

1. **Burnham Market Car Park** (Pages 2 - 4)

REPORT TO CABINET MEMBER FOR DECISION

Open		Would any decisions proposed :		
Any especially affected Wards	Mandatory/	(a) Be entirely within cabinet's powers to decide YES		
	Discretionary /	(b) Need to be recommendations to Council NO		
	Operational	(c) Be partly for recommendations to Council and partly within Cabinets powers – NO		
Lead Member: Cllr David Pope E-mail: cldr.david.pope@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Chris Bamfield E-mail: chris.bamfield@west-norfolk.gov.uk Direct Dial: 01553 616648		Other Officers consulted: Matthew Henry, Martin Chisholm, Stuart Ashworth, Lorraine Gore		
Financial Implications YES	Policy/Personnel Implications NO	Statutory Implications NO	Equal Impact Assessment NO	Risk Management Implications YES
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)				
Date meeting advertised: 22 nd December 2015		Date of meeting decision to be taken: 5 th January 2016		
Deadline for Call-In: 11 th January 2016				

BURNHAM MARKET CAR PARK

Summary

The report concerns the transfer to the Council of a car park and toilet block at Burnham Market to the Council to manage and operate. The car park and toilet block will provide much needed facilities to support Burnham Market and enable improvements to traffic congestion in the area.

Recommendation

The Cabinet s recommended to approve the transfer of the car park/toilet facilities and management of both to the Council.

Reason for Decision

To ensure Burnham Market continues to be viable as a retail centre with sustainable transport arrangements.

1. Background

- 1.1 Burnham Market has experienced difficulties for a number of years with the availability of parking spaces. This has resulted in traffic congestion in the village with difficulties experienced by emergency services and public transport passing through the main road.
- 1.2 As part of a recent planning approval for housing in Burnham Market a 186 space car park with public toilets is also being provided by the site developer. The planning approval requires the car park and public toilets to be provided prior to occupation of the 10th dwelling on the site, and transferred to the nominated body (agreed as being the Council) prior to the occupation of the 16th dwelling. Development on the overall site has commenced and work on the car park is underway.
- 1.3 The County Council has undertaken a Statutory Consultation Process for changing the on-street parking regulations.
- 1.4 After discussions with the developer and the Burnham Market Parish Council the preferred option is for the Borough Council to take ownership/management of the car park and the associated toilet facilities.
- 1.5 The main elements of the transfer of the car park include;
 - The Council charges for car parking and uses the income to cover the cost of maintaining/operating the car park and toilet block.
 - The initial parking charges to be set at 70% of the Council standard short-term parking charges but can be varied in order that costs are covered by income.
 - The car park charges to be in place from 8.00am – 6.00pm, 7 days per week.
 - CCTV will cover the car park and costs met from parking income.
 - Enforcement of parking regulations will be carried out by the Council's Civil Enforcement Officers who will also be responsible for enforcement of on-street parking.

2. Financial Implications

- 2.1 The estimated annual revenue costs for the car park are £45,000 it is anticipated these can be covered by estimated income from the car park.

3. Risk Management

- 3.1 The main risk for the Council is in the event that parking revenue does not cover the costs of operating the car park and toilets. The Council has control of all budget elements including if necessary the level of parking charges and the risk of parking income not covering costs is very low.
- 3.2 Future maintenance costs are also expected to be low as the specification and build for the car park and toilets is to a high standard, for example, the car park surface is block paving.

4. Background Papers

Foundry Field Car Park and Public Toilets Works Specification.

Signed:

Cabinet Member for

Date