



NOTICE OF MEETING

Meeting:	Cabinet
Date and Time:	Thursday 7 December 2023 7.00 pm
Place:	Council Chamber
Enquiries to:	Committee Services Committeeservices@hart.gov.uk
Members:	Neighbour (Leader), Radley (Deputy Leader), Bailey, Clarke, Cockarill, Collins, Oliver and Quarterman
Chief Executive	CIVIC OFFICES, HARLINGTON WAY FLEET, HAMPSHIRE GU51 4AE

AGENDA

This Agenda and associated appendices are provided in electronic form only and are published on the Hart District Council website.

Please download all papers through the Modern.Gov app before the meeting.

- At the start of the meeting, the Lead Officer will confirm the Fire Evacuation Procedure.**
- The Chairman will announce that this meeting will be recorded and that anyone remaining at the meeting had provided their consent to any such recording.**

1	MINUTES OF THE PREVIOUS MEETING	4 - 6
	The minutes of the meeting held on 2 November 2023 are attached for confirmation and signature as a current record.	
2	APOLOGIES FOR ABSENCE	
	To receive any apologies for absence from Members*.	
	<i>*Note: Members are asked to email Committee services in advance of the meeting as soon as they become aware they will be absent.</i>	
3	DECLARATIONS OF INTEREST	
	To declare disposable pecuniary, and any other interests*.	
	<i>*Note: Members are asked to email Committee Services in advance of the meeting as soon as they become aware they may have an interest to declare.</i>	
4	CHAIRMAN'S ANNOUNCEMENTS	
5	PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)	
	Anyone wishing to make a statement to the Committee should contact Committee Services at least two clear working days prior to the meeting. Further information can be found online .	
6	SUPPLEMENTARY PLANNING DOCUMENT - CYCLE AND CAR PARKING STANDARDS	7 - 101
	To provide an update Cabinet on the draft Cycle & Car Parking in New Development Supplementary Planning Document (SPD) following public consultation and seek agreement to adopt the SPD.	
	Recommendations	
	Cabinet is asked to:	
	<ol style="list-style-type: none"> 1. Adopt the Cycle & Car Parking in New Developments Supplementary Planning Document attached at Appendix 1 for planning and development management purposes, and 2. Authorise the Executive Director - Place, in consultation with the Portfolio Holder for Place, to make minor alterations, clarifications and typographical corrections to the SPD prior to it being published. 	
7	INTERIM REVIEW OF MEDIUM-TERM FINANCIAL STRATEGY	102 - 117

The Medium-Term Financial Strategy (MTFS) and the process of annual budget setting are significant decisions for Hart District Council. This report presents an interim review of the MTFS and seeks approval for various proposals that require action in the current financial year.

Recommendation

That Cabinet:

- i. Notes the interim Medium-Term Financial Strategy.
- ii. Approves the budget requests set out in paragraph 5.1

8 CABINET WORK PROGRAMME

118 -
125

To consider and amend the Cabinet Work Programme.

Date of Publication: Wednesday 29 November 2023

CABINET

Date and Time: Thursday 2 November 2023 at 7.00 pm

Place: Council Chamber

Present:

Neighbour (Leader), Bailey, Clarke, Cockarill, Collins and Oliver

In attendance:

Officers:

Daryl Phillips, Chief Executive
Graeme Clark, Executive Director – Corporate
Mark Jaggard, Executive Director - Place
Emma Evans, Committee Services

52 MINUTES OF THE PREVIOUS MEETING

The minutes of 05 October 2023 were confirmed and signed as a correct record.

53 APOLOGIES FOR ABSENCE

Apologies had been received from Councillors Quarterman and Radley.

54 DECLARATIONS OF INTEREST

No declarations made.

55 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that a minute had been received by Cabinet from the Overview and Scrutiny (O&S) Committee of 19 September suggesting that O&S should play a more proactive role in over-seeing projects and that for greater transparency the major projects list should reviewed by Cabinet and not informal Cabinet.

The Cabinet discussed the proposal about the overall governance of the Council and agreed that the current arrangements were appropriate particularly as O&S Service Panels already scrutinises projects when they review progress against service plans.

56 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

57 SUPPLEMENTARY PLANNING DOCUMENT - VIABILITY

This item was to provide an update on the draft Viability Appraisals for New Developments Supplementary Planning Document (SPD) following public consultation and seek Cabinet agreement to adopt the SPD.

Councillors heard from the Executive Director – Place that the document was extremely useful for viability discussions with applicants and if necessary for debates in front of a planning inspector.

Councillors queried the landowner premiums in relation to land values and the impact this has on viability assessments. It was agreed that this section should be clarified.

Proposed by Cllr Cockarill; Seconded by Cllr Oliver.

Councillors welcomed the document, acknowledging the positive impact that this policy will have on the building of affordable homes in the area.

DECISIONS:

Cabinet unanimously agreed to approve the following recommendations:

1. That the Viability Appraisals for New Development Supplementary Planning Document attached at Appendix 1 is adopted for planning and development management purposes.
2. Authorise the Executive Director – Place, in consultation with the Portfolio Holder for Place, to make minor alterations, clarifications and typographical corrections to the SPD prior to it being published.

58 Q2 BUDGET MONITORING, FORECAST OUTTURN AND TREASURY ACTIVITY

The Executive Director – Corporate updated Cabinet on the projected outturn, capital overview, project overview and treasury management position, emphasising that the Council is:

- Projecting a surplus compared to budget on the revenue budget
- Continuing to operate within the Council's approved prudential indicators.

Members queried what actions were being taken to fill vacancies contributing to the staffing underspend. Members were reassured that vacancy levels are low and that where there are vacancies, agency staff can be used to limit the impact on staff and the customer experience.

The Chief Executive stated that a paper would be taken to the Staffing Committee in mid-November to address some of these issues.

DECISIONS:

1. Cabinet noted the projected Outturn
2. Cabinet noted the Capital Overview
3. Cabinet noted the Project Overview
4. Cabinet noted the Treasury Management position

59 CABINET WORK PROGRAMME

Cabinet considered the Work Programme as circulated prior to the meeting.

The Portfolio Holder for Community Safety and Development Management proposed Approval of the new Parking Order be added to the work programme for January 2024. This is to review and approve the new Parking Order which contains several changes to parking provision across Hart.

The Chief Executive proposed that the transfer of ownership of the new community hall at Hareshill to Church Crookham Parish Council be added to the work programme for January 2024.

The additions were agreed upon, and the Cabinet noted the Work Programme.

The Chairman announced that this month, he had made an Executive Decision on Section106 funding for picnic benches in the Yateley Town area.

The meeting closed at 7.31 pm

CABINET

DATE OF MEETING: 7 DECEMBER 2023

**TITLE OF REPORT: CYCLE AND CAR PARKING IN NEW DEVELOPMENT
SUPPLEMENTARY PLANNING DOCUMENT**

Report of: Executive Director – Place

Cabinet Portfolio: Planning Policy and Place

Key Decision: No

Confidentiality: Non-Exempt

PURPOSE OF REPORT

1. To provide an update Cabinet on the draft Cycle & Car Parking in New Development Supplementary Planning Document (SPD) following public consultation and seek agreement to adopt the SPD.

RECOMMENDATIONS

2. Cabinet is recommended to:
 - Adopt the Cycle & Car Parking in New Developments Supplementary Planning Document attached at **Appendix 1** for planning and development management purposes, and
 - authorise the Executive Director – Place, in consultation with the Portfolio Holder for Place, to make minor alterations, clarifications and typographical corrections to the SPD prior to it being published.

BACKGROUND

3. In August 2022 Cabinet endorsed the content of a [Technical Advice Note \(TAN\) on Cycle & Car Parking in New Development](#), and adopted the cycle and car parking standards within it as a material consideration in the determination of planning applications.
4. The TAN replaced the Parking Provision Interim Guidance 2008, bringing the Council's guidance on cycle and car parking in new developments up to date in the context of the adopted [Local Plan \(Strategy & Sites\) 2032](#), changes to national planning policy, and the Council's Climate Emergency declaration.
5. It was always intended to convert the TAN into a Supplementary Planning Document (SPD) so that the guidance is afforded greater weight in decision-making. This requires several statutory processes to take place including a screening exercise for strategic environment assessment and habitat regulations assessment, and a six-week public consultation on the draft SPD.
6. Apart from some minor updates and amendments the consultation draft of the SPD was essentially the same as the TAN.

PUBLIC CONSULTATION

7. Consultation on the SPD ran for 6 weeks from 12 May to 23 June 2023, promoted through a press release, the Council's website, and posts across the Council's social media platforms. County and Parish Councillors were notified via a Councillor Connect newsletter email. Organisations and individuals on the

Planning Policy database were notified directly by email or letter. This included statutory consultees, landowners, developers, Parish and Town Councils and residents' groups. Hard copies of the consultation documents were also available to view at the Council Offices. This was carried out in line with the Council's Statement of Community Involvement, 2021.

8. There were 21 respondents making over 160 comments in total. Respondents include Hampshire County Council, a Member of Parliament, one Hart District Councillor, Historic England, Hampshire Constabulary, an adjoining Borough Council, five Parish or Town Councils, Blackwater Valley Friends of the Earth and four individuals.
9. **Appendix 2** sets out a summary of comments received, and the Council's draft response to those comments.
10. In terms of cycle parking there was broad support for the cycle parking standards, and some helpful feedback on detailed issues around secure and convenient storage.
11. With regards to car parking there was a wider range of views. Hampshire County Council were concerned about the car parking standards, believing that they over-provide parking and therefore fail to discourage car ownership and use, contrary to the objective for modal shift towards sustainable transport modes.
12. On the other hand, some concerns were raised that the car parking standards are too low or could result in parking in inappropriate locations such as rural lanes. A local MP was concerned that the SPD was an attempt to massively reduce the use of private vehicles and objected to this approach.
13. This range of views illustrates some of the challenges around car parking standards.
14. A number of comments were also made on details around the design of car parking and other detailed aspects of the SPD.
15. In conclusion, no changes to the quantitative standards for cycle and car parking are proposed in light of the consultation. The SPD sets out an approach which seeks to accommodate cars within well designed developments, avoid inappropriate car parking, and encourage the use of cycles.
16. Although the quantitative parking standards for cycles and cars do not change, the SPD has been refined in other detailed aspects where suggested changes will improve the document.

OTHER CHANGES

17. **Appendix 3** sets out other suggested changes over the consultation draft. These were not prompted by the consultation responses, but nevertheless aim to clarify, correct, or otherwise improve the document.

COMMENTS FROM OVERVIEW & SCRUTINY COMMITTEE

18. On 14 November 2023 the Overview and Scrutiny Committee considered working drafts of the revised SPD, and the schedule of responses at Appendix 2.

- the Officers were praised for the quality of the report and how clearly the consultation responses were presented along with the Officer's response to them, and the amendment to the draft SPD in light of those comments,
- discussion took place around the residential car parking standards. It was questioned whether urban and rural areas should have different standards. It was explained that the SPD applies the same parking standard across the whole district, rather than the previous standard which had reduced parking near the train stations and centres, and
- there were no recommendations from the Overview & Scrutiny Committee to Cabinet.

19. Since the Overview and Scrutiny meeting, Officers have finalised the SPD at Appendix 1, the schedule of responses at Appendix 2, and the other changes at Appendix 3.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

20. The alternative is not to convert the TAN into SPD. However, the TAN would not be afforded as much weight as an SPD when determining planning applications.

CORPORATE GOVERNANCE CONSIDERATIONS

Relevance to the Corporate Plan

21. The Corporate Plan 2023-2027 puts sustainability at the heart of the planning process, seeking well designed developments and promotes walking and cycling in helping to achieve a carbon neutral district by 2040.

Service Plan

- Is the proposal identified in the Service Plan? Yes
- Is the proposal being funded from current budgets? Yes
- Have staffing resources already been identified and set aside for this proposal?
Yes

Legal and Constitutional Issues

22. The SPD has been prepared following relevant planning legislation. There are no direct legal issues arising from the report, other than the need to carry out some statutory procedures upon adoption. The SPD will be a material consideration in the determination of planning applications.

Financial and Resource Implications

23. No additional financial or resource implications have been identified.

Risk Management

24. There is the opportunity for legal challenge to the adoption of an SPD, however this risk is low. The SPD has been prepared following the relevant legislation.

EQUALITIES

25. An Equalities Impact Assessment (EqIA) Screening Assessment has been undertaken on the SPD and concluded that the SPD will have a positive impact upon all sections of the community, particularly the disabled and older people in specialist housing by ensuring that cycle and car parking standards accommodate their specific accessibility needs. The screening assessment concluded that a full EqIA is not needed.

CLIMATE CHANGE IMPLICATIONS

26. The cycle parking requirements assist in delivering the targets in the Council's declaration of a Climate Emergency by encouraging a modal shift and facilitating more cycling as an alternative to some car journeys. This will make a positive contribution towards the Council's target of Hart district being carbon neutral by 2040.

ACTION

27. Subject to agreement by Cabinet, the SPD will be published on the Council's website along with other statutory documents required by Regulations. Those who responded to the Draft SPD consultation will be notified. The SPD will be used where relevant in the determination of planning applications.

Appendices

Appendix 1: Cycle and Car Parking in New Development Supplementary Planning Document, December 2023

Appendix 2: Summary of Representations and Council Response

Appendix 3: Other changes to the Cycle and Car Parking in New Developments SPD

Background Papers:

- [Consultation Draft of the Cycle and Car Parking in New Development Supplementary Planning Document, May 2023](#)



Cycle and Car Parking in New Development

Supplementary Planning Document

December 2023

Planning Policy and Economic Development
Hart District Council, Harlington Way, Fleet, GU51 4AE

If you have any queries or wish to view this document in an alternative format please contact:

T: 01252 774118 / 01252 622122

E: planningpolicy@hart.gov.uk

Version 1	Consultation draft	May 2023
Version 2	Draft for Overview & Scrutiny	November 2023
Version 3	Revised Draft for Cabinet	December 2023

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Key messages

- The Council has declared a climate change emergency with the ambition to make Hart district carbon neutral by 2040.
- Planning policy aims to reduce emissions of greenhouse gases and other pollutants, reduce car use, promote sustainable transport and active travel, and achieve well-designed places.
- New development must provide the appropriate amount of cycle and car parking and be designed to encourage a shift away from car use towards walking, cycling and other sustainable modes of transport.
- To encourage use of cycles over the car, where possible, at least one secure cycle parking space must be provided close to the front door or other main entrance where it is at least as convenient to choose as the car for short trips.
- Electric car charging provision must be provided in line with Building Regulations. These must be designed into schemes to optimize convenience for electric car users.
- There is an ever-evolving variety of transport options available to people, in addition to cars and cycles (for example, mobility scooters, motorcycles, electric scooters). Good

developments will provide convenient and secure storage space to facilitate those choices.

1.0 Introduction

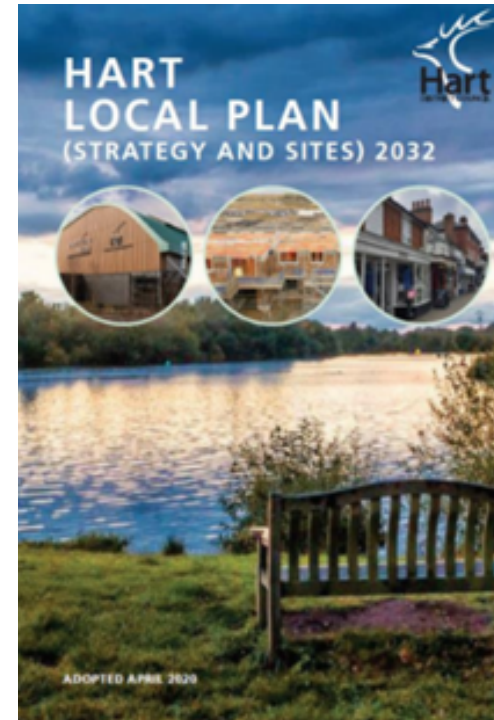
- 1.1 This Supplementary Planning Document (SPD) provides guidance on the provision of cycle and car parking with new development that requires planning permission (including development/changes of use of existing buildings).
- 1.2 The aim is to ensure that an appropriate level of well-designed vehicle and cycle parking is provided in all new developments. This will avoid the various problems created by both over-and under-provision of parking and encourage the use of cycles over cars for a greater number of trips.
- 1.3 This document sets out:
 - the policy context for Hart’s parking standards and some key characteristics for Hart district including car ownership rates,
 - standards for cycle and car parking provision with residential development,
 - specifications for parking provision with design and layout considerations,
 - cycle parking standards for non-residential development,
 - car parking standards for non-residential development, and
 - the documentation required in support of planning applications.
- 1.4 This document has been informed by evidence produced by i-Transport (Parking Standards Review for Hart District Council, March 2022).
- 1.5 ***[subject to adoption]*** This SPD was adopted by Cabinet on **[insert date]** and is a material consideration in the determination of planning applications. It supersedes the [Cycle and Car Parking in New Development Technical Advice Note](#) that was endorsed, and in part adopted, on 4 August 2022.

2.0 Background

Local context

2.1 The Hart Local Plan (Strategy & Sites) 2032 was adopted in April 2020.

- Local plan objective ‘to maximise opportunities for the provision of sustainable transport infrastructure that supports new development, including facilities for walking, cycling and public transport’,
- Policy NBE9 Design – criterion f) states ‘it includes well-designed facilities/areas for parking (including bicycle storage) taking account of the need for good access for all users’, and
- Policy INF3 Transport – criterion d) states ‘provide appropriate parking provision, in terms of amount, design and layout in accordance with the Council’s published parking standards, or as set out in Neighbourhood Plans’.



2.2 The SPD provides district wide guidance on parking standards and design in support of local plan policies referred to above. It is a material consideration in the determination of planning applications. In addition, there are several made **Neighbourhood Plans** across Hart district which form part of the development plan for the area, some of which include parking policies and standards. Planning applications must be determined in accordance with the development plan unless material considerations indicate otherwise. If there is a conflict between a made Neighbourhood Plan and this SPD, for

example there are different standards for the quantum of car parking, the neighbourhood plan policy will generally take precedence. Due weight will be given to relevant policies in existing plans according to their consistency with the National Planning Policy Framework.

2.3 The Council's [Corporate Plan 2023/2027](#), approved February 2023 which includes a commitment to:

- Encourage more cycling and walking in the district by extending the Green Grid network and working with Hampshire County Council and others to improve infrastructure and reduce barriers to walking and cycling.

2.4 Safe and secure cycle parking with new development will help to reduce barriers to cycling.

2.5 The ambition for the Green Grid is to provide routes between all settlements to encourage walking, cycling and other forms of sustainable healthy transport. As well as connecting communities together, there is an opportunity to connect people to existing green spaces and other key destinations.

2.6 In partnership with Hampshire County Council, Hart has commissioned a Local Cycling and Walking Infrastructure Plan ([LCWIP](#)) for Hart district. The purpose of the LCWIP will be to identify opportunities for improved walking and cycling routes thereby increasing active travel and the wider benefits this will bring in terms of reducing emissions, improving air quality and health

and wellbeing improvements. This is due to be adopted by the end of 2023. The Council will also have regard to opportunities to improve cycling and walking infrastructure identified in Neighbourhood Plans. Development may be required to provide contributions towards delivery of the walking and cycling infrastructure identified in the LCWIP.

2.7 In April 2021 Hart District Council declared a **Climate Emergency**. The Council has pledged to:

- Make Hart District carbon neutral by 2040 whilst bringing forward the current 2040 target to 2035 for areas under direct control of Hart District Council.
- Report to full Council every six months setting out the current actions the Council is taking to address this emergency and the plan to measure annual District-wide progress towards meeting the 2040 target.
- Meaningfully engage with the local community and to work with partners across the District and County to deliver these new goals through all relevant strategies and plans drawing on local, national, and global best practice.
- Actively work with Hampshire County Council and the Government to provide the additional powers and resources needed to meet the 2040 target.
- Actively encourage and push for Hampshire County Council to reduce its target for net zero carbon to

2040, acknowledging that 2050 is too far away for such an emergency.

2.8 Hampshire County Council is preparing a new Local Transport Plan (LTP4) with a vision for the county's transport and travel infrastructure to 2050. The draft plan contains several relevant policies which aim to:

- Put climate change at the heart of decision making,
- Support communities to live locally,
- Improve air quality, and
- Prioritise walking and cycling over private car use.

National context

2.9 The [National Planning Policy Framework](#) (NPPF) published in September 2023 refers at paragraph 107 to setting local parking standards for both residential and non-residential development and that these should take account of:

- a) accessibility of the development,
- b) the type, mix and use of development,
- c) the availability of and opportunities for public transport,
- d) local car ownership levels, and
- e) The need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.

2.10 NPPF paragraph 133 refers to '[Building for a Healthy Life – A Design Toolkit for neighbourhoods, streets, homes and public spaces](#)' which was published in 2020 and endorsed by Homes England, the HBF, Design Network and the Urban Design Group, reflecting the requirement for appropriate designs and layouts. Further details are also expressed in the companion guide to Building for a Healthy Life published by Homes England – [Streets for a Healthy Life](#).

2.11 NPPF paragraph 134 explicitly states that 'development that is not well designed should be refused, especially where it fails to reflect local design policies and government guidance on design...' reflecting the guidance in the National Design Guide and National Model Design Code (see below) and taking into account any local design guidance.

2.12 The elements of the NPPF referred to in previous paragraphs 2.9 to 2.11 have been retained in proposed changes to the NPPF published for consultation in December 2022.

2.13 Detail of cycle infrastructure provision was published in July 2020 by the Department of Transport [LTN 1/20 Cycle Infrastructure Design, Dept for Transport](#). At the same time the Government published '[Gear Change : a bold vision for cycling and walking](#)'. This sets out actions required to improve cycling and walking under four themes of:

1. better streets for cycling and people,

2. cycling and walking at the heart of decision making,
3. empowering and encouraging local authorities, and
4. enabling people to cycle and protecting them when they do.

2.14 In January 2021 the Government published [National Design Guide](#) and then in June/July 2021:

[National Model Design Code: Part 1](#)

[National Model Design Code: Part 2](#)

2.15 National Model Design Code – Paragraphs 85-86 state:

“Well-designed car and cycle parking at home and at other destinations is conveniently sited so that it is well used. This could be off-street to avoid on street problems such as pavement parking or congested streets. It is safe and meets the needs of different users including occupants, visitors, and people with disabilities. It may be accommodated in a variety of ways, in terms of location, allocation and design.

Well-designed parking is attractive, well landscaped and sensitively integrated into the built form so that it does not dominate the development or the street scene. It incorporates green infrastructure, including trees, to soften the visual impact of cars, help improve air quality and contribute to biodiversity. Its arrangement and positioning relative to buildings limit its impacts, whilst ensuring it is secure and overlooked.”

2.16 The [Environment Act 2021](#) became law on 9 November 2021 which includes statutory targets for improving air quality amongst other matters.

2.17 Publication of the [IPCC](#) report in April 2022 – “[Climate Change 2022 : Mitigation of climate change](#)”, includes various references to lifestyle changes “*Having the right policies, infrastructure and technology in place to enable changes to our lifestyles and behaviour can result in a 40-70% reduction in greenhouse gas emissions by 2050.*” This puts greater emphasis on individuals taking action to reduce carbon emissions, in Hart district, this means pushing for a modal shift for trips of less than a mile which is the bulk of trips by car (National Travel Survey). Such actions can also have more personal benefits through improving health and well-being, preventing illness being a key element of the [NHS Long Term Plan](#).

