

EXECUTIVE - 22 MARCH 2018

PARKING STANDARDS SUPPLEMENTARY PLANNING DOCUMENT (SPD)

Executive Summary

The report outlines the various responses to the consultation on the Parking Standards Supplementary Planning Document (SPD) and requests the Executive to recommend to Council to adopt the SPD for the purposes of managing development across the Borough. The Parking Standards SPD defines the appropriate number of parking spaces to serve various types of development across the Borough. The existing Parking Standards SPD was adopted by the Council on 27 July 2006. It has become necessary to review it to reflect changes in national planning policy as set out in the National Planning Policy Framework (NPPF), the Woking Core Strategy, in particular, Policy CS18: *Transport and Accessibility* and the lessons learnt throughout the application of the existing standards.

The Executive, at its meeting on 23 March 2017, approved the draft SPD for a six weeks public consultation between 7 April 2017 and 22 May 2017. A total of 26 individuals and organisations made representations covering a wide range of issues. A schedule of the individuals who made representations, a summary of their representations with Officers' response is included in Appendix 1. Officers are recommending some minor modifications as a result of the representations. The modifications have already been incorporated into the SPD and are also summarised in section 2 of the report. A copy of the revised Parking Standards SPD is in Appendix 2.

The report was considered by the Local Development Framework (LDF) Working Group at its meeting on 6 March 2018. The Working Group proposed some minor amendments to visitor parking in Table 3. The amendments are incorporated into the SPD. The Minute of the meeting is attached to the report as Appendix 3. It is intended that the report will go to the 5 April 2018 meeting of Council for adoption. Once adopted, the SPD will be material consideration in planning decisions and is expected to take effect on and after the date of adoption, in this case 5 April 2018.

Reasons for Decision

To make sure that the Council has an up to date Parking Standards that complies with national and local planning policy.

Recommendations

The Executive is requested to:

RECOMMEND to Council That

- (i) **the various representations to the Parking Standards Supplementary Planning Document consultation together with the Officers' response and recommendations, as set out in Appendix 1 to the report, be noted;**
- (ii) **subject to the proposed modifications, the Parking Standards Supplementary Planning Document in Appendix 2 to the report be adopted for the purposes of managing development across the Borough;**

Parking Standards Supplementary Planning Document (SPD)

- (iii) the requirements of the Parking Standards Supplementary Planning Document should apply to all relevant planning decisions on and after the date of adoption, in this case 5 April 2018; and
- (iv) authority be delegated to the Deputy Chief Executive, in consultation with the Portfolio Holder for Planning, to approve any changes to reflect new information before the SPD is adopted.

The item will need to be dealt with by way of a recommendation to the Council.

Background Papers:

None.

Reporting Person:

Douglas Spinks, Deputy Chief Executive
Ext: 3440, E Mail: Douglas.Spinks@woking.gov.uk

Contact Person:

Ernest Amoako, Planning Policy Manager
Ext. 3427, E Mail: Ernest.Amoako@woking.gov.uk

Portfolio Holder:

Cllr Ashley Bowes
E Mail: CllrAshley.Bowes@woking.gov.uk

Shadow Portfolio Holder:

Cllr Louise Morales
E Mail: CllrLouise.Morales@woking.gov.uk

Date Published:

