

Chichester District Council

CABINET

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Hire of Car Parks for Events and Activities – Addendum to Events Policy

1. Contacts

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2. Recommendation

- 2.1 That the Addendum to the Council’s existing Events Policy, as attached at Appendix 1, be approved to provide further guidance for use of car parks for events and activities.**

3. Background

- 3.1 It is recognised that events can provide significant benefits for a host destination and are acknowledged as opportunities to stimulate tourism and economic growth by showcasing the destination and attracting visitors from outside the area. Events can help to boost the local economy by encouraging tourist visits and local people to stay local; raise the profile of an area, highlighting the unique features and benefits; enhance community pride and togetherness.
- 3.2 The Council already has robust procedures for hire of land for events in our parks and open spaces which identifies terms and conditions of hire, health and safety requirements in addition to restrictions imposed on some sites. The provision of additional information relating to the policy for use of car parks assists with providing further guidance and information for the public.
- 3.3 Chichester District Council owns and manages a range of car parks across the district to assist with meeting parking demand. The intended and main aim of car parks is to provide parking for visitors, residents and businesses which assists with reducing congestion on local roads, supporting businesses, and encouraging tourism.

- 3.4 The council has historically been requested to allow a range of events / agree to use of car parks in a number of different ways, (i.e. other than standard parking). These have been considered on a case-by-case basis to consider capacity and demand. There have been some events (for example Static and Moving Car Meets) which have not historically been approved, for a variety of reasons.
- 3.5 The Council has recently received a petition, requesting use of East Beach Car Park in Selsey for the use of a regular Car Meet. The petition was considered and discussed at Full Council on 19th March.

4. Outcomes to be Achieved

- 4.1 The Addendum to the Events Strategy as set out in Appendix 1 provides further clarity to reflect the framework within which the council operates.

5. Proposal

- 5.1 It is proposed that the Addendum to the Events Policy is adopted, to provide further detail on the council's approach to considering requests for the use of CDC car parks.

6. Alternatives Considered

- 6.1 Do not approve the addendum to the Events Policy, continuing as currently with consideration on a case-by-case basis using past experience and best practice to authorise or reject activities or events on council land. However, this may not provide further clarity to organisers and the public.

7. Resource and Legal Implications

- 7.1 The administration and inspection process will have an impact on resources within Parking Services, Estates, Legal, Finance, Licensing & Events and CCS. If the number and complexity of the events increase, then a full review of the resources would be required.
- 7.2 If there is any reduction in car parking capacity the policy will need to be reviewed .

8. Consultation

- 8.1 As part of the development of the Policy, consultation has been undertaken with the other districts and boroughs across the county to determine what their policy is with regard to the potential holding of events or activities in their car parks. Consultation has also been undertaken with Chairs of each district and borough Safety Advisory Group (SAG) members. Contact was also made with the parish councils within the district where there are car parks to determine whether they had any views on the type and nature of events which could be held in car parks. A summary of the responses received so far is below:

- The level of work required to close car parks or cordon off bays and subsequent loss of income as a result of this is a key factor to be considered, and expectations relating to the use of car parks for alternative use to parking must be managed.
- Requests can be considered on their merit however many local authorities do not generally allow alternative use of car parks for anything other than parking due to the loss of revenue and car park spaces.
- Car cleaning may not be appropriate due to drainage issues.
- The sale, advertisement, or distribution of advertising media within car parks may not be appropriate (planning conditions may prevent this).
- Bosham Parish Council: *Bosham Parish Council do not wish for any events to be permitted in the car park but the District Council should note the lease arrangements for the Bosham Boatyard Company which we wish to remain in place as they are a valuable asset to our village and crucial to the local economy.*
- Midhurst Town Council: *In response to your questions: 'Yes' [to events and activities], however such events should be limited in size to ensure a significant proportion of a car park remains available for general parking. We would support events such as 'vehicle' clubs provided that their owners were paying to park in the usual way. We would not wish parking spaces to be used for ancillary items such as tables, gazebos or event advertising ephemera. We further suggest that use of sound systems is limited and only used at socially acceptable times. Due to the short time given to respond to your email, only the Chairman and Vice-Chairman have had an opportunity to provide comments; ideally this matter would have been discussed at a full Council meeting, which would also have provided the general public with an opportunity to give their comments.*
- Petworth Town Council: *Thank you for your email, which I circulated to the Councillors for review. At the current time they did not wish to make any comments on the 3 questions outlined in your email.*
- Selsey Town Council: *Further to your email consultation on the above, Selsey Town Council has responded to your questions as follows: It is supportive of activities in Council car parks and would prefer community events rather than privatisation for businesses. Anything that may be potentially damaging to the car parks and/or environment. (a) Please consult STC on events that may be proposed locally. (b) Events that take a large proportion of the car park should not be held during the August school holidays due to the high numbers of visitors to Selsey and car parks should not be totally shut down for an event whenever they are held. The Town Council also expressed its support for the Classic Car meet.*

8.2 It must be noted that there are a number of councils who do not permit use of car parks for events as they consider that the overriding priority / objective of car parks is to provide parking for residents, commuters, businesses and tourists, etc.

9. Community Impact and Corporate Risks

- 9.1 It is important for the council to engage in and where possible encourage events that complement and bring value to the district. It is also important to consider the infrastructure needs of an event and if the host area is able to suitably accommodate that event. The provision of events in car parks can have a positive impact on the community and local businesses, however there are impacts and risks associated with events which may not be positive. This includes impact on the highway, noise, and a lack of / reduction in parking provision.
- 9.2 The nature and type of some events can mean that there is Health and safety risk, and whilst it is impossible for the council to manage every local event, minimum standards must be in place to ensure safety. The policy in Appendix 1 sets out some of the requirements when land is used which help to mitigate the risk.

10. Other Implications

	Yes	No
Crime and Disorder – this may be impacted dependant on the type and nature of events which are in place.	X	
Biodiversity and Climate Change Mitigation – this may be impacted dependant on the type and nature of events which are in place.	X	
Human Rights and Equality Impact		X
Safeguarding and Early Help		X
General Data Protection Regulations (GDPR)		X
Health and Wellbeing		X

11. Appendices

- 11.1 Appendix 1 – Addendum to CDC Events Policy to include Car Parks

12. Background Papers

CDC Events Policy