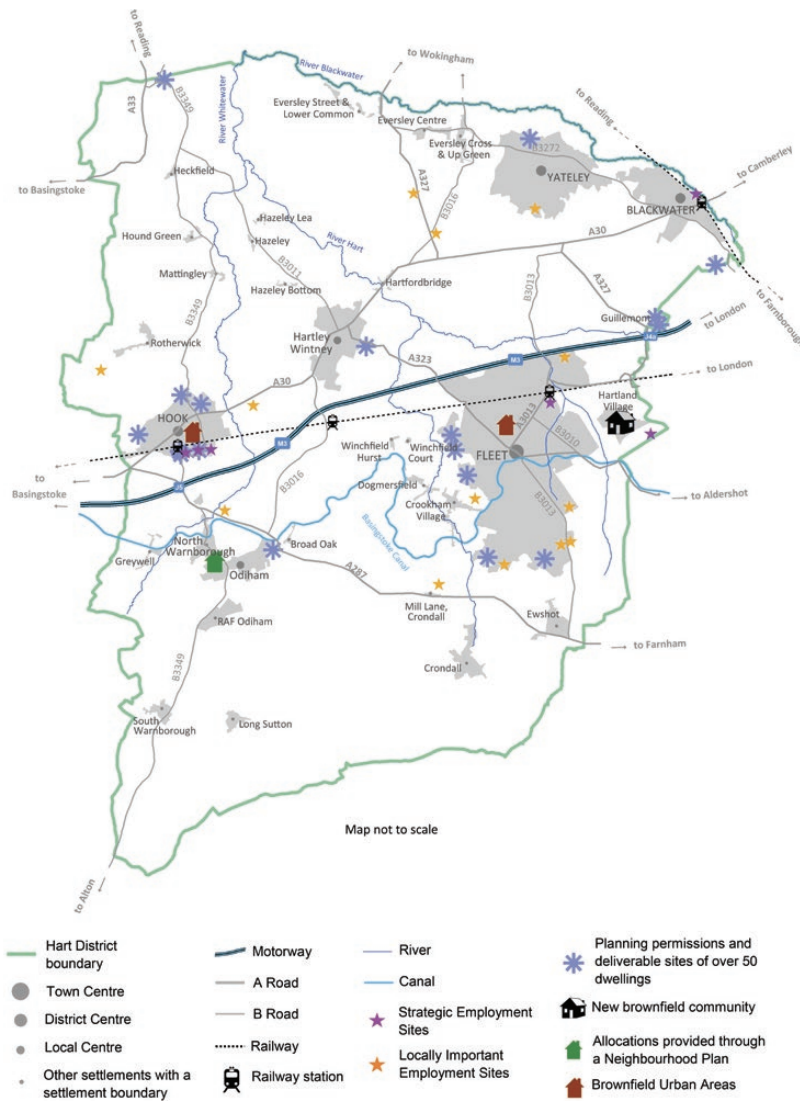
2.18 Reference to 15-minute cities / 20-minute neighbourhoods has been highlighted over the past few years with communities accessing local services and facilities, as has healthy place-making. The Covid-19 pandemic has brought about fundamental shifts in working culture with full and part-time hybrid remote working patterns now commonplace. These changes offer considerable opportunities to encourage people to adopt more environmentally friendly forms of travel, particularly for shorter trips and especially for those of a mile or less. Parents of school age children who might previously have dropped off their children at school by

car before continuing a longer distance commute are now more likely to be working at home some or all of the week. Here lies a major opportunity to encourage parents and their children to walk or cycle to and from school. However, this will only happen if street design invites walking and cycling, making it an attractive, safe and convenient option. Changes are also required to the design of individual homes and their plots, providing highly visible, convenient, and secure bicycle storage.

- 2.19 Active Travel England (ATE) is the government's executive agency responsible for making walking, wheeling and cycling the preferred choice for everyone to get around in England. As of 1 June 2023, ATE is a statutory consultee on all planning applications for developments equal to or exceeding 150 homes, 7,500 m² of floorspace or an area of 5 hectares.
- 2.20 [Building Regulations](#) which took effect in June 2022 mean that new homes and buildings in England will be required by law to install electric vehicle charging points.
- 2.21 The remainder of this SPD covers:
- transport movement and car ownership in Hart district
 - cycle parking
 - car parking
 - Documentation to support a planning application, Travel Assessments and Travel Plans.

3.0 Hart district's characteristics

- 3.1 NPPF paragraph requires local parking standards to take account of:
- a) the accessibility of the development,
 - b) the type, mix and use of development,
 - c) the availability of and opportunities for public transport,
 - d) local car ownership levels, and
 - e) the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.
- 3.2 Hart district varies from urban areas to more rural settlements. Therefore, any standards need to be considered alongside the placemaking quality of a development and the parking strategy for the site, reflecting the accessibility of the site to local services (including main transport links) and facilities.
- 3.3 The Hart Local Plan (policy SS1) focusses new development to be within defined settlements which are spread around the district.
- 3.4 New developments tend to be primarily for homes, with some commercial activity in the larger more urban areas such as Fleet, Yateley and Hook.



- 3.5 Up to date public transport information is published on [Hampshire County Council's](#) website which includes [The Farnborough-Fleet-Bordon Public Transport Guide](#) (September 2021).
- 3.6 In addition to regular bus services covering the larger settlements, many of the smaller settlements have access to Hart Taxishare which is similar to a bus service but needs to be pre-booked and covers residents in Crondall; Ewshot; Dogmersfield; Winchfield; Fleet; Odiham; Mattingley; Hook; Well; North Warnborough; Hartley Wintney; Church Crookham; South Warnborough; Greywell and Long Sutton.
- 3.7 Within Hart district there are mainline rail stations at Blackwater, Fleet, Hook and Winchfield, providing regular services to London, but also allowing for rail journeys within the district. The location of the rail line through the centre of Hart district further provides opportunities for this to be an alternative means of transport to car use, although it is recognised that this may be for part of a journey given the need to access the rail station.
- 3.8 Car ownership in Hart district is high. Table 1 shows that in Hart, 92% of households own at least one car, compared to 87% for Hampshire, and 83% for the South-East.

Table 1: 2021 Census – Car/Van availability (households)

Location	No cars	1 car or van	2 cars or vans	3 cars or vans	4 or more cars or vans
Hart	8%	35%	40%	11%	6%
Hampshire	13%	39%	34%	9%	4%
Southeast	17%	41%	31%	8%	4%

Source: Census 2021, TS045 – Car or van availability

3.9 Car ownership rates in Hart district increased between 2011 and 2021 from an average of 1.67 cars per household to 1.73 cars per household (2011 and 2021 Census data). However, future growth is predicted to be at a lower rate, reflecting the already high car ownership rates (and therefore less room for growth). For further information see: *Parking Standards Review for Hart District Council, i-Transport, 22nd March 2022*, available on request (please email planningpolicy@hart.gov.uk).

3.10 Other general factors of change include matters such as:

- the number and percentage of petrol and diesel cars is decreasing whilst the number and percentage of alternative fuel vehicles is increasing. Alternative fuel vehicles have increased from 1% of all new car registrations in 2011 to 21% in 2020,
- potentially fewer young people choosing to own a car,

- increase in opportunities for shared mobility – this includes shared rides; cars; cycles and scooters including electric cycles and scooters,
 - shared rides can be informal (lift sharing) or more formal through using tools (such as apps) to connect passengers and drivers,
 - Car Clubs can provide socially inclusive, low emission mobility which helps to break dependency on private car ownership. In addition, they can:
 - reduce parking congestion as multiple users share one car and one parking space,
 - reduce traffic on the road as car club members tend to drive less and use public transport, walk and cycle more, and
 - offer significant benefits with respect to air quality as the cars are newer and cleaner.

4.0 Residential cycle parking

4.1 The ambition is to encourage a shift in how people move around their communities; away from the private car to more sustainable modes of transport. This will help deliver the Council's ambitions around:

- adapting to and mitigating from the effects of climate change,
- delivering healthy environments where active lifestyles prevent illness; and
- delivering environmental improvements.

4.2 Safe and secure cycle parking is an important component to encourage cycling both as an element of active travel to reduce dependency on the car but also for the health and wellbeing benefits. The emergence of electric bicycles means cycling is a realistic choice for many journeys, not just the shorter journeys (the cost of electric cycles also reinforces the need for secure parking options).

4.3 Roads, paths and layouts that encourage walking and cycling are also needed. As part of the wider picture the Council has a vision for a '[Green Grid](#)' of routes between settlements and green spaces to encourage walking, cycling and other forms of sustainable healthy transport. Guidance on the design of pedestrian and cycle routes is set out in [Local Transport Note \(LTN\) 1/20](#).

4.4 For all new residential developments, the Council requires developers to promote sustainable travel

choices. The availability of safe and secure cycle parking at home, at the destination or at an interchange point has a significant influence on cycle use. In addition, cycle parking must be pleasant, sufficient and convenient ([LTN 1/20 Cycle Infrastructure Design, Dept for Transport, July 2020](#)).

4.5 Therefore, cycle parking must be considered early in the planning and design process and take into consideration the following:

- Provision for traditional 'manual' cycles and electric cycles,
- Means of charging electric cycles,
- Space for secure storage ~~both covered / lock-able~~, i.e. with the following attributes:
 - Within a secure structure, building or shed,
 - With good natural surveillance,
 - The door should be fitted with a lock that provides for authorised access only,
 - Within the cycle store there should be a cycle anchor point for each cycle to be stored within the store,
 - Lighting (not for stores within a dwelling's rear garden).
- Provision for different types of cycles – cargo cycles; adapted cycles. For typical dimensions of

different types of cycles see Section 5.4 of [LTN1/20 Cycle Infrastructure Design published by the Department of Transport](#)).

- For larger scale developments unallocated cycle parking should be distributed around the development rather than in one location, particularly if there are several entrances to the site. The distribution of cycle parking needs to respond to the proportion of people using each entrance, and
- To encourage residents to ride their cycle instead of using their car, cycle storage must be conveniently located and readily accessible. Where possible, at least one secure cycle parking space must be provided close to the front door or other main entrance where it is at least as convenient to choose as the car for short trips. Others could be included within a suitable garage or shed/storage space.

4.6 For residential developments secure parking may be achieved by installing specialised storage or for visitors a small permanent cycle stand. If cycle parking is provided in back gardens, it must be easily accessible and secure (it is generally discouraged as it is frequently not convenient to access).

4.7 The design of the cycle storage needs to be appropriate to the context and to the character of the development.



Figure 1 Example of covered cycle storage at the front of a property.



Figure 2: Example of covered cycle storage at the front of a property.

4.8 Where there are communal areas and open spaces within a larger development, a cycle stand may be more appropriate such as a Sheffield-style stand (as shown in Figure 3), which can provide two cycle parking spaces, one either side of the stand.



Figure 3 Sheffield Stands

4.9 The standards below are the minimum number of cycle parking spaces required. One space means that one bicycle can be secured. A cycle stand can provide two cycle parking spaces (e.g. Sheffield style stand).

4.10 It will also be necessary to consider provision for visitors on the basis of 0.2 spaces per home. When calculating total number of spaces these should be rounded up to a whole figure.

4.11 Cycle parking for residents must be provided as follows:

1 bed home: 2 cycle spaces minimum

2 bed home: 3 cycle spaces minimum

3 bed home: 4 cycle spaces minimum

4 bed home: 5 cycle spaces minimum

5 bed home: 6 cycle spaces minimum

- **1 space must be close to the front door**
- **1 space should be able to accommodate a non-standard 'cargo' bicycle (see Appendix 1)**

Unallocated/visitor cycle parking:

- **0.2 spaces per home (rounded up)**
- **5% of unallocated/communal provision should be able to accommodate a non-standard bicycle**

4.12 These standards apply across the whole district.

4.13 Where possible, at least one secure cycle parking space must be provided close to the front door or other main entrance where it is at least as convenient to choose as the car for short trips. For apartment buildings this can take the form of an enclosed cycle structure within the

main building. However, the entrance to this structure must be closely related to the front door of the building.

4.14 Developers should make it clear in their plans how cyclists can access the storage. For example, for cycle storage in a garage, there should be sufficient space to get a cycle into and out of the garage with a car parked on the drive; and where the cycle storage is to the rear of a property, access paths and gates must be well designed. Developers are encouraged to consider integrating secure external cycle stores to the front of properties.

4.15 At least one space per home should be able to accommodate a non-standard bicycle, such as a cargo cycle, and adapted cycles. Section 5.4 of the [LTN1/20 Cycle Infrastructure Design published by the Department of Transport](#) provides details of non-standard bicycles and their dimensions (see extract at Appendix 1).

4.16 In the case of wheelchair user homes, and accessible and adaptable homes (as defined within Building Regulations Part M) sufficient facilities for the storage and charging of mobility scooters and adapted cycles should be provided.

5.0 Residential car parking

Car parking standards

- 5.1 Providing sufficient car parking is consistent with objectives for modal shift. Ownership does not necessarily translate into higher usage, particularly where public transport is available and where street and settlement design invites people to walk or cycle for short distance trips. If insufficient car parking is provided in new developments, or it is poorly designed, displaced car parking will become widespread. This includes half-on, half-off pavement parking. Displaced car parking does not invite people to walk and cycle and frequently makes it more difficult (or impossible) to walk or cycle around places easily, safely and enjoyably.
- 5.2 The car parking standards below reflect the Council's ambition to reduce carbon emissions, improve the environment and promote modal shift to active travel choices, and the matters expressed in the NPPF (see paragraph 3.1 above).
- 5.3 The standards are neither maximum nor minimum, but a guide as to the appropriate quantum of parking to be provided. They should be considered carefully, alongside the placemaking quality of a development and the parking strategy for the site, allowing for flexibility in providing alternative parking solutions such as shared

mobility, access to alternative modes of transport and opportunities for active travel.

5.3a Where different standards are used, planning applications must include information to justify a departure from the guidance and demonstrate that the functional parking needs of the development will be accommodated (see Section 7: Documentation to support a planning application). If there is an under-provision of parking compared to the standards, information must be provided as to how the impacts will be mitigated. For example, mitigation may be provided by a developer-subsidised car club. The viability of a car club may depend on the developer funding the initial cost of the shared car (or cars) as well as providing the space for it).

5.4 Car parking standards (number of spaces)

1 bedroom home: 1.0 allocated and 1.0 unallocated

2 bedroom home: 2.0 allocated and 0.5 unallocated

3 bedroom home: 2.0 allocated and 1.0 unallocated

or 3.0 allocated and 0.5 unallocated

4 bedroom home: 3.0 allocated and 0.5 unallocated

5 bedroom home: 3.0 allocated and 1.0 unallocated

An under-provision of allocated spaces needs to be made up with unallocated spaces.

A minimum of 5% of unallocated spaces should be designed for use by disabled people.

The total requirement for the development will always be rounded up to a whole number.

- 5.5 Parking spaces can be allocated or unallocated:
- Allocated includes any spaces within the curtilage of a property and any spaces in communal areas where the space is reserved for a particular property,
 - Unallocated covers all parking spaces that are not allocated, visitor parking is usually served by unallocated parking and should be located close to where it is likely to be needed.
- 5.5a For 3-bedroomed homes there is a choice of two different parking standards. Applicants should use the standard that is the most appropriate in the circumstances and results in the best design solution.
- 5.6 When a development involves an increase in bedrooms to an existing property this will normally trigger an increase in the parking requirement at that property. Rooms which could be used as bedrooms but are labelled on plans as office/study/family room will be treated as bedrooms for the purposes of applying the parking standards unless it is clear from the planning application and any supporting evidence that the room is unlikely to be used as a bedroom.

Disabled parking

- 5.7 The requirements for disabled parking for residential use are set out in the [Building Regulations Part M](#):
- Wheelchair user homes (housing category M4(3)) – at least one car parking space within the curtilage of the dwelling or within a communal parking area
 - Accessible and adaptable homes (housing category M4(2)) – at least one car parking space which is 3.3m wide if within the curtilage of the dwelling
 - In addition, a minimum of 5% of unallocated car parking spaces should be designed for use by disabled people.
 - For further information see the “Disabled parking specifications...” in Paragraph 5.18.

Older persons accommodation car parking standards

- 5.8 In addition to residential accommodation in the form of houses or flats, there is also provision through older persons housing. This can range from self-contained older persons accommodation for those who are mobile and active to more specialised accommodation with varying degrees of support or care. Car ownership is typically higher in relation to self-contained older persons accommodation and declines significantly once older people reside in care homes. This view is supported by census data that shows car ownership per household

decreases from 1.74 to 0.64 between the ages of 55 and 85+. There is a need however, to ensure sufficient provision for staff and visitors, at varying times of the day.

Categories of specialised older persons accommodation:

- **Housing for older people.** *This includes what was referred to in the SHMA as ‘sheltered’ and ‘enhanced sheltered’. Includes older people’s housing for social/affordable rent (e.g. contemporary ‘sheltered’ housing), and older people’s housing for sale, typically referred to as retirement housing.*
- **Housing with care.** *Includes Extra Care housing for rent, and housing with care for sale/shared ownership, sometimes referred to as retirement villages (where it may or may not have an onsite care home)*
- **Residential care.** *Provides live-in accommodation, typically in en-suite rooms, with 24 hour-a-day supervised staffing for residents, who may need extra help and support with their personal care. For example, help with things such as washing, dressing, personal hygiene, medication, toileting, communication, feeding and mobility.*
- **Nursing care.** *These provide 24 hour care and support, as with residential care, but with added nursing care and assistance for residents who require input from and supervision by a registered nurse, who is in situ to devise and monitor care plans and provide and administer treatment.*

Note: age-restricted market housing is not included within this typology as a type of specialized housing and accommodation for older people.

Source: Advice on the need for specialised accommodation for older people within Hart District as set out in the 2016 SHMA, Housing LIN, June 2021

5.9 On this basis, parking for older persons accommodation should follow the approach below:

- Provision of accommodation for the active elderly (self-contained housing for older people) who are likely to be mobile, still in ownership of a car and have a high level of independence, the above residential standards should be applied to all proposals, taking into consideration the location of the development and access to alternative forms of transport. Parking spaces will also be required for staff and visitors and there should be provision of disabled spaces and facilities for charging of electric cars and mobility vehicles. Cycle parking must also be provided – see section on cycle parking. The Council will look favourably upon the introduction of pool car clubs to such developments whereby electric cars and mobility scooters reduce demand for parking spaces.
- Parking for residential developments for less active elderly persons in care and nursing homes should be considered on a case-by-case basis taking into consideration the parking (car and cycle) needs of residents, visitors and staff. These may also require higher provision of disabled spaces and should make adequate provision for access, parking

and charging of mobility vehicles. Justification for the level provided will need to be set out within a Transport Assessment (see details below).

Car parking specifications

- 5.10 The dimensions of the spaces matter. Inadequate width or length is likely to result in alternative parking that has not been planned for. Common problems include a failure to allow for doors to open and vehicles overhanging footways. Equally, providing areas of hard surfacing, such as unmarked cycle routes and short verge crossings, may tempt householders to park in places that will obstruct other street users.
- 5.11 On average, cars have got larger over time, both in width and in length. A summary of the minimum dimensions for parking spaces is set out below:

Dimensions of car parking spaces (width x length):

Standard parking space	2.5m x 5.0m
Parallel parking space	2.0m x 6.0m
Tandem (2 cars)	2.5m x 11.0m
Double garage (internal dimension)	6.0m x 7.0m

- *An additional minimum of 0.5m will need to be added to the above spaces where either dimension is adjacent to a wall or other obstruction.*

- *Where a driveway is to be used for parking in front of a garage, the overall length of the space will need to be a minimum of 6.0m to allow access to the garage.*

- 5.12 Single garages are not counted as a parking space. This is because they are typically used for storage. Garages do, however, provide useful space for the ever-changing variety of other transport options including larger vehicles such as mobility scooters, powered two wheelers, tricycles etc.
- 5.13 Double garages count as one parking space if they have a clear internal dimension of 6.0m x 7.0m. Access to the garage should be wide and convenient for easy use with modern cars.
- 5.14 Car ports are counted as a parking space if the parking space meets the minimum dimensions for a standard parking space set out above, and if it is demonstrated that the items that residents typically store in garages are provided in another location, for example, garden maintenance equipment, bicycles, dry re-cycling. Where a car port is proposed as part of a tandem parking arrangement, the minimum dimensions for tandem parking must be applied.
- 5.15 Parallel car parking spaces are those provided parallel to the highway/pavement and so do not need to be as wide as normal spaces.

- 5.16 To accommodate side-by-side parking on a driveway, additional width will be required where it is also used for pedestrian/cycle access.
- 5.17 For tandem parking (one behind the other), the maximum of 2 spaces will be counted, even if there are 3 or more spaces in tandem. Tandem parking (one vehicle behind another) will only be acceptable for individual properties.

Disabled parking specifications

- 5.18 The minimum dimensions for disabled parking are:
- Residential disabled space – in curtilage: 3.7m x 6.2m (this is a standard parking space plus 1.2m clear access zone to one side and the rear)
 - Off-street disabled space – perpendicular to the access aisle: 2.4m x 6.0m plus 1.2m clear access zone to each side (this can be shared with adjacent spaces)
 - Off-street disabled space – parallel to the access aisle: 2.4m x 6.0m plus a minimum 1.8m clear access zone to the side
 - On-street disabled space – parallel to a kerb: 2.7m x 6.6m
 - On-street disabled space – in the middle of a road: 3.0m x 6.6m

- 5.19 Any disabled parking space should be as close as possible to the main entrance of the property/premises with step-free access and parking spaces should have a firm and level surface.
- 5.20 Within the private curtilage of a dwelling (including the car port or garage), a disabled parking space is a standard parking bay with an additional minimum clear access zone of 1.2m to one side and to the rear.
- 5.21 Covered parking spaces provide protection from adverse weather when transferring from a wheelchair to a vehicle. Any uprights, posts etc. should be sited to avoid impediment of the wheelchair user.
- 5.22 Within a communal parking area, a disabled parking space is a standard parking bay with an additional minimum clear access zone of 1.2m to both sides.
- 5.23 Further requirements for disabled car parking spaces are set out in the [Department of Transport's Inclusive Mobility](#) (December 2021) and [Building Regulations Part M](#).

Electric vehicle charging points

- 5.24 EV charging points must be provided in accordance with [Building Regulations Part S](#) which came into effect on 15 June 2022. The location of electric charging points should be considered at the design stage to and informed by site specific context and characteristics in order to optimise convenience for users of electric cars

(there could be other factors that influence the location of charging points such as the need to avoid or mitigate harm to heritage assets). Part S currently applies to:

- new residential and non-residential buildings;
- buildings undergoing a material change of use to dwellings, such as converting a barn into a home;
- residential and non-residential buildings undergoing a major renovation where 10 or more dwelling are being created; and
- mixed-use buildings that are either new or undergoing a major renovation.

