

CAR PARK FEES AND CHARGES 2025/26

Head of Service:	Rod Brown, Head of Housing & Community
Report Author	Richard Chevalier
Wards affected:	(All Wards);
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	
Appendices (attached):	Appendix 1 – Proposed Car Park Permits 2025/26

Summary

This report seeks the agreement of the Committee for off street parking fees and charges for 2025/26 as proposed by the Car Park Working Group. The report also proposes alignment of the evening tariffs in Epsom on a Monday to Saturday, a concessionary rate for performers and crew at the Epsom Playhouse and the continuation of Christmas parking offers.

Recommendation (s)

The Committee is asked to:

- (1) Agree the proposed fees and charges as set out in section 3 of this report.**
- (2) Agree the proposed parking permit prices as set out in Appendix 1.**
- (3) Agree to a concessionary rate being offered to a limited number of Epsom Playhouse performers, cast, crew or technical team as outlined in Section 3.9 and 3.10**
- (4) Agree to the concessionary rate of Christmas parking as outlined in Section 3.11, 3.12 and 3.13.**
- (5) Nominate and Authorise the Head of Housing & Community to give such notice(s) and/or make such order as is considered necessary in order to give effect to the above recommendations. That any representations to these proposals are brought back to Environment Committee in March 2025.**

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1 Reason for Recommendation

- 1.1 The recommendations seek to generate the required additional 6% income in line with the Medium Term Financial Strategy, simplify the tariffs for users of Epsom's car parks in the evening and support the local businesses and Epsom Playhouse by extending concessionary rates.

2 Background

- 2.1 As per the Medium Term Financial Strategy car park revenue is expected to increase by 6% which equates to £255k.
- 2.2 Car park prices did increase by over 6% in 2024/25 primarily impacting the short stay rates in the Ashley Centre, the car parks in Ewell and evening rates across the Borough.
- 2.3 The Car Park Working Group wanted it noted and recognised that continually increasing car park fees across the Borough could have a de-stabling effect on car park usage decreasing the revenue generated that goes on to support other Council services.
- 2.4 In the first half of 2024/25 car park revenue has exceeded budgetary targets. Whilst any additional income generated this year would be retained against any budgetary deficits in 2024/25, it could be forecast that a similar income could be generated from car parking in 2025/26 and thereby reduce the need for finding the full £255k via additional tariff changes.
- 2.5 It should be noted that Epsom and the Ashley Centre does continue to attract new retail offerings into the Town. The new car parking system in the Ashley Centre has also been recently upgraded and is expected to see an increase in usage as anxiety and frustration surrounding token usage has been removed thereby improving the parking experience for visitors.
- 2.6 Although the daily concessions remain available a physical parker card is no longer required in the Ashley Centre Car Park and from April 2025 will also be unavailable in Hook Road.
- 2.7 The evening parking rate in Epsom begins at 4pm on a Monday to Friday and at 6pm on a Saturday.
- 2.8 Since April 2024 the daily charges have continued into the evening up to a maximum rate of £10. Since this time there has been a significant reduction in evening parking in the car parks at Town Hall, Hope Lodge and Depot Road.
- 2.9 Following public feedback an urgent decision was taken in May 2024, under delegated authority, to amend a charge in the evening rate in the Ashley Centre as on reflection it was felt to be too high.

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- 2.10 A number of urgent decisions have been reported to this Committee regarding concessionary parking for cast / crew and production teams working at the Epsom Playhouse. This report seeks to formalise such an arrangement to reduce the need for these urgent decisions.
- 2.11 The offering of free Christmas parking was last approved in 2017 and this report seeks to re-affirm this arrangement for the next few years.
- 2.12 The previous arrangement included free parking in Epsom Town Centre car parks on the three Sundays prior to Christmas and on Christmas Day. It also offered free parking from 4pm in Dorset House and Ewell High Street Car Parks on the day of Ewell Yule until 7am the following morning.

3 Proposals

The following proposals have been discussed at Car Park Working Group:

Parker Cards

- 3.1 That the parker card scheme be re-branded with removal of reference to cards.
- 3.2 That the membership fee to join the Epsom Daily Parker scheme be £25 per year (currently £15 for a parker card)
- 3.3 That membership of the Epsom Daily Parker scheme allows parking in Hook Road Car Park for a maximum of £5 per day (currently £4) or in the Ashley Centre Car Park for a maximum of £10 per day (currently £8).

