

Executive Report

Ward(s) affected: Christchurch

Report of Service Delivery Director

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Date: 24 March 2020

Burchatts Farm Barn car park, Stoke Park

Executive Summary

This report is to agree capital for Stoke Park's Burchatts Farm Barn car park for surfacing works. The funding for the new car park is part of the provisional programme (*Parks and Countryside - repairs and renewal of paths, roads and car parks*), forming part of the Council's General Fund Capital Programme and has been considered and included in the Council's borrowing requirements. This report requests approval for £280,000 of this provisional capital so that the necessary funds to carry out the work to surface the car park are available for the project.

Burchatts Farm Barn car park is the only car park serving the park that is not hard surfaced. There are no bays for parking and cars currently park randomly, often blocking cars into spaces. The car park serves several tenants and Stoke Park visitors, including events that are held on the park. It is covered by a parking order (TRO) that cannot be enforced until the car park has line marked parking spaces. The proposed surfacing material has been chosen as it is Sustainable Drainage Systems (SUDS) approved and will be an attractive surface for the surrounding buildings and parkland.

Recommendation to Executive

That the transfer of £280,000 from the provisional to the approved capital programme, to enable the surfacing of Burchatts Farm Barn car park, be approved.

Reason for Recommendation:

To enable completion of the project.

Is the report (or part of it) exempt from publication?

Yes, part (Appendix 3 – estimated costs of the project)

- (a) The content in Appendix 3 is to be treated as exempt from the Access to Information publication rules because it sets out the detail of the estimated cost of the scheme, disclosure of which may adversely affect the tendering process so that competition is undermined. This is deemed to be information exempt from publication by virtue of paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, which is "Information relating to the financial or business affairs of any particular person (including the authority holding that information)".
- (b) The content is restricted to all councillors.
- (c) The exempt information will be available for public inspection following completion of the

procurement process.

- (d) The decision to maintain the exemption may be challenged by any person at the point at which the Executive is invited to pass a resolution to exclude the public from the meeting to consider the exempt information.

1. Purpose of Report

- 1.1 To ask the Executive to approve the transfer of £280,000 from the provisional to the approved capital programme for the purpose of surfacing Burchatts Farm Barn car park.

2. Strategic Priorities

- 2.1 Surfacing the car park will improve the access to the park and the park buildings as well as improving the appearance of the car park. It will create line marked bays with four hours of free parking. The improvement to the car park will contribute to the Council's 'Community' theme within its Corporate Plan (2018-2023), supporting the priority of 'enhancing sporting, cultural, community and recreational facilities'.

3. Background

- 3.1 Burchatts Farm Barn car park is one of four car parks that are located on Stoke Park, off London Road in Guildford town centre. It is the only unsurfaced car park serving Stoke Park.
- 3.2 Guildford Borough Council owns all the land and buildings around the car park, falling within GBC's title No: SY743643.
- 3.3 The car park is designated as part of the protected open space forming Stoke Park.
- 3.4 There is a right of way that runs along the tarmac access lane, turning in a westerly direction across the park.
- 3.5 Burchatts Farm Barn car park serves the following buildings/tenants with two tenants holding a right to park within the car park (but not overnight):
- Urban Saints (tenant has right of way with or without vehicles over the track together with a right to park in the car park)
 - Disability Challengers (tenant has a right of way with or without vehicles over the track within the car park together with a right to park in the car park)
 - Guildford Model Engineering Society (tenant has rights of way over the roadway within the car park)
 - Burchatts Farm Barn (grade II listed) and flat has one parking space for the flat and five for the barn (lease/s will also contain rights of way over the roadway)
 - Old Guildfordians Club (tenant has a right of way over the roadway and two sections of car park demised to their use either side of the building within their lease)
 - Parks and Leisure Services sports pitch changing rooms and public toilets.

- 3.6 The current surface is similar to type 1 MOT subbase with a tarmac access road through the middle.
- 3.7 The existing tarmac access road through the parking area will remain. Where the MOT type 1 sub-base is, 450mm of this will be removed and replaced with permeable concrete block pavers (the parking bays) in a colour that complements the grade II listed Burchatts Farm Barn overlooking it. The block paving for the defined car parking spaces will be laid on a type 3 sub-base and a void ratio to allow storage and flow of water from the block paving. This surface choice has been approved by the Council's Conservation Officer. The access road through the car park will remain of a tarmac construction.
- 3.8 The proposed car park surface design is Sustainable Drainage Systems (SUDS) approved. SUDS provide areas within the built environment for the natural processes of rainwater interception to take place, offering a more sustainable approach to the management of urban storm water run-off than impermeable surfaces.
- 3.9 We have considered surfacing the car park with black tarmac, but this option has been dismissed because:
- a) covering the whole car park in black tarmac would be unsympathetic to the grade II listed Burchatts Farm Barn located in the car park. A Grade II building is "of special interest" and is protected with planning restrictions to ensure the historic significance of the building is not damaged. In addition, the car park sits within the park's protected open space designation, which is a restriction that requires sensitivity to the character of the park and any development upon it;
 - b) a surface of porous tarmac over the whole car park, whilst being a sustainable drainage surface, has been estimated as only £1,084 less expensive than our proposal to use block pavers for the parking areas, which will be considerably more in keeping with the surroundings;
 - c) a non-porous surface of tarmac is estimated to be £16,953 less expensive than our proposal, but it would not be SUDS approved. It would be an increase in hard impervious surfaces that will rapidly remove water from the immediate environment, preventing cooling by evaporation and channelling rainwater run-off into the park, where the ground may already be sodden, increasing the risk of flooding on the park and pitches;
 - d) dark materials absorb solar radiation and buildings prevent the heat escaping. Therefore, a tarmac surfaced car park will not mitigate against Urban Heat Island (UHI) effects or offer any climate change adaptation.