Design and layout considerations

- 5.25 Below are the **minimum** requirements for the application of the residential parking standards and must be considered within **all** planning proposals and details submitted with the planning application:
- a) A plan showing the location and dimensions of all car parking spaces associated with the development, identifying which spaces are allocated, unallocated and disabled.
 - b) Where unallocated parking is to be accommodated on the public highway this should be accompanied by an assessment of the parking stress in the area and the capacity for on-street parking based (see paragraph 7.1(4) and Appendix 6). The nature of some roads, for

example rural lanes, may mean reliance on on-street parking is inappropriate on highway safety grounds.

- c) For developments of 50 or more homes, evidence of exploring the feasibility for a car club or similar facility for the site either alone or in combination with other sites.
- d) Where there are changes to existing properties such as changes of use, extensions and garage conversions which require planning permission:
 - Applicants will be required to provide sufficient parking based on the standards specified. Where it is impractical to meet the standards, planning applications must be accompanied by an assessment of the parking stress in the area and the capacity for on-street parking.
 - It will be the developer's responsibility to make sure that the changes made to an existing property will not prejudice the retention of adequate parking within the curtilage of the property.
 - Where the proposal is for the conversion of a dwelling or other uses into an HMO (House of Multiple Occupation) one space per bedroom will be required.
- e) where there is 'off-plot' allocated and non-allocated parking provision which is not adopted by the Highway

Authority the developer will have to provide the appropriate arrangements for their future management and maintenance.

- f) Street width design to be considered and amended to accommodate on-street parking and to reflect any landscaping and planting of street trees to avoid future issues arising.
- g) Where unallocated parking spaces are distributed throughout a development, an increased carriageway width should be used to allow cars to park on either side of the street, leaving at least an appropriate width carriageway, particularly to allow for access and turning movements of larger vehicles, such as emergency vehicles and refuse vehicles.
- h) The design of unallocated parking should make it clear where it is appropriate to park and prevent or discourage inappropriate parking (particularly on footways).
- i) To add appropriate planting to soften the visual impact of cars and to delineate parking vs non parking areas.
- j) Wherever parking is provided it needs to be more attractive than inappropriate parking opportunities. It should be accessible, lit to British Standard (BS) 5489-1:2020, overlooked, and attractive.
- k) Where parking is to be within the public realm or a parking court it must:

- be secure;
- be part of a coherent overall layout;
- be small (for example, no more than 5 properties served);
- be wholly overlooked by habitable rooms within dwellings;
- be lit at night to British Standard (BS) 5489-1:2020;
- have convenient pedestrian connections to the properties being served. Residents must be able to get to the front door of their home safely and conveniently from their allocated parking spaces. Where pedestrian footpaths are provided that connect courtyard parking spaces with the front door of people's homes these must be afforded good, clear sightlines and be lit to British Standard (BS) 5489-1:2020; and
- properties with car parking spaces allocated within a parking courtyard must also be designed so that appropriate amenity/defensible space is achieved between the car parking spaces and the building and that appropriate and secure boundary treatments and access/egress points (e.g. a key operated lockable gate) are implemented to enable direct rear access into the home via a kitchen, utility room or hallway. Direct access via a lounge and/or patio doors is not acceptable.

5.26 In order to maintain the design quality of a new development, the Council may use planning conditions to remove permitted development rights which would otherwise result in the loss of front gardens to parking without planning permission.

6.0 Non-residential parking standards

Cycle parking

- 6.1 For non-residential cycle parking, applicants should use the minimum standards contained within the [LTN1/20 Cycle Infrastructure Design published by the Department of Transport \(section 11.3 Table 11-1\)](#). These are also set out at Appendix 3 of this document.

Car parking

- 6.2 Non-residential car parking standards are set out at Appendix 5. These are unchanged from the Parking Provision Interim Policy 2008 as they are considered to remain up to date. This was a conclusion from a review of those standards by i-transport following a benchmarking exercise against other local authority parking standards (Parking Standards Review for Hart District Council, 22 March 2022). It should be noted that the non-residential parking standards differ depending on whether the development is within Zone 1 or not, Zone 1 being with 800m of Fleet or Hook Station, and 400m of Blackwater Station.

7.0 Documentation to support a Planning Application, Transport Assessments and Travel Plans

- 7.1 With regards to car and cycle parking, as a minimum developers will be expected to submit the following information with a planning application, either within a Design and Access Statement (DAS), or within a Transport Assessment (TA).
- 1) A plan showing the location and dimensions of all car parking spaces associated with the development, identifying which spaces are allocated, unallocated and disabled.
 - 1a) A table listing the different homes/properties setting out the allocated and unallocated parking provision associated with each home/property. This will demonstrate how the total amount of allocated and unallocated parking has been calculated.
 - 2) A plan showing where the unallocated parking will be accommodated (including where this is on-street). It should be made clear which properties the unallocated spaces are intended to serve. The unallocated parking should be suitably located for the properties it is intended to serve.
 - 3) A written statement setting out the design rationale for the parking provision and details of which spaces

will be allocated or otherwise, and the management strategy.

4) Where unallocated parking is to be accommodated on the public highway – an assessment of the parking stress of the area, and whether there is the capacity to accommodate additional on-street parking. Any parking surveys undertaken should include the following information:

- Scaled plan indicating existing vehicular accesses, on-street parking bays, unmarked roadside parking and waiting restrictions.
- Information relating to the likely levels of parking demand generated by the development. This will usually be those generated by the standards set out in this SPD.
- An assessment of parking stress in an identified vicinity of the application site. This needs to be recorded regularly during the week, within school term time, when the highest number of residents are at home, generally in the late afternoon and evening, and between 11pm and 6am one weekday and one weekend day, by an independent assessor. The applicant will need to be able to demonstrate that the survey undertaken is fair and representative.

- The parking stress survey results would be required to provide mapped records of the parked vehicles locations at each regular count interval and would need to be at a time unaffected by seasonal variations; and
- Information relating to proximity of public transport.
- Further information in relation to the Council's requirements for a Vehicle Parking Stress Survey is set out at Appendix 6.

- 5) For developments of 50 homes or more – evidence of correspondence with a car club operator regarding the feasibility of a car club for the site.
- 6) For developments of older persons accommodation – a Transport Assessment (TA) setting out justification for the proposed parking provision.

7.2 There may be circumstances where the recommended parking standards are not appropriate and a developer should submit evidence to justify a higher or lower level of parking within a Transport Assessment (TA), taking into consideration the scale and location of the development; accessibility to public transport; proportion of unallocated spaces and quality placemaking.

7.3 Key tools used to appraise and determine the transport impacts of a development proposal are Transport Assessments (TA) and Travel Plans (TP). [Hampshire](#)

[County Council](#) as Highway Authority includes on its website details of when an assessment and plan may be required and the level of detail to be included.

- 7.4 These residential standards ensure that new developments provide the right amount (and type) of parking. However, there will be situations where a risk remains that developments could cause parking problems in surrounding areas. Developers remain responsible for mitigating this impact of their development through a management strategy (see 7.1(3) above.
- 7.5 These issues should be considered through the normal development management processes.
- 7.6 [Transport Assessments](#) (TA) detail the estimated impact of developments on the highway network and depending on the scale of development this may not be required although it may be necessary to reflect cumulative impacts. For residential developments an assessment is required for developments over 50 homes for further details contact Hampshire Highways at highways.development.control@hants.gov.uk
- 7.6a Hampshire's Development Planning Team also offer a pre-application service which can be useful for developers to access bespoke advice on their application. More information is available via the following link: [Pre-application advice | Hampshire County Council \(hants.gov.uk\)](#)

- 7.7 [Travel Plans](#) (TPs) aim to reduce the number of people travelling by car alone and to increase active travel and sustainable travel modes. They can also demonstrate how development can reduce its carbon impact. For further details contact travelplans@hants.gov.uk

Appendix 1 Dimensions of cycles

Figure 5.2: Typical dimensions of cycles



Taken from [Cycle Infrastructure Design](#) (LTN 1/20)

Appendix 2 Residential cycle parking standards

Number of bedrooms	Number of Allocated Spaces (minimum)
1 bedroom home	2
2 bedroom home	3
3 bedroom home	4
4 bedroom home	5
5 bedroom home	6

Notes

- 1 space must be close to the front door
- 1 space should be able to accommodate a non-standard 'cargo' cycle (see Appendix 1)

Unallocated/visitor cycle parking:

- 0.2 spaces per home (rounded up)
- 5% of unallocated/communal provision should be able to accommodate a non-standard cycle

Appendix 3 Non-residential cycle parking standards

Minimum Cycle Parking Standards for Non-Residential Uses (Source: LTN 1/20 Table 11-1)

Land Use Type	Sub-Category	Short stay requirement (obvious, easy to access and close to destination)	Long stay requirement (secure and ideally covered)
All	Parking for adapted cycles for disabled people	5 percent of total capacity co-located with disabled car parking	5 percent of total capacity co-located with disabled car parking
Retail	Small (less than 200 m ²)	1 per 100 m ²	1 per 100 m ²
Retail	Medium (between 200 and 1000 m ²)	1 per 200 m ²	1 per 200 m ²
Retail	Large (greater than 1000 m ²)	1 per 250 m ²	1 per 500 m ²
Employment	Office, financial and professional services, research and development, industrial processes akin to previous B1c use class) (Class E)	1 per 1000 m ²	1 per 200 m ²
Employment	Industrial or warehousing (Class B2 or B8)	1 per 1000 m ²	1 per 500 m ²
Leisure and Institutions	Leisure centres, assembly halls, hospitals, and healthcare.	The greatest of - 1 per 50 m ² or 1 per 30 seats of capacity	1 per 5 employees
Leisure and Institutions	Educational Institutions		Separate provision for staff and students. Based on Travel Plan mode share target minimum Staff – 1 per 20 staff Students - 1 per 10 students

Appendix 4 Residential car parking standards

Number of Bedrooms	Number of Allocated Spaces	Number of Unallocated Spaces	Total provision
1 bedroom home	1	1	2
2 bedroom home	2	0.5	2.5
3 bedroom home	2	1	3
OR	3	0.5	3.5
4 bedroom home	3	0.5	3.5
5 bedroom home	3	1	4

Notes:

- An under-provision of allocated spaces needs to be made up with unallocated spaces.
- A minimum of 5% of unallocated spaces should be designed for use by disabled people.
- The total requirement for the development will always be rounded up to a whole number.

Appendix 5 Non-residential car parking standards

1. Commercial Development		
Type of Development	Zone 1	Elsewhere
Office (other than financial and professional services)	1:45 m ²	1:30 m ²
Research and Development or Light Industry	1:60 m ²	1:45 m ²
General Industry	1:60 m ²	1:45 m ²
Warehousing	1:90 m ²	1:90 m ²
2. Retail Development		
Type of Development	Zone 1	Elsewhere
Non-food retail and general retail (covered retail areas)	1:20 m ²	1:20 m ²
Non-food retail and general retail (uncovered retail areas)	1:20 m ²	1:20 m ²
Food retail	1:14 m ²	1:14 m ²
3. Education Establishments		
Type of Development	Zone 1	Elsewhere
Schools	1.5 spaces per classroom	1.5 spaces per classroom
16+ Colleges and Further Education colleges	1 space per 2 staff + 1 space per 15 students	1 space per 2 staff + 1 space per 15 students
Day nurseries/playgroups (private) and crèches	1 space per 1.33 FTE staff	1 space per 1.33 FTE staff
4. Health Establishments		
Type of Development	Zone 1	Elsewhere
Private hospitals, community and general hospitals, etc.	Determined within Travel Plan	Determined within Travel Plan
Health centres	5 spaces per consulting room	5 spaces per consulting room
Doctors, dentists or veterinary surgery	3 spaces per consulting room	3 spaces per consulting room

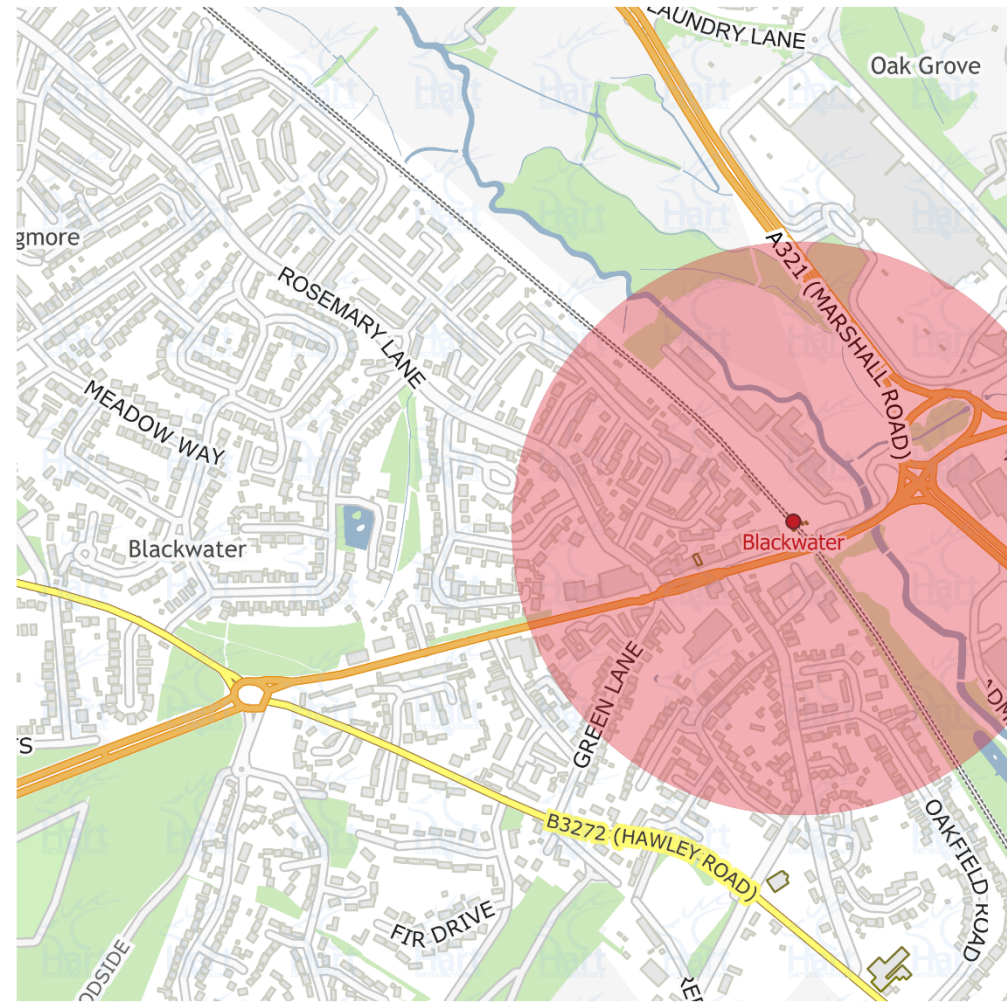
5. Care Establishments - public and private		
Type of Development	Zone 1	Elsewhere
Day centres for older people, adults with learning disabilities	Staff: 1 space per 2 FTE Visitors: 1 space per 2 clients	Staff: 1 space per 2 FTE Visitors: 1 space per 2 clients
Homes for Children	Residential Staff: 1 space per 1 FTE Non-residential staff: 1 space per 2 FTE Visitors: 1 space per 4 clients	Residential Staff: 1 space per 1 FTE Non-residential staff: 1 space per 2 FTE Visitors: 1 space per 4 clients
Family Centres	Staff: 1 space per 2 FTE Visitors: 1 space per 1 client	Staff: 1 space per 2 FTE Visitors: 1 space per 1 client
Residential units for adults with learning or physical disabilities	Residential Staff: 1 space per 1 FTE Non-residential staff: 1 space per 2 FTE Visitors: 1 space per 4 clients	Residential Staff: 1 space per 1 FTE Non-residential staff: 1 space per 2 FTE Visitors: 1 space per 4 clients
6. Leisure, Assembly and Places of Public Assembly		
Type of Development	Zone 1	Elsewhere
Hotels/motels/guest houses/boarding houses	1 space per bedroom	1 space per bedroom
Eating and drinking establishments	1 space per 5 m ² dining area/bar area/dance floor	1 space per 5 m ² dining area/bar area/dance floor
Cinemas, multi-screen cinemas, theatres and conference facilities	1 space per 5 fixed seats	1 space per 5 fixed seats
Bowling centre, bowling greens	3 spaces per lane	3 spaces per lane
Sports halls	1 space per 5 fixed seats plus 1 space per 30 m ² playing area	1 space per 5 fixed seats plus 1 space per 30 m ² playing area
Swimming pools, health clubs/gymnasia	1 space per 5 fixed seats plus 1 space per 10 m ² open hall/pool area	1 space per 5 fixed seats plus 1 space per 10 m ² open hall/pool area
Tennis Courts	3 spaces per court	3 spaces per court
Squash Courts	2 spaces per court	2 spaces per court
Playing fields	12 spaces per ha of pitch area	12 spaces per ha of pitch area

Golf Courses	4 spaces per hole (with other facilities, club house, etc. treated separately)	4 spaces per hole (with other facilities, club house, etc. treated separately)
Golf Driving Ranges	1.5 spaces per tee/bay	1.5 spaces per tee/bay
Places of Worship	1 space per 5 fixed seats plus 1 space per 10 m ² open hall	1 space per 5 fixed seats plus 1 space per 10 m ² open hall
7. Motor Trade		
Type of Development	Zone 1	Elsewhere
Workshops – staff	1:45 m ²	1:45 m ²
Workshops – customers	3 spaces per service bay	3 spaces per service bay
Car sales – staff	1 space per FTE	1 space per FTE
Car sales – customers	1 space per 10 cars on display (applies to the number of cars on sale in the open)	1 space per 10 cars on display (applies to the number of cars on sale in the open)

Notes

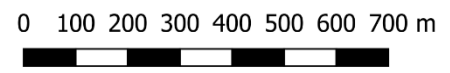
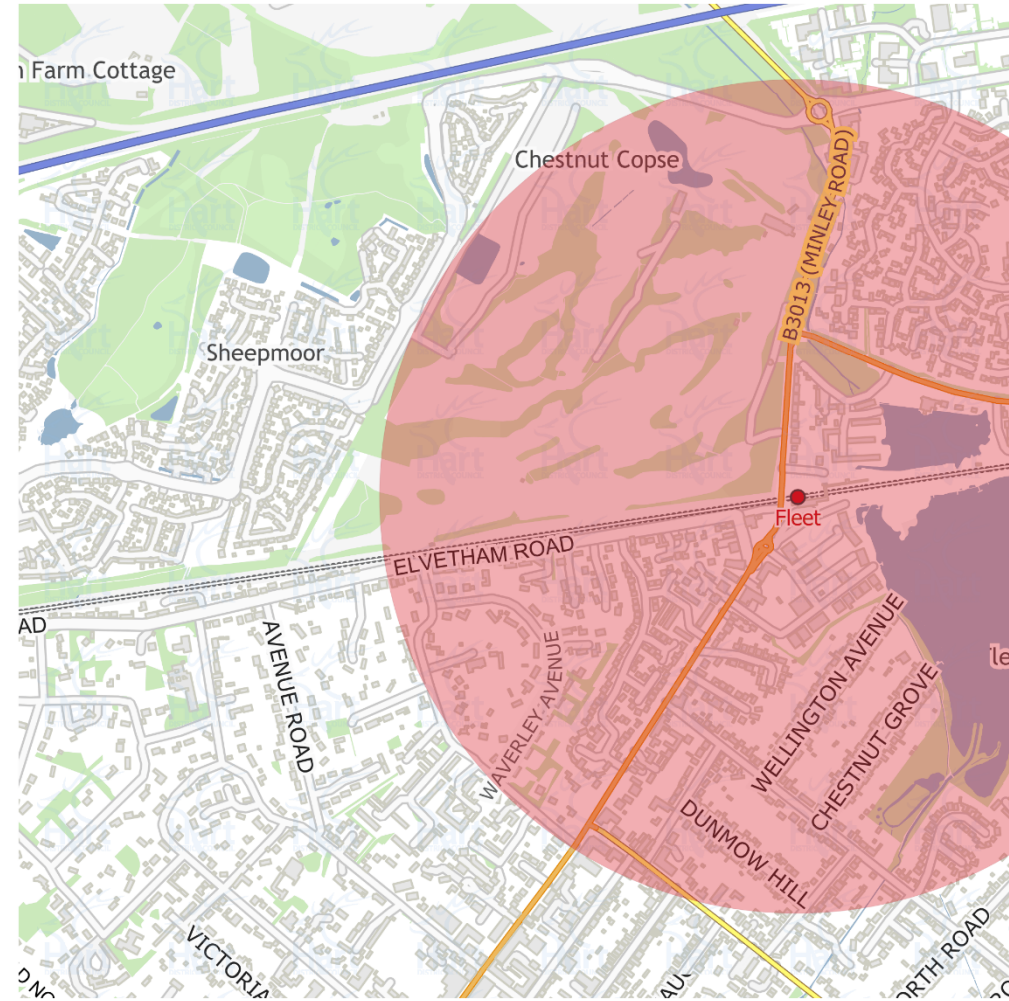
1. Zone 1 =
 - a. 400m around Blackwater Station
 - b. 800m around Fleet Station
 - c. 800m around Hook Station
2. All references to floorspace are gross external floorspace in square metres (m²)
3. Parking for disabled people should be additional to the maximum parking standards. Development proposals should provide adequate parking for disabled motorists, in terms of numbers and design. The British Standards Institution recommends that commercial premises should have one space for every employee who is a disabled motorist plus 5% of the total capacity for visitor parking should be designated as disabled parking, with a further 4% of the total visitors parking consisting of enlarged standard spaces.
4. For mixed use development, the gross floorspace given over to each use should be used to calculate the overall total maximum parking figure. Where a proposal involves the provision of an ancillary office within a development (i.e., within an industrial or warehousing unit) then car parking standard should be derived by calculating the relevant quantum for each element and adding them together.
5. The parking standards in categories 2 to 7 are **maxima**, but category 1 is the **minimum** standard that should be provided.
6. Parking standards for schools apply to school staff, not to parents or carers.