Daily tariffs

- 3.4 To change daily tariffs as per below:

Ashley Centre Car Park

	Current	Proposed	Last changed
Up to 3 hours	£5.00	£5.50	April '23
Up to 5 hours	£7.00	£7.50	April '23

Depot Road / Upper High Street

	Current	Proposed	Last changed
Up to 5 hours	£4.50	£5.00	April '23

Town Hall / Hope Lodge

	Current	Proposed	Last changed
Up to 30 mins	£1.50	£1.60	April '22

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Up to 1 hour	£3.30	£3.20	April '24
Up to 2 hours	£4.50	£4.80	April '24

- 3.5 To retain the current parking rates at Hook Road Car Park with the RingGo convenience rate of 20p being applied in addition.

Evening Parking

- 3.6 To align the evening parking rate across all Epsom car parks to begin at 5:30pm Monday to Saturday.
- 3.7 To re-introduce a maximum evening flat rate fee in all of the Epsom car parks of £5. An overnight parking fee of £10 would still apply.
- 3.8 To re-introduce a maximum evening flat rate fee in Dorset House, Ewell High Street and Stoneleigh Parade Car Parks of £2.50. An overnight parking fee of £5 would still apply. The evening rate in Ewell /Stoneleigh car parks to remain at 6:30pm.

Concessionary Parking

- 3.9 To allow a set number of Epsom Playhouse performers, crew or production team to be able to park in the Ashley Centre Car Park at an all day rate equivalent to the Epsom Daily Parker scheme (proposed in 3.3 as £10).
- 3.10 The set number of concessions allowed is to be determined by the Heads of Service responsible for the Epsom Playhouse and Car Parking and will be dependent on the size and type of production.
- 3.11 That free parking be offered in all Borough Council pay as you park car parks on the three Sundays prior to Christmas and on Christmas Day.
- 3.12 To offer free parking in Dorset House and Ewell High Street Car Parks from 4pm on the day of Ewell Yule until 7am the following morning.
- 3.13 To offer free parking in Dorset House and Ewell High Street Car Parks all day on Boxing Day.

4 Risk Assessment

Legal or other duties

4.1 Equality Impact Assessment

- 4.1.1 There are no elements of these proposals which are anticipated to have a negative impact on any protected groups.

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4.2 Crime & Disorder

4.2.1 N/A

4.3 Safeguarding

4.3.1 N/A

4.4 Dependencies

4.4.1 N/A

4.5 Other

4.5.1 The risk for the Council is achieving a balanced budget against the perception of high pricing for parking.

5 Financial Implications

5.1 The proposals set out in Section 3, along with a continuation of increased usage and some budgetary savings are expected to meet the Medium Term Financial Strategy target of £255,000.

5.2 The breakdown to support the expected additional revenue is based on the following calculations:

Car park permits	£14,600
Parker Card / Epsom Daily permits	£15,600
Car park tariff changes	£35,900
Evening alignment and simplification	£31,700
Increased volumes	£129,200
Total	£227,000
Efficiency savings across expenditure budgets	£28,000
Target MTFS increase in income	£255,000

5.3 **Section 151 Officer's comments:** The financial implications are set out in the body of the report.

6 Legal Implications

6.1 Off street parking is regulated by Orders made under Part IV of the Road Traffic Regulation Act 1984. There is a statutory process to be followed if an order is to be made or amended.

6.2 In summary the process is as follows:

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- 6.2.1 Prior to making an order there is a requirement to consult with certain organisations, to publish a notice of proposals in a local newspaper, and to display/deliver notices in places affected by the proposals.
- 6.2.2 If any objections are made to the proposals, the Council must consider these and may make modifications to the proposals. If the modifications are significant and may affect certain persons, they should be given further opportunity to make representations about the modifications.
- 6.2.3 The Council may then make the order.
- 6.3 The Council must then publish and where relevant give notice that it has made the order, setting out details such as a brief statement of the general nature of the order and description of the key provisions.
- 6.4 After this has all been done the order can come into effect.
- 6.5 Where an order makes provision as to the charges to be paid in connection with the use of an off-street parking place, and there is a proposal only to vary the charges to be paid, it is not necessary to make a full new order; a shorter process is available under section 35C of the 1984 Act.
- 6.6 A notice of variation of parking charges must be published in a local newspaper at least 21 days before the new charges are to come into force. Notice must also be displayed in the parking place. There is no provision for representations to be made or considered.
- 6.7 **Legal Officer's comments:** As set out above.

7 Policies, Plans & Partnerships

- 7.1 **Council's Key Priorities:** The following Key Priorities are engaged:
- Effective Council
 - Opportunity & Prosperity
- 7.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.
- 7.3 **Climate & Environmental Impact of recommendations:**
- 7.4 **Sustainability Policy & Community Safety Implications:** None for the purposes of this report.
- 7.5 **Partnerships:** N/A

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8 Background papers

8.1 The documents referred to in compiling this report are as follows:

Previous reports:

- N/A

Other papers:

- N/A