

Seasonal Overflow Car Park – Gold Park, Mundesley	
Executive Summary	This report proposes regularising the arrangements in place for the use of part of Gold Park, Mundesley as seasonal overflow parking.
Options considered.	<p>The following options have been considered to ensure the District Council achieves best value from parking income at Beach Road Car park.</p> <ol style="list-style-type: none"> 1) Agree a short-term Licence as per Option 1 set out in the exempt appendix and monitor car park use to inform future decisions. 2) Stop operating the overflow car park on Gold Park as part of the wider District Council owned Beach Road Car Park. 3) Charge a fixed management fee to provide car park services. 4) Installation of a dedicated parking meter for the overflow carpark. 5) Seek to acquire the car park or wider Gold Park area.
Consultation(s)	<p>Cllr. Wendy Fredericks (Local member) Cllr. Lucy Shires (Portfolio holder) Landlord/ Owner of the land</p>
Recommendations	<p>Resolution for Cabinet to approve:</p> <ul style="list-style-type: none"> • A short-term licence as detailed in Option 1 of the exempt appendix. • Delegated authority to the Asset Strategy Manager to commence negotiation of terms for a new lease.
Reasons for recommendations	A short-term licence agreement would allow the District Council to utilise a grassed area in the centre of the Gold Park public open space in Mundesley as overflow parking from the adjoining surfaced District Council owned Beach Road Pay and Display car park during peak periods when demand for parking is at its highest and provide data on the extent of usage to inform future decisions and equitable sharing of income between the District Council and the Landlord thereby ensuring that best value is achieved from the site.
Background papers	N/A

Wards affected	Mundesley
Cabinet member(s)	Cllr Lucy Shires
Contact Officer	Milo Creasey, Estates Surveyor Trainee milo.creasey@north-norfolk.gov.uk Renata Garfoot, Asset Strategy Manager renata.garfoot@north-norfolk.gov.uk

Links to key documents:	
Corporate Plan:	Investing in our local economy and infrastructure A strong responsible and accountable Council
Medium Term Financial Strategy (MTFS)	The proposal will provide continued revenue income from car parking fees.
Council Policies & Strategies	Asset Management Plan 2018 - 22

Corporate Governance:	
Is this a key decision	Yes
Has the public interest test been applied	<p>Information in this appendix involves the likely disclosure of exempt information as defined in paragraph 3, Part 1 of schedule 12A (as amended) to the Local Government Act 1972.</p> <p>This paragraph relates to:</p> <p>Para 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p> <p>The public interest in maintaining the exemption outweighs the public interest in disclosure for the following reasons:</p> <p>The information is commercially sensitive, relating to income and financial arrangements between the Council and another entity. Releasing this information would be likely to prejudice this entity and the Council in obtaining best value.</p>
Details of any previous decision(s) on this matter	N/A

1. Purpose of the report

- 1.1. The purpose of the report is to present to Cabinet, a proposal to regularise the existing arrangement for the use of Gold Park as an overflow car park for the adjoining Beach Road Car park in Mundesley following review of the existing agreement.

2. Introduction & Background

- 2.1. The District Council owns and manages Beach Road Car Park in Mundesley as a public pay and display car park. It is a surfaced car park with 79 parking spaces. Areas A and B indicated on the plan in Appendix A shows the District Council owned land.
- 2.2. Since 2008, the District Council, has operated an overflow car park to the Beach Road Car Park on the adjoining Gold Park. Typically, the overflow car park is operated from April through to the end of September. It is estimated that up to 131 cars could park in the overflow, when at full capacity. Area C indicated on Appendix A shows the area of Gold Park used as the overflow carpark. The wider Gold Park consists of a play area, and a large grass field used as a playing field, cricket pitch, car boot site, and site for other local events.
- 2.3. Information provided by the Landlord indicates the current arrangement has been in place since 2008 when the District Council gifted some adjoining land to the Landlord which they improved for public recreational use through the provision of a skatepark, outdoor gym and picnic area.
- 2.4. The current arrangement for use of Gold Park for seasonal parking is informal which creates a risk of unclear responsibilities at the site and gives no security for either party for the continued use of the site for car parking and income generation.
- 2.5. The income produced from the car park, is shared between the District Council and Landlord. This shared revenue arrangement accounts for the majority of the income the Landlord generates, which it uses to fund the repairs and maintenance of the park and its play area.