Zone 1: 400m around Blackwater Station



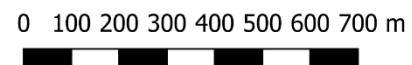
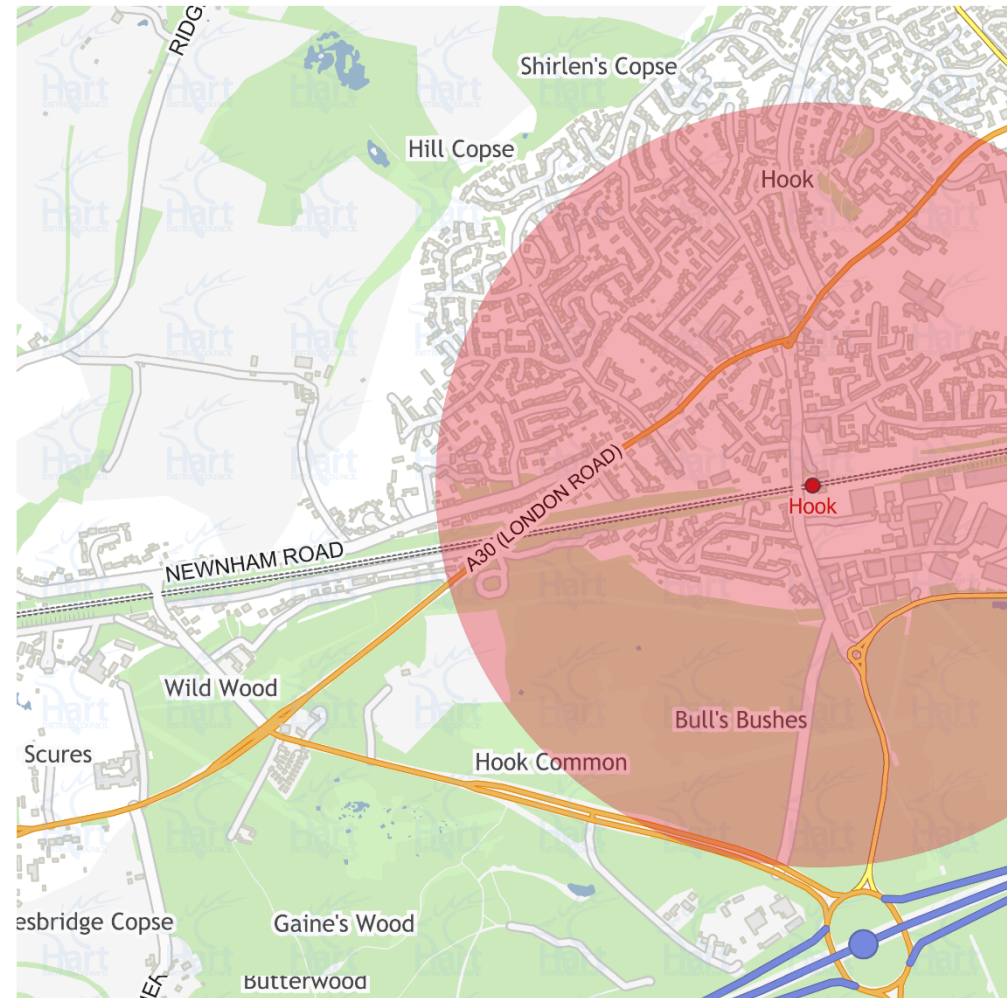
Reproduced from the Ordnance Survey map with the permission of the Controller of Her Britannic Majesty's Stationery Office. Any use that infringes Crown Copyright and may lead to prosecution or civil proceedings.

Zone 1: 800m around Fleet Station



Reproduced from the Ordnance Survey map with the permission of the Controller of Her Majesty's Stationery Office. Any use that infringes Crown Copyright and may lead to prosecution or civil proceedings.

Zone 1: 800m around Hook Station



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Appendix 6 Vehicle Parking Stress Survey Guidance

Introduction

1. This Appendix supplements, and should be read alongside, Section 7 paragraph 7.1(4) concerning parking stress surveys.
2. Development's potential to increase the amount of on-street vehicular parking is more commonly known as parking stress. High levels of vehicular parking stress can adversely affect highway safety, the free flow of traffic, amenity, access by emergency services, refuse collection and servicing and the delivery of goods. Therefore, the Council's analysis of these impacts forms an important part of the Council's assessment of development proposals and requires applicants to submit full and robust information in this regard. An unacceptable increase in vehicular parking stress, or the submission of an insufficient level of information could lead to a recommendation for refusal of a planning application.
3. The requirement for a vehicular parking stress survey is not restricted to development proposals for residential use alone. Sometimes they may be required for commercial uses, depending on their scale and nature. Submitting a survey assists the Council in making an informed and timely decision.

4. It is important to note that even for developments where on-site parking is proposed this may not accommodate all vehicles generated by a development, so a parking survey may still be required. The level of parking demand generated by the development will usually be that generated by the standards set out in this SPD.

The cumulative effect of other consented development in the immediate area should also be taken into account when assessing the effect of vehicular parking on street.

Undertaking a Survey

5. The following guidance should be followed when undertaking a survey. If it is not followed the Council may not be able to make a full and proper assessment of the proposed development.

Type of Development

Residential Developments

6. The Council requires a vehicular parking survey to cover the area where residents and visitors of a proposed development may want to park. This generally covers an area of 200m (or a 2 minute walk) around a site. For further detail see 'Extent of survey' below.
7. The survey should be undertaken regularly, during the week when the highest number of residents are at home, generally late in the afternoon and evening. A snapshot survey between the hours of 2300-0600

should also be undertaken on one weekday and one weekend day.

Commercial Developments

8. Surveys for commercial developments should cover an area within 500m walking distance (or a 5 minute walk) of a site. For further detail, see 'Extent of survey' below. Surveys should generally be done during proposed opening hours on an hourly beat basis.
9. Excluding the extent and time of the surveys the same principles apply as a survey for a residential development as set out below, but applicants should contact the Case Officer dealing with their planning application for clarification if required.

Additional survey times for all developments

10. Additional survey times may be necessary where the development site:

- is a town centre location;
- has regular specific uses close to the site (e.g. place of worship, education etc.);
- has commercial uses close to the site;
- is close to railway stations/areas of commuter parking.

11. In the above circumstances, developers should contact the Case Officer dealing with their planning application for further advice regarding the scope of the parking survey.

12. Surveys ***should not*** be undertaken:

- in weeks that include Public Holidays and school holidays, and it is advised that weeks preceding and following holidays should also be avoided;
- on or close to a date when an event is taking place locally since this may impact the results of the survey.

13. In some cases, the hours of the survey may need to be extended or amended. Applicants should contact the Council prior to undertaking a survey for the avoidance of doubt.

Glossary

Car club - A car club is a service that allows its members to hire a car for short-term use enabling members to have the option of using a car from time to time without having to own one.

Carbon emissions – Carbon emissions refers to Carbon Dioxide/CO² which is a greenhouse gas linked to climate change.

Carbon neutral - A person, organisation, or company is carbon neutral if they balance the Carbon Dioxide/ CO² they release into the atmosphere through their everyday activities with the amount they absorb or remove from the atmosphere. This is also called net zero carbon emissions or net zero carbon, because overall no carbon dioxide is added to the atmosphere.

Development Plan - Is defined in section 38 of the Planning and Compulsory Purchase Act 2004, and includes adopted local plans, neighbourhood plans that have been made and published spatial development strategies, together with any regional strategy policies that remain in force. Neighbourhood plans that have been approved at referendum are also part of the development plan, unless the local planning authority decides that the neighbourhood plan should not be made.

Electric Vehicle Charging Points /Electric Car Charging Points – A ‘plug’ style point where electric powered vehicles can recharge their batteries.

Highway – A transport corridor that is commonly used for motorised vehicles, walking, and cycling. The highway includes footways, the road, bus lanes, and cycle paths (not

just the road carriageway). A highway ‘corridor’ is any continuous length of highway, usually between two significant intersections. Several highway corridors are referred to as the highway network

LCWIP – Local Cycling and Walking Infrastructure Plan

Mixed Use Development – Development which involves more than one land use. For example, retail and residential (shops with flats above them) or industrial and residential.

Mobility scooter - an electrically powered scooter designed for people with restricted mobility, typically those who are elderly or disabled.

Modal Shift – The term used to describe a change in the mode/type of transport used, for example mode shift would be used to describe a change from car use to bus use.

Mode Share – This is a figure represented as a percentage and describes how many people use a given mode/type of transport within an area or at a specific surveyed point.

National Planning Policy Framework (NPPF), 2023 – Sets out the Government’s planning policies for England and how these are expected to be applied.

Neighbourhood Plan - A neighbourhood plan should support the delivery of strategic policies set out in the local plan or spatial development strategy and should shape and direct development that is outside of those strategic policies (as outlined in paragraph 13 of the NPPF, 2021). The plan should contain policies for the development and use of land.

Parking Management Plan – A Parking Management Plan is a long-term strategy for allocating, managing, and monitoring parking provision (allocated and unallocated).

Pedestrian – Includes those using wheelchairs and mobility scooters as well as people on foot.

Placemaking – Shaping public spaces and new developments through high quality planning, design, delivery and management.

Supplementary Planning Document (SPD) – A document which provides additional guidance and information in relation to the policies set out in Development Plan Documents. They do not form part of the Development Plan and are not subject to an independent examination but they are material considerations in the determination of planning applications.

Sustainable Travel – Modes of transport which are considered to promote the sustainability (long-term successful functioning) of the transport network, e.g. walking, cycling, and public transport use.

Transport Assessment – A document which details the estimated impact of a development on the highway network. The assessment studies existing transport infrastructure and the current traffic situation. It predicts the effect that the proposed development would have. For further information refer to Hampshire County Council's website [Transport assessments | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/transport-assessments)

Travel Plan – A strategy document (including a package of measures) to be implemented when a development is in place to manage travel to and from the site, reduce transport impacts of that development, and encourage more sustainable modes of transport such as walking, cycling, bus

usage or car sharing on an ongoing basis. It should be reviewed and amended throughout the life of the development. Travel plans are required for all planning applications where a Transport Assessment is required. The exception is residential applications where a travel plan is required for an application of 100 or more households. For further information refer to Hampshire County Council's website [When is a travel plan required? | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/when-is-a-travel-plan-required)

15 Minute Cities/20 Minute Neighbourhoods - A way of describing a complete, compact and connected neighbourhood, where people can meet their everyday needs within a short walk or cycle. The concept presents multiple benefits including boosting local economies, improving people's health and wellbeing, increasing social connections in communities, and tackling climate change.

Draft Cycle and Car Parking in New Development

Supplementary Planning Document

Summary of Representations and Council Response

1. Hart District Council consulted on a Draft Cycle and Car Parking in New Development Supplementary Planning Document for six-weeks from 12 May 2023 to 23 June 2023.
2. This document provides a summary of the representations received and the Council's draft response to each comment made.
3. There were 21 respondents collectively making over 160 comments. The respondents were:
 - National Highways
 - Historic England
 - Member of Parliament for North East Hampshire
 - Hampshire County Council
 - Hampshire & Isle of Wight Constabulary
 - District Councillor Gill Butler
 - Waverley Borough Council
 - Blackwater & Hawley Town Council
 - Crookham Village Parish Council
 - Ewshot Parish Council
 - Hook Parish Council
 - Winchfield Parish Council
 - Blackwater Valley Friends of the Earth
 - 4 responses from individuals
 - Transport for London, Natural England, Rushmoor Borough Council and The Coal Authority all confirmed that they did not wish to comment.

Summary of Representations and Hart District Council's Draft Response

	Consultee and rep no.	Issue raised	HDC's draft response
1	08 - Winchfield Parish Council 08/01	Winchfield Parish Council (WPC) is concerned that the characteristics of rural parishes may not be reflected in SPD parking standards. In particular, on-street parking is unsuitable in rural areas where the road network is comprised predominantly of narrow lanes.	No change. The guidance is designed to apply across the whole district and to avoid problems of highway safety. The issue of rural lanes, on-street parking and highway safety is picked up at paragraph 5.25 (b).
2	08/02	Paragraph 2.2- Raises concerns that Paragraph 2.2 will ensure that the SPD overrides parking standards in any made neighbourhood plans. Proposes the deletion of the last sentence of this paragraph which refers to the regard that should be given to the age of neighbourhood plans, their consistency with national planning policy and other material considerations.	<p>Agree to delete final sentence and clarify that neighbourhood plan policies will generally take precedence. It should also be clarified that the SPD is a material consideration, and that due weight will be given to neighbourhood plan policies according to their consistency with the National Planning Policy Framework (Planning Practice Guidance Paragraph: 064 Reference ID: 61-064-20190315, Revision date: 15 03 2019).</p> <p><u>2.2 This SPD provides district-wide guidance on parking standards and design in support of the local plan policies referred to above. It is a material consideration in the determination of planning applications. In addition, there are several made Neighbourhood Plans across Hart district which form part of the development plan for the area, some of which include parking policies and standards. Made neighbourhood plans form part of the development plan for the area; p</u>Planning applications must be determined in accordance with the development plan unless material considerations indicate otherwise. SPDs are a material consideration when determining planning applications. If there is a conflict between a made neighbourhood plan and this SPD, for example there are different standards for the</p>

	Consultee and rep no.	Issue raised	HDC's draft response
			<p>quantum of car parking, the neighbourhood plan policy will generally take precedence. However, regard will be paid to the age of the neighbourhood plan and its degree of consistency with national planning policy and other material considerations such as the Council's declaration of a climate emergency. Due weight will be given to relevant policies in existing plans according to their consistency with the National Planning Policy Framework.</p>
3	08/03	<p>Paragraph 2.6-Suggests amending the wording of Paragraph 2.6 as shown to ensure that in line with national guidance the SPD gives due regard to opportunities for improving cycle and walking infrastructure set out in neighbourhood plans:</p> <p>“In partnership with Hampshire County Council, Hart has commissioned a Local Cycling and Walking Infrastructure Plan (LCWIP) for Hart district. The purpose of the LCWIP will be to identify opportunities for improved walking and cycling routes thereby increasing active travel and the wider benefits this will bring in terms of reducing emissions, improving air quality and health and wellbeing improvements. This is due to be adopted by the end of 2023. <u>Further regard should also be had to opportunities to improve cycling and walking infrastructure set out in Neighbourhood Plans</u>”.</p>	<p>Amend paragraph 2.6 as follows:</p> <p>In partnership with Hampshire County Council, Hart has commissioned a Local Cycling and Walking Infrastructure Plan (LCWIP) for Hart district. The purpose of the LCWIP will be to identify opportunities for improved walking and cycling routes thereby increasing active travel and the wider benefits this will bring in terms of reducing emissions, improving air quality and health and wellbeing improvements. This is due to be adopted by the end of 2023. <u>The Council will also have regard to opportunities to improve cycling and walking infrastructure identified in Neighbourhood Plans.</u></p>
4	08/04	<p>Paragraph 5.6</p> <p>Proposes strengthening the wording as follows:</p> <p>“When a development involves an increase in bedrooms to an existing property this will normally trigger an increase in</p>	<p>No change. As currently drafted the paragraph is clear that such rooms may be treated as bedrooms, but there needs to be room for judgement on a case-by-case basis.</p> <p>Amend 5.6 as follows:</p>

	Consultee and rep no.	Issue raised	HDC's draft response
		the parking requirement at that property. Rooms which could be used as bedrooms but are labelled on plans as office/study/family room <u>may will</u> be treated as bedrooms for the purposes of applying the parking standards <u>unless clear and detailed evidence is submitted to demonstrate that the room will not be used as a bedroom</u> ".	5.6 When a development involves an increase in bedrooms to an existing property this will normally trigger an increase in the parking requirement at that property. Rooms which could be used as bedrooms but are labelled on plans as office/study/family room <u>may will</u> be treated as bedrooms for the purposes of applying the parking standards <u>unless it is clear from the planning application and any supporting evidence that the room is unlikely to be used as a bedroom.</u>
5	08/05	Paragraph 5.25-To ensure the parking stress assessments set out in paragraph 5.25 meet industry standards, it is suggested that criterion b is amended to require the use of the Lambeth Methodology with additional text setting out the information to be submitted as part of the assessment.	<p>Agree that the SPD would benefit from additional guidance regarding parking stress assessments, drawing on the Lambeth Methodology where it is helpful to do so. This is to be added as a new appendix (Appendix 6)</p> <p>Amend 5.25(b) as follows:</p> <p>Where unallocated parking is to be accommodated on the public highway this should be accompanied by an assessment of the parking stress in the area and the capacity for on-street parking (<u>see paragraph 7.1(4) and Appendix 6</u>). The nature of some roads, for example rural lanes, may mean reliance on on-street parking is inappropriate on highway safety grounds.</p> <p>At paragraph 7.1(4) refer to the new Appendix 6 (para 7.1(4) explains that an assessment of parking stress is required if unallocated vehicle parking is to be accommodated on the highway).</p>
6	08/06	Suggests that the SPD refers to Active Travel England who are now a formal consultee in the planning process.	<p>Agree. Active Travel England became a statutory consultee after the Draft SPD was published for consultation.</p> <p>Add a new paragraph after 2.18:</p>

Consultee and rep no.		Issue raised	HDC's draft response
			<u>Active Travel England (ATE) is the government's executive agency responsible for making walking, wheeling and cycling the preferred choice for everyone to get around in England. As of 1 June 2023, ATE is officially a statutory consultee on all planning applications for developments equal to or exceeding 150 housing units, 7,500 m² of floorspace or an area of 5 hectares.</u>
7	21 - Ewshot Parish Council 21/01	Ewshot Parish Council is generally supportive of the response submitted by Winchfield Parish Council, particularly that due regard should be given to the fact that rural parishes have unique characteristics which may differ to those of urban areas. As in Ewshot where we are reliant on a small number of narrow lanes to navigate around the village where on-street parking is largely unsuitable as it prevents traffic flowing normally. This means it is very important that adequate provision is made within new development sites for parking. This is equally important where there are changes to existing properties, such as change of use, extensions and garage conversions which may result in additional vehicles at a property.	No change. The issue of rural lanes, on-street parking and highway safety is picked up at paragraph 5.25 (b) which requires a parking stress survey to be provided in cases where unallocated parking is proposed on the public highway to ensure there is adequate capacity. 5.25(b) recognises that "The nature of some roads, for example rural lanes, may mean reliance on on-street parking is inappropriate on highway safety grounds." The SPD will apply to existing properties, extensions, conversions etc where planning permission is required. It cannot be applied for development that can be carried out under permitted development rights.
8	21/02	Whilst we do not have a Neighbourhood Plan, we support the sentiment that due regard should be given where Neighbourhood Plans do exist, and any parking standards set out in a Neighbourhood Plan should not be overridden by this SPD.	Paragraph 2.2 has been clarified in this regard.
9	10 - Hook Parish Council	Hook Parish Council (HPC) accepts the key messages that frame the document (page 3).	Noted.

Consultee and rep no.		Issue raised	HDC's draft response
	10/01		
10	10/02	Requests that Paragraph 5.25 criterion (a) is expanded to require applicants to specify the dimensions of the car parking spaces proposed, not just the level of parking provision. This will ensure compliance with standards at Paragraph 5.11.	Agree. Amend Paragraph 5.25(a) to read: A plan showing the location and dimensions of all car parking spaces associated with the development, identifying which spaces are allocated, unallocated and disabled.
11	10/03	States that the rationale behind having two standards for 3-bed homes in paragraph 5.4 is unclear.	Insert new paragraph after 5.5: <u>For 3-bedroom homes either car parking standard can be used. It is for the applicant to demonstrate which standard is most appropriate and results in the best design solution.</u>
12	10/04	Requests removal of Figure 3 as the type of cycle parking shown is not a secure standard as stated at para 11.4.2 of LTN 1/20 and it should be removed.	Agree. Delete Figure 3
13	10/05	HPC also wish to comment on the representation made by Carter Jonas (CJ) on behalf of Winchfield Parish Council.	Noted.
14	10/06	HPC supports WPC's request for removal of last sentence of Paragraph 2.2.	See response to WPC comments at 08/02 and the changes to paragraph 2.2.
15	10/07	HPC supports WPC's request for additional sentence to be added to Paragraph 2.6, with minor rewording to read "Due regard should also be had to opportunities to improve cycling and walking infrastructure set out in Neighbourhood Plans".	See response to WPC comments at 08/03 and the change made to accommodate this request.
16	10/08	HPC is unsure why Carter Jonas have suggested the Lambeth Methodology is inserted at Paragraph 5.25 but agree that there is a requirement for an appropriate	See response to WPC comments at 08/05 and the changes made in response to this request.

Consultee and rep no.		Issue raised	HDC's draft response
		methodology and HDC should specify which will be accepted.	
17	11 - Crookham Village Parish Council 11/01	Paragraph 5.3-Suggests that the wording relating to the flexibility of the car parking standards, undermines the meaningfulness of the standards as a whole.	<p>Disagree that the flexibility built into Paragraph 5.3 undermines the meaningfulness of the standards. Rather, it makes clear that the guidance sets out appropriate levels of parking provision, whilst recognising that sometimes flexibility may be required in order to consider site specific characteristics and context.</p> <p>However, a minor clarification to this paragraph is proposed as shown below:</p> <p>The standards are neither maximum nor minimum, but a guide as to the appropriate quantum of parking to be provided. They should be considered carefully alongside the placemaking quality of a development and the parking strategy for the site, allowing for flexibility in providing alternative parking solutions such as shared mobility, access to alternative modes of transport and opportunities for active travel. Where different standards are used, planning applications must include information to <u>justify a departure from the guidance and demonstrate that the functional parking needs of the development will be accommodated</u> (see Section 7: Documentation to support a planning application).</p>
18	11/02	Suggests that the SPD needs to explicitly define whether new development relates to new builds only or extensions as well.	No change. Paragraph 1.1 states that the guidance applies to “new development that requires planning permission (including development/changes of use of existing buildings)”. In addition, Paragraph 5.6 and Paragraph 5.25,

Consultee and rep no.		Issue raised	HDC's draft response
			criterion d go on to provide further clarification as to the application of the guidance.
19	11/03	Suggests that a glossary of terms would aid reader understanding.	Agree, provide a glossary in the final version.
20	11/04	Suggests that there needs to be links between standards in the body of the document and tables in the appendices. There should be reference tables in the appendices for all standards defined in the SPD.	Agree. Insert new appendices with the quantitative standards for residential cycle parking and residential car parking. Use links in the final version between text in the main document and the appendices.
21	11/05	Suggests that descriptions of appropriate parking layouts would be improved by the addition of diagrams.	No change. This may be considered for future updates to the guidance.
22	11/06	Requests that when pre-app discussions about parking indicate a deviation from standards in neighbourhood plans, SPD should make it a requirement that Parish Councils are included in pre-app discussions.	Disagree. Procedures for pre-application discussions are a separate matter beyond the scope of this SPD.
23	11/07	Queries what evidence there is to support notion that the district can generate enough electricity from sustainable sources to become carbon neutral by 2040.	No change. This comment relates to the background section and reference to the Council's declaration of a climate emergency.
24	11/08	Queries the plans for recycling increasing volumes of end-of-life electrical waste.	No change. Approaches to waste and recycling in the District is beyond the scope of the SPD.
25	11/09	Suggests that the SPD could be improved by increasing focus on detailed policy instead of aspirational statements.	No change. The background information included in the document is relevant.
26	11/10	Page 3- Suggests that viable cycle options must include secure cycle parking at main destinations, including town centres, as cycles are attractive to thieves.	No change. The SPD sets out standards for secure cycle parking in residential developments and refers to cycle parking standards within LTN/20 for non-residential developments.

Consultee and rep no.		Issue raised	HDC's draft response
27	11/11	Page 3-The SPD cannot rely on Building Regulations Part S for charging facilities in community car parking areas or roadside places.	No change. The SPD applies to new development which is why it cross-refers to building regulations. Other initiatives are required to deliver charging facilities in places like public car parks and on existing streets.
28	11/12	Page 4-States that the SPD needs to include guidance on how the standards would apply to existing development when changes are proposed e.g. permitted development.	No change. The guidance applies to development that requires planning permission and is not applicable to the rights afforded under permitted development. Paragraph 1.1 is clear on this.
29	11/13	Page 5-Queries the justification of conditions at paragraph 2.2 limiting the weight given to neighbourhood plan parking standards when the same external factors also impact HDC standards.	Clarify para 2.2- see response to WPC comments at 08/02.
30	11/14	Page 6-Suggests including healthcare at paragraph 2.3.	Disagree, this is cross-referencing the Vision 2040.
31	11/15	Page 7-States that Hampshire County Council's (HCC's) prioritisation of walking and cycling over car use at para 2.8 is not viable for many residents and fails to consider the role of public transport.	Noted. The car parking standards take the relative lack of public transport into account. The cycle parking standards are part of the approach to try and achieve model shift away from the car, along with the emerging Local Cycling and Walking Infrastructure Plan (LCWIP).
32	11/16	Page 8-Assertion that Hart accepts inadequate car parking provision as part of new developments which are not served by viable public transport.	No change. The guidance is designed to ensure there is adequate parking provision.
33	11/17	Page 9-Statement that "Nothing will prevent illness – but actions might improve health."	Noted.
34	11/18	Page 9-In relation to the 15-minute city/20 minute neighbourhood concept detailed in paragraph 2.18 it is suggested that other factors also influence use of car for	Noted.

