

REPORT TO EXECUTIVE

Date of Meeting: 22 June 2026

Report of: Strategic Director of Corporate Resources

Title: Market Street Car Park (Council Enforcement and Tariff Amendment) and Cathedral & Quay Multi Storey Car Park (Pay on Foot)

Is this a Key Decision?

No

Is this an Executive or Council Function?

Executive

1. What is the report about?

1.1 Firstly, to seek approval to include Market Street car park in the Parking Places Order 2014 (PPO) to enable enforcement and to provide for parking tariffs to be implemented. Secondly, to seek approval to amend the existing PPO for Cathedral & Quay multi storey car park to provide for Pay on Foot arrangements to be implemented.

2. Recommendations:

That Executive approve the following:

2.1 To amend the Parking Places Order 2014 as follows:

2.1.1 To incorporate Market Street car park into the Council's Off-Street Parking Places Order as a 'Pay and Display' car park within the Central Zone parking tariff structure.

2.1.2 In respect of the Cathedral & Quay multi storey car park, to introduce 'Pay on Foot' arrangements into the Council's Off-Street Parking Places Order.

2.2 To delegate authority to consider the responses to the consultation and determine whether to implement the Order (or parts thereof) to the Head of Service Commercial Assets in consultation with the Strategic Director Corporate Resources and Leader of the Council.

3. Reasons for the recommendation:

3.1 To support the delivery of the City Council's Corporate Plan, in supporting the economic resilience and vitality of the City Centre

4. What are the resource implications including non-financial resources:

4.1 In respect of Market Street car park there will be a capital cost incurred to ensure that the car park meets the Council's compliance and health and safety standards. This will be requested in a report to Council. The upgrade cost will also encompass the relocation, installation and networking of disused payment equipment from the

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Harlequins car park once it is closed. Once open and operating Market Street car park will have an onsite car park attendant between the hours of 08:00am and 10:00pm. This is based on a charging period of Monday to Sunday 8.00am - 10.00pm, (including Bank Holidays) with the car park closing at 11pm.

4.2 In respect of Cathedral & Quay multi storey car park there will be a capital cost incurred in relation to the procurement and installation of Pay on Foot equipment comprising payment machines, barriers and camera equipment and associated software. This is built into the refurbishment budget which is due to be considered at full Council on 21st July. The installation of this equipment is expected to significantly reduce revenue loss from non-paying customers (who have evaded enforcement activity) and in turn will reduce the resourcing requirements for the Car Park Enforcement team in relation to this asset.

5. Section 151 Officer comments:

1.1. There are no financial implications contained in this report.

6. What are the legal aspects?

1.1. In order to bring the proposed changes into effect the Council must comply with the procedural requirements of the Road Traffic Regulation Act 1984, including giving notice of the proposed changes and considering any representations received during the consultation period.

7. Monitoring Officer's comments:

1.1. The Monitoring Officer has no additional comments.

8. Equality Act 2010 (The Act)

1.2. In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act.

9. Carbon Footprint (Environmental) Implications:

1.3. There are no additional carbon/environmental impacts arising from the recommendations as the car parks are already in operation.

10. Report details:

Market Street Car Park

10.1 Market Street is arranged as a ground level, undercroft pay and display car park extending to 69 spaces which until recently was operated by NCP for a period of over 20 years by way of a commercial lease agreement (which has been subject to a series of periodic renewals). The latest lease was completed on 17th October 25 and was granted with a 10-year term and a mutual break clause at the fifth year. The initial passing rent was £55,120 pa (exc).

10.2 On 17th March 26, the City Council was advised that NCP had gone into administration and were subsequently informed that Market Street car park had been identified for closure. The car park was subsequently closed for business by NCP on 27th

March 26 and payment equipment was disconnected and decommissioned. The Council established immediate control of the car park thereafter ensuring it was safe and secure.

- 10.3 The Council subsequently received correspondence from the Administrator offering a surrender of the lease effective from 27th March 26.
- 10.4 Having regard to the sustained high levels of utilisation and net income potential of this city centre car park, and following a review of available options, it is proposed that the direct operation and management of this asset represents the most favourable outcome.
- 10.5 To enable reopening, the car park will require an upgrade to ensure it meets the Council's compliance and health and safety standards. This will also incorporate an upgrade to on-site welfare facilities. The scope of works will include the relocation and reuse of payment equipment from Harlequins car park which is due to close imminently, together with the activation of a supporting RINGO payment system.
- 10.6 Resourcing and policing this car park will be a key factor to its success, particularly given the reported elevated levels of anti-social behaviour occurring within the immediate vicinity.
- 10.7 Given the city centre location, the proposal is to include the car park in the Central pay & display tariff, which aligns with other comparable car parks located nearby.

Cathedral & Quay Multi Storey Car Park

- 10.8 Cathedral & Quay is a key city centre asset which supports the vitality of the city centre. On the basis that a refurbishment is approved and proceeds, the asset is forecast to deliver a considerably enhanced net revenue performance, particularly on the basis that the currently closed 2.5 decks are reopened bringing the asset back into full operation.
- 10.9 Having regard to its advantageous location between the Cathedral and The Quay, the car park is used by a variety of customers including business users and tourists/visitors. To enhance the customer experience and utilisation it is proposed that the existing Pay & Display equipment is decommissioned and removed and replaced with an integrated Pay on Foot system (mirroring the arrangement for both John Lewis and Guildhall multi storey car parks).
- 10.10 Importantly the introduction of this new payment system will give the customer greater flexibility – having to pay upon return is expected to significantly reduce current revenue loss from non-paying pay and display customers (who have evaded enforcement activity). This 'self-policing' system is anticipated to reduce the need for on-site enforcement activity, enabling the Enforcement Team to redeploy resources to areas with greater need. This will be replaced by an onsite presence as set out in the report to Council.

11. How does the decision contribute to the Council's Corporate Plan?

11.1 The recommendations within this report support the following Corporate Priority:

11.1.1 A Balanced Budget: car park income enables the City Council to deliver a wide range of services for residents, businesses and visitors to the city.

12. What risks are there and how can they be reduced?

12.1 The immediate vicinity surrounding Market Street car park is known to be affected by elevated levels of anti-social behaviour. It will therefore be important that appropriate resource is deployed to the car park to ensure surveillance and to disperse unwanted activity. This issue is compounded by the Corn Exchange entertainment venue (operated by the Council) being located directly above the car park.

12.2 To mitigate this issue the Car Park Service will undertake a robust risk assessment and, based on its extensive experience of managing comparable assets, which develop a resourcing plan for review and approval by the Head of Commercial Assets and Director of Corporate Resources.

13. Are there any other options?

1.1. In the light of NCP going into administration, the Council has the option of procuring a new private operator for Market Street car park. Following consideration this option has been discounted primarily based on the asset's utilisation and associated revenue potential.

Director : Strategic Director of Corporate Resources

Author: Head of Commercial Assets

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-

None