16 March 2018

1.0 Introduction

- 1.1 The current Parking Standards Supplementary Planning Document (SPD) was adopted in July 2006. It has become necessary to review the existing standards to reflect changes in national policy and to respond to the diverse needs of local residents, different geographical areas of the Borough and the needs of local businesses. The Executive, at its meeting on 23 March 2017, approved the draft revised SPD for a six weeks public consultation between 7 April 2017 and 22 May 2017. Overall, 26 individuals and organisations made representations. One respondent submitted two separate representations. Another representation requests Officers and Members to read an article about parking policy called 'Aparkalypser' on page 14 of 8 – 14 April edition of the Economist. A copy of the article can be provided on request. A summary of the representations with Officers' response and recommendations is in Appendix 1. Minor modifications have been proposed by Officers, which have already been incorporated into the revised SPD. A summary of the proposed modifications is in Section 2 of the report. If the Council is minded to adopt the SPD, it will be material consideration in planning decisions.
- 1.2 There is no doubt that parking can have significant impacts on the economic vitality of our main centres, help manage congestion, influence patterns of development and the liveability of our various communities and the way people access key services and facilities across the Borough. Because of the competing and often conflicting objectives to parking policy, a delicate balance should always be struck between the objectives that the parking standards seeks to achieve when applying the parking standards. The application of the parking standards should therefore be objective-led driven by the following key objectives:
- the need to provide adequate parking spaces to serve the various types of development;
 - the need to influence a shift to sustainable modes of travel such as walking and cycling, in particular, in urban centres with high accessibility to key services and facilities;
 - the need to reduce congestion, in particular, in the main centres;
 - the need to make sure that parking provision does not adversely impact on highway safety;
 - the need to manage air quality to improve the well-being of the community; and
 - the need to maximise the use of land to meet the development needs of the area.
- 1.3 Members should note the change in national policy since the existing Parking Standards SPD was adopted. The existing car parking standards are set as maximum standards in accordance with national policy at the time. This effectively established the principle that it would be acceptable to provide fewer parking spaces than the maximum standards if a satisfactory case could be made. This national policy approach to parking has changed with the publication of the National Planning Policy Framework (NPPF) and a subsequent ministerial statement.
- 1.4 The NPPF removed the requirement to set maximum parking standards. It acknowledges the need to adopt standards that are reflective of unique local circumstances. In setting parking standards, it requires local planning authorities to take into account:
- the accessibility of the development;
 - the type, mix and use of development, the availability of and opportunities for public transport;
 - local car ownership levels; and
 - the overall need to reduce the use of high-emission vehicles.

Parking Standards Supplementary Planning Document (SPD)

- 1.5 The Core Strategy, and in particular, Policy CS18: *Transport and Accessibility* sets out the overarching policy framework for parking standards in the Borough. The Core Strategy takes the new direction in national policy on board and requires the Council to implement minimum parking standards for residential development and maximum car parking standards for all types of non-residential development, including consideration of zero parking in Woking Town Centre, providing it does not create or exacerbate existing on-street car parking problems. In applying the standards, the Core Strategy requires the Council to make sure that it does not undermine the overall sustainability objectives of the Core Strategy including the effects on highway safety and the need to control congestion and encourage the use of sustainable transport.
- 1.6 It is important to note the significant shift in direction of both national and local policy for the provision of parking to serve new residential development. By introducing minimum standards for residential development there is no longer a presumption that fewer standards would be acceptable. Provision of fewer spaces than the required minimum will only be justified by very special circumstances unless it is specified otherwise. The application of the minimum standards will also ensure that the specific number of spaces that would be granted to serve a particular type of development is adequate, taking into account the objectives set out in paragraph 1.2, the factors set out in paragraph 1.4 and the individual merits of the proposal. The minimum standards provide common thresholds below which provision will be unacceptable unless clearly justified. It allows the flexibility for parking provision to be set above the minimum standards, and to be tailored to specific site conditions and other locational and sustainability requirements. Careful judgment will have to be exercised at all times in order not to undermine the objectives of the Core Strategy. For example, in deciding whether more spaces than the required standards should apply to a particular development, account should be taken of whether there is unacceptable lack of public transport in the area, proximity of the site to key services and facilities and the potential for walking and cycling. Details of the specific proposed standards takes in account all the above. Non-residential parking provision continues to be set as maximum standards. Similarly, cycle parking standards continues to be set as minimum standards.
- 1.7 The parking standards will apply to all relevant new development proposals. Where two or more land uses apply to the same site the maximum parking provision for each of the land uses should be assessed separately.
- 1.8 The SPD will be used by:
- Planning Officers to judge the appropriate level of parking provision to serve proposed development when determining applications and/or offering pre-application advice;
 - Council Members when assessing development proposals at Planning Committee meetings; and
 - Applicants and developers when preparing their development schemes.
- 1.9 Officers are satisfied that the proposed approach to the Parking Standards SPD will enable an appropriate level of parking provision to be tailored to specific development proposals, taken into account the individual merits of the proposal and should be supported for adoption.
- 1.10 It is not anticipated that the SPD will give rise to any significant environment effects that will require a strategic environmental assessment. The Sustainability Impact Assessment indicates the environmental benefits for introducing the SPD. No significant negative effects are identified.