Consultee and rep no.		Issue raised	HDC's draft response
		school run including catchment areas, school place allocations and journey time.	
35	11/19	Page 10- Suggestion that Paragraph 3.2 should reference access to main transport links.	Agree. Amend paragraph 3.2 as follows: Therefore, any standards need to be considered alongside the placemaking quality of a development and the parking strategy for the site, reflecting the accessibility of the site to local services (<u>including main transport links</u>) and facilities.
36	11/20	States that the map on page 10 is not clear enough.	Seek to address this in final version.
37	11/21	Page 11-Suggests changes in car ownership rates at paragraph 3.9 could be due to children living with parents for longer, and queries evidence that young people are less likely to own cars.	This point is made in the SPD because it is referred to in the i-Transport evidence base in light of discussions such as the one at Will car ownership decline? (And what this could mean for MaaS) (skedgo.com) Amend 3.9 2 nd bullet: <ul style="list-style-type: none"> • <u>potentially</u> fewer young people choosing to own a car,
38	11/22	Page 13-Suggests changes to end of paragraph 4.4 to state "and secure" on and off site.	Amend 4.4 as follows to gain clarity on this point: For all new residential developments, the Council requires developers to promote sustainable travel choices. The availability of safe and secure cycle parking at home, at the destination or at an interchange point has a significant influence on cycle use. <u>In addition</u> , cycle parking must be pleasant, sufficient and convenient (LTN 1/20 Cycle Infrastructure Design, Dept for Transport, July 2020).

Consultee and rep no.		Issue raised	HDC's draft response
39	11/23	Page 13-Queries why Paragraph 4.5 only requires one convenient cycle space and why standards don't relate to bedroom numbers and that they should apply to multi-occupancy buildings.	<p>Paragraph 4.5, bullet point 6 states that <i>at least</i> one cycle space must be close to the front door of the property. It could be very challenging in design terms to accommodate more than this close to the front door.</p> <p>For the avoidance of doubt the standards apply to all residential properties, including multi occupancy dwellings, and have been based on bedroom numbers.</p> <p>Also see response to comments at 05/04 above.</p>
40	11/24	Page 15-See comment re. Paragraph 4.5 (comment 11/23) above.	Noted. See response to comments at 11/23 above.
41	11/25	Page 15-Queries why para 4.13 requires cycle parking close to a front door. Near a convenient external entrance would be more appropriate.	<p>The goal is to ensure that at least one cycle space is at least as convenient to access as the car to increase the likelihood of the cycle being chosen for short trips.</p> <p>Amend 'key messages' 4th Bullet to read ...</p> <p><u>"To encourage use of cycles over the car, where possible, at least one secure bicycle parking space <u>must be provided close to the front door or other main entrance where it is at least as convenient to choose as the car for short trips (Sheffield stand or equivalent) must be provided at least as close to the front door as on-plot car parking.</u></u></p> <p>Amend 4.5, 6th bullet to:</p> <ul style="list-style-type: none"> To encourage residents to ride their cycle instead of using their car, cycle storage must be conveniently located and readily accessible. At least one secure cycle space must be close to the front door of the property.

	Consultee and rep no.	Issue raised	HDC's draft response
			<p><u>Where possible, at least one secure cycle parking space must be provided close to the front door or other main entrance where it is at least as convenient to choose as the car for short trips.</u> Others could be included within a suitable garage or shed/storage space.</p> <p>Amend 4.13 to</p> <p>4.13 At least one space must be provided in close proximity to the front door of the property so that it provides a significant attractor to use the bicycle as an alternative to the car. <u>Where possible, at least one secure cycle parking space must be provided close to the front door or other main entrance where it is at least as convenient to choose as the car for short trips.</u> For apartment buildings this can take the form of an enclosed cycle structure within the main building. However, the entrance to this structure must be closely related to the front door of the building.</p>
42	11/26	Page 16- Paragraph 4.14 - a bigger challenge (than getting a cycle out of the garage when a car is parked on the drive) is to get a bicycle in and out of a garage when there is a car inside it.	A single garage does not qualify as a parking space, and so the SPD does not expect a single garage to accommodate a car and bike spaces. In a double garage there would be space for a single car and bikes.
43	11/27	Page 16-Suggestion that the flexibility referred to in Paragraph 5.3 undermines the requirements set out in Paragraph 4.4 and would weaken the Council's position at appeal.	Disagree that the flexibility built into Paragraph 5.3 undermines the meaningfulness of the standards. Rather, it makes clear that the guidance sets out appropriate levels of parking provision, whilst recognising that sometimes flexibility may be required in order to consider site specific characteristics and context. See response to comments at 11/01.

Consultee and rep no.		Issue raised	HDC's draft response
44	11/28	5.4 Rounding up over a whole development would result in patchy under-provision of convenient parking spaces and on-street parking, especially for trade vehicles and visitors.	No change. It is unclear how this conclusion has been reached or how the issue can be addressed.
45	11/29	Page 17-Comment that Paragraph 5.7, bullet point 1 suggests only 1 car parking space, irrespective of household size.	No change, this section is cross-referring to building regulations.
46	11/30	Page 17-States that final bullet point of para 5.7 does not say how unallocated spaces are to be distributed around the development.	No change. Paragraph 5.5 states that unallocated car parking "should be located close to where it is likely to be needed". and will be considered by the Council on a site by site basis.
47	11/31	Page 20- the description "parallel car parking spaces" also applies when two parking spaces are alongside each other away from the highway as mentioned in 5.16.	No change. The definitions of parallel and side by side parking in paragraphs 5.15 and 5.16 are clear and distinct.
48	11/32	Page 21-Queries what is meant by "it" in paragraph 5.22.	'It' is referring to a disabled parking space. Replace 'it' with 'a disabled parking space' at para 5.22 and at 5.20.
49	11/33	Page 21-In relation to paragraph 5.24, do Building Regulations Part S apply deal with the peak power capacity required?	No change. This is beyond the scope of the SPD.
50	11/34	Pages 21 & 22- Queries whether Building Regulations, Part S apply when accommodation is expanded.	Amend 2.5 as follows: EV charging points must be provided in accordance with Building Regulations Part S which came into effect on 15 June 2022. The location of electric charging points should be considered at the design stage to optimise convenience for users of electric cars. <u>Part S currently applies to:</u> <ul style="list-style-type: none"> • <u>new residential and non-residential buildings;</u>

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			<ul style="list-style-type: none"> • <u>buildings undergoing a material change of use to dwellings, such as converting a barn into a home;</u> • <u>residential and non-residential buildings undergoing a major renovation where 10 or more dwelling are being created; and</u> • <u>mixed-use buildings that are either new or undergoing a major renovation.</u>
51	11/35	Page 22 - Suggests listing emergency vehicles under Paragraph 5.25 criterion g	<p>Amend 5.25 as follows:</p> <p>Where unallocated parking spaces are distributed throughout a development, an increased carriageway width should be used to allow cars to park on either side of the street, leaving at least an appropriate width carriageway, particularly to allow for access and turning movements of larger vehicles, such as <u>emergency vehicles and refuse vehicles.</u></p>
52	11/36	Page 22, Paragraph 5.25, criterion h -Queries whether design can be used to 'prevent' inappropriate parking on footpaths, and whether 'discourage' is the more appropriate term?	<p>Amend paragraph 5.25 (h) as follows:</p> <p>h) The design of unallocated parking should make it clear where it is appropriate to park and prevent <u>or discourage</u> inappropriate parking (particularly on footways).</p>
53	11/37	Page 22-Querys why Paragraph 5.25, criterion k requires direct access from an allocated space to a home's front door, when parking courts are usually located to the rear of the property?	This paragraph has been clarified in response to separate comment.
54	11/38	Page 23-Paragraph 5.26- Need also to remove permitted development rights from garages and car ports in every case if the parking standards are to be effective in the longer term.	Planning Practice Guidance states that "Area-wide or blanket removal of freedoms to carry out small scale domestic and non-domestic alterations that would otherwise not require an

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			application for planning permission are unlikely to meet the tests of reasonableness and necessity.”
55	11/39	Page 23 - 6.2 To remain effective, all preserved elements of the 2008 standard should be restated in this document to increase their credibility at appeal (unless para 5.3 is retained).	This is unnecessary. Whilst the non-residential car parking standards themselves remain valid, much of the text within the 2008 document is out of date. Including the non-residential standards within an SPD should give them more weight than when in the interim guidance note.
56	11/40	7.1. (1) - Need also to show access routes from spaces to properties for off-plot parking.	It could be impractical to show all routes between all spaces and properties, however this section can be clarified so that it is clear from the submitted information which unallocated spaces relate to which properties, to ensure that they are suitably located for the properties they are intended to serve.
57	11/41	Paragraph 7.1 (4), Sightlines and proximity to corners are also key layout factors.	Highway considerations of this detail or not necessary in the SPD and will be dealt with in other ways through the planning application process.
58	11/42	Page 24- 4.1 (4) bullet point 2 Parking standards say nothing about demand, especially when they are specified with an admitted underlying objective of curtailing demand. Isn't there a better metric against which to assess real demand in the location concerned? Or is the whole idea to constrain demand, not satisfy it?	No change. Here the SPD is saying there needs to be an understanding of parking demand generated by the development. This can be consistent with the parking standards (which are not designed to curtail demand), or something different if adequately demonstrated by the applicant.
59	11/43	Page 24 - para 7.1 (4) bullet point 3 Location for a parking assessment needs to be at a site with characteristics similar to that proposed, not just anywhere nearby.	No change. The parking demand generated by the development is related to the specific development. The SPD states that the demand for parking will usually be that generated by the standards in the SPD.

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60	11/44	Page 25 - 7.2 Need also to consider long-term availability of convenient public transport. Define 'quality place-making'.	No change. The reference to location of development covers the point about access to public transport, facilities etc. 'Placemaking' to be defined in the proposed glossary.
61	11/45	Page 25 - 7.4 Developers should submit their mitigation proposals, not just 'be responsible for'. Otherwise it will be too late or they don't bother.	Agree clarification needed. Amend 7.4 as follows: 7.4 These residential standards ensure that new developments provide the right amount (and type) of parking. However, there will be situations where a risk remains that developments could cause parking problems in surrounding areas. Developers remain responsible for mitigating this impact of their development <u>through a management strategy (see 7.1(3) above).</u> "
62	11/46	Page 25 - 7.6 Previous TAs have not covered a wide-enough area to allow adequate assessment of the effect of development on the wider transport network.	No change. The appropriateness or acceptability of Transport Assessments submitted to support planning applications must be assessed on a case-by-case basis and should be commensurate with the scale of the proposed development.
63	11/47	Page 25 - 7.7 Travel plans historically have been toothless and ineffective greenwashing proclamations with no downstream remedy of inadequacies.	Noted.
64	11/48	Pages 31-35-Proposes redefining geographical areas in which non-residential car parking standards apply so that they are based on streets and natural boundaries, rather than radius from train stations. The SPD would also benefit from further justification for and implications of Zone 1 areas.	No change. This is not considered necessary. The Parking Standards Review 2022 by i-Transport stated "There is no justification at this time to change the standards relating to the quantum of car parking for non-residential uses".
65	19 - Hampshire	Car ownership levels and future growth	No change.

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	County Council 19/01	<p>Paragraph 3.9 states that car ownership rates in Hart have increased in recent years but future growth is expected to be at a lower rate because there will be less room for growth. The local highway authority would like to see the evidence that has been used to make this assertion.</p> <p>Robust policy measures will be required to constrain growth in private car ownership/use, including the amount of space that is allocated to parking for new development. The standards currently proposed within the draft SPD do not provide the level of constraint required and will encourage a continuation in the previous trajectory of increasing car ownership.</p>	<p>The commentary in relation to car ownership trends reflects the evidence produced by i-Transport in the Parking Standards Review 2022.</p> <p>The car parking standards set out in the SPD reflect the specific characteristics of the district and take account of high car ownership levels as required by the NPPF.</p> <p>The standards seek to avoid the adverse impacts that have arisen from previous developments with inadequate parking e.g. parking on pavements, verges etc. This serves to harm the street scene and potentially inconvenience pedestrians and cyclists</p>
66	19/02	<p>Car ownership and usage</p> <p>Paragraph 5.1 states that “ownership does not necessarily translate into high usage”. This statement is not supported by the local highway authority as it is contrary to evidence gathered through the National Travel Survey which continues to show that increased car ownership leads to increased use of cars. This trend in the relationship between car ownership and car use has not shown any significant changes since the Covid-19 pandemic, and whilst trip purpose has shown some</p>	<p>No change. The point here is that a household may, for example, need two cars to make different trips at the same time, even if overall that household is reducing its car usage. In Hart, where there is limited public transport and high rates of car ownership, it is sensible to design-in the expected parking required, whilst simultaneously seeking to make walking and cycling more attractive for shorter trips.</p>
67	19/03	<p>Quantum of Car Parking</p> <p>The standards for car parking spaces are far higher than the local highway authority would expect and are likely to result in continued high levels of car ownership, car use and related traffic congestion in Hart. In particular, the provision</p>	<p>No change.</p> <p>In an area with poor public transport, it is unrealistic to expect people to forego their car when there is no realistic alternative. In Hart this will generally apply whether or not one lives close to a town centre or a public transport facility.</p>

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		<p>of 2 parking spaces per 1 bedroom dwelling is considered excessive. Instead, consideration should be given to encouraging lower car parking provision, in favour of provision of car club vehicles, particularly for households where a second or third car is likely to be used only occasionally.</p> <p>It is also noted that the parking standards are to be applied consistently across the district. Instead, the local highway authority would be supportive of an approach where highly accessible locations (e.g. zone 1 as identified for non-residential development) could be considered for low-car or no-car development, supported by provision of car-club vehicles or shared bicycle hire on site.</p> <p>Hampshire County Council requests that the data used to establish the need for such high parking standards is shared, as at present the highway authority cannot support application of standards which will result in outcomes that will be contrary to the objectives of both the emerging Local Transport Plan 4 (LTP4) and NPPF.</p>	<p>This position is supported in The Parking Standards Review 2022 produced by i-Transport which states that due to the rural nature of the district it does not have the range of settlement types with the typical attributes associated with a highly accessible area to justify a zonal approach to car parking standards.</p> <p>Nevertheless, the SPD incorporates flexibility. Paragraph 5.3 states “The standards are neither maximum nor minimum, but a guide as to the appropriate quantum of parking to be provided. They should be considered carefully alongside the placemaking quality of a development and the parking strategy for the site, allowing for flexibility in providing alternative parking solutions such as shared mobility, access to alternative modes of transport and opportunities for active travel. Where different standards are used, planning applications must include information to demonstrate that the functional parking needs of the development will be accommodated...”.</p> <p>Para 5.25(c) requires applicants for developments of 50 or more homes to provide evidence that they have explored the feasibility for a car club or similar facility for the site either alone or in combination with other sites.</p> <p>A copy of the i-Transport Parking Standards Review was shared with HCC on 13 July 2023.</p>
68	19/04	<p>Disabled Parking</p> <p>Similar to the provisions suggested for older persons accommodation, it would be expected that sufficient facilities</p>	<p>Add new paragraph at the end of Section 4 on Residential Cycle Parking, to follow 4.15:</p>

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		are provided within wheelchair user homes and accessible and adaptable homes for storage and charging of mobility scooters or adapted cycles.	<u>In the case of wheelchair user homes, and accessible and adaptable homes, (as defined within Building Regulations Part M), sufficient facilities for the storage and charging of mobility scooters and adapted cycles should be provided.</u>
69	19/05	<p>Carbon emissions</p> <p>Registers support for Hart's ambitions to reduce carbon emissions, however the proposed car parking standards do not help to achieve this and will instead lead to continued car ownership and usage, resulting in continued high levels of carbon emissions.</p> <p>Please refer to Policy DM1 and Policy DM2 of Hampshire County Council's draft Local Transport Plan 4 (LTP4) which discuss the importance of integrating land-use and transport planning to reduce carbon emissions. Particular attention should be paid to the requirement for the assessment of the carbon impact of development. The car parking standards proposed are likely to result in high carbon emissions and therefore higher mitigation costs for developers.</p>	<p>No change.</p> <p>See response to comments at 19/01, 19/02 and 19/03.</p> <p>Whilst the Council supports emerging policies DM1 and DM2 in HCC's Draft LTP4 in principle, it is not necessary to refer to them in the SPD, especially as they are yet to be adopted.</p>
70	19/06	<p>Electric Vehicle Charging Points</p> <p>The SPD should make reference to opportunities to charge electric vehicles for smaller infill or change of use developments where there isn't sufficient capacity to provide on-plot infrastructure. This could include providing a financial contribution towards electric vehicle charging infrastructure on the highway. The County Council is currently developing an Electric Vehicle strategy to support the local highway authority in advising developers.</p>	<p>No change. Until such time as the County Council has an electric vehicle strategy the matter of electric vehicle charging points is covered by Building Regulations Part S which are referred to in the SPD.</p>

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71	19/07	Paragraph 4.4 should be strengthened by referring to the emerging Hart LCWIP, noting that development may be required to provide contributions towards delivery of the walking and cycling infrastructure identified in the LCWIP.	Rather than make this point at para 4.4, add the following text to the end of paragraph 4.3 which talks about the LCWIP: <u>Development may be required to provide contributions towards delivery of the walking and cycling infrastructure identified in the LCWIP.</u>
72	19/08	<p>Suitable types of cycle parking</p> <p>It is not clear whether Figures 1 to 5 are intended to be examples of good cycle parking design. If this is the case the County Council would request that Figure 3 is removed as the local highway authority would not support the provision of butterfly type cycle stands (as shown in figure 3) as these do not provide a secure facility and cannot be used by all types of cycles. Cycle parking stands should provide the opportunity to lock the frame and wheel(s) of the cycle to an immovable object i.e. the cycle parking stand. Please refer to LTN 1/20 section 11.4 for guidance on suitable cycle parking types (Local Transport Note on cycle infrastructure design, published July 2020).</p> <p>The image in Figure 1 (domestic cycle store) is not considered appropriate for a document that is intended to guide developers on suitable provision for development. It is not expected that developers would provide this type of cycle parking. Instead, it might be more appropriate to include reference to cycle hangers that can be placed on-street (on the carriage, not on the footway) as these would be suitable for use for in-fill / windfall developments or for smaller flatted developments in urban locations where there is not sufficient</p>	<p>Agree.</p> <p>Apart from the Sheffield stand we have replaced all images with better examples.</p> <p>We would prefer not to explicitly refer to 'cycle hangers'. Whilst these may be good solutions in some cases, for example when an authority wishes to retrospectively introduce cycle parking onto the street or other public areas, we would want developers to design-in storage appropriate to the specific development.</p>

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		space to provide secure cycle parking within the curtilage of the development.	
73	19/09	<p>Documents to Support a Planning Applications etc. <u>Modes to be considered in assessments:</u></p> <p>The advice given in section 7 of the SPD focuses on car parking. It should be noted that for any application Hampshire County Council would need evidence to demonstrate the transport impact of a development, for all modes, and the possible mitigation available. For example, the Transport Assessment should provide details of all existing transport infrastructure, not just car parking and public transport, as noted in the SPD. There should be explicit mention within the SPD of the need to consider the existing active travel infrastructure in Hart and therefore how the development can support the delivery of the draft Hart LCWIP and Green Grid.</p>	<p>The focus for this SPD is on parking standards. To clarify suggest the following change:</p> <p>7.1 <u>With regards to car and cycle parking</u>, as a minimum developers will be expected to submit the following information with a planning application, either within a Design and Access Statement (DAS), or within a Transport Assessment (TA).</p>
74	19/15	<p>In paragraph 7.6 contact details are provided for 'Hampshire Highways'. The contact details are correct, but the correct team is called 'Hampshire Development Planning'.</p> <p>Hampshire Development Planning also offer a pre-application service which can be useful for developers to access bespoke advice on their application. Information is available here: https://www.hants.gov.uk/transport/developers/preapplication</p>	<p>Agree. Correct the reference to Hampshire Highways and insert new para to follow 7.6:</p> <p><u>Hampshire's Development Planning Team also offer a pre-application service which can be useful for developers to access bespoke advice on their application. More information is available via the following link:</u> https://www.hants.gov.uk/transport/developers/preapplication</p>
75	19/16	<p>Travel Plans</p> <p>It is good to see reference to Travel Plans in the SPD, however the local highway authority would like to see</p>	<p>Amend 7.7 as follows:</p> <p>Travel Plans (TPs) aim to reduce the number of people travelling by car alone and to increase active travel and</p>

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		reference made to the role of travel plans in encouraging use of active and sustainable modes of travel. This section should also refer to how travel plans can be used to demonstrate how the development is reducing its carbon impact.	sustainable travel modes. <u>They can also demonstrate how development can reduce its carbon impact.</u> For further details contact travelplans@hants.gov.uk
76	19/17	<p>Non-residential cycle parking</p> <p>HCC supports the use of LTN 1/20 to guide the design and quantum of cycle parking required for non-residential development. The standards for quantum of cycle parking spaces in LTN 1/20 are a minimum and the SPD should reflect this.</p>	<p>Amend 6.1 as follows:</p> <p>For non-residential cycle parking, applicants should use the <u>minimum</u> standards contained within the LTN1/20 Cycle Infrastructure Design (see section 11.3 Table 11-1)...</p>
77	19/18	<p>Non-residential car parking</p> <p>It is noted that a benchmarking exercise has been undertaken to review whether the 2008 non-residential parking standards are still relevant. By comparing against other previously published parking standards the approach will bake-in outdated and inappropriate levels of parking.</p> <p>Instead, a better approach would be to consider whether the 2008 standards are still appropriate given Hart and Hampshire County Council's declaration of a climate emergency, recent changes in travel and parking demand, and whether the standards comply with the County Council's transport strategy as set out in the emerging LTP4.</p> <p>In the notes accompanying the table in Appendix 3 it is stated that the standards in category 1 is the 'minimum standard that should be provided'. The local highway authority does not support this approach, particularly in the</p>	<p>No change. Whilst the main focus of the update on parking standards is concerned with residential standards, the non-residential standards were also sense-checked to ensure they are not out of kilter with standards elsewhere. The i-Transport work concluded that it is unnecessary to review the standards at this time. They have therefore been retained, unchanged in terms of the quantitative standards themselves and whether they are maxima or minima. However, this is something that can be looked at again when the SPD is reviewed.</p>

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		<p>locations identified as 'zone 1'. It is assumed that these locations are considered to be highly accessible, sustainable locations, with good public transport connectivity. It is not then clear why car use would be encouraged and enabled in these highly accessible locations by requiring the provision of car parking. It is suggested that the approach is taken (as is done elsewhere in the SPD) the number of spaces are a guide and the developer should provide evidence to support a move away from these.</p>	
78	19/19	<p>Appendix 3 of the SPD also provides details for car parking for education establishments. A note should be added to the table to explain that this is not parking for parents / carers, but rather for school staff. It should be noted that Hampshire County Council will not support on-site car parking provision for parents / carers or the provision of drop-off loops. On-site school parking guidelines (April 2013) are available on-line at https://documents.hants.gov.uk/parking/On-siteSchoolParkingGuidelines.pdf A revised guidance document on school parking is currently being prepared by the County Council.</p>	<p>Add a new note beneath the non-residential parking standards:</p> <p><u>6. Parking standards for schools apply to school staff, not to parents or carers.</u></p>
79	19/20	<p>Registers thanks for sharing the evidence base that supports the SPD and recognises that parking policy and standards is a local issue. Having reviewed the rationale and evidence for the parking standards proposed however, does not support the document or the associated evidence, as per the original consultation response.</p>	Noted.

