

## CAR PARK MANAGEMENT

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<b>Report Author</b>	Phoebe Batchelor, Samantha Whitehead
<b>Wards affected:</b>	College Ward; Town Ward; Woodcote and Langley Vale Ward;
<b>Appendices (attached):</b>	<b>Appendix 1</b> - Car Park Management Operational Note

### Summary

To update the Conservators on the use of the Owners and Trainers and Derby Arms Car Parks by the Racecourse during 2025 and to formally request permission for ad-hoc use in 2026.

### Recommendation (s)

**The Conservators are asked to:**

- (1) Note the level of use by the Jockey Club of Car Parks 3 and 8 during 2025.**
- (2) To approve an application by the Jockey Club to use these car parks during 2026 for ad-hoc events.**
- (3) Approve the Car Park Management Operational Note as set out in Appendix 1.**
- (4) Nominate and authorise the Clerk to the Conservators, in consultation with the Chair and Vice Chair of the Epsom and Walton Downs Conservators, to consider and grant permission to any future continuation of the use of Car Parks 3 and 8, subject to no material issues or concerns having been raised during the preceding season.**

## 1 Reason for Recommendation

- 1.1 Due to minimal use of Car Park 3 (Owners and Trainers) and Car Park 8 (Derby Arms) for ad-hoc hospitality events during 2025 and a proposal for a similar number of uses in 2026, it is recommended that permission is granted to continue this arrangement.

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- 1.2 The use of Car Parks 3 and 8 by The Jockey Club has operated successfully for a number of years and has been approved annually by the Conservators without any issue. No substantive complaints, enforcement concerns or operational difficulties have been raised during this period, and the annual report has therefore become a procedural exercise rather than a necessary item for a decision.
- 1.3 Delegating authority for the continued use of Car Parks 3 and 8 by The Jockey Club to the Clerk, in consultation with the Chair and Vice Chair, will provide a more proportionate and efficient approach to governance while retaining appropriate oversight. This will also ensure that the Conservators remain involved should any material change or issues arise, at which point the matter can be referred back for consideration.

## 2 Background

- 2.1 Following a comprehensive report to the Conservators in June 2018 outlining an application from the Jockey Club to use Car Park 3 (Owners and Trainers) and Car Park 8 (Derby Arms) for ad-hoc hospitality events, approval was granted with conditions set by the Conservators for the use of these areas for up to 40 days per year.
- 2.2 In line with the conditions attached to the approval, a review of the previous year's usage has been conducted and Officers can report that Car Parks 3 and 8 were only used on eight days during 2025, which is well below the limit set by the Conservators.
- 2.3 The Jockey Club have formally approached the Conservators to request that similar permission is granted for the ad-hoc use of Car Parks 3 and 8 for 2026 and predict that the areas will only be required for a maximum of ten days during the year.
- 2.4 No concerns were raised by the Downskippers, public or racing community during 2025 and therefore the recommendation is to support this request for next year.
- 2.5 The requirement for a car park management plan originated from concerns raised in relation to the occasional use of a grassed area near the Derby Arms for overflow parking. At the time, the Conservators agreed that use of the area could continue subject to appropriate management, and it was recorded that a management plan should be provided.
- 2.6 Subsequent reports have continued to reference this requirement, and it has remained on the action tracker. In practice, parking arrangements at this location have continued to be managed on an event-by-event basis, and no further issues have been reported.

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### **3 Current Position**

- 3.1 Officers have reviewed the background to this matter and discussed the issue with representatives of the Jockey Club Racecourses. It is recognised that comprehensive car parking and traffic management arrangements are already in place for major race meetings and high-attendance events.
- 3.2 The historic issue relates specifically to the occasional and temporary use of Car Parks 3 and 8 during minor events where limited additional parking capacity may be required. In practice, use of this area has been infrequent, proportionate, and responsive to attendance levels, weather conditions, and ground suitability.
- 3.3 To address the historic action in a proportionate way, a light-touch, site-specific Car Park Management Operational Note has been prepared and is attached at Appendix 1. This document formalises existing practice and applies solely to the occasional use of this area. Officers are satisfied that this provides appropriate assurance without the need for a full, standalone car park management plan.

### **4 Risk Assessment**

Legal or other duties

#### 4.1 Equality Impact Assessment

4.1.1 None.

#### 4.2 Crime & Disorder

4.2.1 None.

#### 4.3 Safeguarding

4.3.1 None.

#### 4.4 Dependencies

4.4.1 None.

#### 4.5 Other

4.5.1 The risks associated with the occasional use of the grassed area for overflow parking are considered low and are appropriately managed through existing operational arrangements, including stewarding, signage, and event-day oversight..

### **5 Financial Implications**

- 5.1 There are no direct financial implications arising from this report. The proposed approach avoids unnecessary administrative burden while maintaining appropriate oversight.

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5.2 **Section 151 Officer's comments:** None for the purposes of this report.

## 6 Legal Implications

- 6.1 The Conservators have powers under the Epsom and Walton Downs Regulation Act 1984 to manage, regulate and control the Downs, and to make arrangements as they consider necessary or expedient for their proper management and preservation,
- 6.2 Approval of the Operational Management Note represents a proportionate and evidence-based response to this duty.
- 6.3 The Conservators are empowered to determine their own governance arrangements, including the delegation of functions to officers. The proposed delegation to the Clerk in consultation with the Chair and Vice Chair, represents an exercise of that authority and does not amend the statutory framework, byelaws or conditions governing the use of Car Parks on the Downs.
- 6.4 Any substantive issues arising from the use of Car Parks 3 and 8 by The Jockey Club will continue to be referred to the Conservators for determination.
- 6.5 **Legal Officer's comments:** None save as outlined in the report.

## 7 Policies, Plans & Partnerships

- 7.1 **Council's Key Priorities:** The following Key Priorities are engaged:
- Green and vibrant
- 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:**
- 7.5 **Partnerships:** This report supports a proportionate, risk-based approach to land management and reflects effective partnership working between The Conservators and The Jockey Club.
- 7.6 **Local Government Reorganisation Implications:** None

## 8 Background papers

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

### **Previous reports:**

- Update: Parking on Land in Front of Derby Arms – Conservators (June 2018)

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- Review of Use of the Owners and Trainers and Derby Arms Car Park by the Racecourse – Conservators (January 2024)
- Review of Use of the Owners and Trainers and Derby Arms Car Park by the Racecourse – Conservators (January 2025)

### **Other papers:**

- Consultative Committee Action Tracker (various dates)