having another pay & display car park within Arundel would support footfall and provide much needed additional parking to visitors and customers of town centre businesses during peak times. Arundel is a tourist destination and holds numerous events which attract visitors throughout the year. The addition of 14 more pay & display bays would provide further parking close to the town centre and would generate revenue throughout the year.
- vi. Continuing to operate seasonal permits within this car park would provide excellent value to permit holders as seasonal permit holders can park in 13 the Council pay & display car parks for an annual set fee. An annual seasonal permit could save the holder up to £3,139 per year, if used every day. However, as set out above, this provides very limited income to the Council.
- vii. This management option would provide parking for both residents and provide a further parking option for customers of town centre businesses and

visitors during peak times. To ensure a fair allocation of the limited parking provision, it is proposed that seven bays would operate as pay & display and the remaining seven bays would be allocated for seasonal permit holder use. The different bays would be demarcated via surface signage.

4.9 **Option three** would be for the Council to operate this car park as chargeable seasonal permits only.

- i. River Road car park operated as a seasonal permit holder car park before its closure in July 2023. This option would be to reinstate the original parking arrangements.
- ii. Since 2021 all off-street parking permits offered by the Council for use within our car parks are virtual.
- iii. Management of the sale of permits, and the quantity of active permits in circulation at any given time, would be managed by existing Council staff. Any assistance required to set up a permit, or to change any details associated with the permit is available by appointment at either the Civic Centre or Bognor Regis Town Hall.
- iv. For the period 2022/2023, a total of 214 seasonal permits were sold comprising annual, summer and winter permits. The total income from these permits, split across the 13 participating car parks, equates to £2,191 income for River Road car park. A total of £156 per bay. In contrast, for the same period, the per bay income for Crown Yard car park, Arundel, was £1,920. River Road car park generated just 7.6% income per bay of the neighbouring Crown Yard pay & display car park for the same period.
- v. There would be no set up costs associated with this management option as seasonal permit provision is encompassed under our existing contract with Chipside. As part of our existing contract, the Council pay £1.20 to Chipside for every permit sold.
- vi. The installation of Electric Vehicle Charge Points (EVCP's) within this car park has been explored previously. It was found that there would be significant Distribution Network Operator (DNO) connection costs, alongside significant supply, installation and commissioning costs. Due to the large DNO cost, and the car park size not meeting the minimum funding criteria, it was recommended that this site was not suitable for government funding. DNO costs are increasing and the estimated cost for EV installation within this car park would be in the region of £20,000 - £25,000. It has been suggested that it would be more economical to include additional EV charge points within Crown Yard car park as it is significantly bigger. Six Electric Vehicle Charge Points (EVCP's) are planned for Crown Yard car park under phase two of the off-street element of the West Sussex EV Chargepoint Network.
- vii. Continuing to operate seasonal permits within this car park would provide excellent value to permit holders as seasonal permit holders can park in 13 Council pay & display car parks for a set fee. An annual seasonal permit could save the holder up to £3,139 per year, if used every day. However, as set out

above, this provides very limited income, and compared to the other management options available, this option would generate the lowest level of income for the Council.

- viii. While seasonal permits would be available for purchase, they would not guarantee the driver a parking space upon arrival. The Council would not be able to cap the number of permits sold for this car park as this is not done for other permit types. Within the applicable terms and conditions, the Council does not guarantee a parking space to any permit holder, unless they have a reserved bay. Given the limited number of parking spaces available, permit holders may experience limited use of their permits and may need to pay for parking elsewhere.
- ix. This management option would not provide additional parking to visitors and customers of town centre businesses during peak times as only annual/summer or winter seasonal permits are currently available for purchase.

4.10 **Option four** would be for the Council to operate this car park as a chargeable River Road only permit.

- i. The Council would set up a virtual permit solely for use within the River Road car park, Arundel. This would be available for purchase alongside other car park permits through the Council website. Since 2021 all off-street permits offered by the Council for use within our car parks are virtual.
- ii. Management of the sale of permits, and the quantity of active permits in circulation at any given time, would be managed by existing Council staff. Any assistance required to set up a permit, or to change any details associated with the permit is available by appointment at either the Civic Centre or Bognor Regis Town Hall.
- iii. Similar car parking permits for Arundel are available for either Fitzalan Pool for £318 annually or £100 for a winter permit. Permits are also available for Mill Road car park for £320 annually. Based on other permits in the area, it would appear appropriate that a River Road permit be priced in the region of £250 - £300, given the limited number of parking spaces.
- iv. The revenue generated by this management option is challenging to calculate with any certainty as this type of permit has never been offered for sale previously and no market testing has been completed. A range of income projections have been set out below. Based on the size of the car park, the quantity of sales is likely to be in the region of 50-100 permits annually.