2.0 Summary of proposed modifications

2.1 The following modifications are proposed to enhance the quality of the SPD or to provide up to date information:

- Section 3 under road network – the B382 Old Woking Road is added to the list. Knaphill/St Johns and Maybury should be deleted from the list of problem area.
- Section 3 – the sentence beginning ‘the traffic impacts are considered..’ should be deleted and be replaced by ‘Recent studies carried out by the Council have demonstrated that there will be a need for appropriate measures of mitigation to address future development impacts on these traffic hotspots. The Council is working in partnership with Surrey County Council to identify deliverable transport schemes to address the transport impacts at these hotspots’.
- Section 3 under future growth – the following sentence should be added to the paragraph ‘The Council also plans to safeguard land to meet future development needs between 2027 and 2040.’
- Section 3 under Woking Town Centre – the statement about the future growth for social, community and transport infrastructure is incomplete. The following should be added to the box/row beginning - set out in the infrastructure ‘community facilities and transport and accessibility improvement measures such as rail, road and bus improvement measures as well as on-going improvements to walking and cycling infrastructure’.
- Table 3 – bullet point 5 – the word ‘guide’ should be deleted and replaced by ‘minimum’. The following sentence should be added to the bullet point ‘This is necessary to accommodate the nature and size of modern cars’.
- Table 3 – the following additional bullet point should be added –There will be a planning condition on planning approvals to restrict the conversion of garages to habitable rooms.
- Section 4.4 – the title Disabled parking is proposed to change to Accessible parking. This is the current terminology often used.
- Section 4.6 third bullet point – the following sentence should be added ‘Development should not be using styles of cycle stand that hold a wheel.’
- Section 4.6 the following should be added to the box titled Please note – The floor areas specified apply to the built development.
- Table 3 – a sentence has been included to encourage the provision of spaces for motor-bike in major developments.

3.0 Key topics covered in the draft SPD

3.1 The Parking Standards SPD covers the following:

- introduction and application of the standards;
- policy context;
- relationship with Surrey County Council and Surrey Transport Plan;
- Borough profile;
- proposed parking standards;
- electric vehicle charging points; and
- monitoring and review.

3.2 Members should note that the provision of adequate parking does not sit in isolation within the context of the Council’s overall objective of ensuring the sustainable management of development and patterns of movement across the Borough. The pricing of parking, travel planning, the management of resident’s parking zones and on-street parking and the spatial distribution of development are all important contributory factors to ensuring sustainable management of parking in the area. Parking provision should also be seen as an integral part of good quality design of development.

4.0 Next stages of the process

- 4.1 It is proposed that the report will be considered by Council for adoption at its meeting on 5 April 2018. The adopted SPD should take effect on and after the date of adoption, in this case 5 April 2018.
- 4.2 Regulation 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012 deals with public participation of SPDs. It requires the Council before adopting the SPD to prepare a statement setting out the persons the local planning authority consulted when preparing the SPD, a summary of the main issues raised by those persons and how those issues have been addressed in the SPD. This statement has been prepared for the LDF Working Group to note and for it to be published accordingly. A copy of the Statement can be provided on request.

5.0 Conclusion

- 5.1 The existing Parking Standards SPD was adopted in July 2006. It is being reviewed to bring it up to date to be pursuant to the requirements of the NPPF and the Woking Core Strategy. The proposed new approach to parking will enable the provision of parking spaces to be responsive to the specific requirements of individual proposals taken into account their individual merits. The application of the standards should be objective-led and Officers and Members will always be required to strike a delicate balance between the need to provide adequate parking to service development and the need to protect the sustainability objectives of the Core Strategy.
- 5.2 The Parking Standards SPD will have the status of Supplementary Planning Document. When adopted, it will be a material consideration in determining day to day planning applications. Officers are satisfied that the SPD has been prepared in accordance with statutory procedures set out in the Town and Country Planning (Local Planning) (England) Regulations 2010 and subject to the proposed modifications should be adopted.

6.0 Implications

Financial

- 6.1 The cost of preparing the SPD has been met from existing Planning Policy Service Plan budget and approved Investment Programme.

Human Resource/Training and Development

- 6.2 The introduction of the SPD might require an initial training of both Council Officers and Members. The cost of this will be met from existing budget.

Community Safety

- 6.3 Addressed as part of the Sustainability Impact Assessment.

