



**WEST OXFORDSHIRE
DISTRICT COUNCIL**

WEST OXFORDSHIRE DISTRICT COUNCIL

Name and date of Committee	EXECUTIVE – 9 SEPTEMBER 2026
Subject	CHANGE OF STAY TIMES AND BOUNDARY LINE TO MARRIOTTS WALK CAR PARK, WITNEY
Wards affected	Witney-Central
Accountable member	Councillor Andy Graham – Leader of the Council Email: andy.graham@westoxon.gov.uk Councillor Alistair Wray-Executive Member for Environment Email: alistair.wray@westoxon.gov.uk Councillor Alaric Smith - Executive Member for Finance Email: alaric.smith@westoxon.gov.uk
Accountable officer	Claire Locke-Executive Director Email: claire.locke@westoxon.gov.uk
Report author	Maria Wheatley-Parking Manager Email: maria.wheatley@westoxon.gov.uk
Summary/Purpose	To propose a change of stay times in the Marriotts Walk Car Park
Annexes	Annex A - Sustainability Impact Assessment Annex B – Map of the minor boundary change
Recommendation(s)	That the Executive resolves to: 1. Agree to enter into consultation to increase the stay times on levels 6, 7 and 8 to 12 hours maximum stay at Marriotts Walk Car Park. 2. Agree to enter into consultation to extend the boundary line of the plan identifying the location of the Marriotts Walk Car Park attached to West Oxfordshire District Council (Off-Street Parking Places) No. 1 Order 2021, to now include a small area of pavement. 3. 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 variation to the existing Off Street Parking Order and decide whether to make the variation to this Order is to be in whole or in part or to abandon the proposals.
Corporate priorities	• Putting Residents First • A Good Quality of Life for All • A Better Environment for People and Wildlife • Working Together for West Oxfordshire
Key Decision	NO
Exempt	NO
Consultees/ Consultation	All changes to the West Oxfordshire District Council (Off-Street Parking Places) No.1 Order 2021 will require statutory and public consultation.

1. EXECUTIVE SUMMARY

- 1.2** Witney has 3 main car parks in the centre of the town; Woolgate Car Park, Woodford Way Car Park and Marriotts Walk Car Park. These car parks provide circa 2,000 free spaces for shoppers, residents, workers and visitors.
- 1.3** All the car parks are regulated and managed through the West Oxfordshire District Council (Off-Street Parking Places) No. 1 Order 2021.
- 1.4** This Off-Street Parking Order enables the Council to regulate the use of the parking bays and establish the maximum stay times.

2. CHANGE OF STAY TIMES

- 2.1** The previous owners of Marriotts Walk Car Park set the stay times at this car park, with the Council managing the enforcement. Now the council has purchased the property there is a desire to bring the longer stay parking spaces in line with the other long stay spaces in Witney and add level 6 to long stay.
- 2.2** Marriotts Walk Car park is open from 7am to 1am Monday to Saturday and 9am to 1am Sundays. The building is securely closed overnight, with access only, for residents of the building with their own key fob.
- 2.3** The Marriotts Walk Car Park has 2 different maximum stay times; levels 1 to 6 are a maximum of 4 hours and levels 7 & 8 are a maximum of 9 hours.
- 2.4** The shorter stay spaces are suitable for shoppers and visitors whilst the long stay supports workers and residents.
- 2.5** An increased number of spaces with a long stay of 12 hours will offer more flexibility for varied working patterns, such as the nearby hospital staff and other car park users who wish to park for longer. In addition, nearby residents with no parking available could also benefit from this proposed change.
- 2.6** The council has a clear commitment to supporting the economy and businesses in Witney and by extending the stay times for these bays it will provide more opportunities for local people working in the town centre to park whilst working.
- 2.7** This decision also brings the long stay duration of 12 hours in line with the majority of other West Oxfordshire District Council owned car parks; operating with a 12 hour long stay duration.
- 2.8** The current number of spaces on levels 7 and 8 is 146. This proposal will increase the long stay spaces by 50 giving a total number of 12 hour long stay spaces to totalling 196.
- 2.9** Current and proposed stay times for each level.

Level	Current Stay Times	Proposed Stay Times
1 to 5	4 hours maximum	No change
6	4 hours maximum	12 hours maximum
7 & 8	9 hours maximum	12 hours maximum

3. HOSPITAL PARKING FOR STAFF AND VISITORS

3.1 Oxford Health NHS Foundation Trust confirm Witney Community Hospital provides parking in the hospital grounds. In total, 69 off road parking spaces are allocated:

- 25 visitor spaces where charges apply after the first 30 minutes
- 5 blue badge spaces
- 2 EVCP spaces
- 2 pool car spaces
- 35 staff only free spaces, based on an NHS email address and printed permit.

Priority is given to staff working unsociable hours on the two admission wards (60 beds). Staff are also encouraged to use alternative methods of transport. The Fleet and Car Park Manager at Oxford Health NHS Foundation Trust is aware that some visitors and staff opt to park at West Oxfordshire District car parks and walk to the hospital.

4. EXTEND THE BOUNDARY LINE OF THE LAND WITHIN THE ORDER FOR MARRIOTTS WALK CAR PARK.

- 4.1** The boundary line for the Marriotts Walk Car Park includes the entrance road known as Marriotts Close. A small area of pavement adjacent to the road and building needs to be included in the enforcement area. This area has lockable posts which allow emergency vehicular access to the pedestrian area and shops.
- 4.2** On occasions vehicles have parked here as a quick drop off or pick up point and this needs to be kept clear. Additional signs will be placed in the area to inform drivers not to park.

5. ALTERNATIVE OPTIONS

- 5.1** The Executive could choose not to make changes to the existing Off-Street Parking Order and leave the allocation of long and short stay as they are. And decide not to extend the stay times for Levels 7 and 8.
- 5.2** The Executive could, also, choose not to extend the boundary line to Marriotts Walk Car Park.

6. FINANCIAL IMPLICATIONS

- 6.1** There will be a requirement to change several signs to reflect any new stay times, the estimated cost for these is in the region of £1,500. Additional signs will also be required for the pavement area near the emergency access point to the value of £300.
- 6.2** There are costs associated with changes to the existing Off-Street Parking Places Order which will be in the area of £500 for the public notices.
- 6.3** The modest cost to make these changes total £2,300 which may be met from the base budget.

7. LEGAL IMPLICATIONS

- 7.1** The provision of off-street car parking is not a statutory duty.
- 7.2** A positive resolution would require a variation to West Oxfordshire District Council (Off-Street Parking Places) No. 1 Order 2021 to amend the plan attached to this Order to now include a small area of pavement, and to increase the stay times on levels 6, 7 and 8 to 12 hours maximum stay at Marriotts Walk Car Park.
- 7.3** A variation of the existing Off-Street Parking Order requires a process of consultation, notice and consideration as set out in legislation and regulations
- 7.4** Failure to follow procedure, meet statutory deadlines or standards in some services may expose the Council to legal challenge and/or financial liability.

8. RISK ASSESSMENT

- 8.1** There is a risk of significant disruption for drivers if insufficient long stay parking is not available in Witney.
- 8.2** There is a risk that emergency services would be delayed in getting close to an incident if the boundary area is not extended.

9. EQUALITIES IMPACT

There are no unacceptable adverse effects on the protected characteristics covered by the Equality Act 2010.

10. SUSTAINABILITY IMPLICATIONS

- 10.1** The sustainability impact assessment is attached in Annex A.

11. BACKGROUND PAPERS

- 11.1** None.

(END)