Projected Income	£250 per permit	£300 per permit
15 permit sales	£3,750	£4,500
25 permit sales	£6,250	£7,500
50 permit sales	£12,500	£15,000

- v. There would be no set up costs associated with this management option as permit provision is encompassed under our existing contract with Chipside.

As part of our existing contract, the Council pay £1.20 to Chipside for every permit sold.

- vi. The installation of Electric Vehicle Charge Points (EVCP's) within this car park has been explored previously. It was found that there would be significant Distribution Network Operator (DNO) connection costs, alongside significant supply, installation and commissioning costs. Due to the large DNO cost, and the car park size not meeting the minimum funding criteria, it was recommended that this site was not suitable for government funding. DNO costs are increasing and the estimated cost for EV installation within this car park would be in the region of £20,000 - £25,000. It has been suggested that it would be more economical to include additional EV charge points within Crown Yard car park as it is significantly bigger. Six Electric Vehicle Charge Points (EVCP's) are planned for Crown Yard car park under phase two of the off-street element of the West Sussex EV Chargepoint Network.
- vii. While River Road car park only permits would be available for purchase, they would not guarantee the driver a parking space upon arrival. The Council would not be able to cap the number of permits sold for this car park as this is not done for other permit types. Within the applicable terms and conditions, the Council does not guarantee a parking space to any permit holder, unless they have a reserved bay. Given the limited number of parking spaces available, permit holders may experience limited use of their permits and may need to pay for parking elsewhere.
- viii. A River Road only permit would provide a further option for restricted parking within Arundel but would not offer additional parking for customers of town centre businesses and visitors during peak times. Car park specific permits are also available for Fitzalan Pool and Mill Road car parks in the area.

4.11 **Option five** would be for the Council to lease car parking spaces to individuals, providing a guaranteed space for the driver.

- i. Flude Property Consultants were instructed to provide advice in relation to securing the best income from the site for the Council. While their initial report did not address the full brief provided to them, a further addendum has since been provided. Their full report has been attached in Appendix A.
- ii. Initially, Flude Consultants recommended two proposals. The first was the average revenue from all the spaces in Crown Yard car park multiplied by a factor of two. This would equate to approx. £5,000 per space per annum, which would generate £70,000. The second initial option is for an annual lease costing £900 per space. This would generate £12,600 in revenue for the Council. Flude Consultants initial recommendation was to market the spaces at the higher of the two values.
- iii. Since the report presented to the Environment Committee in June, Flude have provided an addendum to their initial report, noting the per space revenue generated in neighbouring Crown Yard car park. The current per space income for Crown Yard car park is £2,585, whereas the maximum it

would cost to park a car in Crown Yard car park every day which would be £3,212 based on the current £8.80 day rate. Following consideration of these figures in the vicinity, Flude have further recommended that the value of the leased spaces exceed both of these values.

- iv. Market testing has not been conducted for the figures set out above however, the consultants have noted that a space available for lease within the vicinity of River Road car park has remained on the market between their initial report and subsequent addendum. The private space at the entrance to Crown Yard car park remains unlet at the annual sum of £4,680.
- v. The recommendation from Flude Consultants is that the market needs to be fully tested in order to secure the best revenue for the leased spaces. They recommend the starting point should be 80% of the asking price of the private space at the entrance of Crown Yard Carpark, specifically £3,750 per annum. It may be that this sum exceeds the maximum sum achievable in the open market, however by starting at this price point, the Council can review the sum if take-up is low.
- vi. The report provided by Flude recommends that any legal costs incurred resulting from the creation of the lease are added to the lease price and are paid by the customer.
- vii. Upon completing a lease, the customer would be provided with an allocated numbered bay within the car park. A bollard would be installed at the end of the bay to ensure the customers exclusive possession of the bay and to restrict others from parking there. The customer would be provided with the key to the padlock and for the duration of the lease, replacement keys or locks would be the customers responsibility. Any removal action of unauthorised vehicles would be the responsibility of the customer. The cost for 15 bollards is estimated to be £1,500.
- viii. Compared to other management options available, this option would generate the highest level of income for the Council. 8 spaces leased at £3,750 each per annum would equate to the same level of income generated by option 1 (pay and display) over the same period. However, market testing has not been conducted for this management option.
- ix. Leasing spaces within the car park would provide a guaranteed space for the customer, regardless of parking demand throughout the year. This would be especially valuable during the summer months and during events such as Arundel Festival, when thousands of people head to Arundel and parking is at a premium. For a very limited number of residents and people working in Arundel, this would ensure that they are always able to park close to their home or place of work.

