



WEST OXFORDSHIRE
DISTRICT COUNCIL

WEST OXFORDSHIRE DISTRICT COUNCIL

Name and date of Committee	EXECUTIVE – 11 MARCH 2026.
Subject	KILKENNY CAR PARK
Wards affected	Brize Norton and Carterton
Accountable member	Lidia Arciszewska-Executive Member for Environment Email: Lidia.arcisewska@westoxon.gov.uk
Accountable officer	Claire Locke – Executive Director Email: claire.locke@publicagroup.uk
Report author	Maria Wheatley-Parking Manger Email: maria.wheatley@publicagroup.uk
Summary/Purpose	To add Kilkenny Car Park to the West Oxfordshire District Council (Off-Street Parking Places) Order.
Annexes	Annex A – Map of the Kilkenny Car Park Annex B – Equality and Rural Impact Assessment Annex C- Sustainability Impact Assessment
Recommendation(s)	That the Executive resolves to: <ol style="list-style-type: none">1. Add the Kilkenny Car Park to the West Oxfordshire District Council (Off-Street Parking Places) Order ('the Parking Order') to enable the Council to regulate and manage the use.2. Delegate authority to the Executive Director for Corporate Services in consultation with the Executive Member for Environment to consider consultation feedback received in respect of the proposed amendments to the Parking Order and decide whether to make the variation to the Parking Order in whole or in part or to abandon the proposal.
Corporate priorities	<ul style="list-style-type: none">• Putting Residents First• A Good Quality of Life for All• A Better Environment for People and Wildlife

	<ul style="list-style-type: none">• Working Together for West Oxfordshire
Key Decision	NO
Exempt	NO
Consultees/ Consultation	All changes to the West Oxfordshire District Council (Off-Street Parking Places) Order will require statutory and public consultation.

1. EXECUTIVE SUMMARY

- 1.1** West Oxfordshire District Council ('the Council') owns the Kilkenny Country Park including the public conveniences and car park shown marked red on the plan attached at Annex A.
- 1.2** During 2025 the car park was heavily used and there were some instances of camping, barbeques and littering, which was reported by residents as becoming a regular nuisance. The camping continued through the summer including campervans being seen overnight during the Christmas period.
- 1.3** The Council would like to regulate the car park to bring it in line with other public car parks to be patrolled and regulated under the parking order.
The local residents are concerned with the number of vehicles where people are sleeping overnight, and Brize Norton Parish Council are in support of taking measures to address this.
- 1.4** This will enable the Council to stipulate the terms of use, and issue penalty charge notices to those in breach of the Parking Order.

2. MAIN POINTS

- 2.1** To add the Kilkenny Car Park to the Parking Order to enable the Council to regulate and manage the use.
- 2.2** The proposal does not include the introduction of any parking charge.
- 2.3** The proposal is to have a 6-hour maximum stay in any 12-hour period, which will dissuade drivers from leaving cars in the car park for days at a time and consequently blocking bays.
- 2.4** Erect signs to clearly say no camping or sleeping is permitted in the car park.
- 2.5** Penalty charge notices will be issued for those vehicles contravening the terms and conditions of the car park.
- 2.6** This car park will be included in the patrol rota for the Enforcement Officers to cover, no additional resources are required.

3. ALTERNATIVE OPTIONS

- 3.1** The Council may choose not to include the car park in the Parking Order and continue to have little or no regulations at the site and rely on ownership rights.

4. CONCLUSIONS

- 4.1** Including this car park in the Parking Order will allow the Council to better control the car park.

5. FINANCIAL IMPLICATIONS

5.1 An initial spend of £750 is required for new signs, and the associated costs for the Parking Order to be advertised in the press. There are no other ongoing costs relating to enforcement as this can be absorbed into the patrol rota with the current staffing.

5.2 The one-off expenditure will be met from the existing revenue budget.

6. LEGAL IMPLICATIONS

6.1 The provision of off-street car parking is not the subject of a statutory duty.

6.2 A positive resolution would require a variation to the Parking Order to incorporate a new car park.

6.3 Variation of the Parking Order requires following a require process of consultation, notice and consideration as set out in legislation and regulations.

6.4 Failure to follow procedure, meet statutory deadlines or standards in some services may expose the Council to legal challenge and/or financial liability.

7. RISK ASSESSMENT

7.1 If the Council decides not to include this car park into the Parking Order it would leave the Council vulnerable to criticism for knowing there is a problem but choosing not to address it

8. EQUALITIES IMPACT

8.1 There are no unacceptable adverse effects on the protected characteristics covered by the Equality Act 2010. There are no changes proposed to the provision of disabled parking bays in the car park.

8.2 An Equalities Impact Assessment has been completed and is attached at Annex B.

9. SUSTAINABILITY IMPLICATIONS

9.1 The Sustainability Impact Assessment Tool (SIAT), a project evaluation tool, that aims to maximise climate, environmental and socio-economic benefits in project development and decision making has been completed. The output of the tool is a Sustainability Impact Assessment (SIA).

9.2 The Sustainability Impact Assessment is included in Annex C.

(END)