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80	09 - Waverley Borough Council 09/01	Waverley Borough Council wish to register that they have declared a climate emergency and support the SPDs aim to encourage a shift to sustainable modes of transport.	Noted.
81	09/02	Welcomes strong guidance on cycle parking and references to LTN 1/20, as well as to the diversity of cycles, especially supporting disabled cycling	Noted.
82	09/03	The SPD makes repeated reference to "Cycle infrastructure design". Queries whether this should be "Cycle Infrastructure Design" (i.e. using capital letters)	Agree. Use capital letters where this is referenced.
83	09/04	Paragraph 4.5-Requests that references to "bikes" should be changed to "cycles" to ensure the diversity of cycles is reflected.	Agree. Replace "bikes" with "cycles" in Paragraph 4.5, as well as those identified in Paragraphs 3.10, 4.2, 4.6, 4.8, 4.9, 4.14 and 4.15
84	09/05	Figure 3- States that Figure 3 shows a butterfly cycle stand which is not a secure type of cycle parking. Secure cycle parking should provide a locking point for the frame.	Agree. Delete Figure 3
85	05 - Hampshire and Isle of Wight Constabulary 05/01	Section 4: Residential Cycle Parking: Hampshire suffers high levels of pedal cycle theft. It is against this background that these comments are made.	Noted.
86	05/02	Section 4- It is important that a range of safe connectivity is provided throughout new development. Isolated pedestrian	Agree with the point made but wish for this section to retain an emphasis on parking. Add reference to further guidance.

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		<p>and cycle routes are less safe than those running adjacent to the public highway, especially after dark.</p> <p>Safe routes should have good natural surveillance from overlooking dwellings and the public realm, be straight, be wide at least 3m metalled surface, planting should not obscure natural surveillance and lit to British Standard (BS) 5489-1:2020. I would draw your attention to Local Transport Note (LTN) 1/20, paragraph 4.2.12.</p>	<p>Amend paragraph 4.3 as follows:</p> <p>As part of the wider picture the Council has a vision for a 'Green Grid' of routes between settlements and green spaces to encourage walking, cycling and other forms of sustainable healthy transport. Guidance on the design of pedestrian and cycle routes is set out in Local Transport Note (LTN) 1/20.</p>
87	05/03	<p>Section 4- states that the words "secure cycle parking" or similar are used in several places within section 4, however, nowhere within this section are the attributes of secure cycle parking defined. Some reference to the attributes of secure cycle parking should be included within the SPD as follows:</p> <p>Residential or Staff Parking:</p> <ul style="list-style-type: none"> • Within a secure structure, building or shed • With good natural surveillance • The door should be fitted with a lock that provides for authorised access only • Within the cycle store there should be a cycle anchor point for each cycle to be stored within the store • Lighting (not for stores within a dwelling's rear garden) <p>Within the public realm, a high street, or other facility:</p>	<p>Amend 4.5 to introduce the bullet points that apply to 'residential' cycle parking.</p> <ul style="list-style-type: none"> • <u>space for secure storage both covered / lock-able, i.e. with the following attributes:</u> <ul style="list-style-type: none"> ○ <u>Within a secure structure, building or shed</u> ○ <u>With good natural surveillance</u> ○ <u>The door should be fitted with a lock that provides for authorised access only</u> ○ <u>Within the cycle store there should be a cycle anchor point for each cycle to be stored within the store</u> ○ <u>Lighting (not for stores within a dwelling's rear garden)</u> <p>Amend 4.6:</p> <p>4.6 For residential developments secure parking may be achieved by installing specialised storage, or <u>for visitors</u></p>

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		<ul style="list-style-type: none"> Sighted with good visibility from the public realm and any overlooking dwellings, close to the area it serves / building, not on the distant edge of a car park Covered to provide protection from the elements Fitted with cycle anchor points Lighting to provide for the safety of the cyclist and to allow them to operate the cycle lock after dark. Fall within the coverage of Closed Circuit Television (CCTV) cameras, if fitted. 	a small permanent cycle stand. If cycle parking is provided in back gardens it must be easily accessible and secure (it is generally discouraged as it is frequently not convenient to access).
88	05/04	Paragraph 4.5, bullet point 6-Requests that the SPD is clarified in relation to appropriate design and location of cycle parking close to the public realm which are very vulnerable to crime.	The SPD already requires the provision to be secure. Changes to para 4.5 clarify what is meant by secure.
89	05/05	Paragraph 4.6- Within a residential setting secure cycle parking is generally provided with a secure rear garden. If the secure cycle storage is not convenient to access that is generally because of poor design, which should be corrected at the design stage of development.	No change. We wish to generally discourage cycle storage in rear gardens because of the convenience issue. It is important that efforts are made to use that as an option of last resort.
90	05/06	Figure 3 - States that cycle parking stand shown in Figure 3, which only attaches to front or rear wheel is not secure. The anchor point should allow the frame to be secured. The Sheffield stand provides the minimum level of security but better options such as "streetpod" are better.	Agree. Delete Figure 3.
91	05/07	Suggests that cars parked in the public realm are more likely to be the subject of an incident. Therefore, residential car	No change. This point is already addressed at paragraph 5.25 j and k.

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		parking spaces should be in locations that provide good surveillance from the owner's home.	
92	05/08	Paragraph 5.25, criterion d, bullet point 3 Proposes rewording the following text: "Where the proposal is for the conversion of a dwelling into an HMO (House of Multiple Occupation) one space per bedroom will be required." so that the word "dwelling" is replaced with "premises" or "building".	Agree. Amend 5.25 as follows: Where the proposal is for the conversion of a dwelling <u>or other uses</u> into an HMO (House of Multiple Occupation) one space per bedroom will be required.
93	05/09	Paragraph 5.25, criterion k-Suggests amending the wording from: "Where a parking court is considered, it must:" to: "where parking is to be within the public realm or a parking court it must"	Agree. Amend paragraph 5.25 (k) as follows: Where a parking <u>is to be within the public realm or a parking court</u> is considered it must:...
94	05/10	Paragraph 5.25, criterion j-Suggests that references to "well lit" should be replaced with the British Standards reference "British Standard (BS) 5489-1:2020"	Agree. Amend 5.25 (j) as follows: Wherever parking is provided it needs to be more attractive than inappropriate parking opportunities. It should be accessible, <u>well lit to British Standard (BS) 5489-1:2020</u> , overlooked, and attractive.
95	05/11	Paragraph 5.25, criterion k-Suggests amendments to the text to make it clear that parking courts should be secure by having robust boundary treatments and a single point of access.	Agree that parking courts should be secure. However, a single access/egress point and robust boundary treatments may not be suitable in all instances and should be assessed on a "site by site" basis. E.g. where parking courts are to the front of properties, robust boundary treatments could have a negative impact in terms of character and appearance and there may not be sufficient circulation space to have a single access/egress point.

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			<p>Paragraph. 5.25, criterion k will be amended to add an additional bullet point as follows:</p> <p>Where a parking court is considered it must:</p> <ul style="list-style-type: none"> • <u>be secure</u>
96	05/12	Paragraph 5.25, criterion k, bullet point 4- Suggests that the words "be lit at night" should be replaced with the British Standards reference "British Standard (BS) 5489-1:2020"	<p>Amend 5.25 (k) bullet point 4 as follows:</p> <ul style="list-style-type: none"> • lit at night <u>to British Standard (BS) 5489-1:2020;</u>
97	05/13	Paragraph 5.25, criterion k, bullet point 5- Suggests that the words "be well lit" should be replaced with the British Standards reference "British Standard (BS) 5489-1:2020"	<p>Amend 5.25(k) bullet point 5 as follows:</p> <p>...Where pedestrian footpaths are provided that connect courtyard parking spaces with the front door of people's homes these must be afforded good, clear sightlines and be well lit <u>to British Standard (BS) 5489-1:2020;</u>...</p>
98	05/14	Paragraph 5.25, criterion k, bullet point 6 –Suggests that the text in paragraph 5.25 criterion k, bullet point 6 gives the impression that access from public realm is directly via external door into property, which would increase vulnerability to crime.	<p>Amend 5.25(k) as follows:</p> <p>Have convenient pedestrian connections to the properties being served. Residents must be able to gain direct access from their allocated parking spaces <u>get</u> to the front door of their home <u>safely and conveniently from their allocated parking space</u>. Where pedestrian footpaths are provided that connect courtyard parking spaces with the front door of people's homes these must be afforded good, clear sightlines and be well lit;</p>
99	05/15	Suggests that the Council seeks advice from the Fire Authority as to any requirements to provide for the safety of the public in relation to electric vehicles due their ability to spontaneously combust.	No change. This falls outside the scope of planning guidance.

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100	12 - National Highways 12/01	<p>We note that the draft cycle and car parking guidance is for 'new development that requires planning permission (including development/changes of use of existing buildings)' (1.1, p4).</p> <p>We support Hart District Council's commitment to '<i>reduced car use, promote sustainable transport and active travel</i>' (second bullet, p3) by having '<i>[n]ew development ... provide the appropriate amount of cycle and car parking and ... designed to encourage a shift away from car use towards walking, cycling and other sustainable modes of transport</i>' (third bullet, p3). Both the Local Road Network (LRN) and the SRN should benefit from reduced car use if the guidance is supported by the delivery of sustainable transport measures (an objective of the Hart Local Plan (Strategy & Sites) 2032) and Travel Plans (raised in the draft guidance). We welcome Travel Plans for all new developments, including residential developments.</p>	Noted. No change.
101	12/02	<p>We note that the residential car parking standards are '<i>neither maximum nor minimum, but a guide as to the appropriate quantum of parking to be provided</i>' and '<i>should be considered carefully alongside the placemaking quality of a development and the parking strategy for the site, allowing for flexibility in providing alternative parking solutions such as shared mobility, access to alternative modes of transport and opportunities for active travel.</i>' (5.3, pp16&17). However, we welcome the fact that the car parking standards for six of the seven non-residential land use categories are maximum rather than minimum standards (Appendix 3, pp28-30 & note 5, p30). Commercial Development alone has minimum</p>	Noted. No change.

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		standards but with higher minimum provision for Office (B1(a)), Research and Development or Light Industry (B1(b) or (B1(c)) and General Industry (B2) within 400m of Blackwater Station and within 800m of Fleet and Hook Stations and we welcome this.	
102	13 - Blackwater Valley Friends of the Earth 13/01	Suggests that the impact of LTN 1/20 has not been maximised. A full cross-check between the two documents should be completed.	No change. The SPD is consistent with the guidance and recommended minimum standards in relation to cycle parking set out in LTN 1/20-Cycle Infrastructure Design in regard to both residential and non-residential uses.
103	13/02	Suggests that the SPD should cover all age ranges and bike types.	No change. Paragraph 4.5 of the SPD requires applicants to consider a range of cycle types early in the planning and design process, including, but not limited to, cargo bikes and adapted cycles which would cater to a range of ages.
104	13/03	Suggests that covered and secure cycle storage must be provided for residential uses, including for visitors.	No change. Paragraph 4.5, bullet point 3 of the SPD requires consideration of secure cycle parking storage that is both covered / lockable for residential uses which applies to allocated spaces for residents and unallocated spaces that would be used by visitors.
105	13/04	Suggests that there should be greater links to existing cycle networks.	No change. The matter of links to existing cycle networks is beyond the scope of this SPD. However, the Council is currently preparing a draft LCWIP which is referred to in Paragraph 2.6.

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106	13/05	Suggests that proposals for car parking in new developments should match the current and projected provision offered by the existing use.	No change. This suggestion does not accord with national policy nor reflect the parking requirements of the proposed development.
107	13/06	The SPD needs to be clearer on requirement for electric vehicle parking spaces in older persons accommodation.	No change. At paragraph 2.4 the SPD already cross refers to Building Regulations Part S which set out the requirements for electric vehicle charging points.
108	18 - Historic England 18/01	Supports work done on the SPD to reduce emissions and support shift toward sustainable modes of travel. Reductions in car use can have positive impact on historic environments through reduced noise and air pollution, traffic, parking and congestion.	Noted.
109	18/02	Suggests that cycle interventions should be designed to protect and enhance historic environment. Historic England guidance on good practice can be found in Streets for All .	Noted.
110	18/03	Paragraph 4.5 - Advises adding a bullet point to Paragraph 4.5 stating the following: "The character of the local area, informed by its environmental assets and enabling an appropriate response to its features of significance"	The point is understood but the idea of good design that responds to context is important not just where there are heritage assets. Revise 4.7 as shown: <u>4.7 For extensions and small-scale residential developments provision needs to be responsive to the location and scale of the proposal. The design of the cycle storage needs to be appropriate to the context and to the character of the development.</u>
111	18/04	Paragraph 5.24-Advises amending the paragraph to state the following: "EV charging points must be provided in accordance with Building Regulations Part S which came	The point here is that charging points are conveniently located so that petrol/diesel cars are not easier to use. However, suggest the following change:

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		into effect on 15 June 2022. The location of electric charging points should be considered at the design stage to optimise convenience for users of electric cars, while avoiding or mitigating harm to the local historic environment”	5.24 EV charging points must be provided in accordance with Building Regulations Part S which came into effect on 15 June 2022. The location of electric charging points should be considered at the design stage to optimise convenience for users of electric cars (<u>there could be other factors that influence the location of charging points such as the need to avoid or mitigate harm to heritage assets</u>).
112	18/05	Paragraph 5.25-Advises adding an additional criterion to Paragraph 5.25, after “i” to state the following: “Proposals must take account of the local historic environment and demonstrate how local context has informed the scheme design”.	No change. This is a requirement in any event.
113	01 - Transport for London	Do not wish to comment.	
114	04 - The Coal Authority	Do not wish to comment.	
115	14 - Natural England	Do not wish to comment.	
116	15 - Rushmoor Borough Council	Do not wish to comment.	

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117	07 - Councillor, Crookham East Ward 07/01	States that whilst promoting the use of cycles is important, consideration must also be given to the high levels of car ownership in Hart. Existing developments such as Edenbrook and Elvetham Heath have insufficient parking provision which leads to disputes between neighbours over spaces and creates an unattractive street scene. The car parking standards should be more generous so that these problems are avoided.	No change. The intention of the new guidance is to avoid issues of parking under-provision experienced in some past developments.
118	16 - Member of Parliament for North East Hampshire 16/01	<p>On behalf of my constituents, I have set out in this email their various concerns and considerations on this planning document.</p> <p>HDC should alter its fundamental message.</p> <p>From the outset of this document, it is clear to see that you want to massively reduce the use of private vehicles. My constituents and I do not want to see this being a threat on future developments, as private vehicles are still by far the primary method of travel, in what is a somewhat rural area. HDC must instead allow for greater personal freedom and accommodate for the need for cars. Simply selling properties with fewer parking spaces does not decrease the traffic load, but instead makes life more difficult for local people, with increased on street parking, more neighbour disputes, etc.</p> <p>Instead, initiatives such as requiring EV chargers should be the priority of HDC to meet carbon neutral targets, alongside creating greater garage space for house users. This would allow for bicycle and other vehicle parking within, so that additional facilities do not have to be built. These proposals are detailed in my proposed alterations to the document, on</p>	<p>No change. The SPD recognises there are high levels of car ownership in Hart and aims to ensure there is sufficient parking provided with new development to avoid problems of under-provision. The SPD aim to help achieve modal shift away from cars towards walking, cycling and public transport in accordance with national planning policy and Council objectives.</p> <p>EV charging is required through building regulations, referred to in the SPD.</p> <p>Greater garage space for storing vehicles and cycles is an option for developers but it would be overly prescriptive to insist on that as the only means for storing cycles, and of course not all properties will have a garage.</p>

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		behalf of constituents, below. Any changes I have made are either stated or in bold.	
119	16/03	Key messages, bullet point 2 Planning policy should not aim to 'reduce car use' and so should be removed from this sentence.	No change. Planning policy does aim to reduce car use.
120	16/04	Key messages, bullet point 3 'designed to encourage a shift away from car use towards walking, cycling and other sustainable modes of transport' should be removed. HDC should make sure that developments provide the quantity of car parking that people want today.	No change. It is an objective that design should encourage a shift away from car use. Nevertheless, the approach in the SPD does recognise car ownership levels in Hart.
121	16/05	Key messages, bullet point 5: 'Electric car charging provision must be provided in line with Building Regulations. These must be designed into schemes to optimize convenience for electric car users.' This is excellent - this should be the central to HDC's efforts.	Noted.
122	16/06	Key messages, bullet point 6 'provide convenient and secure storage space' should be changed to 'provide a garage'. HDC should push for garage spaces with homes to store both bicycles and motor vehicles.	No change. Greater garage space for storing vehicles and cycles is an option for developers but it would be overly prescriptive to insist on that as the only means for storing cycles, and of course not all properties will have a garage.
123	16/07	Paragraph 1.2 states 'this will avoid the various problems created by over-and-under provision of parking'. This point needs clarification and rethinking, as I believe there is no such situation as an over provision.	No change. Over-provision of parking is an inefficient use of land and amounts to poor design.

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124	16/08	Paragraph 2.8, bullet point four states that an aim of HCC's LTP4 is to 'prioritise walking and cycling over private car use'. Regardless of the County Council's policy, I ask that this is removed, as I do not believe that local people should be pushed out of private car ownership.	No change. It is appropriate to refer to HCC's LTP4 in an SPD on parking. The SPD is not aiming to push people out of car ownership.
125	16/09	Paragraph 2.18 - I have reservations over the idea and terminology of '15- minute cities/20-minute neighbourhoods'. This idea needs to be better practically set out to residents. Also, 'providing highly visible, convenient, and secure bicycle storage' should be simply changed to 'garage facility'. Both bicycles and cars should and can be stored in a garage facility.	No change, the SPD merely refers to the 15/20 minute neighbourhood concept as background. Greater garage space for storing vehicles and cycles is an option for developers but it would be overly prescriptive to insist on that as the only means for storing cycles, and of course not all properties will have a garage.
126	16/10	Paragraph 3.9 states that 'future growth is predicted to be at a lower rate, reflecting the already high car ownership rates'. It is impossible to predict the future; I would like to see concrete evidence for this point. Counter predictions feature in the HDC Parking Provision Interim Guidance, August 2008, where paragraph 4.2 states 'Assuming the same rate of increase on the Hart 2001 car ownership level of 1.65 cars per household then the figure for Hart in 2036 could be of the order of 2.14 cars per household'.	No change. The Parking Standards Review 2022 by i-Transport, which informs the content of the SPD, identifies that there are currently high levels of car ownership in the district, and that combined with shifting attitudes towards vehicle ownership this would indicate that there is less room for growth in future.
127	16/11	Paragraph 3.10, bullet point two, follows a similar line, stating that 'fewer young people choosing to own a car'. Again, what evidence is this statement based on? Cars are more likely to be leased than ever before, increasing new car availability.	Amend 3.9 2 nd bullet: <ul style="list-style-type: none"> potentially fewer young people choosing to own a car, This is in light of discussions such as the one at Will car ownership decline? (And what this could mean for MaaS) (skedgo.com)

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128	16/12	Paragraph 3.10, bullet point three, I ask for clarification if whether 'shared rides' and 'apps' means that HDC is to approve 'Uber' licenses? Also, it states that HDC policy is to 'break dependency on private car ownership'. I would like to see this removed, as local people should be free to choose what they own and use.	<p>No change.</p> <p>Uber licenses are out of scope of the SPD.</p> <p>Breaking dependency on private car ownership does not mean stopping people from choosing to own a car, it means a situation in which people can choose not to own a private car yet still use a car when they need to.</p> <p>Studies on the use of Car Clubs have concluded that car clubs can have a number of benefits for local communities including reducing dependency on private vehicle ownership, a reduction in emissions (as car club cars tend to use newer more environmentally friendly fuel such as hydrogen or electricity), less congestion on roads, improved air quality and increasing participation in sustainable and active travel. As they provide access to a vehicle on a pay-as-you-go basis they are appealing for those who use a car infrequently, due to the significantly lower costs involved.</p>
129	16/13	Paragraph 4.5 – I commend the use of the word 'garage' and this should be implemented on other points I have made. However, the language of 'shed space' should be removed, as a garage should store bicycles and other private vehicles.	<p>It would be overly restrictive to insist cycles are stored in garages. Equally shed space is not the only alternative solution. Suggest the following change to 4.5 bullet 6:</p> <ul style="list-style-type: none"> To encourage residents to ride their cycle instead of using their car, cycle storage must be conveniently located and readily accessible. At least one secure cycle space must be close to the front door of the property. Others could be included within a suitable garage or shed/<u>storage</u> space.
130	16/14	Paragraph 4.11 – I recommend that HDC does not use this level of prescription (referring to the quantitative cycle	No change. It is overly prescriptive to refer to garages as the sole means providing cycle storage. It fails to acknowledge

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		<p>parking standards) and instead puts its efforts into ensuring that garages are long enough to store bicycles within them. This section should, therefore, be removed and replaced with greater emphasis on garage storage.</p> <p>Paragraph 4.13 - For the reasoning above in respect of para 4.11, I recommend this paragraph is removed (paragraph 4.13 requires at least one cycle space be provided close to the front door)</p> <p>Paragraph 4.14 – the line ‘developers are encouraged to consider integrating secure external bike stores to the front of properties’ should be removed for the same reasons.</p>	<p>the size and variety of homes. Applicants need to know how many cycle spaces are required and have options open as to how best that should be designed in.</p>
131	16/15	<p>Paragraph 5.4</p> <p>Car parking standards should be altered to allow people to adequately park their vehicles and my recommendations (that should be read alongside my amendments to 5.12 and 5.13) are:</p> <p>1 bed home – 2 allocated, 0.5 unallocated</p> <p>2 bed home – 3 allocated, 0.5 unallocated</p> <p>3 bed home – 4 allocated, 0.5 unallocated</p> <p>4 bed home – 5 allocated, 0.5 unallocated</p> <p>5 bed home – 5 allocated, 1 unallocated; or 6 allocated, 0 unallocated.</p>	<p>No change. No evidence has been submitted to justify these standards. Whilst the Council does wish to avoid problems of under-provision of car parking, equally it does not wish to see over-provision of parking which is an inefficient use of land.</p>
132	16/16	<p>Paragraph 5.4 - Amend the following wording as follows:</p>	<p>No change. This could result in too many allocated spaces and insufficient unallocated spaces. Unallocated spaces are helpful in that they provide flexibility to better deal with</p>

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		“An under-provision of allocated spaces needs to be made up with unallocated spaces, <u>and vice versa</u> ”.	fluctuations in parking demand for residents and visitors at any one time.
133	16/17	<p>Paragraph 5.4 - Amend the following wording as follows: ‘A minimum of 5% of unallocated spaces should be designed <u>for use to be useable</u> by disabled people’.</p> <p>This change in language from ‘for use by disabled people’ to ‘to be useable by disabled people’ makes sure that spaces can be used by disabled residents, and can be moved in a development to best help them, but not solely designated for them, as they may otherwise go unused.</p> <p>This change can also be made to paragraph 5.7, bullet point three which states:</p> <ul style="list-style-type: none"> • In addition, a minimum of 5% of unallocated car parking spaces should be designed for use by disabled people. 	No change. It is unclear how this would ensure disabled car parking spaces would be available for those who need them.
134	16/18	<p>Paragraph 5.11 - Recommends increasing size of parking spaces as follows:</p> <p>standard parking space: from (2.5m x 5.0m) to (2.7m x 5.5m) parallel parking space: from (2.0m x 6.0m) to (2.7m x 6.5m) tandem (2 cars): from (2.5m x 11m) to (3.25m x 14m, or longer to allow for cycle parking inside) double garage (internal dimension): from (6.0m x 7.0m) to (6.5m x 7.0m, or longer to allow for cycle parking inside).</p>	No change. No evidence has been submitted to justify these dimensions. The car parking space dimensions set out in the SPD have been informed by evidence set out in i-Transport's Parking Standards Review 2022.