4.12 **Option six** would be for the Council to develop a scheme for the redevelopment of this site and/ or to dispose of the land on the open market.

- i. If this is an option that the Environment Committee wish to consider, further investigation to ascertain the market value of the land or possible revenue generating developments could be conducted.
- 4.13 The full income and expenditure figures for all five management options, alongside amenities offered, is set out in Appendix B. The management options that would generate the highest level of income for the Council, aside from disposing of the asset, would be options one and five. The management option that would generate the lowest income for the Council would be option three.
- 4.14 Following consideration of the consultant's report as well as from the Council's own Property & Estates team, and the figures set out in Appendix B, it is recommended to introduce a combination of options 1 and 5. This option would see four bays to the East of the car park become leased bays and the remaining spaces converted into pay & display bays. This option would strike a balance between providing additional parking for visitors and supporting footfall into Arundel, while also providing local residents with guaranteed parking spaces. As the value of leased spaces within this car park has not been market tested, this option would enable the Council to test the market and assess the value of these spaces. If it does not prove possible to lease the 4 spaces available, they would be added to the pay & display offer. Leases would be offered for a period of 2 years to enable the Council to gather data on the two management options. This data could then be used to inform future management decisions and confirm the market for leased spaces in this area. It is anticipated the gross income for this option would be in the region of £43,435. This is based on the income set out in Section 4.7 (iii) for 10 pay & display spaces and £3,750 per leased space, per annum, depending on market value. If the market value for the leased spaces falls below £2,500, the most financially viable option would be to make all 14 spaces pay & display. A full breakdown of the income and expenditure is attached in Appendix B.
- 4.15 Due to the limited parking provision within River Road car park, additional signage is proposed for within the car park and at the entrance to Crown Yard car park to direct people to alternative parking, should River Road be full.
- 4.16 Consultation has been carried out with Ward members, Arundel Town Council and the general public to establish preferences on the proposed management option for the car park.

5. CONSULTATION

- 5.1 The proposed changes are allowed under of a Notice of Variation under Section 35C of the Road Traffic Regulation Act 1984 and Regulation 25 of the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996. The new charging structure must be advertised in the press and at the car parks for at least 21 days prior to their introduction.
- 5.2 The Council proposes to vary the Arun District Council (Off-Street Parking Places) (Civil Enforcement and Consolidation) Order 2010 (Amendment No.1) Order 2022 under the provisions of Section 35C of the Road Traffic Regulation

Act 1984, the effect of which will be to allow the proposed changes to the Parking Order as set out above.

- a. The Council Ward Members and Arundel Town Council were consulted regarding the proposed changes ahead of the public consultation. Arundel Town Council submitted two representations regarding the proposed changes to River Road car park, both are attached in **Appendices C & D**. Within their first representation, Arundel Town Council submitted that the views of Councillors were for either a car park specific permit or for leasing the bays, providing a guaranteed space for the driver. A second representation was received by members of the Environment Committee on 19 June expressing concerns regarding the proposed changes. Arundel Town Council submitted that the introduction of pay & display spaces would be dangerous due to width restrictions down River Road, and this would not be a suitable location for a visitor car park. Concerns were also expressed regarding the price recommendations for the leased bays. Arundel Town Council recommended to the Environment Committee that pay and display spaces be ruled out for reasons of safety, River Road is made available to permit holders with the permits being specific to that car park and/ or some spaces are offered on a leased basis which guarantees the parking space with market testing carried out. West Sussex County Council have been consulted as the Highway Authority and concerns regarding highway safety have not been raised in relation to the proposed changes to River Road car park.