3. Proposals and Options

- 3.1. The following options have been considered to ensure the District Council achieves best value from parking income at the Beach Road Car Park, Mundesley.
 - 1) Agree a short-term Licence as per Option 1 set out in the exempt appendix and monitor car park use to inform future decisions. The recommended option

- 2) Stop operating the overflow car park on Gold Park as part of the wider Council owned Beach Road Car Park. This option has been discounted because of the detrimental impact the loss or shortage of seasonal parking would have on the local village economy, which is dependent on the village being a popular seaside destination.
- 3) Charge a fixed management fee to provide car park services.
- 4) Installation of a dedicated parking meter for the overflow carpark.
- 5) Seek to acquire the car park or wider Gold Park area.

4. Corporate Priorities

- 4.1. This proposal aligns to the following Corporate Priorities:
- 4.2. A strong responsible and accountable Council, by generating revenue income to help provide Council services and reduce financial burden.
- 4.3. Investing in our local economy and infrastructure, by providing car parking to the local community and tourism sector.

5. Financial and Resource Implications

- 5.1. Staff resource is required to process the legal agreements and managing the land.
- 5.2. Further financial implications outlined in the exempt appendix B.

Comments from the S151 Officer:

<p>The continued use of the overflow car park is recommended as it needed and generates additional income for the Council during the peak season. Option 1 would provide the best solution in introducing a formal arrangement for the use of the car park and the split of income. It also formalises responsibilities for repairs and maintenance which is beneficial to both the Council and the Landlord.</p>

6. Legal Implications

- 6.1. The current use of Gold Park as an overflow car park is undocumented and this creates a risk to the District Council as current liabilities are unclear. A License agreement will clarify responsibility for repair and insurance responsibilities.
- 6.2. Legal advice on the terms of a new agreement will be sought.
- 6.3. Further legal implications can be found in Exempt Appendix B.

Comments from the Monitoring Officer

Currently there is no formal agreement in place to protect income received by the Council at this car park. Option 1 provides a plan towards regularising this situation, and a fairer deal.

7. Risks

- 7.1. If no action is taken there is a risk that the liabilities (Maintenance, insurance etc) at the site and fees continue to be unclear and could result in additional costs to the District Council.
- 7.2. If no action is taken to formalise the legal agreement for the site the Landlord could utilise the land for other purposes without notice, preventing its use as a publicly available car park.
- 7.3. Agreeing a 2-year licence does not secure the long-term use of the site for the District Council and there is a risk that the Landlord decides not to agree a longer arrangement at the end of the licence term.
- 7.4. Please refer to Exempt Appendix B.

8. Net Zero Target

- 8.1. The District Council's Net Zero Strategy & Action Plan identified leased building emissions and a commitment to reduce carbon by improving energy efficiency. If the District Council withdraws there would be a reduction in the District Council's own emissions, but little impact to the District as the site is likely to continue to be used by the GPT as a car park.

9. Equality, Diversity & Inclusion

- 9.1 There are no equality, diversity and inclusion implications identified with this proposal.

10. Community Safety issues

- 10.1 There is a potential for public safety issues being created by increased on-road parking if Gold Park is no longer used as a car park during peak busy periods.

11. Conclusion and Recommendations

11.1 To provide additional parking during peak periods, the use of Gold Park in Mundesley as an overflow for the District Council owned Beach Road Car Park has been informally in place since 2008. As there is no legal documentation of this arrangement, this report alongside the exempt appendix considers the options available to the District Council to regularize this arrangement.

11.2 The current arrangement is set out in the exempt appendix.

11.3 It is recommended that:

11.3.1. A Short-term license as detailed in Option 1 is approved.

11.3.2 Delegated authority to the Asset Strategy Manager to commence negotiations of terms for a new license.

Appendix A – Beach Road Car Park Site Plan