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		<ul style="list-style-type: none"> Where a driveway is to be used for parking in front of a garage, the overall length of the space will need to be a minimum of 6.0m 6.5m to allow access to the garage. 	
135	16/19	<p>Paragraph 5.12 - Recommends the following change:</p> <p>5.12 Single garages are not counted as a parking space <u>so long that they have a clear internal dimension of 3.25m x 7.0m</u>. This is because they are typically used for storage. Garages do, however, provide useful space for the ever-changing variety of other transport options including larger vehicles such as mobility scooters, powered two wheelers, tricycles etc.</p>	No change. No evidence has been submitted to justify these dimensions.
136	16/20	<p>Paragraph 5.13 - Recommends the following change:</p> <p>5.13 Double garages count as one <u>two</u> parking spaces if they have a clear internal dimension of 6.0m <u>6.5m</u> x 7.0m. Access to the garage should be wide and convenient for easy use with modern cars.</p>	No change. No evidence has been submitted to justify these dimensions.
137	16/21	<p>Paragraph 5.14 – ‘the minimum dimensions set out above’ would now be 3.25m x 7m. due to my recommendations.</p> <p>For reference para 5.14 states:</p> <p>5.14 Car ports are counted as a parking space if the parking space meets the minimum dimensions set out above, and if it is demonstrated that the items that residents typically store in garages are provided in another location, for example, garden maintenance equipment, bicycles, dry recycling.</p>	<p>The representation mistakes the minimum dimensions referred to as those of a single garage, when actually the car port needs to be at least the same size as a standard parking space. Furthermore, it is worth noting that often car ports have a parking space on the driveway in front of them, in which case the minimum dimensions for tandem parking spaces should be noted.</p> <p>Amend 5.14 as follows:</p> <p>5.14 Car ports are counted as a parking space if the parking space meets the minimum dimensions <u>for a standard</u></p>

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			<u>parking space set out above, and if it is demonstrated that the items that residents typically store in garages are provided in another location, for example, garden maintenance equipment, bicycles, dry re-cycling. Where a car port is proposed as part of a tandem parking arrangement, the minimum dimensions for tandem parking must be applied to both spaces taken together.</u>
138	16/22	Paragraph 5.15 should be removed.	No change. This paragraph clarifies what is meant by a parallel parking space and why it can be narrower than a standard space.
139	16/23	Paragraph 5.24 is excellent and creating more EV charging points should be a priority for HDC.	Noted.
140	16/24	Paragraph 5.25 (a) Remove the word disabled, as surely it is impossible to know for certain who is disabled prior to a development being built and occupied; it is really important that spaces are in the right places for the people who need them.	No change. When submitting a planning application the developer cannot be expected to know who will buy the property(ies) before they are built and design a scheme and its parking provision around them. In any event homes tend to have subsequent occupants.
141	16/25	Paragraph 5.25 (b) – should be amended as follows: b) Where unallocated parking is <u>not</u> to be accommodated on the public highway <u>unless the highway is particularly wide, enabling two opposing vehicles to pass a parked car simultaneously</u> . this should be accompanied by an assessment of the parking stress in the area and the capacity for on-street parking. The nature of some roads, for	No change. This suggestion does not actually make sense as drafted. Presumably the intended message is that on-street parking should not be relied upon unless the highway is particularly wide, enabling two opposing vehicles to pass a parked car simultaneously'. It would however be overly prescriptive to require this in the SPD. There could be occasions where limited on-street parking is acceptable even if two cars cannot pass each other alongside it.

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		example rural lanes, may mean reliance on on-street parking is inappropriate on highway safety grounds.	
142	16/26	<p>Paragraph 5.25, criterion c - Recommends criterion c is deleted.</p> <p>For reference, 5.25 c) states:</p> <p>c) For developments of 50 or more homes, evidence of exploring the feasibility for a car club or similar facility for the site either alone or in combination with other sites.</p>	<p>No change.</p> <p>Encouraging developers to explore the feasibility of implementing car clubs for larger developments is consistent with national policy and would be in the interests of sustainability. Studies on the use of Car Clubs have concluded that car clubs can have a number of benefits for local communities including reducing dependency on private vehicle ownership, a reduction in emissions (as car club cars tend to use newer more environmentally friendly fuel such as hydrogen or electricity), less congestion on roads, improved air quality and increasing participation in sustainable and active travel. As they provide access to a vehicle on a pay-as-you-go basis they are appealing for those who use a car infrequently, due to the significantly lower costs involved.</p>
143	16/27	<p>Paragraph 5.25 e) This should not affect private driveways, which should be entirely privately owned and the responsibility of the householder, so this should be made clearer.</p> <p>For reference e) states:</p> <p>e) where there is allocated and non-allocated parking provision which is not adopted by the Highway Authority the developer will have to provide the appropriate arrangements for their future management and maintenance.</p>	<p>Clarify 5.25(e) as follows:</p> <p>e) where there is 'off-plot' allocated and non-allocated parking provision which is not adopted by the Highway Authority the developer will have to provide the appropriate arrangements for their future management and maintenance.</p>
144	16/28	<p>Paragraph 7.1 –On point four, Bullet five should be removed. Point five should also be removed.</p>	

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145	16/29	Paragraph 7.1 (1) - the word 'disabled' should be removed from point one, so that disabled spaces can be accurately provided where they are needed, in response to who actually moves into the development at any moment in time.	No change. It is important when assessing a planning application to see which spaces are the disabled spaces. It is unclear how the respondent envisages this being changed over time should different needs arise. The spaces need to be suitably located with the life of the development in mind.
146	16/30	Paragraph 7.1 (4) - bullet point three, this assessment should take place within school term time.	Agree. Amend 7.1(4) bullet 3 to refer to school term time.
147	16/31	Paragraph 7.1 (4), bullet point 5 – should be removed. For reference, bullet point 5 seeks information relating to the proximity of public transport as part of the assessment of parking stress.	No change. A site's proximity to public transport forms part of the understanding needed when assessing parking stress (even if the importance attached to it may vary depending on circumstances).
148	16/32	Paragraph 7.1 (5) - Seeks deletion of point (5) which for developments of 50 or more homes requires applicants to provide evidence of correspondence with a car club operator regarding the feasibility of a car club for the site.	No change. Encouraging developers to explore the feasibility of implementing car clubs for larger developments is consistent with national policy and would be in the interests of sustainability. Studies on the use of Car Clubs have concluded that car clubs can have a number of benefits for local communities including reducing dependency on private vehicle ownership, a reduction in emissions (as car club cars tend to use newer more environmentally friendly fuel such as hydrogen or electricity), less congestion on roads, improved air quality and increasing participation in sustainable and active travel. As they provide access to a vehicle on a pay-as-you-go basis they are appealing for those who use a car infrequently, due to the significantly lower costs involved.
149	16/33	Paragraph 7.3 – I recommend the 'Travel Plans' (TP) should be removed as they try to prevent private ownership of vehicles, of which my constituents are against.	No change. Travel Plans are required for certain developments.

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		Paragraph 7.7 – This Travel Plan point should be removed for the same reasons.	
150	16/34	<p>On Appendix 3 'Non-residential car parking standards' I propose in bold my alterations.</p> <ul style="list-style-type: none"> • In column three, under '16+ Colleges and Further Education' I would amend both in 'Zone 1' and 'elsewhere', the standard to '+ 1 space per 5 students' • In column five, under 'Day centres for older people, adults with learning disabilities' I would amend both in 'Zone 1' and 'elsewhere', the standard 'staff: 1 space per 1 FTE' • In column five, under 'Homes for Children' I would amend both in 'Zone 1' and 'elsewhere', 'Non-residential staff: 1 space 1 FTE'; 'Visitors: 1 space per 3 clients' • In column five, under 'Family Centres' I would amend both in 'Zone 1' and 'elsewhere', 'Staff: 1 space per 1 FTE' • In column five, 'Residential units for adults with learning or physical disabilities' I would amend both in 'Zone 1' and 'elsewhere', 'Non-residential staff: 1 space per 1 FTE'; 'Visitors: 1 space per 3 clients' 	<p>No change.</p> <p>No rationale has been provided for these proposed changes. Whilst the main focus of the update on parking standards is concerned with residential parking standards, the non-residential car parking standards were also sense-checked to ensure they are not out of kilter with standards elsewhere. The i-Transport work concluded that it is unnecessary to review the standards at this time. They have therefore been retained, unchanged. However, this is something that can be looked at again when the SPD is reviewed.</p>
151	17/34	<p>Appendix 3 Non-residential parking standards</p> <p>Note 3 is contrary to my understanding of actual usage in HDC, where there is an oversupply of disabled spaces and an undersupply of enlarged parking spaces (e.g. mother and</p>	<p>In the absence of stronger evidence, it would be inappropriate to deviate from the British Standards Institution.</p>

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		<p>child). HDC may want to rethink this ratio accordingly, to provide more for families.</p> <p>For reference note 3 states:</p> <p>“Parking for disabled people should be additional to the maximum parking standards. Development proposals should provide adequate parking for disabled motorists, in terms of numbers and design. The British Standards Institution recommends that commercial premises should have one space for every employee who is a disabled motorist plus 5% of the total capacity for visitor parking should be designated as disabled parking, with a further 4% of the total visitors parking consisting of enlarged standard spaces.”</p>	
152	02 – Individual respondent 02/01	States that they cannot find information in the document that specifies the quantity and locations for cycle storage in public areas and that the Hart District cycle and car parking plan should therefore make specific commitments to what will be made available by location and when. These facilities are particularly important in the following locations: retail centres, e.g. Fleet town centre and recreational centres, e.g., Hart leisure centre, Harlington Centre, Fleet pond.	No change. The SPD provides guidance for new development. However, suitable locations for new cycle parking facilities have been identified in Hart's draft Local Cycling and Walking Infrastructure Plan (LCWIP) which is scheduled for adoption December 2023.
153	02/02	States that cycle theft is a material issue in the district and that investment into cycle facilities, such as new routes, will be wasted due to insecurity of parking locations.	No change. The SPD states that cycle parking must be secure.
154	02/03	Suggests that new public cycle parking facilities could be funded by increasing car parking charges in car parks and proceeds from vehicle tax could be used to fund cycle storage	No change. The SPD is concerned with new development and the provision of cycle parking therein, funded by the developer.

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155	03 – Individual respondent 03/01	States that the SPD places too much emphasis on cycleways and not enough on increasing the quantity and size of car parking spaces.	No change. The SPD does cover the quantity and size of car parking spaces.
156	03/02	States that transport infrastructure is virtually non-existent and with an ageing population it is particularly difficult for older residents to access amenities.	No change. The standards take into account the relative lack of public transport provision in Hart.
157	03/03	States that under the current NPPF Hart has a shortfall of 230 houses to 2032. To accommodate a growing population and the requirement to provide for more workers in essential services more credence should be given to the Shapley Heath development and would pre-empt any increase in the NPPF requirement. Also, more should be made of the under-utilised Winchfield Station, which could be used to provide a range of local infrastructure e.g. doctors surgeries and community services.	No change. This statement is incorrect regarding housing delivery and is in any event irrelevant to the SPD.
158	06 – Individual respondent 06/01	States that the measures in the SPD will not increase the number of people choosing to cycle without safe cycle paths.	No change. The Council is producing an LCWIP with the aim of improving routes for cyclists. Paragraph 4.3 of the SPD acknowledges that roads, paths and layouts that encourage walking and cycling are needed.
159	06/02	States that extra cycle and car parking storage will necessitate lower density housebuilding.	No change. Even if this transpires to be the case (and by no means it is certain), it is part of good place-making to design-in the appropriate amount of car and cycle parking.
160	06/03	States that The SPD should recognise the increasing need and unmet demand for larger family homes and special	No change. The SPD does provide standards for family homes and at para 4.3 refers to guidance on the design of

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		consideration of flexible and adaptable homes and layouts that cater for children cycling safely.	cycle routes refers to guidance in Local Transport Note (LTN) 1/20 .
161	06/04	States that neverending extensions demonstrate demand for larger family homes that has not been satisfied. Parking and cycle parking should be a significant, objective feature of decision making.	No change. Agree car and cycle parking are important issues.
162	17 – Individual respondent 17/01	<p>I do support the requirement that new homes have space for cycle parking.</p> <p>However, cars are much larger than cycles so requiring car parking is a much more disruptive and expensive requirement and I do not think it is consistent with Hart's 2040 vision theme 2: "Improving affordability of homes"</p> <p>One of the ways that living in Hart is expensive is that in practice residents need to pay for a car. In addition they are forced to pay for the space to keep multiple cars.</p> <p>I accept that at present it is very hard to move around Hart without a car, but I would hope that Hart and Hampshire have plans to remedy this.</p> <p>Once it is possible to live in Hart without a car, requiring a high amount of car parking per home just increases the cost of the home. This will also encourage car use, as residents are more likely to own a car if they are forced to own car parking spaces. Homes last a long time, so this bias towards car use and all its consequences will be baked in for decades.</p> <p>I accept that there is a problem with pavement parking, but forcing people to buy multiple car parking spaces per home</p>	<p>No change.</p> <p>Paragraph 5.3 of the SPD provides some flexibility in the standards to allow for alternative parking solutions based on shared mobility, access to alternative modes of transport and active travel. Any application proposing no car parking provision would need to submit evidence to demonstrate that the functional parking needs of the development would be accommodated.</p> <p>It is difficult to insist on very low levels of car ownership in an area like Hart where there is no realistic alternative to the car for many journeys.</p> <p>It is beyond the scope of the SPD to introduce controlled parking zones.</p>

Consultee and rep no.		Issue raised	HDC's draft response
		<p>is not the only solution. For example a Controlled Parking Zone.</p> <p>Is this policy document flexible enough that in the future a new development could be created that only provides visitor parking and the residents understand that they can not own a car?</p>	
163	02 – Blackwater & Hawley Town Council 02/01	<p>In acknowledging the necessity for a complete overhaul of the policies for Cycling and Car Parking within Hart (not uniquely in relation to 'New Developments'), Blackwater & Hawley Town Council fully support the common-sense approach of Winchfield Parish Councils' response to the consultation.</p> <p>Whilst Blackwater and Hawley don't share entirely the same experiences as the more rural Winchfield, we consider that most of the points addressed in their response are both reasonable and relevant to all new developments in the District.</p>	Noted.

Other changes to the Cycle and Car Parking in New Developments SPD

This document sets out 'other' changes to the Draft Car and Cycle Parking SPD which were *not* directly prompted by consultation responses, but are nevertheless intended to clarify, correct, or otherwise improve the document. Very minor edits and typos are not listed.

	Paragraph/section	Change made
1	Figures 1,2,3,4	Replace with better examples of cycle storage
2	Paragraph 5.3	<p>At 5.3, clarify the guidance for any circumstances where a proposal is submitted with less parking than required by the standards, and that mitigation will be needed. Specifically refer to car clubs which could potentially be made more viable in some circumstances if there is a developer subsidy.</p> <p>Insert underlined text at 5.3:</p> <p>5.3 The standards are neither maximum nor minimum, but a guide as to the appropriate quantum of parking to be provided. They should be considered carefully, alongside the placemaking quality of a development and the parking strategy for the site, allowing for flexibility in providing alternative parking solutions such as shared mobility, access to alternative modes of transport and opportunities for active travel. Where different standards are used, planning applications must include information to justify a departure from the guidance and demonstrate that the functional parking needs of the development will be accommodated (see Section 7: Documentation to support a planning application). <u>If there is an under-provision of parking compared to the standards, information must be provided as to how the impacts will be mitigated. For example, mitigation may be provided by a developer-subsidised car club. The viability of a car club may depend on the developer funding the initial cost of the shared car (or cars) as well as providing the space for it.</u></p> <p>[In the final document this paragraph could be separated into two smaller paragraphs.]</p>

	Paragraph/section	Change made
3	New paragraph to follow para 5.5	<p>Clarify that there are two options for car parking standards for 3-bed homes:</p> <p><u>For 3-bedroomed homes there is a choice of two different parking standards. Applicants should use the standard that is the most appropriate in the circumstances and results in the best design solution.</u></p>
4	Paragraph 7.1 sub paragraphs 1) and 2)	<p>Make the following clarifications regarding the information to be submitted with a planning application:</p> <p>1) A plan showing the <u>location and dimensions</u> of all car parking spaces associated with the development, identifying which spaces are allocated, unallocated and disabled.</p> <p><u>1a) A table listing the different homes/properties setting out the allocated and unallocated parking provision associated with each home/property. This will demonstrate how the total amount of allocated and unallocated parking has been calculated.</u></p> <p>2) A plan showing where the unallocated parking will be accommodated (including where this is on-street). <u>It should be made clear which properties the unallocated spaces are intended to serve. The unallocated parking should be suitably located for the properties it is intended to serve.</u></p>
5	Paragraph 7.1 (4)	<p>Correct and clarify 3rd bullet as follows:</p> <ul style="list-style-type: none"> • <u>An assessment of parking activity stress in an identified vicinity of the application site. This needs to be recorded regularly (on a typical day) during the week, within school term time, when the highest number of residents are at home, generally in the late afternoon and evening, and between 6am 11pm and 4pm 6pm one weekday and one weekend day by an independent assessor. The applicant will need to be able to demonstrate that the survey undertaken is fair and representative.</u> <p>Add a new bullet point:</p> <ul style="list-style-type: none"> • <u>Further information in relation to the Council's requirements for a Vehicle Parking Stress Survey is set out at Appendix 6.</u>
6	Paragraph 7.1 (5)	For consistency with paragraph 5.25, amend 7.1(5) as follows:

Paragraph/section		Change made
		5) For developments of more than <u>50 or more</u> homes – evidence of correspondence with a car club operator regarding the feasibility of a car club for the site.
7	Appendix 3 Non-residential car parking standards Section 5 Care Establishments - public and private	Regarding 'Residential units for adults with learning difficulties', under 'Elsewhere' there is a duplicate reference to 'Non-residential staff: 1 space per 2 FTE'. This should refer to: <u>Visitors: 1 space per 4 clients</u>

CABINET

DATE OF MEETING: 7 DECEMBER 2023

TITLE OF REPORT: INTERIM REVIEW OF MEDIUM-TERM FINANCIAL STRATEGY

Report of: Director of Corporate Services and S151 Officer

Cabinet Member: Councillor James Radley, Deputy Leader and Finance

1 PURPOSE OF REPORT

1.1 The Medium-Term Financial Strategy (MTFS) and the process of annual budget setting are significant decisions for Hart District Council. This report presents an interim review of the MTFS and seeks approval for various proposals that require action in the current financial year.

2 OFFICER RECOMMENDATION

2.1 That Cabinet:

- i. Note the interim Medium-Term Financial Strategy.
- ii. Approve the budget requests set out in paragraph 5.1

3 MEDIUM-TERM FINANCIAL STRATEGY

3.1 The Medium-Term Financial Strategy (MTFS) is designed to create a robust financial framework for the Council's spending plans over the next four years. The aim is to support the achievement of Corporate Plan priorities while maintaining a balanced annual budget. The strategy will ensure that the Council has sufficient funds to deliver its objectives and priorities.

3.2 The following objectives are aimed to help plan sustainable services for the long term, amidst an uncertain external economic and funding environment:

- To ensure that the Council's financial resources are directed towards supporting the delivery of the Corporate Plan priorities, while achieving value for money.
- To provide a clear understanding of the financial impacts of current financial commitments over the medium term, including both revenue and capital, under different scenarios. This will set the parameters for the efficiency and savings strategy necessary to achieve a balanced budget.
- To establish a robust framework to assist the decision-making process.
- To maximize the Council's financial resilience and manage risk and volatility, including maintaining adequate reserves.
- To secure, maintain, and develop the Council's capital assets in accordance with asset management plans and the Capital Strategy.
- To provide a single document that communicates the financial context, objectives, and goals to staff and stakeholders, and to support collaboration with partners.

4 MTFS AND BUDGET 2024/25

- 4.1 The Council must prepare for financial risk and volatility in the medium term, as the economic outlook and future government funding to councils are uncertain. It is important to maintain sufficient reserves to withstand unexpected financial impacts from local and national developments. The interim reserves review approved by Council in September has laid the foundation for strengthening financial resilience.
- 4.2 To provide context, Appendix 1 provides a summary of the key elements of Hart's income and expenditure budgets, and explains how the net annual budget is financed, including through government grants. This analysis highlights the potential risk to government grants in the future since the government has committed to reviewing each component of the funding.
- 4.3 Appendix 1 summarises the current and previous year's outturn as important reference points for future budget forecasts. It also updates the MTFS and identifies potential risks, opportunities, and actions for addressing future budget gaps.
- 4.4 In summary, current forecasts suggest that with the actions taken this year and some favourable budget variations, the revenue budget can be balanced in 2024/25. However, this is based on a freeze in government grants and a maximum allowable council tax increase. Other assumptions and estimates like inflation and interest receipts are closely monitored and may change before the final budget is considered.
- 4.5 In terms of future years beyond 2024/25, the forecast is currently showing a budget deficit, growing each year. This is mainly due to:
- inflation on costs being higher than income from permissible council tax increases
 - an assumed annual reduction in government grants from 2025/26, following the funding review(s)
 - the impact of waste collection costs and recycling income.
- 4.6 The Chancellor's Autumn Statement on 22nd November didn't include any announcements that materially affect the draft MTFS forecast and it was silent on wider issues around local government funding for 2024-25 and beyond, including council tax referendum principles, grant funding and total increase in spending power.
- 4.7 Once the budget for 2024/25 has been finalized, a robust budget strategy and action plan for the MTFS period will be developed. The interim MTFS forecast suggests that to maintain a balanced and sustainable medium-term budget, additional on-going efficiency savings and strategies for increased investment income will need to be implemented.