5.3 As part of the proposed changes to River Road car park, West Sussex County Council must be consulted. West Sussex County Council must be made aware of any changes which may affect users of on-street parking, for which they are responsible. Comments on the proposed changes have been sought from WSCC and the following comments have been received.

- a. *If the River Road carpark is currently designated as a charged car park (for permits) then ADC does not need formal consent from WSCC before modifying your off-street parking order to change the type of charges that apply. This means that switching the car park from charged permits only to P&D operation can be done as an Order amendment, at which point WSCC are just a consultee. The factor of needing consent from us to proceed only comes into play when charges or restrictions are being installed from scratch in free or uncontrolled car parks. As above, WSCC would not be required to consent before ADC could enact a decision to lease out sections of the car park. It is probably not my place to comment in detail but suggest that the legal work required to lease the bays is likely to be complicated, and that ADC will need to act with great care to ensure governance is followed on matters such as setting the cost and operative terms of leases, disposing control of a public asset and updating the off-street order to enact the proposed changes.*

5.4 The public were consulted between 17th April – 8th May 2024, via post across three social media platforms, the front-page of the Council's website, along with paper consultation forms available at the Civic Centre, Bognor Regis Town Hall and Arundel Town Council. Paper consultation forms were also provided to Ward members to circulate at the Arundel town market.

- 5.5 Consultation responses received on the proposed changes are captured in Appendix E. A total of 107 responses were received by the Council during this period. All representations were considered as they were received throughout the consultation period.
- 5.6 A total of 93 (87%) of respondents to the consultation currently reside within Arundel, while 35 (33%) of respondents currently work in the area. 33 (31%) of all respondents were or are seasonal permit holders, with 24 respondents parking within River Road car park daily before the closure.
- 5.7 The general consensus from the consultation was in favour of the continuation of seasonal parking permits, with 51% of respondents ranking this as their first or second choice. However, the continuation of seasonal permits within this car park would generate among the lowest levels of income for the Council as set out in section 4.9 and 4.13.
- 5.8 Operating the car park as a pay & display car park, identical to neighbouring Crown Yard car park, ranked fourth following the consultation. 34% of respondents opted for this management option as their first or second choice, while 39% opted to place this fifth or sixth. This management option would generate one of the highest levels of income for the Council.
- 5.9 Operating the car park as a mix of pay and display and seasonal permits ranked third overall. 28% of respondents opted for this management option as their first or second choice, while 7% opted to place this fifth with no-one ranking this option their sixth choice. While more popular than option 1, this would also generate significantly lower income in comparison, as set out in section 4.13.
- 5.10 Offering a River Road only parking permit ranked second overall following the consultation. 51% of respondents opted for this management option as their first or second choice, while 12% opted to place this fifth with no one ranking this as their sixth choice. The financials for this option are set out in section 4.13.
- 5.11 Leasing spaces within the car park could generate the highest income for the Council. Following the public consultation, this option ranked fifth. A total of 30% of respondents chose this option as their first or second choice, while 43% of respondents ranked this as their fifth or sixth choice.
- 5.12 Comments were received from residents that they would like the site to become either housing or an open space/ park. However, this was the least popular option, with only 7% of respondents selecting this as their first choice. 88% of respondents selected this as their least preferred option for the future of the site.
- 5.13 A breakdown of the option rankings from the consultation are set out in the table below.

Consultation Results	First Choice (%)	Second Choice (%)	Third Choice (%)	Fourth Choice (%)	Fifth Choice (%)	Sixth Choice (%)
Option 1 – Pay & Display only	18%	16%	11%	16%	36%	3%
Option 2- Mix of seasonal permits and pay & display	14%	14%	29%	36%	7%	Nil
Option 3 – Seasonal permits only	30%	21%	22%	18%	7%	2%
Option 4 – River Road only permit.	21%	30%	18%	19%	12%	Nil
Option 5 – Leasing of spaces	11%	19%	19%	8%	36%	7%
Option 6 – Sale or disposal	6%	Nil	1%	2%	3%	88%

6. OPTIONS / ALTERNATIVES CONSIDERED

- 6.1 Taking account of feedback from engagement with partners, the Council has considered a range of alternative options for the future of River Road car park, Arundel.
- 6.2 The six proposed management options are set out in sections 4.7 to 4.12 above. The management options for the car park provide significantly different levels of revenue.