Risk Management

- 6.4 The Core Strategy was adopted in October 2012. Planning applications continue to be submitted to deliver its requirements. It is important that there is appropriate parking provision to serve the development. Paragraph 5.171 of the Core Strategy requires the Council to review the SPD and at regular intervals to make sure that the parking standards that are set are the most appropriate. The timing is therefore right for this review to bring the existing standards to date. Adopting the standards is a significant step forward

Parking Standards Supplementary Planning Document (SPD)

towards achieving this aim. National policy has changed since the Parking Standards SPD was adopted. The adoption of the proposed standards will ensure that the SPD is in accordance with the overarching objectives of the NPPF and the Core Strategy.

Sustainability

- 6.5 Addressed as part of the Sustainability Impact Assessment.

Equalities

- 6.6 Addressed as part of the Equalities Impact Assessment.

7.0 Consultations

- 7.1 The Portfolio Holder for Planning has been consulted.

REPORT ENDS

EXE17-019

Parking Standards Supplementary Planning Document (SPD)

APPENDICES

Equality Impact Assessment

The purpose of this assessment is to improve the work of the Council by making sure that it does not discriminate against any individual or group and that, where possible, it promotes equality. The Council has a legal duty to comply with equalities legislation and this template enables you to consider the impact (positive or negative) a strategy, policy, project or service may have upon the protected groups.

		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action) THIS SECTION NEEDS TO BE COMPLETED AS EVIDENCE OF WHAT THE POSITIVE IMPACT IS OR WHAT ACTIONS ARE BEING TAKEN TO MITIGATE ANY NEGATIVE IMPACTS
		Eliminate discrimination	Advance equality	Good relations			
Gender	Men					X	
	Women					X	
Gender Reassignment							
Race	White					X	
	Mixed/Multiple ethnic groups					X	
	Asian/Asian British					X	
	Black/African/Caribbean/Black British					X	
	Gypsies / travellers					X	
	Other ethnic group					X	

		Positive impact?			Negative impact?	No specific impact	What will the impact be? If the impact is negative how can it be mitigated? (action) THIS SECTION NEEDS TO BE COMPLETED AS EVIDENCE OF WHAT THE POSITIVE IMPACT IS OR WHAT ACTIONS ARE BEING TAKEN TO MITIGATE ANY NEGATIVE IMPACTS
		Eliminate discrimination	Advance equality	Good relations			
Disability	Physical	x					The SPD make provision for disable parking.
	Sensory	x					The SPD make provision for disable parking.
	Learning Difficulties	x					The SPD make provision for disable parking.
	Mental Health	x					The SPD make provision for disable parking.
Sexual Orientation	Lesbian, gay men, bisexual					x	
Age	Older people (50+)					x	
	Younger people (16 - 25)					x	
Religion or Belief	Faith Groups					x	
Pregnancy & maternity						x	
Marriage & Civil Partnership						x	
Socio-economic Background						x	

The purpose of the Equality Impact Assessment is to improve the work of the Council by making sure it does not discriminate against any individual or group and that, where possible, it promotes equality. The assessment is quick and straightforward to undertake but it is an

important step to make sure that individuals and teams think carefully about the likely impact of their work on people in Woking and take action to improve strategies, policies, services and projects, where appropriate. Further details and guidance on completing the form are [available](#).

Sustainability Impact Assessment

Officers preparing a committee report are required to complete a Sustainability Impact Assessment. Sustainability is one of the Council's 'cross-cutting themes' and the Council has made a corporate commitment to address the social, economic and environmental effects of activities across Business Units. The purpose of this Impact Assessment is to record any positive or negative impacts this decision, project or programme is likely to have on each of the Council's Sustainability Themes. For assistance with completing the Impact Assessment, please refer to the instructions below. Further details and guidance on completing the form are [available](#).

Theme (Potential impacts of the project)	Positive Impact	Negative Impact	No specific impact	What will the impact be? If the impact is negative, how can it be mitigated? (action)
Use of energy, water, minerals and materials			x	
Waste generation / sustainable waste management			x	
Pollution to air, land and water	x			
Factors that contribute to Climate Change	x			
Protection of and access to the natural environment			x	
Travel choices that do not rely on the car	X			
A strong, diverse and sustainable local economy	X			
Meet local needs locally	x			
Opportunities for education and information			x	
Provision of appropriate and sustainable housing	x			
Personal safety and reduced fear of crime			X	
Equality in health and good health			x	
Access to cultural and leisure facilities	x			
Social inclusion / engage and consult communities			x	
Equal opportunities for the whole community			x	
Contribute to Woking's pride of place	x			