5 BUDGET DECISIONS REQUIRED IN 2023/24

5.1 The Overview and Scrutiny Committee and Cabinet have reviewed financial update reports since setting the 2023/24 Budget in February. These reports highlight budget and service pressures to be considered in February. The following pressing matters have been identified as requiring a decision prior to the main budget setting report in February 2024:

5.1.1 **Finance system** – The Council is preparing for the end of the Capita 5 councils' contract in September 2025 and needs to procure new financial systems to replace the current 'Integra' suite of ledgers. The project requires a significant initial investment, and officers are exploring legal and procurement options. The new system's ongoing support costs are likely to remain within current levels, making it a one-time project rather than a continuing growth proposal. Reserves were set aside in the September review to cover the Capita contract's end expenses.

Recommendation

Cabinet is asked to approve a project budget of £200k for the new financial systems project. The budget will be funded from the earmarked reserve. Additionally, the officers will be authorized to start the necessary procurement process to secure new financial systems that are cost-effective and meet the Council's requirements.

5.1.2 **Climate change funding** – In July 2023, Cabinet approved an updated Climate Change action plan. The plan stated that more funding would be required to implement and achieve carbon neutrality. Officers are currently exploring opportunities to secure external funding.

In September, the Council approved a reserves review that confirmed that the General Fund Working Balance had approximately £1 million that could be used to support the delivery of the climate change action plan.

Recently, officers submitted applications to the Public Sector Decarbonisation Scheme to fund three of the Council's buildings that produce the highest carbon emissions and meet the fund's criteria. The total bid was for £2.2 million, with £1.5 million to be covered by the fund.

The Government in December will notify the Council if its respective funding applications are successful. If approved, the Council will need to confirm its commitment to the matched funding element of the cost. There are further stages to work through before the final works and costs are known, including a full procurement exercise. Cabinet will receive further reports at that time.

Recommendation

Cabinet is asked to earmark up to £700k of the General Fund Working balance for this purpose.

5.1.3 **Civic offices** – After successfully relocating staff from the first floor to the third floor, and transforming the office into a modern, flexible space, we now have the chance to move onto phase two. During this stage, we will relocate the team currently situated on the second floor to the unoccupied

wing of the third floor. This move will bring about operational advantages, as well as improve communication and cohesiveness among the staff.

Recommendation

Cabinet agrees that this will be funded from the forecast above budget income from tenants at the Civic Offices in 2023/24.

- 5.1.3 **Staff training** – Last year's staff survey and subsequent appraisals revealed a need for more investment in team building to improve team performance and productivity across services. The HR team is working with public sector specialists to develop a comprehensive staff development program.

Recommendation

Cabinet is asked to approve a virement of £25k to the staff training budget from the 2023/24 staff budget, which is forecasted to underspend by the year's end.

- 5.1.4 **Digital strategy** – The Digital Strategy will be refreshed in 2024 as per the Corporate Service Plan. Officers will begin groundwork in early 2024 and a specialist consultant has been hired. The work will be funded from the digital reserve, replenished from any budget underspend in 2023/24.

Recommendation

Cabinet is requested to approve a budget of £10k for the initial digital strategy review work in 2023/24, funded initially from the earmarked Digital reserve.

- 5.1.5 **Car Park maintenance** – Engineers conducted a survey of the Council's 13 public off-street car parks, producing a costed plan to repair and improve them. Urgent £50k short-term repairs identified and to be completed by March 2024, funded from car park maintenance reserves in 2022/23.

Recommendation

Cabinet is asked to approve a budget of £50k towards high-priority car park maintenance in 2023/24, funded from the earmarked Car Park maintenance reserve.

- 5.1.4 **Planning Development Management (DM)** – A prompt and thorough review of the DM Team's efficiency, effectiveness, and practices is vital before any peer review is initiated. The 'Systems Thinking' methodology is recommended to identify blockages and inefficiencies and improve customer experience. The project needs consultancy support and a temporary planning performance improvement officer. There is a need for quick action, which includes considering approaching a neighbouring council for support.

Recommendation

Cabinet is asked to approve the immediate release of £25k from general reserves to support the initiation of this project.

- 5.1.5 **Planning Development Management (DM).** The DM team requires temporary support to address ongoing backlogs in determining applications for works on protected trees and heritage-related sites (e.g., listed building consent and conservation area applications).

Recommendation

Cabinet is asked to agree to £75k in funding over the next 12 months taken from general services to support backlogs in determining applications for works on protected trees and heritage-related sites (e.g., listed building consent and conservation area applications).

- 5.1.6 **Preparing for contract renewals – Grounds maintenance and street cleaning.** In the reserves review funds were set aside for the preparations required for renewing the Council's major contracts in 2026. Further reports will come to cabinet for consideration in the coming months. One immediate task is to undertake a detailed technical review of the land to be included in the scope of the grounds maintenance contract. This is a lengthy process and officers have identified a cost-effective way of combining this with another similar property task that is just commencing and the same in-house resource could be used rather than employing costly external consultants.

Recommendation

Cabinet is requested to approve £15k to undertake the ground maintenance land survey, to be funded from the contracts renewal reserve

- 5.2 **Housing Capital Schemes –** As requested by Cabinet in the reserves report, officers have prepared a series of capital proposals to be funded from housing capital receipts and S106 reserves that will be included in the main budget report, including energy efficiency, property purchase for adaptation, market acquisitions and potentially further key worker housing. However, there is one schemes that will need earlier approval to enable it to continue as soon as possible. This is a significant capital scheme to improve Heathlands Court and address various building improvements, such as carbon reduction measures. An initial project budget will be requested at the January Cabinet meeting for an options appraisal, funded from reserves initially, then capital receipts if the project progresses.

6. EQUALITIES

All activity will comply with the authority's statutory duties.

7. CLIMATE CHANGE

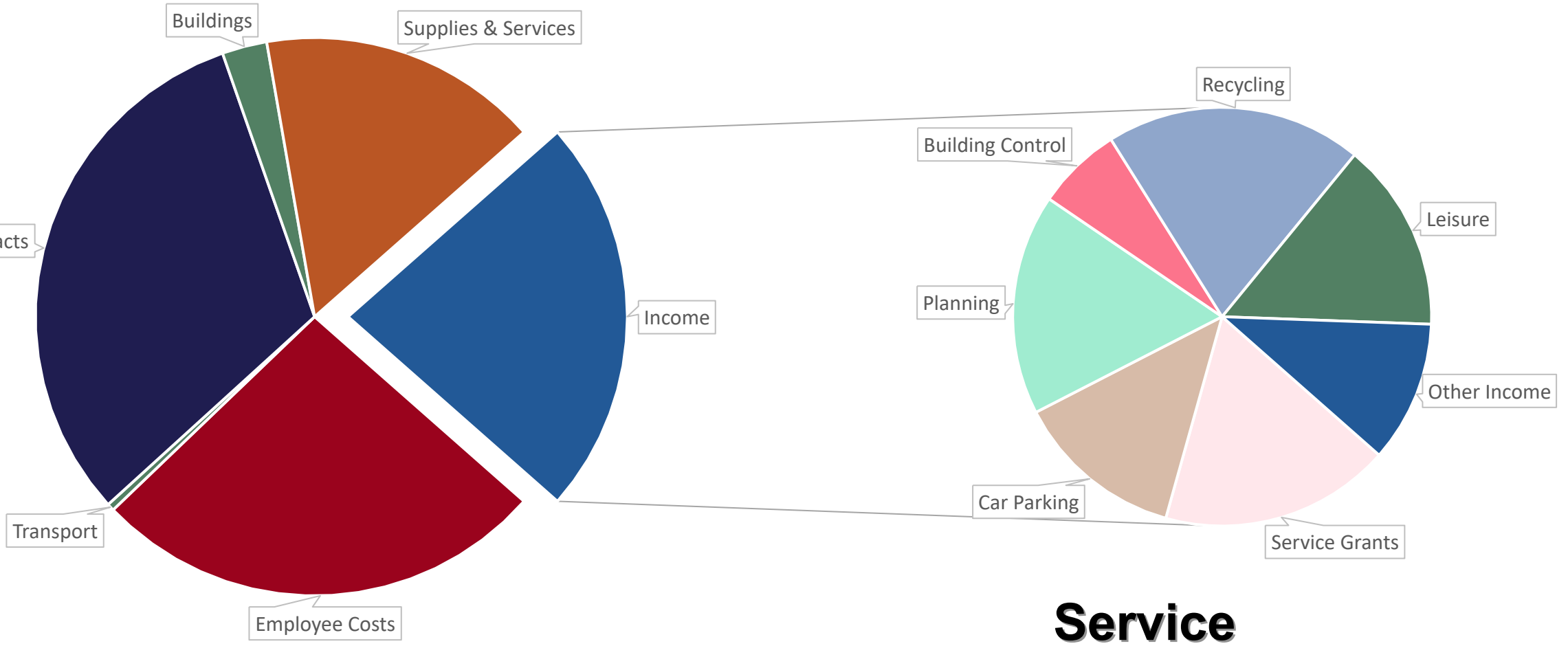
- 7.1 The budget and MTFs will support the council's ambition to become a carbon neutral authority by 2035. There are no direct carbon/environmental impacts arising from the recommendations, however, it should be noted that the base budget includes the salary cost of the climate change officers and an amount to deliver projects. In addition, every effort will be made to lever in external funding to help deliver the action plan.

CONTACT: Graeme Clark, Director of Corporate Services
email: graeme.clark@hart.gov.uk

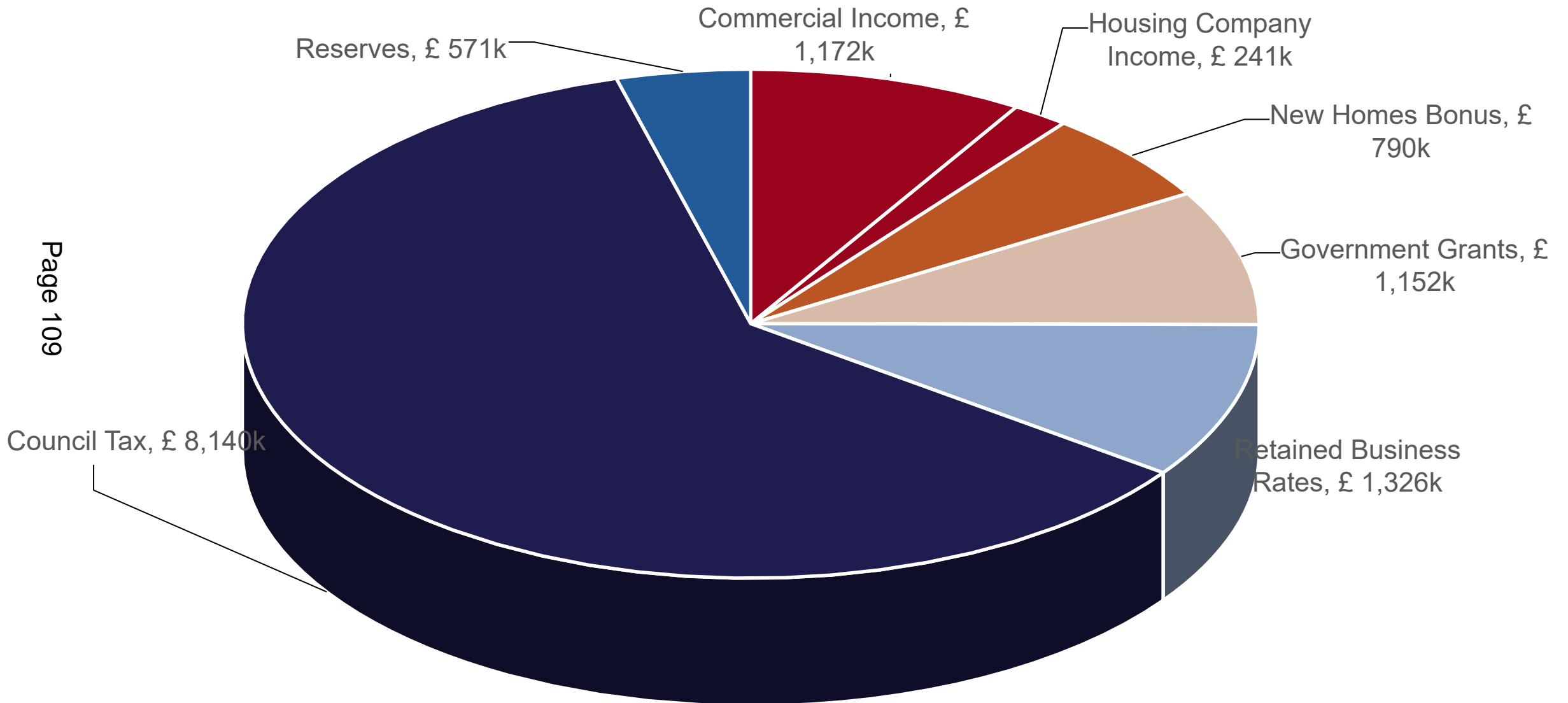
APPENDICES:

Appendix 1 – Budgets, MTFS forecasts and budget assumptions

Net Expenditure 23/24 - £13.4m



Financing - £13.4m



Government funding 2023/24 £000

	2022/23	2023/24	Notes
Retained business rates	1,400	1,326	Budgeted at safety net amount
New Homes Bonus	1,603	790	2023/24 is one year only
Revenue Support Grant	0	69	Rolled up amounts of other grants detailed below
Lower Tier Grant	62	0	
Services Grant	95	54	Reduced due to cancellation of National Insurance increase one year only
One-off funding guarantee	0	1,029	New one-off grant to ensure that LAs get 3% increase in overall Spending Power
CTax Support admin	50	0	See above
CTax Family Annexe discount	19	0	See above
Total	3,229	3,268	

MTFS as at February 2023

Forecast change from previous year's budget () indicates favourable variance	2024/25	2025/26	2026/27
£000	Change from 23/24 draft budget	Change from 24/25 forecast	Change from 25/26 forecast
Cost/Savings			
Net inflation *	560	400	240
External audit fees	100		
Waste contract and IAA changes		?	?
Capita 5C contract	?	?	?
Tier 1 savings **		250	
Additional Tier 2 savings ***	(154)		
MRP	11	4	11
Funding			
Council tax growth in base	(70)	(50)	(30)
Retained business rates #		200	200
Other Government funding #		200	200
NHB #	100	100	100
Budget shortfall – before council tax increase	547	1,104	721
Council tax increase ****	(240)	(210)	(220)
Budget shortfall	307	894	501

Forecast 23/24 outturn headlines

Estimated variation from 23/24 approved budget	£000 Favourable (F) or Adverse (A)	Certainty level at this stage
Investment interest	572(F)	High
Recycling income	192(F)	Medium
Green waste subscription income	120(F)	Low
Pay costs	76(F)	Low
Planning fees	173(A)	Medium
Building control fees	52(A)	Medium
Other	164(F)	Low
Total	899(F)	

Budget 2024/25

- Assumptions
 - Inflation, interest rates, Government funding
- Service pressure
 - Homelessness
 - Recruitment and retention
- Additional costs and income loss
 - Planning and building control income
 - Management staff cost and salary benchmarking
- Additional income and cost savings
 - Planning charges
 - Civic centre rental income
 - Pensions and pay award
- Fees and charges – CPI increase unless special case
- Capital programme – bids and budget profiles

Risks and Opportunities

- Waste – HCC’s IAA, contract renewal and Environment Act
- Government funding – no short or long term certainty
- Land charges – income transfer to government
- Contracts – opportunities and risks
- Ability to deliver further efficiencies and cost savings without reducing services

MTFS revised forecast

Forecast change from previous year's budget () indicates favourable variance	2024/25	2025/26	2026/27	2027/28
£000	Change from 23/24 budget	Change from 24/25 forecast	Change from 25/26 forecast	Change from 26/27 forecast
Cost/Savings				
Net inflation	824	496	434	397
External audit fees	100			
Waste contract and IAA changes		100	200	200
Capita 5C contract	-	(50)	(100)	-
Tier 1 savings	100	100		
Additional Tier 2 savings approved Feb 2022	(154)			
Treasury interest	(300)			
Other budget savings/adjustments	(250)			
Funding				
Council tax growth in base	(77)	(50)	(30)	(30)
Retained business rates		200	200	200
Other Government funding		200	200	200
NHB		100	100	100
Budget shortfall – before council tax increase	243	1,096	1,004	1,067
Council tax increase	(243)	(210)	(220)	(220)
Budget shortfall	0	886	784	847

MTFS Assumptions

-Inflation

	24/25	25/26	26/27	27/28
Pay	3%	2%	2%	2%
Contracts	7%	4%	3%	3%
Other	5%	3%	3%	2%

-Council tax increase of 1% = £81k. 2.99% will be allowable in 24/25, uncertain beyond that but assumed revert to £5 per Band D

-No certainty provided regarding future years' grant and NHB beyond 2023/24 – assumed reductions apply from 25/26

-Assumed waste budget impact as per HCC's proposals and higher base cost from Sept 2026

-Interest rate reduces and stabilises from 25/26

Addressing budget gaps in future years

- Smooth impact with reserves
- Efficiency reviews – use reserves to meet project costs
- Income – new and increased
- Capita exit
- Vacancy target and control
- No-inflation on non-contract/staff budgets
- Property – new and rent reviews
- Treasury interest from broadening policy further

CABINET

KEY DECISIONS / WORK PROGRAMME AND EXECUTIVE DECISIONS MADE

1 December 2023

Cabinet is required to publish its Key Decisions and forward work programme to inform the public of issues on which it intends to make policy or decisions. The Overview and Scrutiny Committee also notes the Programme, which is subject to regular revision.

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
Supplementary Planning Document - Cycle and Car Parking in New Developments	Following public consultation, Cabinet to consider adopting the Supplementary Planning Document on Cycle and Car Parking in New Developments	7 Dec	No	Portfolio Holder - Planning Policy and Place	PL	Open
Medium Term Financial Strategy Mid Year Review and Headline Budget Strategy for 2024/25	To note emerging pressures on the Council's finances and agree a budget strategy for the coming year and consider changes to the MTFS	7 Dec	No	Portfolio Holder - Finance	CS	Open
Planning Local Enforcement Plan	To consider and adopt an updated Planning Local Enforcement Plan. The current Planning Local Enforcement Plan was adopted in January 2016, and this review is to ensure it reflects current best practice and to bring it up to date.	4 Jan	No	Portfolio Holder - Planning Policy and Place	PL	Open

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
Butterwood Homes Report from Scrutiny Panel	To consider adopting any proposals recommended by the Butterwood Homes Scrutiny Panel	4 Jan	No	Portfolio Holder - Climate Change and Corporate Services	CS	Open
Transfer of ownership of the new community hall at Hareshill	Transfer of ownership of the new community hall at Hareshill to Crookham Village Parish Council.	4 Jan	Yes	Portfolio Holder - Climate Change and Corporate Services		Open
Settlement Capacity and Intensification Study	To consider the Settlement Capacity & Intensification Study produced by consultants. The study was commissioned to review the potential capacity within the district's settlements to accommodate future growth	4 Jan	No	Portfolio Holder - Planning Policy and Place	PL	Open

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
Review of CCTV Service	To report back on the CCTV service	4 Jan	No	Portfolio Holder - Community Safety and Development Management	COM	Open
Climate Change Update	Cabinet to receive an update on progress against the Climate Change Action Plan	4 Jan	No	Portfolio Holder - Climate Change and Corporate Services	CS	Open
Approval to Scope Remodelling Heathland's Court	Seeking approval to fund a specialist technical project manager to scope remodelling Heathlands Court, the Council's temporary accommodation provision	4 Jan	Yes	Portfolio Holder - Climate Change and Corporate Services	COM	Open

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
Weight Given to the Council's Declaration of a Climate Emergency in Planning Decisions Relating to Heritage Matters	To consider the weight given to the Council's declaration of a Climate Emergency in planning decisions relating to heritage matters.	4 Jan	Yes	Portfolio Holder - Community Safety and Development Management	PL	
Butterwood Homes Review	Review of Butterwood Homes (to refresh Company structure, business case, and Articles)	1 Feb	Yes	Portfolio Holder - Climate Change and Corporate Services	CS	Open
UKSPF funding bids	To consider and approve the bids received for the UKSPF community hub and youth funding, as per Hart's approved investment plan, taking account of O&S Comments.	1 Feb	Yes	Leader and Portfolio Holder - Strategic Direction and Partnerships	CS	Open

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
Draft Budget 2024/25	To consider and recommend to Council, the revenue and capital budget for 2024/25 including revised Medium Term Financial Strategy and any proposed changes to council tax discretions.	1 Feb	No	Portfolio Holder - Finance	PL	Open
Q3 Budget monitoring report and forecast outturn for 2023/24	Report to Cabinet the latest projections of expenditure and income, including capital, for 2023/24 for review and approval of any action necessary.	1 Feb	No	Portfolio Holder - Finance	FIN	Open
Treasury Management Policy and Capital Strategy annual statutory review	To consider and recommend to Council the revised Treasury Management Policy including Investment Strategy, prudential indicators and Capital Strategy, having regard to O&S comments	1 Feb	No	Portfolio Holder - Finance	FIN	Open
Adoption of Local Cycling and Walking Infrastructure Plan (LCWIP)	Following the end of the consultation period, to consider adopting the updated LCWIP.	7 Mar	No	Portfolio Holder - Planning Policy and Place	PL	Open
Draft Service Plans 2024/25	Cabinet to review and approve draft service plans for 2024/25 having regard to O&S comments and the approved budget.	4 Apr	No	Chief Executive	ALL	Open

Report Title	Outline/Reason for Report/Comments	Due Date	Key Decision Y? (Note 1)	Cabinet Member (Note 2)	Service (Note 3)	*This item may contain Exempt information
Crandall Conservation Area Appraisal	Cabinet to consider adopting the updated Crandall Conservation Area Appraisal		No	Portfolio Holder - Planning Policy and Place	PL	Open
Crookham Village Conservation Area Appraisal	Cabinet to consider adopting the updated Crookham Village Conservation Area Appraisal		No	Portfolio Holder - Planning Policy and Place	PL	Open
Hartley Wintney Conservation Area Appraisal	Cabinet to consider adopting the updated Hartley Wintney Conservation Area Appraisal		No	Portfolio Holder - Planning Policy and Place	PL	Open
Ongoing Items throughout the year						
Climate Change updated and request for funding allocations for projects to deliver Action Plan	To update Cabinet on progress against Hart's Climate Change Action Plan		No	Portfolio Holder - Climate Change and Corporate Services	CS	

Executive Decisions

Note 1

A “key decision” means an executive decision which, is likely to –

- a) result in Council incurring expenditure or the making of savings which amount to £30,000 or 25% (whichever is the larger) of the budget for the service or function to which the decision relates; or
- b) be significant in terms of its effects on communities living or working in an area comprising two or more wards within the area of the district of Hart.

Note 2

Cabinet Members

D Neighbour	Leader and Strategic Partnerships
J Radley	Deputy Leader and Finance
A Oliver	Development Management and Community Safety
T Clarke	Digital and Communications
T Collins	Regulatory
R Quarterman	Climate Change and Corporate
S Bailey	Community
G Cockarill	Planning Policy and Place

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Note 3

Service:

CX	Chief Executive	CS	Corporate Services	PL	Place Services
CSF	Community Safety	PP	Planning Policy		
FI	Finance	COM	Community Services		
SLS	Shared Legal Services	MO	Monitoring Officer		

Note 4

*This item may contain Exempt Information – Regulation 5 of the Local Authority (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