7. COMMENTS BY THE GROUP HEAD OF FINANCE/SECTION 151 OFFICER

- 7.1 The recommended option will see an increase in revenue contributing to the approved car parking fee income growth for 2024/25 budgets as included in savings and will be monitored and reported during the financial year.

8. RISK ASSESSMENT CONSIDERATIONS

- 8.1 Re-opening the car park as a combination of leased and pay & display bays may not generate the expected level of revenue. This may be due to a lack of awareness of the proposed pay & display bays available. However, this risk can be mitigated with additional signage and social media communications to raise awareness of the car park and promote the new pay & display bays. In addition, alternative parking signage could be placed within the neighbouring Crown Yard

car park to direct people to River Road. Due to the localised market for leased bays, to promote their availability, these would be advertised in the local press and any other publications/ media material that could be sourced within the area. We would also advertise their availability through media and communication channels available to the Council.

9. COMMENTS OF THE GROUP HEAD OF LAW AND GOVERNANCE & MONITORING OFFICER

9.1 The Council has power to provide, to let and regulate off-street car parks under the Road Traffic Regulation Act 1984. The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 sets out the procedures to be followed before and after making any order regulating the use of car parks.

9.2 Depending on the length of Lease, the provisions of Section 123 of the Local Government Act 1972 may need to be considered (which requires disposals to be for the best consideration that can be reasonably obtained).

10. HUMAN RESOURCES IMPACT

10.1 The proposals do not have any Human Resource Implications relating to the recommended changes.

11. HEALTH & SAFETY IMPACT

11.1 There are no direct health and safety impacts from the proposals regarding the variation to the parking fees or the amendments to the Parking Order.

12. PROPERTY & ESTATES IMPACT

12.1 The Council car parks require regular maintenance to ensure that they remain in a good and safe condition to be used by members of the public.

12.2 Maintenance is part funded from penalty charge notices and part funded from the Council's general revenue budget. Income from parking charges is needed to support the latter funding source.

13. EQUALITIES IMPACT ASSESSMENT (EIA) / SOCIAL VALUE

13.1 The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions to have due regard to:

- i. The need to eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by or under the Equality Act 2010,
- ii. The need to advance equality of opportunity between persons who share protected characteristics and those who do not; and

iii. Foster good relations between those who have protected characteristics and those who do not.

13.2 Note: 'Protected characteristics' are age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

14. CLIMATE CHANGE & ENVIRONMENTAL IMPACT/SOCIAL VALUE

14.1 The recommendations do not have an adverse impact on climate change. The site in River Road has previously operated as a car park. The recommendations are not for the provision of additional parking.

15. CRIME AND DISORDER REDUCTION IMPACT

15.1 Prior to its closure, River Road car park, Arundel, held the "Park Mark" award. The Safer Parking Scheme is managed by the British Parking Association (BPA) on behalf of Police Crime Prevention Initiatives Ltd. A Park Mark is awarded to parking facilities that have met the requirements of a risk assessment conducted by local police. These requirements mean the parking operator has put measures in place to help deter criminal activity and anti-social behaviour, thereby doing everything they can to prevent crime and reduce the fear of crime in their parking facility.

15.2 Good design, effective lighting, CCTV and increasing their use can be useful in deterring crime and anti-social behaviour.

15.3 The Council intend to reinstate this award once the car park reopens.

16. HUMAN RIGHTS IMPACT

16.1 The proposals do not adversely impact on human rights.

17. FREEDOM OF INFORMATION / DATA PROTECTION CONSIDERATIONS

17.1 There are no specific Freedom of Information or Data Protection Consideration issues arising from the proposals of this report.

17.2 Any personal data will be handled in accordance with the General Data Protection Regulations.

CONTACT OFFICER:

Name: Jasmine Gander

Job Title: Principal Parking Services Officer

Contact Number: 01903 737500

BACKGROUND DOCUMENTS:

Appendix A – Flude Property Consultants Report

Appendix B – Management Options Comparison Table.

Appendix C – Arundel Town Council Consultation Response

Appendix D – Arundel Town Council Second Representation

Appendix E - Consultation responses