In summary, the block paving estimated cost is not significantly more than porous tarmac and would be a much more aesthetically attractive option, in keeping with the area, and will slow down the water discharge off the site using a SUDS approved drainage system. A non-porous surface over such a large area could lead to flooding on the park and is not a sustainable solution.

- 3.10 The plan of the proposed car park (annexe 2) shows that 35 car parking spaces, 5 minibus and 3 disabled parking bays would be accommodated in the new car park. Five of these are directly in front of Burchatts Farm Barn and could be allocated to any future tenant, if required. There are also three cycle stands.

- 3.11 The total marked bays of 43 is likely to be a reduction to the number of cars able to park at Burchatts Farm Barn car park. This is because the current users park where any space is available, double parking and blocking each other in. The new line marked bays require clear access for each car to manoeuvre and this also allows Parking Services to enforce the Parking Order. It is therefore likely that less cars will be able park than currently.
- 3.12 The Old Guildfordians lease requires the tenant to maintain their part of the car park and therefore this will not be included in the surfacing plan. To do so would increase the cost by an estimate of around £129,000.
- 3.13 Old Guildfordians have advised the Council that they do not wish to contribute to the cost of surfacing works to enable their leased area to be included in the plan.
- 3.14 The Council's engineers have provided a cost for the works, but the scheme will need to be tendered or procured through a framework agreement that will confirm the final cost.
- 3.15 The works are likely to take place during financial year 2020-21, during the autumn or winter. This will avoid the peak summer season when the paddling pool and Lido swimming pool are open and the car parks around the park are in high demand.
- 3.16 The construction work is estimated to take 13 weeks.
- 3.17 The construction work will cause disruption for the users of the car park, in particular organisations whose staff are parking there every day. During the work, sections of the car park will close to all vehicles and pedestrians. However, the work will be phased. The contractor will work on 25% of the car park at any one time, leaving most of the remainder still usable for parking and pedestrian access.
- 3.18 The nearest alternative car park is Guildford College during college holidays. Alternatively, parking is available at Nightingale Road and Lido Road. Both cost £7 to £9 to park all day. If it is necessary for tenants to park at these car parks during construction of the car park, a reasonable number of temporary permits will be offered to tenants.

4. Consultations

- 4.1 The tenants around the car park will be consulted about the start date for the surfacing works with the view of accommodating their requirements where possible. However, it will be impossible to find a date that will not cause some disruption to the tenants' current parking routine.

5. Equality and Diversity Implications

- 5.1 This duty has been considered in the context of this report and it has been concluded that there are no equality and diversity implications arising from this report.
- 5.2 The new surface will create disabled car parking bays that currently the car park does not offer, along with minibus spaces to serve the tenants needs on site.

6. Financial Implications

- 6.1 £1.645 million for *Parks and Countryside - repairs and renewal of paths, roads and car parks* (ref PL57) is available within the provisional capital programme to 2025 and

forms part of the Council's General Fund Capital Programme. This report requests approval for £280,000 of this provisional capital to carry out the work to surface the car park.

7. Legal Implications

- 7.1 The Local Plan provides Stoke Park with Protected Open Space status. In these areas, development will only be permitted where it complements their existing role and character as public open spaces.
- 7.2 The proposed change in surfacing would be a 'material change' as far as planning is concerned. As the Council owns Burchatts Farm Barn, the change of surfacing would be likely to fall within the allowances of Part 12 Class A of the General Permitted Development Order (2015, as amended) and thus would not need planning consent.
- 7.3 The Surrey Act lays down some restrictions relating to the area of Stoke Park that may be allocated to parking. The surfacing work will not extend the car park or provide any new parking spaces that do not already exist.

'In the interests of persons resorting to any park, pleasure ground or open space under their management and control, a local authority may set apart an area (not exceeding the prescribed area) of the park, pleasure ground or open space for use for the parking of vehicles and provide parking places and facilities in connection therewith.' (The Surrey Act 1985 Chapter iii)

- 7.4 The Council's Procurement Procedure Rules will be adhered to for procurement of a contractor to carry out the works to the car park.

8. Human Resource Implications

- 8.1 The car park is currently maintained by Parks and Leisure Services and the new surface will not affect staff resources.
- 8.2 Following completion of the line marking, Parking Services will commence enforcement of the parking order through regular visits to the car park, which will be an additional resource requirement.

9. Summary of Options

- 9.1 Option 1 - refuse approval to transfer £280,000 from the provisional to the approved capital programme. The car park stays unsurfaced and the parking order unenforced.

Option 2 - approve the transfer of £280,000 from the provisional to the approved capital programme. Officers will proceed with procuring the necessary work to surface the car park with block pavers for the parking areas and retaining the tarmac for the road through the car park.

10. Conclusion

- 10.1 Officers recommend that the Executive approves the transfer of £280,000 from the provisional to the approved capital programme to surface Burchatts Farm Barn car park.

11. Background Papers

None

12. Appendices

Appendix 1: aerial view of the car park with right of way location and photograph of the existing surface

Appendix 2: proposed layout for Burchatts Farm Barn car park

Appendix 3: estimated costs (not for publication)